

SUNSET INC.

Board of Directors Meeting
July 28, 2022, 9:00 a.m. EST

Mark Hilton called the meeting to order at 9:02 am EST. Linda Durst called the roll. Mark Hilton, Emidio Carrico, Stacy Howard, and Linda Durst attended the meeting by phone. Bob Collins, manager attended in person. Owners Dave & Donna Vieceli, Scott Drake, Fred and Terri Rose, and Doug Cardwell attended the meeting by phone.

Mark Hilton confirmed that proper notice was posted on July 25, 2022, with a courtesy copy being emailed to the owners. The meeting is also being recorded.

Confirmation of a Quorum:

Mark Hilton confirmed with 4 of the 5 active board members present the quorum requirements were satisfied, and the meeting can be held.

Secretary's Report

The minutes from the June 30, 2022, have been reviewed by the board members. Mark Hilton made a motion to approve the minutes, Stacey Howard seconded. Vote taken and Stacy Howard, Mark Hilton, Emidio Carrico and Linda Durst with ayes. Motion carries. The minutes will be posted to the Sunset website.

Treasurers Report

- Emidio Carrico provided a review of the June's 2022 financials for Sunset.
 - Cash on hand currently at \$60,000 and all bills are paid
 - Insurance is coming in over balance because of the increase in the premium. Will see this variance for the rest of the year.
- Mark Hilton made a motion to approve the minutes, Linda Durst seconded. Vote taken and, Mark Hilton, Emidio Carrico and Linda Durst with ayes. Motion carries.
- 2021 Audit Report was completed by The Davis Group. The company did not find any issues with material weakness nor any significant deficiencies during the audit. Discussion about the need for additional audits in the budget. Emidio Carrico recommended an audit with the same firm every 3-5 years. This will be included in future budgets.
- New Florida law discussion about how the reserve fund is budgeted, including an expert review for any replacement costs over \$10,000. These reserve studies may need to be done every 10 years or so that there are reserve funds available to pay and not have an assessment for each owner. LCM provides this service. The law will be in effect at the end of 2024.
- Financial report to be mailed as part of meeting notices.

President's Report

- Turtle Ordinance – Community Development is posting first warning citations on the condo entrance door. Each owner is responsible for any fines. It is difficult to know which units are in violation with the photos provided by city enforcement. Mark Hilton has requested that our attorney, Richard D. DeBoest II, contest the previous fine that Sunset received. Our attorney recommends that Bob Collins only provide the unit numbers when he is given a photo.

Manager's Report

- Verizon currently working on the roof.
- Reported that the pool cover work is completed. It is very helpful when Bob Collins is working on the pool. Bob Collins replaced worn items in the pool.
- Bob Collins has asked the company to check on the well.
- Doors have been installed by Crescent Beach Building Company - new generator door and jam, new bike room doors, and pump room doors. There is an issue with the pump room door jams – the company will be responsible to cut the jam. The painting still needs to be done.
- Bob Collins painted the new electrical boxes with UV paint.
- Bob Collins will start replacing the bolts and start in Mark Hilton's unit.
- West Coast Florida Enterprises, Inc. did provide a bid for the roof replacement. Discussion about the warranties for both West Coast and Crowther Roofing. A comparison needs to be done and LCM needs to review the quotes.
- Waiting for bid from West Coast for the expansion joints and other repairs.
- The bid from Florida Structural Group was \$71,500 that covered all but the replacement of the bolts and roof.

Landscape Committee:

- Scott Drake, chairman of the Landscape Committee reported that there are some plantings that will be done when healthy plants are available. Discussion about bulk vs bags of mulch. Getting quotes for mulch.
- Mark Hilton commented that there is a spot of dead grass. Scott Drake stated that there are issues with a lack of communication with Karras and who is responsible for irrigation issues. Marco, Karras irrigation manager, no longer works for Karras. Dave Vieceli stated that Karras is charging a monthly fee for irrigation checks.

- Pelican Landscaping provided a bid for \$12,800 with similar services as Karras. Mark Hilton suggested that owners could view current Pelican customers if we had some addresses. This would help with any decision to change landscaping companies. Need to speak with Pelican for any updates on their bid.

Unfinished Business:

- LCM's bid - \$71,500 that covered all but the bolt and roof replacements.
- Dish is wanting to get their equipment installed before the roof is replaced.

New Business:

Owners Comments:

- Mark Hilton welcomed Fred and Terri Rose.
- Mark Hilton thanked Dave Vieceli for his electrical work.
- Screen on 302 is missing – owners have been notified.
- The meeting was open to the owners present and all questions and concerns were addressed.

With no further topics to be brought before the Board, Mark Hilton moved to adjourn the meeting. Emidio Carrico seconded. Vote taken and Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries. The recording was stopped, and the meeting was adjourned by motion.

Respectfully submitted,

Linda Durst

Linda Durst, Sunset Secretary