

04-07-2025 Lake Tarpon Sail & Tennis Club CE Board Meeting: Operational Updates and Repairs & Renovations Planning Clubhouse

Renovation Voting Process Budget Management

Meeting Information

- Date & Time: 2025-04-07 18:20:08
- Location: Commodore Clubhouse
- Attendees: ['Richard Troxell President', 'Trixi Emdem Vice President', 'John Haverty Treasurer', "Barry Case Secretary", "John Verdaasdonk Director at Large"]
- Guest John Whittle Munyan
- AmeriTech Property Management Andrew George

Meeting Notes

1. Board Meeting and Operational Updates

Clubhouse Fun Comittee Reports Michael Rozum

- **Website and QR Codes**
Discussion on a digitized calendar at the clubhouse, allowing ads and using ad revenue to pay for creating specific QR codes for ads that link to business websites or contact information.
- **Meeting Notices and Agendas**
Discussion on displaying event notifications on a new screen and the requirements for meeting notices and agendas.
- **Board Meeting Start**
The second board meeting was officially started at 6:21 with all five board members present.

- **Nomination to Waive Reading of Minutes**

Nomination to waive the previous reading of the minutes as they are available online.

- **Monthly Accounts and Repairs**

Report on monthly accounts, repairs of six lights, electrical issues, and dock stability improvements.

- **Dock Rules and Regulations**

Discussion on reviewing dock rules and regulations due to new residents unfamiliar with docking procedures.

- Discussion on the maintenance of the dock, including replacing eye hooks and tightening boards. Emphasis on the need for annual maintenance to prevent issues

- All accounts are paid in full.

- Waiting on Lake water level to be lower to add braces to the dock.

- Lines that are rotting will be replaced and billed boat slip user.

John Haverty suggested teaching boaters how to properly secure their boats

- **Activities Committee**

- still having activities, all is well

2. Community Maintenance and Renovation Planning

- **Tree Trimming Compliance**

Discussion on the need to trim trees to meet city compliance, specifically maintaining a height of 16 feet above the roadways. Debate on whether tree maintenance is a common element responsibility.

- **Building Renovation Costs**

Discussion on the renovation costs for a building, including a bid of \$289,036. Specific costs for painting, ceiling, and flooring were discussed, with a focus on finding cost-effective solutions.

- **Assessment and Funding**

Discussion on the need to finalize decisions to proceed with assessments and funding for renovations. Emphasis on the urgency due to upcoming window installations.

- **Voting and Legal Requirements**

Discussion on the legal requirements for voting on renovation decisions, including the need for 246 votes. Concerns about ensuring compliance with legal standards.

3. Project Funding and Voting Process for Building Renovations

- **Project Funding**

Discussion on funding the project, to not do some of the remodel, like the ceiling, just fix and paint with new lighting. Urgency of getting the project budget approved and getting to the assessment including the need to decide on the budget and assessment to cover costs already incurred, such as \$130,000 for windows.

- **Cost of Front Doors and Windows**

Discussion on whether the \$289,000 budget covers the cost of front doors and windows, and the need to adjust the budget if necessary. It does not at this time.

- **Insurance and Safety Concerns**

Discussion on the insurance implications of not replacing the front doors, windows and doors and the safety concerns related to potential hurricane debris.

- **Contractor and Vendor Coordination**

Discussion on finding a vendor for doors and coordinating with contractors, including insurance requirements for subcontractors.

- **Material Changes and Voting**

Discussion on what constitutes a material change to the building and how it affects the voting process.

Conclusion

1. The board can vote to approve the \$289,000 and start the special assessment process.
2. The board needs to finalize the budget and assessment to proceed with funding.
3. The \$289,000 budget can cover costs if adjustments are made, but the exact cost of doors is still being determined.
4. Doors need to be included in the project for safety and insurance benefits.
5. Efforts are ongoing to find a suitable vendor, with updates expected by the end of the week.
6. Only the ceiling is considered a material change; other elements like flooring are not.

4. Facility Renovation and Security Enhancements

- **Building Renovation and Assessment**

The discussion focused on the need for a sustainable renovation of the facility, which hasn't been updated in 50 years. The proposed assessment is \$1,280 per owner, totaling \$313,636, including additional costs for doors. The importance of making a decision soon was emphasized to avoid future cost increases.

- **Door and Window Bids**

The front doors to the clubhouse were not in the window bid. There for there will be a higher cost with the genral contractor estimating \$15,000.00 off the record. John

Whittle with Munyan will get us the cost by 04.16.2025. There was confusion over the bids for doors and windows, with a need to clarify which company was chosen and whether doors were included in the bid. Armortech was selected.

- **Security Concerns**

Concerns were raised about illegal activities in the lower parking lot of club III, suggesting the installation of security cameras and vehicle tag recognition cameras to enhance safety. Club III had a camera security company come out, Andrew had asked for a quote for the front entrance for tag recognition cameras. The board agreed to look into the cameras. Club III could use its free internet service in the guard house

Conclusion

1. A motion was made to vote on the proposal of \$313,636 in the next meeting.
2. John will double-check the Pasco Pinellas Glass bid for the door quote.
3. Andrew is waiting for a quote on the tag reader and general surveillance cameras.

5. Budget management and planning for building furnishings and maintenance.

- **Budget and Community Approval**

Discussion on whether the budget, including amounts like \$380,000 and \$9,000, requires community approval due to no material changes. The focus was on furniture and equipment for the gym.

- **Furniture and Equipment Planning**

Exploration of furniture options for the building, including tables, chairs, and sofas, with an estimated cost of \$12,000. Consideration of board approval for purchases.

- **Reserves and Deferred Maintenance**

Discussion on the use of reserves, including \$5,000 currently available, and the need to replenish reserves through monthly payments rather than special assessments. And \$10,000.00 in painting reserves can be used.

- **Approval Process for Donations**

Agreement that any furniture or equipment donations to the clubhouse should be approved by the board to avoid unwanted items.

Next Arrangements

- [] Get the cost of the front doors by next Monday, Tuesday, or Wednesday.
- [] Conduct a meeting next Monday, Tuesday, or Wednesday to finalize the budget and assessment.
- [] Determine the voting method with the attorney's guidance.
- [] Next meeting scheduled for April 16, 2025, at 6:30 PM.

- [] John to provide door number by mid-next week.
- [] Andrew to obtain a quote for security cameras and tag readers.
- [] Meeting on 2025-04-09 at 6:30 PM, Andrew to confirm.

AI Suggestion

AI has identified the following issues that were not concluded in the meeting or lack clear action items; please pay attention:

1. Clarify the legal requirements for voting on renovation decisions to ensure compliance and proceed with the project. This includes determining the exact voting method with legal guidance to avoid potential delays in project funding and execution.
2. Monitor the stability of the dock and plan for the installation of the X-brace once the lake is drained for hurricane season. This is crucial to prevent structural issues and ensure safety.
3. Finalize the decision on the renovation proposal within a week to initiate assessments and funding. Delays in decision-making could lead to financial issues with window installations and overall project funding.
4. Clarify the process for community approval of budget changes and determine the specific items that require board approval. This will help in avoiding potential delays and ensure smooth project execution.
5. Finalize the cost of the front doors and windows to ensure the budget is accurate. This includes clarifying the inclusion of doors in the window bid and addressing any unresolved budget and assessment decisions.