



# KEYSTONE

## ENGINEERING & CONSULTING, INC.

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September 12, 2019

### PROGRESS MEETING #2 MINUTES

REFERENCE: Tropic Shores Rehabilitation Project Permit # 20190844

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

FOR CONTRACTOR: Greg Bruce, CGC, 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

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The Meeting was called to order at 12:00pm on September 9, 2019 with the following summarization relating to discussions and follow up actions.

1. **Call to Order by Keystone/Approval of Progress Meeting #1 Minutes**  
Approved as published
2. **Project Schedule**  
Mr. Bruce stated hurricane preparation and restaging has set them back 5 days but to counter this the crew worked Saturday, September 7 and intend on working Saturday, September 14 to make up the lost days. Mr. Bruce commented payment application #2 will be approximately \$185,000. and an updated schedule will be included. Sandblasting the steel in the concrete repairs began Monday, September 9<sup>th</sup> and will be billed on a time and material basis. Record repair #2 is scheduled for Monday, September 16<sup>th</sup> and will include 01-08-bedroom balconies.

3. **Change Orders**  
Tropic Shores Progress Meeting #2 Minutes

4. **Budget To-Date**

Mr. Hays agreed to prepare budget projection #2 for the October meeting

5. **General Discussion**

- Mr. Bruce wanted to confirm the color decision of tiger bronze for the railing color and mentioned it would be a special order to order touch-up paint in future as well as the possibility it will not match current sliding glass doors or rails, Mr. Murray decided to change the replacement rail color to standard bronze
- Mr. Bruce stated the concrete repairs will be completed by October 31<sup>st</sup> contingent on weather
- Mr. Hays stated approximately 50 less anchors than originally budgeted for will be billed during project

6. **Progress Meeting #3 Date**

October 8, 2019 at 12pm

With no further business to discuss, the meeting adjourned at approximately 12:35 pm.

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

Cc; Keystone File