

SUNSET INC.

Board of Directors Meeting Hurricane Irma – Damage Assessment September 13, 2017 9:00 a.m.

Todd Dawson called the meeting to evaluate and assess the damage that Hurricane Irma had caused to Sunset. Todd Dawson, Marilyn Henkel, Diane Linton, Craig D'Angelo, Wayne Porter and Bob Collins attended by phone.

President Todd Dawson thanked everyone for their attendance and invited Bob Collins to report on the issues that Sunset had experienced from Hurricane Irma.

Manager's Report

Bob Collins reported on the following topics:

1. Roof: It appears that the Sunset Roofing survived the winds of Irma. However, it was suggested that Bob contact Crowther Roofing to do a close inspection to ensure that future rains will not find their way into the building. Also, the equipment that is on the roof appears to have survived as well. The Wi-Fi wiring on the roof will need attention as it is in need of repairs. Bob will call Brent to come out and make repairs.
2. Lighting: The lighting that is mounted on the roof will need repaired or replaced. The wind has bent some fixtures and stripped the shutters off as well. Bob has located some of the shutters but will need to reinstall to control the lights for Turtle season. Also, the bird deterrent spikes are gone and will need to be replaced.
3. Stairway Doors: The doors at each stairwell opening remained closed during Irma. Bob had ensured closer of the doors during the Hurricane preparation period. So no problems with any of the doors.
4. Common Area: Damages occurred to Hose Cabinet Doors and Fire Pull Stations. Bob will replace glass and damaged components as time and priority presents itself.
5. Unit Investigation: Bob personally visit each unit on level 11 down to 5 on Tuesday. Today he was focusing on floors 4 down to 1. If there was water in the unit Bob mopped it up with beach towels and put the towels in the dryer. Hallway rugs, if wet, were placed outside on the rail to dry. A spreadsheet is being completed to document each unit's issues.
6. Water damage to Units: The water from Irma came from the East. That along with the wind forced water under the front doors of most every Sunset unit. Bob documented which units needed greater attention and owners would be informed. While some units had water in the hallways, some had drywall and carpet damage based on the volume of water.
7. Unit 701: Bob singled out 701 as the unit with the greatest level of concern. Water did reach the carpeting and it should be removed as soon as possible. Bob said he would try and get help in removing the carpet before further damage was done.

8. Lanais: With the rain blowing in from the East the Lanais remained fairly dry and in great shape. No water came in from the Lanais as was expected.
9. Lobby Doors: The Lobby Doors held up to the storm and the windows remained intact with no losses.
10. Vestibule: Sunset did lose some screens in 11 floor vestibule areas. Vestibule windows held up well with no damages.
11. Tiki Huts: The palm roof on the Tiki Huts experienced a lot of wear and tear with the winds of Irma. Bob will contact our Tiki Hut roofer and secure a quote to repair or replace.
12. West Pool Fence: The Plex fence at the west end of the pool was destroyed from Irma's winds. Some plex sections are gone and the metal frame is bent and twisted. Will need to be replaced.
13. Long Wall: The Long Wall on the south side of the pool looks good. No serious attention needed.
14. Heater Fence: The pool heater fencing was beat up badly and is in need of repair. 50% of the fencing was impacted.
15. Pool Heaters: The metal sides and tops to 3 of the pool heaters were stripped from the units. Bob will recondition or replace the metal missing parts. Heater number 4 did not have any damage, it is the newest of the 4 pool heater units.
16. Pool Condition: The pool is up and running with good chemical balance. The pool remains closed as Tim Henkel is spending much time cleaning the debris out of the pool. The pool will be swept once the larger debris is removed.
17. Pool Furniture: The pool furniture is in great condition as it was put away before Irma hit.
18. Bar-B-Q Area: The grills were put away before the storm hit so they are in good shape and will be returned to their location in time.
19. Benches: The Shuffle Board and lawn benches experienced damage. The backs came off and broke the bottoms of the benches. Bob thought he could salvage one from the broken parts. Marilyn Henkel will coordinate the ordering of two new benches.
20. Garage Area: The garage area is in pretty good shape. The area did suffer some overhang damage. Bob had tied down the recycling tubs so they remained in place. While the Bike Rack was blown around it remains in usable condition. Several bikes are bent up.
21. Beachside: The beachside of the building is in great shape as most of the wind and rain came from the east.
22. Building Awnings: The awnings are in good shape and the wall décor remained in place.
23. Landscaping: Most trees were stripped of their palm branches. A Ficus tree was blown over by the road and a palm tree snapped off near the plex pool fence. Lance has already been on the property and cleaned up the landscaping debris. The Ficus tree will be removed.
24. Beachside Garbage Cans: Sunset's beachside garbage cans survived Irma and appear to be in good shape.
25. Manager's Building: Power has not been restored to the manager's residence. The building has lost some siding and experienced soffit damage. No water entered the

manager's residence. The office lost its side windows. Bob will clean up glass and secure the window openings. After that the office will need cleaned.

26. Sprinkler System: The sprinkler system remains off at this time. It is presumed that the downed Ficus tree may have broken the irrigation at that spot. Repairs, if any, will be made at a later time.

27. Power: Sunset Condominium is fortunate to have its power back on. Many building are still without power, Sunset remains Blessed!

Bob commented that while we have some issues to deal with, Sunset is setting better than most others in the area. Bob traveled 40 miles north today and experienced no operating traffic signals, no one open, no street lights and no cars out. No grocery stores, gas stations or restaurants were open. Most business on the Island are not yet opened. Millions remain without power, Sunset is Lucky!

Hurricane Tickets, to get on and off the Island, were discussed and Bob was going to inquire if those were still needed or if the streets were opened. A curfew is still in place.

Bob will be coordinating a follow-up review of each unit. The review will include replacing any throw rugs or mats that Bob removed (if they are dry) and taking pictures and detailed notes of any of the damage to the units. The pictures will be available for our owners to support an insurance claim if they have one. The review will check to see that the air is on as well. Owners should be very thankful we have Bob to take immediate care of their Irma issues.

The Board has been in daily contact with owners through emails. Two owners do not have email abilities and phone calls were made. Diane said she had a number of owners thank her for the updates pre and post storm.

It was suggested that a letter from Todd Dawson be sent describing the current situation at Sunset and on Ft Myers Beach. Topics would be no TV, no pool, no gas, no bars and no restaurants. Travel should be done at the owner's risk.

With no further topics to be brought before the Board, the meeting was properly adjourned.

Respectfully Submitted,

Wayne M. Porter

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Recording Secretary

The next scheduled Board Meeting of Sunset will be held on September 21, 2017 at 9:00 a.m.