

# SUNSET INC.

Board of Directors Meeting  
March 30, 2023, 9:00 a.m. EST

Mark Hilton called the meeting to order at 9:06 am EST. Linda Durst called the roll. Mark Hilton, Emidio Carrico, Stacy Howard, Deb Jones, and Linda Durst attended the meeting by phone. Bob Collins and many of the owners attended the meeting by phone.

Mark Hilton confirmed that proper notice was sent to all owners and the manager by email on March 26, 2023. The meeting is also being recorded.

Mark Hilton made a motion to amend the meeting agenda and add Kiwan Construction's bid to the agenda. Linda Durst seconded. Vote taken and Deb Jones, Stacy Howard, Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries.

## **Confirmation of a Quorum:**

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

## **Secretary's Report:**

The minutes from February 20, 2023, and February 23, 2023, have been reviewed by the board members and changes made. Mark Hilton made a motion to approve the February 20, 2023, and February 23, 2023, minutes. Emidio Carrico seconded. Vote taken and Deb Jones, Stacy Howard, Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries. The minutes will be posted to the Sunset website.

## **Treasurer Report:**

Emidio Carrico stated that the January and February financial reports were emailed to the owners. Revisions were made to the January report. The February financials reflect those changes. Running slightly better on budget except for water and sanitary bills from Fort Myers Beach. Emidio Carrico, Mark Hilton, and Bob Collins are continuing to address this with the city.

Ian account cash balance is high nearly at \$1.7 million which includes some of the March assessments.

Discussion about the increased insurance rates for the next year. A doubling of property insurance and making up any short fall was planned for in the budget. The insurance broker will start marketing to the underwriters in May.

Mark Hilton made a motion to approve the January and February financial reports, Stacy Howard seconded. Vote taken and Deb Jones, Stacy Howard, Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries.

### **President Report:**

On Wednesday, March 29, 2023, Belfor, MECA, AES, Indigo Plumbing, Tritan, Bob Collins, and Rick Dearing met on site to review drawings and assertive that all were on the same page as repairs begin. AES will be on site on Monday, April 3, 2023, to start with the temporary electrical.

Indigo Plumbing asked for some updates on the drawings. MECA is updating those drawings. Indigo Plumbing will be doing the plumbing repairs for the tower and connection to the city.

MECA is working on the bathroom plans. The bathrooms may have to meet ADA requirements which will require a change to the bathroom plans.

Mark Hilton reviewed the recommendations from MECA. MECA determined that the electrical panels cannot be moved to the second or third floors, generator should not be moved to the roof, and not possible to build permanent block walls to protect from future floods. Discussion from board members.

Deb Jones updated information about the garage and manager's building.

- The garage cannot be rebuilt as it was. More discussion will be needed before any decisions on rebuilding the garage. The building would have to be elevated 14 feet to meet local codes.
- The manager's house can be rebuilt under the 50% rule. Contacting general contractors to give preliminary bids. The city suggested that the kitchen could be added later and that will help with the initial cost. There will be more discussion when bids are received. MECA will be doing the drawings. Mark Hilton has been working with Bob Collins with the proposed changes to the floor plan. Mark Hilton thanked Deb Jones and Steve Walz for their work with the manager's building.

Mark Hilton made a motion to consider the proposal by Kiwan Construction to fill the holes around the tower. Deb Jones seconded. Deb Jones explained that she has been unable to get any other bids. Kiwan Construction has already met with the city. The quote does not include the cost of the permit, which is unknown at this time. The holes need to be filled before the sand can be added under the tower and prep work for the electrical and plumbing. Kiwan Construction is ready to start. Discussion about the best process to protect the pavers. Mark Hilton reviewed the proposal's details and asked for comments from the board members. Emidio Carrico asked about references. Deb Jones will get

references. Stacy Howard asked if the conduits and sewers were repaired. Deb Jones and Bob Collins stated that repairs have been done. More discussion from the board members.

Mark Hilton made a motion to accept the proposal from Kiwan Construction for \$34,364.60. Deb Jones seconded. The phones were opened for owner's comments and suggestions.

Stacy Howard asked if MECA had recommended an aggregate for under the slab. Deb Jones reviewed the recommendation from MECA. There was continued discussion about the need for aggregate. Deb Jones will speak with Kiwan Construction about the aggregate issue. Deb Jones made a motion to accept the proposal from Kiwan Construction to fill the holes up to the aggregate levels. Discussion from board members. Mark Hilton made a motion to approve the proposal from Kiwan Construction for \$34,364.60 to fill the holes with sand. Deb Jones seconded. Comments from the board. Vote taken and Deb Jones, Stacy Howard, Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries.

Mark Hilton reminded the owners that there should be no construction done in a unit until Belfor is finished with their repairs.

Mark Hilton commented on the work that Belfor has done for Sunset.

Next Board Meeting is scheduled for April 27, 2023, at 9:00 am EST.

**Manager Report:**

Bob Collins will be setting up a Gmail account with a drop box to store documents. Deb Jones would like the board to explore a secure site to store documents.

**Owner's Comments:**

The meeting was open to the owners and all questions and concerns were addressed.

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

Respectfully submitted,

*Linda Durst*

Linda Durst, Sunset Secretary