



KEYSTONE

ENGINEERING & CONSULTING, INC.

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August 24, 2019

PROGRESS MEETING #1 MINUTES

REFERENCE: Tropic Shores Rehabilitation Project Permit # 20190844

FOR OWNER: Casey Murray, LCAM and General Manager
Steve Persinger, Maintenance Supervisor
Marilyn Sendelbach, Vice-President
Bill Sendelbach, Liaison

FOR CONTRACTOR: Greg Bruce, GC, Owner of SPEC
Ray Reynolds, Project Manager, SPEC

FOR ENGINEER: Chuck Hays, CGC and Vice-President for Keystone Engineering
Krista Barnby, LCAM, Project Manager for Keystone

The Meeting was called to order at 9:00am on August 22, 2019 with the following summarization relating to discussions and follow up actions.

1. **Call to Order by Keystone/Approval of Pre-Con Meeting Minutes**
Approved as published.
2. **Project Schedule**
Keystone visited the site on 8/9, 8/15 and 8/20 after deck coatings were stripped and completed marking all concrete areas needing repairs.
Crews are on prioritizing the 01-08 bedroom balconies and excavations also underway at the east-facing balconies.
3. **Change Orders**
No change orders to-date.
4. **Budget To-Date**

Mr. Hays agreed to prepare budget projection #1 for progress meeting #2 and stated the total amount of post tension cables will be less than the allowance in the contract.

5. **General Discussion**

- The contractor will need a color decision on the replacement rails by progress meeting #2
- The Association asked for the meetings to begin at noon, because of the brief quiet period when workers are at lunch.

With no further business to discuss, the meeting adjourned at approximately 9:28 am.

6. **Progress Meeting #3 Date**

September 10, 2019 at 12pm.

These minutes were prepared by Krista Barnby should any additions or corrections be requested.

Cc; Keystone File