

Meeting summary for Sea Monarch Building Committee Meeting (04/07/2025)

Quick recap

The Sea Monarch Building Committee meeting, led by Sean, covered various aspects of ongoing and future renovation projects, including discussions on project management, construction issues, and aesthetic improvements. The committee addressed concerns about project overruns, mold remediation, asbestos removal, and HVAC upgrades, while also considering ways to enhance the building's overall appearance and functionality. The conversation ended with proposals for better inventory management, maintenance schedules, and the creation of an owner's handbook to improve building operations and resident experience.

Next steps

- Ralph to write up a proposal about adding a soffit on the catwalk.
- Sean to reach out to Mary Rubino about next steps for the catwalk paint.
- Tara to provide a list of color coordination suggestions for the building's exterior and interior.
- Sean to inquire about the ceiling material options for upstairs.
- Sean to look into and share the test methodology used for mold detection.
- Sean to send the Excel spreadsheet of future projects to the team for review and comments.
- Sean and Dave to continue weekly walkthroughs with Vic and Yuli, and report findings in the next meeting.
- Team to help Yuli inventory current supplies and determine what is needed.
- Sean to explore bringing in a company like Fastenal to manage inventory and replenishment of maintenance supplies.
- Team to develop a maintenance schedule for regular building upkeep tasks.
- Team to create a homeowner handbook with maintenance guidelines and important information.
- Sean to update Craig on the meeting discussions and prepare agenda items for the next meeting.
- Team members to send Sean any additional ideas for discussion at the next meeting.

Summary

Sea Monarch Building Committee Meeting

Sean calls the Sea Monarch Building Committee meeting to order and conducts a roll call. Ralph Morrison is present, while Craig is absent. Sean introduces a new attendee, Joanna, who recently moved from Naples to be closer to her daughter. The meeting

begins with casual conversation about living in different areas of Florida before moving on to the formal agenda.

Team's Role and Project Management

Sean discussed the role and responsibilities of the team, emphasizing that they would not be involved in scope of work, invoice review, or business operations. He suggested that the team would be more involved in projects managed by the owners' representative. Sean also mentioned the need for the team to work with vendors and contractors, and the importance of setting timelines and incentives for project completion. He expressed concerns about the potential for contractors to pad their work and the need for guardrails in the construction process. Sean also mentioned the need for the team to meet with the owners' representative to discuss projects in more detail.

Building Restoration Project Challenges Discussed

Sean discusses issues with the building's restoration project, including concerns about pipe placement and electrical conduit visibility. He suggests creating a soffit to camouflage a pipe near a window and proposes building a chase to conceal electrical conduits on the catwalk. The group also addresses concerns raised by Mary Rubina about the color of patio floors not matching the agreed-upon white and gray color scheme, as well as potential material defects. Sean emphasizes the importance of considering warranty requirements and consulting engineers before making any changes to the flooring material or color.

Balcony Finish Quality Concerns Discussed

Sean discussed the new finish being put down on balconies and catwalks, with Claire expressing concern about the quality of the finish. Sean mentioned that the new finish was brought up in a board meeting and that there were estimates for redoing it. He also mentioned that there was another finish they could put down on the pool deck. Sean acknowledged that there were concerns about the finish on balconies, but he personally had not experienced any issues. He also mentioned a list of things that Chris thought needed to be done to the building, but he was not aware of the contents of the list.

Unforeseen Expenses in Phase One

Sean discussed the current status of the Phase One SLSS project, highlighting the total overrun amount of \$94,000. He mentioned that the project had encountered several unforeseen expenses, including Heidi Marksman security, asbestos removal, and owner damage. Sean also mentioned that Phase Two is the concrete restoration and Phase Three will be the renovations. He expressed the need to improve the project management process to better anticipate future expenses.

Building Projects and Renovations Discussion

Sean discusses several ongoing and future projects for the building, including mold remediation, asbestos removal, and HVAC improvements. A pilot project for mold

remediation is planned, starting with the penthouse floor. There are concerns about the extent of mold and asbestos, particularly behind baseboards and in AC ducts. The group debates the best approach for ceiling renovations, considering drop ceilings versus sheetrock. Plans for improving airflow in hallways are discussed, though some question the necessity. Future projects include renovating the lobby, lockers, and stairwells, but these have not yet been board-approved.

Addressing Project Aesthetic Disjointedness

Sean expressed concerns about the disjointed and unfinished appearance of the project, suggesting that it should have been a unified whole from the start. He proposed a holistic color scheme and mentioned specific design issues, such as the color of the catwalks and the unpainted tops of the fence. Sean also suggested updating the signage and mentioned a nearby example of a well-designed project. He assigned a task to another team member to paint the tops of the fence white and to make a list of all the aesthetic issues.

Crane Placement and Paint Coordination

Sean discussed the challenges of building a crane and the need for a designated area for it. He mentioned that the current plan, approved since 2006, might not meet modern building codes and that they need to leave a corner of their property for the crane. Sean also mentioned the need for a platform and the possibility of using a helicopter for crane placement. He asked for feedback on the spreadsheets he sent and discussed the next steps for the catwalk paint, color coordination, and top coat materials. Sean also mentioned the need for a test methodology for the materials and the potential for the committee to source these things and manage projects.

Inventory Management and Maintenance Strategies

In the meeting, Sean discussed the need for better inventory management of building assets, including fans and light bulbs. He suggested partnering with a company like Fastenal to manage inventory and provide maintenance schedules. Sean also highlighted the importance of water leak sensors and regular filter changes. The team agreed to meet with contractors to stay informed about ongoing projects. Sean proposed creating an owner's handbook with maintenance guidelines and a checklist for departing residents. The conversation ended with plans to continue these discussions in future meetings.

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