

LAKE TARPON SAIL AND TENNIS CLUB

COMMON ELEMENTS BOD MEETING

MINUTES 02.24.2025 5.00PM

Meeting Information

Date & Time: 2025-02-24 17:08:49

Location: Commodore Clubhouse

Attendees: President John Haverty, Vice President Trixe Emden, Treasurer, Richard Troxell, John Verdaasdonk, Secretary Barry Case,

20 members of the association, additional on Zoom, Ameritech Representative Andrew George

Meeting Notes

Financials from Frankly Coastal

Discussion on the funds received from Franklin Coastal, totaling \$220,000.00. **1. Project Management**

and Renovation Plan

Project Management and Transition

John Whittle introduces himself and discusses the transition of project management to Ameritech, highlighting the expertise of John Kinsetoff and the involvement of various team members.

Scope of Work for Renovation

John Whittle outlines the renovation project, including window replacement, flooring options, framing, drywall, carpentry, and painting. Emphasis is placed on increasing property value.

Return on Investment (ROI)

Discussion on the ROI for different flooring options, comparing vinyl and carpet, with vinyl offering a higher ROI and longer lifespan.

2. Building Renovation and Improvement

Flooring Options

Discussion on the benefits of vinyl, tile, and epoxy flooring, especially in areas prone to water exposure. Vinyl is preferred due to ease of maintenance and noise reduction capabilities.

Window Replacement

Debate on whether to replace all windows or only some. Full replacement is advised to meet insurance requirements and ensure long-term benefits.

Project Costs and Permits

Discussion on mobilization costs, permit fees, and the timeline for project initiation. A reduction in initial

costs was proposed to facilitate permit acquisition. **Noise Mitigation**

Concerns about noise levels in the meeting room and potential solutions like additional barriers or wall panels.

Project Management and Communication

Introduction of BuilderTrend as a tool for project transparency and communication, allowing stakeholders to track progress and communicate directly with the project manager.

Conclusion

1. Vinyl flooring is recommended for its ease of maintenance and noise reduction.
2. Full window replacement is recommended to maximize insurance benefits and future-proof the property.
3. Initial mobilization costs reduced to 20% to for window deposit.
4. BuilderTrend will be used for project updates and communication.

3. Building Maintenance and Window Replacement

Window Supplier Selection

The discussion focused on selecting Armortech as the window supplier due to their competitive quote and inclusions like weather stripping. The decision was influenced by the need for a comprehensive, one-time replacement to avoid future issues. **Building Maintenance and Proactivity**

The conversation highlighted the importance of proactive maintenance to prevent future damage, especially considering the building's age and current issues like leaks. The need for energy-efficient windows and addressing current water damage was emphasized.

Window Tint and Specifications

There was a discussion about the specifications of the new windows, including whether they would be tinted. It was clarified that the windows would be slightly darker but not tinted.

Hurricane Preparedness

The discussion covered the potential need for hurricane shutters in addition to impact-resistant windows. It was suggested to consult insurance recommendations before deciding.

Project Funding and Payments

The meeting addressed funding for the window project, discussing the use of deferred payments and potential reserve funds. The need for a down payment and scheduling future payments was also covered.

Conclusion

1. Armortech was chosen as the window supplier.
2. The group agreed on the necessity of proactive maintenance.
3. The windows will be slightly darker but not tinted.
4. Consult insurance for recommendations on hurricane shutters.
5. A down payment will be made, and future payments will be scheduled.

4. Building Renovation and Flooring Options

Flooring Options

Discussion on flooring options including carpet and vinyl plank flooring, with emphasis on the benefits and costs associated with vinyl plank as the most economical and durable option.

Gym Flooring

Discussion on the flooring for the gym area, considering whether to use vinyl or rubber matting to protect the floor from damage.

Stairs and Banister

Discussion on the installation of flooring on stairs and the inclusion of the banister in the painting project.

Baseboards

Discussion on the removal and replacement of baseboards around the building, with paint included in the overall paint project.

Interior Framing and Drywall

Discussion on removing damaged drywall and insulation, and the option to cut out a wall for an open kitchen concept.

Ceiling and Electrical Work

Discussion on removing the drop ceiling and addressing exposed wiring and lighting issues.

5. Building Renovation and Modernization

Ceiling and Lighting Modernization

Discussion on the modernization of ceiling and lighting, including options for removing ceiling tiles due to asbestos concerns and upgrading to LED lighting for energy efficiency. The existing ceiling

Security System Upgrade

Consideration of upgrading the current security system to a Ring internet-based system for better connectivity and reduced wiring.

Painting and Flooring Options

Evaluation of painting and flooring options, including costs and materials, with a focus on modernizing the building's appearance.

Project Costs and Budget

Discussion on the estimated costs for various renovation options, including a contingency budget and the need for board approval.

Project Timeline and Risks

Estimation of the project timeline, potential risks, and the impact of unforeseen issues on the schedule. After window install 8-12 weeks till complete

6. Project Cost and Planning Decisions

Flooring Options

Discussion on the cost and longevity differences between vinyl, carpet, and epoxy flooring options for doors. Vinyl floors cost \$80 more per door but last three times longer.

Ceiling Estimate

Request for a rough estimate on the ceiling for the next meeting. Challenges in obtaining this estimate were acknowledged.

Permit Costs

Discussion on permit costs, which are approximately 3.5% of the total project cost. Strategies to mitigate costs were discussed.

7.36 pm adjourned