

SUNSET INC.

Board of Directors Meeting
July 19, 2018 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the roll. Todd Dawson, Wayne Porter, Steve Walz, Lloyd Shroyer and Gregg Parrish attended by phone. Bob Collins was in the office. Owner Doug Daniels, unit #205 was in the office

President Todd Dawson welcomed all and wished to confirm that proper notice was given and the meeting's agenda was posted. The meeting is also being recorded.

Secretary's Report

- Lloyd Shroyer asked that the Minutes of the June 28, 2018 meeting be reviewed and approved. Todd Dawson moved and Steve Walz seconded the approval of the June 2018 Minutes. Motion carried. The meeting minutes will be posted on the Sunset website.
- Secretary Lloyd Shroyer also reported that the Sunset Fall Newsletter should be completed by late September to be published in early October. Articles for the newsletter should be submitted by mid to late August. Bob will report on Elevator and Generator updates, Steve will report in Financials and Todd & Lloyd will report on other happenings around Sunset.

Treasurers Report

- Treasurer Steve Walz presented the Financial Statements for June 30, 2018 and were reviewed by the Board. Steve asked the Board to focus on page 3 where the Total Operating Expenses are running \$2,040.00 below budget year to date. Steve reported that the Pool Maintenance is running \$4,000.00 over budget along with Yard Maintenance running \$8,000.00 over budget as well. Steve asked for a motion to approve the June 2018 Financial Report. Lloyd Shroyer moved and Wayne Porter seconded to approve the June Financial Statements. Motion carried. Steve and Todd will review and Audit the Maintenance Fees and Elevator Assessments to be certain all unit owners have made the appropriate payments.

Presidents Report:

Todd Dawson reported on the following information:

- T-Mobile Generator Payment: Sunset has received a contract from T-Mobile committing them for a one-time payment of \$36,000.00 to Sunset for the new generator. T-Mobile will also be paying for 50% of the maintenance and fuel fees going forward. Todd Dawson will review the contract and then turn the document over to Richard DeBoest, Sunset's Attorney, for one final look before execution. Steve questioned the length of the contract while Wayne wanted Sunset protected if T-Mobile ever abandoned the

property. Owner Doug Daniels also asked if the Verizon contract was similar. Verizon has installed their own generator and fuel system for their backup plan. Todd closed by saying this is one of 600 generators to be installed nationwide to maintain cellular service during power outages.

Manager's Report:

Bob Collins reported on the following topics.

1. Tree Removals: 2 trees have been removed from the Sunset campus. These 2 trees were disease ridden and needed to be removed before it the problem spread. Two other trees may be transplanted which are located in the area of the proposed trash pick-up site. The King Palm may be worth \$2,500.00 so it would be worthy of transplanting if the new trash drive is permitted. Todd said that there will be nothing done unless the area is permitted for trash pick-up Dave and Donna Vieceli informed Bob that there is a Cabbage Palm near the road that will be eliminated by the town for roadway development. Bob reported that they thought it may be more money to transplant than to buy a new one.. Steve said that if it does cost more to transplant then let it go. Lloyd said he questioned the removal of the Cabbage Palm as the Board has not given ultimate approval as Bob had implied.
2. Generator Update: The new generator has been placed where the old one was removed. However, Metro has not been onsite for 2 weeks. Sunset has a standby generator in place in case of a power outage. Metro should be back soon to install the muffler and shroud for the new installation. Lloyd will contact metro for a completion time. Lloyd also warned the Board to keep an eye on any increase in the original contract amount.
3. Fire Control: The plan is to eliminate the fire control jacks in the elevators because they are no longer needed. First responder radios are much better and reliable for communication. It was also discussed that a smoke detector needs to be installed in the elevator equipment room.
4. Elevator Activity: The crew is in and they are progressing on the elevator modernization project. However, they are in need of the generator installation completion so they may test the west cab operation. The west cab has all the panels for operation. The old cab controls were in bad shape and rusted. New controls are installed. Bob reported that Thyssenkrupp is making great progress and remain on schedule.
5. Elevator Call Buttons: The buttons on each floor are of a different size than the original. So Bob has been filling the gaps with foam and will ultimately be finished with stucco to match the surrounding walls.
6. Unit #701 Clean Up: The contractors in #701 did not clean up after they left the project. Bob will charge \$100.00 if they do not come back and clean the outside area by unit #701. Todd asked Bob to take pictures of the area before cleaning.
7. Pool Staining: There are no other stains in the pool besides the ones that were reported. It is thought that the staining is from rebar rust from the pool construction. Bob said that as he scrubs it does not take the stain away. There does not appear to be deterioration of the surface where the spots are showing up. Bob will continue to monitor the pool bottom. Todd asked Bob to consult with Reggie if needed to locate a

pool contractor for evaluation. Gregg wondered if the pool needed drained to evaluate. Gregg also added that if we bring in our pool contractor we need to be careful not to be misinformed of the true issue.

8. Hurricane Preparation: Bob asked the Board if we needed to update our hurricane preparation information and send to the owners. Wayne said that we already had hurricane guidelines posted on the website. Todd said he would work on an email to owners regarding Hurricane responsibilities.
9. Condo Documents: Lloyd asked if the ne Condo Documents were posted on the Sunset website. Wayne Porter reported that the new documents were available on the condo site at www.Sunset-condominium.com. The documents are listed as Sunset Articles of Inc., Sunset By-Laws, Sunset Declaration and Sunset Rules.
10. Fire Panel: The new fire panel has yet to be installed in the Lobby. Bob will follow up with the company.
11. Lobby AC: Bob contacted both AC contractors for the lobby and reported that we are not in favor of an AC condenser on the 1st floor. Bob thought that a possible place would be on the trash room roof. Gregg thought we should pursue a split setup for air conditioning the lobby and office. Lloyd wanted to keep moving forward so we can complete the lobby remodel.
12. Pavers: There is no update on the pavers. Bob has sent photos, but no action by Advance Disposal has taken place.

Elevator/Generator Committee Report:

No information was presented by Steve or Lloyd as Bob had covered both topics.

Landscape Committee Report:

- Sunset Trees: The tree removal was already discussed.
- Native Tec: Native Tec was to make changes to the plans to make them presentable to the town. The goal is to go forward with the permitting process.

Architectural Committee:

The Lobby Refresh project was discussed.

- Lobby Update: Bob will secure the tile for the lobby and elevator floors. Lloyd congratulated Bob on the new cart location. Now we need to see if the new location will be used for returned shopping and luggage carts. Bob is waiting for Thyssenkrupp to move so he can tackle the lobby opening. He does not want the lobby to be too congested with work activities. Possible tile installation would be in August. The bookcase will be removed soon for the lobby renovations to proceed. Bob will check with Michelle in regards to the bookcase and door opening.

Old Business:

- No old business was discussed by the Board.

New Business:

- Sunset Documents: Steve Walz asked if the other documents that are posted on the website should be reviewed. Wayne volunteered to review the documents and present to Todd for any other updates to be made. These documents would be Renovation Rules and Regulations, Sunset Application for Membership, Unit Owner Record, Sunset Condo Parking, Under Building Parking, Owner Pet Registration and Hurricane Responsibilities.
- Website Rent Listings: Steve asked if the website was to be used for rental information. Todd said we were not going to turn the website into a rental site. Steve's concern was that with the removal of bulletin boards there would be no lobby way to show units that are available. Todd thought that most used Realtors or VRBO for listing of units.
- Lobby Fence: Lloyd asked Steve if he has received any feedback from fencing suppliers. Steve reported that he contacted firms with no response or feedback on fence repair or replacement.

Owner Comments:

- Doug Daniels, unit #205 was impressed with the new location of the Luggage and shopping carts.
- Lloyd Shroyer, unit #802 asked if Bob could inquire with Advance about lighter trash dumpsters of larger recycle containers. Bob thought the recycle containers is all they have at the time.

With no further topics to be brought before the Board, Lloyd Shroyer moved and Steve Walz seconded to adjourn the meeting. Motion carried.

Respectfully Submitted,

Wayne M. Porter

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Recording Secretary

The next scheduled Board Meeting of Sunset will be held on August 16, 2018 at 9:00 a.m.