

Bahamian Club Owners' Association, Inc.
4150 South Atlantic Avenue
New Smyrna Beach, FL 32169
(386) 423-8957

Special Meeting of Board of Directors
November 2, 2024
10:00 AM Bahamian Club Cabana

AGENDA

Call to Order:

Proof of Notice of Meeting/Roll Call:

Approve Minutes: October 25, 2024, Organizational Meeting Minutes

Director's Reports: None

Manager's Report: None

Committee Reports:

Roofing Committee - flat top roof replacement recommendation of proposed Roof Contractor

Owner Comments:

Old Business: None

New Business:

Special Assessment for flat top roof replacement on buildings 102-128, Office, pool pump house, assessment to include building gutters and downspouts, HVAC hurricane shrouds, and electrical

Open Forum:

Adjournment:

**BAHAMIAN CLUB OWNERS' ASSOCIATION
SPECIAL MEETING RE ROOF REPLACEMENT
SIGN IN SHEET
NOVEMBER 2, 2024**

OWNERS NAME:	UNIT NO.	REQUEST TO SPEAK
Name: R Meserve	Unit: 122B	
Name: Dawn Bossi	Unit: 110 C	
Name: Steve Benham	Unit: 122C	
Name: CURIAN BENHAM	Unit: 122C	
Name: JOHN BARRY	Unit: 119 D	
Name: Susan DiLuca	Unit: 115C	
Name: Debbie Farrah	Unit: 119 A	
Name: Dan & Jody Bernard	Unit: 125 D	
Name: Brian & Tammy Fehin	Unit: 112 D	
Name: Mike & Catharine Brown	Unit: 118 C	
Name: Tony Piana	Unit: 106A	
Name: Mary Mathis	Unit: 106D	
Name: CHRISTINE LUNNEY	Unit: 113 B	
Name: Shirley Schmidt	Unit: 128 D	
Name: Jessie Donini	Unit: 114 A	
Name: Lou & Robby Reeser	Unit: 113 C	
Name: Kim & Jeff	Unit: 109 A	
Name: Steve Poul	Unit: 112 A	
Name: Jeanne Tompkins	Unit: 103 C	
Name: Sandy Murphy	Unit: 108 B	
Name: Sally Liccagga	Unit: 123 A	
Name: Candace Stewart	Unit: 104 D	
Name: Barry & Georgia Peterson	Unit: 114 D	
Name: Sam & Debbie Ronaldo	Unit: 122-D	
Name: Nelson & Carmen	Unit: 101 D	
Name: John & M. Small	Unit: 123 B	

Bob & Maggie Etterman 106C
Joelle Pa 111B

Via Teams

Andrea McLaughlin 124
Ann-Marie Villamaino 125B
Doug Jackson 103D
John & Chris Colvin 105C
Joseph Fiorelli 101B
Mike Besse ~~101C~~ 110C
Michael LaRiniere 111D
Sam Romaldo 122D
Scott Sullivan 122A
Shawn & Mary O'Brien 106B
Shari John 120 A
Jennie Lipinski ~~109B~~ 109B
Steve Mayer 115A

BAHAMIAN CLUB OWNERS' ASSOCIATION INC.
SPECIAL
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 2, 2024

Call to Order/Roll Call/Proof of Quorum/Proof of Notice of Meeting:

Meeting was called to order at 10:00 a.m. by the President, Dan DiLullo.

Roll call: Dan DiLullo, Steve Buhrow, Carol Zumbach and Jane Scott present, Steve Mayer via Microsoft Teams. Danielle Macks (manager) present. Quorum established. Secretary, Carol Zumbach stated that the meeting notice was duly posted on October 31, 2024 in accordance with Florida Statute 720.

Owners' Present: (See attached).

Minutes: October 25, 2024 Organizational Meeting Minutes.

Motion by Dan DiLullo to approve the October 25, 2024 Organizational Meeting minutes as presented to the Board. Seconded by Steve Buhrow.

VOTE: Unanimously approved by the Board.

Board positions are as follows:

Dan DiLullo - President
Steve Mayer - Vice President
Steve Buhrow - Treasurer
Carol Zumbach - Secretary
Jane Scott - Director at Large

Director's Reports: None

Manager's Report: None

Committee Reports:

Roofing Committee Report Recommendation read by the Chairman - Dan DiLullo (attached)

OWNERS' COMMENTS:

In accordance with the Florida Statute, we will be placing the "Owner's Comments" for today's meeting under a tab on the website labelled "2024-2025 Roof Project". Going forward all "Owner's Comments and Open Forum" sections of the Board meetings will be only on the website under their own tab under the Minutes.

BAHAMIAN CLUB OWNERS' ASSOCIATION INC.
SPECIAL
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 2, 2024

NEW BUSINESS:

- **Approval of Special Assessment for Flat Roof Replacement of Buildings 102-128, etc.**
Motion by Dan DiLullo to approve the proposal from Sun Coast Roofing & Solar to replace the flat roofs on buildings 102-128, office roof, pool pump house roof and building gutters and downspouts, HVAC hurricane shrouds (dog houses) and electrical re same in the amount of \$2,208,155.00. The assessment amount per unit is \$19,716.00. The payment plan will be over six (6) months starting December 4, 2024 thru May 4, 2025. The monthly payment will be \$3,286.00. The project will start mid January, 2025 thru mid May 2025. The roofing reserves will be used for the purposes of the possible contingency that arise during the project and coverage for owners non-payments.
Seconded by Carol Zumbach.
VOTE: Unanimously approved by the Board.


ADJOURNMENT:

Motion by Dan DiLullo to adjourn the meeting at 11:50 a.m. Seconded by Carol Zumbach.
VOTE: Unanimously approved by Board.

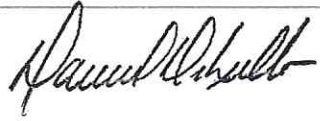
Next Scheduled Meetings:

November 16, 2024 Board Meeting at 10:00 a.m. in the cabana.

Respectfully Submitted,

x 

(Secretary's Signature)

x 

(President's Signature)

Date: 11/16/2024

Date: 11/16/2024

Bahamian Club Owner's Association, Inc.

4150 S. Atlantic Avenue
New Smyrna Beach, FL 32169
Office (386) 423-8957
manager@bahamianclub.com



November 2, 2024

TO: Board of Directors Re: Roof Committee Recommendations

FROM: The Roof Committee comprised of Dan DiLullo, Peter Bingle, Sam Romaldo, Brad Buhrow, Craig Wertz and Danielle Macks.

At the request of the Board of Directors the Roof Committee began in May 2024 requesting proposals for the reroofing of buildings 102-128 plus the office and pool shed. To describe the situation, the Bahamian was put on notice in May that if we did not have a confirmed reroofing plan in place by the 2025 insurance renewal date in April 2025, we would likely not be able to get insurance coverage, a fact that I confirmed with our agent on September 6th. Last spring at the request of insurer we contracted for a roof study, copies of which are available in the Office. Said study indicated that most of our roofs are in fair to good condition with some repair needed but what ultimately mattered to the insurance companies was that our roofs are out of warranty. Buildings 102-128 roofs are 22 years old and had a 10 year warranty, leaking is negligible on those roofs. Those roofs are coal tar pitch and pea-stone, an excellent roof surface no longer available for environmental reasons. The office and pool house roofs are typical gravel surfaced roll roofing and do have current leaks.

Building 101 and the cabana are still under warranty and both have TPO sheet roofing with insulation. Those roof are not part of this current project but we have learned some things about roof maintenance which will help us to maintain those roof thru the rest of their warranty periods.

The Committee (we) began by identifying several roofing companies with commercial experience and size to handle our project. Those companies were:

- Advance Roofing:

Their proposal total for the same scope as Suncoast is \$2,136,420 but did NOT include removal and replacement of doghouses and electrical work associated with the removals. We would be responsible for hiring contractors to do that work and be responsible for the co-ordination. The doghouses and electrical work would NOT be under warranty by the roof contractor. They do not provide for tree trimming. We solicited bids to do the doghouse work separately for a total cost of \$324,000 which would bring the total project cost to \$2,460,000. We chose not to continue seeking outside bids for that work.

- SunCoast Roofing (who reroofed Bldg 101 – see the following recommendation)
- Tip-Top Roofing (who did the reroofing in 2000)
The Proposal from TipTop Roofing for \$1,478,385 uses the same materials as the other contractors but depends on mechanically attaching the material over a base of tapered insulation fully adhered to a stripped concrete roof deck. The roof membrane would be screwed to the concrete roof deck as required by the manufacturer to obtain the 20 year warranty. The proposed insulation value is minimum. They quoted a cost of \$1,650 per unit to rebuild the doghouse curbs if needed. They did not include gutters and downspouts, they did not include the office and pool building. Requests for specifics on protection of the metal mansards and deck surfaces were not responded to
- CentiMark Roofing
The Centimark proposal was for \$1,398,396. They were nonresponsive to our initial criteria by proposing to leave in place the existing coal tar pitch roof, sweep off the loose gravel and mechanically attach a membrane over a 1” hardboard base layer. No insulation and no roof slope. There was no doghouse work, no rebuilding of curbs, no gutters and downspouts and the office and pool were not included. A request for tapered insulation and a fully adhered roof with all that entails was not responded to.

Other companies were solicited but were non-responsive.

Thru a process of continually redefining and clarifying proposals we selected SunCoast Roofing whose proposal for \$2,208,155 we here-in recommend to the Board. SunCoast is headquartered in New Smyrna Beach with offices in Bonita Springs. Longwood, Melbourne, Jacksonville and Hudson. Their work scope is extensive and thorough.

To generally recap the recommended proposal it includes:

- Complete removal of existing roofing including all edge metal gutters and downspouts
- Installation of a base layer 3” foam insulation topped with an additional 1/8”/ft tapered insulation.
- Flashing of all roof penetrations
- Rebuilding and raising hvac unit curbs
- Removal and replacement of duct shrouds (doghouses) including electrical and hvac connect/disconnect as required.
- Any removal/ reinstallation of roof units as required (for curb mounted units)
- New edge metal, gutters and downspouts on all sides of all buildings
- Protection of the metal mansards, upper level decks and deck gutters
- Any tree trimming required for crane/ roofing work access
- Wind Mitigation Reports for completed roofs

SunCoast has recommended the following project schedule:

- November 30: Enter into contract with the Bahamian Club
- December 6: Apply for a building permit
- January 13: Begin work
- May 2-16: Project complete

Generally speaking the 60 mil TPO roofing membrane proposed by all the contractors is an industry, it's what we have on building 101 and the cabana. Any improvement in insulation value is a real benefit to our owners. As you know, when the buildings were reroofed 20 years ago all insulation was removed leaving owners to insulate their 2nd floor ceilings with minimal effect. The proposed insulation package will provide a significant in R value. A benefit of using the 60 mil TPO is that when is reroofing is required in 20-25 years a new roof can be installed over the TPO without removing the old material thus significantly reducing future reroofing costs.

We are prepared to provide any insights or answer any questions you have.

Daniel DiLullo

Dan DiLullo, for the Committee