

**Overlook Condominium Association, Inc.**

**1167 Hillsboro Mile**

**Hillsboro Beach, FL 33062**

**954-427-2878**

**954-570-8464 Fax**

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**MONDAY December 15, 2025 @ 3:00 P.M. BUILDING COMMITTEE MEETING  
AGENDA – FINAL 2025 MINUTES**

**1. Concrete Restoration Phase 3A: Pat Flacks, Steve Strong, Steve Schardt**

- a. Phase 3A Schedule- See Flacks update attached.**
- b. Painting Update- See attached.**
- c. Catwalk Railing Installation- All railings delivered. see attached update.**
- d. Tiling Update – See attached.**
- e. Ponding Repairs- We have ponding issues in some corners. More work to be done between Flacks, ACG, Owners Rep and Overlook. TBD next meeting.**
- f. Perimeter Railing Plan and Drawings- Charles to follow up with Dave (Railing Rep).**
- g. Metal Door (MAIN FPL DOOR) Update – All on schedule for January 9, 2026.**
- h. Roof overhang cracks (7<sup>th</sup> floor) CO? Pat to get with Steve Schardt to get a plan in place to provide a CO.**
- i. Lobby Elevator Machine Room Door – CO#10- To be addressed at next meeting, exploring use of fiberglass railing.**
- j. Documentation/Warranty for Railing Touchup- The touchup/ warranty work was done correctly as per railing recommendations. The warranty is in place.**
- k. Unit 307 Balcony Railing Issue- Agreed to install weep holes at the railing to allow for rain to drain.**
- l. P2 Driveway Grate- This work has been completed.**

**2. 3B Concrete Restoration: Pat Flacks, Steve Strong (Owners Rep) (and Steve Schardt - ACG)**

- a. Design of Atrium Center - Next Steps- Pedestal to be decided on after waterproofing approved.**
- b. Updated Bid Sheet: Flacks Scope of Work for 3B/Waterproofing- Pat presented an alternative waterproofing membrane; he sent the specs to the engineer for approval.**
- c. Pool Update: Concrete and Equipment- Steve Strong still waiting on proposals.**
- d. Lighting around pool/Railings-**
- e. Drains**
- f. Engineer letter sent supporting a pedestal system for the center of the atrium, in order to retain water retention basin, while ensuring safety for walking in area. See attached letter from ACG.**

**NEXT MEETING DATE: January 5, 2025**

- 3. 3B Planning: Steve Strong and Steve Schardt**
  - a. Contract Extension with Flacks – on hold awaiting waterproofing decision**
  - b. Contract Extension with TDC – on hold**
- 4. Change Orders and Pay Apps: Steve Strong and Steve Schardt**  
**Change Order #10: Elevator Machine Door- On hold until next meeting.**
- 5. Action Item List: Building Maintenance and Repair Issues**
  - a. BDA – Contract/ Payment and Performance Bond- Stellar Contract is ready for signature after legal review. The Building Committee recommends that the Board move forward with Stellar Communications and sign the contract.**
  - b. Bass – Preventive Maintenance**
  - c. Ventilator Replacement Update- Both installed last week Wednesday and Thursday. Noise issue being addressed.**
  - d. Hotwire Discussion- Ongoing.**
  - e. Cluscia Plants for perimeter of the property- Building Committee recommends that the board install 74 plants along the west side property.**
- 6. Owner Q&A**

## **7. Adjournment**

**ALL MEETINGS ARE RECORDING AND AVAILABLE TO LISTEN ON OUR WEBSITE  
AT [WWW.THEOVERLOOKCONDO.COM](http://WWW.THEOVERLOOKCONDO.COM)**

**Next Meeting January 5, 2025.**

**Flacks will be stopping all work December 19, 2025, end of day and back to work  
January 5, 2026. TDC will continue to work except for the afternoons of  
Christmas Eve and New Years Eve and Christmas and New Years Day.**