

Engineering Advisory Group*

Meeting Minutes** – June 11, 2026

Attendees

Dan Spoor — Owner, Unit 614
John Potter — Owner, Unit 534
Alissa Williams — Treasurer, Board of Directors
Louise Hery — Secretary, Board of Directors
Thomas Gonzalez — Association Manager
Alcenir Parise — Karins Engineering

Building 3 project guidance, owner impact items, and execution team decisions

1. **Project Status:** The EAG discussed guidance needed for the execution team on window tint selection, slider/window ordering, and shutter removal. Input from the weekly project status meeting provided by John & Alcenir.
2. **Window Tint:** The EAG needs to provide a Board-approved decision on whether to use green or blue window tint.

Window Tint Action Items:

1. Confirm with FCC whether CWS has a recommended tint preference for the Association's condition. **Responsible:** John
2. Determine whether a majority of owners currently have green or blue tint. **Responsible:** Alcenir/Thomas
3. Secure Board approval for the EAG-recommended tint. **Responsible:** Louise

Window Sliders: It was determined building 3 has 14 sliding glass doors that need to be removed, with 5 identified for replacement. The EAG discussed using this updated information to provide owners with an updated Owner Impact form and request each owner's decision on standard or impact-resistant replacements. The EAG also noted a unit in Building 3 (unit 326) with poor workmanship from a recent installation, which may create additional project costs.

1. Update the Owner Impact forms to include the incremental cost for owners to choose standard or impact-resistant doors. **Responsible:** Alcenir
2. Contact the attorney to determine the proper approach for notifying the owner of the defective workmanship and protecting the Association's right to recover any additional costs incurred. **Responsible:** Louise

Shutters: BCHS (Brevard County Hurricane Shutters) notified the group during the weekly status meeting that all shutters must be removed from Building 3 and that approximately 50% may not be able to be reinstalled. BCHS intends to begin shutter removal next Tuesday. The EAG discussed the need to develop a shutter

approach that meets project objectives and considered allowing BCHS to remove non-functioning shutters to limit the impact on the project schedule.

Shutter Action Items:

1. Coordinate a meeting with FCC, Karins, and EAG to finalize a shutter plan. **Responsible:** John
 2. Review the condominium documents to identify shutter cost responsibilities tied to the shutter plan. **Responsible:** Louise
 3. Prepare a summary of the shutter decision process for the meeting. **Responsible:** John
 4. Send owner notification that some shutters will be removed. **Responsible:** Alcenir
-
1. **Warranties:** The EAG discussed using Building 3 to finalize how warranties will be addressed on the Owner Impact form. FCC confirmed that removal and reinstallation of both PGT and CWS products will not affect warranties.
 2. **Pre-Ordering Sliders/Windows:** FCC confirmed that it can order sliders/windows for each building while maintaining the quantity discount. Additional guidance is needed from FCC regarding the point of contact for owners who want to replace sliders/windows that are not part of the concrete restoration project.

Summary: The EAG identified key decisions and follow-up actions needed for Building 3, including Board approval of window tint, updated owner impact forms for sliders, legal review of defective workmanship, a finalized shutter plan, and confirmation of warranty and ordering guidance.

*Minutes Prepared by

Dan Spoor – Owner Unit 614

Louise Sartori Hery - Secretary Board of Directors

**A portion of this content was created with the assistance of generative AI