

## **Meeting Minutes: Beach Front Amenity Ad-Hoc Committee: August 21, 2019**

All members of the BFA Ad-Hoc Committee met at Big Jim's at 5:00PM on Wednesday, August 21, 2019.

### **Members:**

Ed Callahan  
Mike Morrissey  
Andrew Schumacher  
Lee Smith

The objective of the meeting was to review current status, outstanding items and activities required to prepare the committee's recommendations.

### **Initial Cost Estimates**

The group reviewed cost for the construction of the recently completed 5,882 heated SF / 2,248 covered SF of Beach Club 2. The price included the structure, HVAC, AV, elevator, hardscape and all finishes. The price excluded landscaping and furniture. Based upon a 5,000 SF two story structure with 4,600 SF of decking, the group agreed to an initial estimate (excluding architectural fees and permits, site work, hardscape, landscaping, furniture—and all interior finishes and appliances on the first floor). The group discussed sharing the initial concept with a trusted builder to review/validate/revise the estimate. Andrew agreed to review and share with the committee the architectural and related fees that were incurred with the design and construction of the POA Administration Building.

### **Bundling of Beach Club and Parking**

The group discussed the advantages and disadvantages of "packaging" the beach club with owner-only parking. The group agreed said parking should be removed from the proposal and replaced with the parking redevelopment plan.

### **Positioning of the Beach Club Amenity**

To present the committee's recommendations, the group agreed to follow a similar presentation format that was used when presenting 7 Lee Shore to the board in June, 2019—and in particular, the cost estimates. This approach would enable owners to more effectively compare and contrast amenities—allowing owners to focus their efforts upon preferences rather than information gathering. The group agreed the two-page document will be used as the basis for the presentation (with edits as suggested by the group)—excluding the two sections entitled "Bundling" and "Positioning." Lee agreed to develop the presentation and circulate it to the committee prior to September 1, 2019.

### **Owner Decision-Making**

The group reviewed an example comparison of amenities, including calculations sharing the total development expenses of owner selections and any associated assessment impact. There was discussion regarding underlying calculation and the allocation impact upon assessments. Andrew indicated the finance committee has called a special meeting to discuss financing.

**Schedules**

The group discussed schedules and the need to establish a second committee at the September board meeting (after presenting the committee's recommendation). The objective of the committee is to develop operating policies, usage requirements and form/function requirements. Andrew shared that a physical survey of the property is being scheduled.

These concurrent activities are needed to acquire owner feedback, make an amenity decision and enable the possibility for construction to begin in 2020.

**Operating Budget**

Lastly, the group discussed operating budgets for a re-envisioned property. The group agreed a list of expenses paid by each party should be developed along with those to be shared. It is expected that both would directly pay for their own electric, water and gas. Andrew indicated that Management would begin to develop operating budgets for the beach club.

The meeting concluded at 6:45PM.