

SUNSET INC.

Board of Directors Meeting
January 18, 2018 9:00 a.m.

Todd Dawson called the meeting to order. Diane Linton called the roll. Todd Dawson, Diane Linton and Wayne Porter attended by phone. Steve Walz and Bob Collins were in the office. Craig D'Angelo was absent. Owners Dave and Donna Vieceli, units #405 & #800 and members of the Landscape Committee, owner Lloyd Shroyer, unit #802 and Chairman of the Elevator Committee, owner Marilyn Henkel, unit #804, owner Jack McGuirk, unit #603, owner Doug Daniel, unit #302 and owner Karen Spake, unit #204 were in the office.

President Todd Dawson welcomed all to the meeting and began with a review of the agenda.

Secretary's Report

The Minutes of the December 21, 2017 Board Meeting were reviewed and on January 9, 2018 were approved electronically.

Diane Linton reported that the second mailing to all owners of record have been mailed with the Annual Meeting information. Information was also posted.

Diane reported that Donna Vieceli will be helping with the registration and Teller duties.

Others will be asked to assist Donna. Pat McGuirk volunteered to help with greeting the Sunset owners.

Diane also reported that Tim Henkel has confirmed that Charley's Boathouse Grill will be the site of the Annual meeting.

Treasurers Report

Treasurer Steve Walz reported that the Financial Statements for December 31, 2017 were not ready to be reviewed by the Board. Steve requested that the Board postpone the approval at a later meeting. Steve said that the Irma expenses were still being reviewed in order to report actual expenditures. The Irma Assessment letter will be going out soon to the Sunset Owners. Steve reported that 3 owners have already paid the Assessment. Reggie Perkins, Sunset's accountant, will be monitoring and accounting for all proceeds from the Irma and Elevator Assessments.

Steve asked if the Board should be copied on all payments from owners. Todd said it was not necessary as Reggie will monitor the payments and receipts.

Presidents Report:

Todd Dawson reported that any information from the President would be cover in Old and New business.

President Todd Dawson also thanked Diane for all the coordination of the Annual Meeting details.

Todd also reported that the Board will be meeting on January 30, 2018 to review the December Financials and Condo Documents.

Manager's Report:

Bob Collins reported on the following topics.

1. Advance Disposal: The waste management trucks are leaking again on the Sunset pavers and Bob has submitted a claim to Advance. Bob has documented and photographed the oil staining. Bob reported that the stains are getting worse. No response has been received from Advance. Todd asked Bob to contact Advance, including the Town's contact as well, and copy him on the communication.
2. Pavers: Bob has made contact with Victor and has requested a quote to clean and seal Sunset's Paver lot. Dave Vieceli also saw Edoardo at Sunset and asked for a proposal and estimate. His proposal will be high as in the past but his work is of high quality. Edoardo has the equipment to do the job as he is in the paver business. Edoardo had commented on the paver stains at the edge of the grass. The water used to irrigate is causing the discoloration. Dave Vieceli thought the pavers along the edge may have been wet from the morning watering which added to the appeared staining.
3. Entrance Code to Building: The master keypad code was changed to enhance the security of the building. The number was widely known and used by many owners, renters, guests and contractors. Bob has had to look up owner numbers so they may use their number to get into the building.
4. Grocery Carts: Bob has posted signs for contractors not to use the shopping carts for tools and supplies. The carts are just being beat and should be only used for owner grocery and small purchases. Bob will get other signs as well to deter the cart usage.
5. Beach Step: Bob has completed the beach ramp to connect to the beach step. The ramp looks good and functions well. Some have mentioned that it may be slick. However, Bob feels it is fine. Bob secured the materials from Shoreline lumber and is anchored really well. Bob will send pictures to the Board.
6. Workman's Lift: Bob reported of his serious issue with the rented sky lift. Bob informed the Board earlier of the lift problem. Bob reported the issues with the rental company only to be stuck with a full price invoice and no explanation. Bob will personally talk to the company and request assistance with additional lift needs. Bob feels that a lift is only needed for one more day of exterior building repairs.
7. Garage Soffit: Dave Vieceli thanked Bob and Jerry Downing for the repairs made to the garage soffit. It was professionally done and looks great. Diane will send a note to Jerry thanking him for the assistance.

Elevator Committee Report:

Lloyd Shroyer reported on the following.

1. Generator: The committee is still working on getting generator proposals in order to have reliable backup power. It has been difficult to find suppliers with consistent information on size and power to run the elevator, fire pump and other electrical backup needs.

2. Transfer Switch: Another thought is to replace the old analog transfer switch, and invest in a new digital switch, for the old generator that will communicate with the new elevator circuit board. The amount would be an amount of \$5,238.77. However, the current generator has broken motor mounts that are in need of repair. There is a possibility to make repairs and eliminate the investment in a new generator. Todd Dawson asked if Metro Diesel can give us an estimate on repairs to the current generator. A new generator is still not out of the question for Sunset. Steve Walz estimated a 100k generator at \$45,000.00. After discussions on a new generator Todd Dawson moved and Diane Linton seconded to move forward with new generator proposals for a new generator, transfer switch and elevation certificate. Motion Carried. Todd informed Lloyd that his elevator committee can move forward with the generator. Todd also clarified with Treasurer Steve Walz that non Board Members should not authorize bills to be paid unless the committee has an established budget.

Landscape Committee Report:

Dave and Donna Veceli reported on the following.

1. Donna Veceli reported that she has investigated an app, recommended by Doug Cardwell that may assist in gathering quotes from landscape maintenance contractors. Donna says that the app helps to inform Sunset's Board of pricing and area services. Donna said she is more than happy to save money when it comes to landscape expenditures. However, the committee does not want to offend Lance who we contract with and was instrumental with expediting the cleanup of the landscape after Irma. Sunset uses True Green for lawn and foliage spraying and Lance is used to trim trees, twice a year, and cut grass throughout the year. The contract for grass is \$550.00/month and to trim trees \$1,600.00 per trimming. Todd said if the app is too cumbersome then don't utilize it. However, quotes are good to verify great pricing from current suppliers.
2. Dave Veceli reported that the Town has released phase #3 & 4 of the Estero Blvd, reconstruction project for utility and road improvements from Publix to Albatross. Progress is being accomplished but a slower pace. As the project continues the roadway will creep not only closer to Sunset but into Sunset's Estero greenspace. Dave reported that there is no timeline posted as to the improvements in front of Sunset. The good news is that any construction would happen after high season. Dave suggested that Bob should locate the underground electrical lines for entrance signs and lighting. Dave predicted it will be 18 – 24 months before the roadway construction is beyond Sunset.
3. Roadside Trash Pickup: Todd Dawson felt that since the front entrance and grass way was going to be inconvenienced that we should investigate Advance Trash pickup at the front. Todd thought that a landscape architect could help Sunset in the planning, location and ascetics of the pickup site. Marilyn Henkel thought we were getting the cart before the horse without seeing on how the Carousel is handling their trash issues. However, this topic was voiced in previous Board meetings. Steve Walz thought this would be a great time to locate a place and plan for a pad and drive access while Todd thought the use of a visitor space to the north would be fine. Todd thought a short term plan, before road construction begins, could be implemented to secure a tugger or lift to

bring the trash dumpsters up front for pick up. Steve asked about a second entrance for the trash pickup, but the group felt Sunset would not be approve for the second property access. Dave thought that Advance Disposal would be in violation if the trash set out for over 24 hours if Advance did not get to it on the scheduled day. Lloyd Shroyer thought maybe Tony could place the dumpsters up front with his beach tractor. Dave Vieceli said with the road expansion, bike path, trolley stop and sidewalk the front will be pinched down. Todd asked Dave to consider spearheading the trash location issue and put together a plan to locate the trash pick-up near the entrance of Sunset. Dave accepted the challenge and will research all possibilities.

4. Dave Vieceli reported that he had been in touch with Tony regarding the October 1, 2017 payment and possible assistance with moving the beachfront landscaping boulders. Dave said Tony would help move the rocks at a tractor rate of \$75.00 per hour. Dave will continue to communicate with Tony to begin the movement process. Dave will also talk to Tony regarding the potential moving of Sunset's trash dumpsters.

Old Business:

1. Sunset Documents: Todd reported that he will be putting together redline documents for the owners to easily see the proposed changes to the condo documents. A communication from Ali in #704 wanted clarification to the two week rental period rule as Mr. Ali wanted to rent for 1 week and would block out two to comply with the rule. Todd asked the Board their opinion. Todd wanted to keep the language at two weeks, Wayne said he would consider 1 week but only if a groundswell requested it, Diane wanted to stay with two weeks and Steve agreed to only 2 - 1 week rentals per month. Todd and Diane will pen a response to Ali. Owners responded as follows: Doug Daniel said that 1 week rentals during the off season would allow for easier leasing. Dave Vieceli said that renting for less than 14 days was fine, but the rental period should be blocked for 2 weeks. Jack McGuirk said the 2 week period works well and to leave it alone as it discourages college kids.
2. Pets: At this time there is no real direction of change from the current pet policy. Todd would like direction but would wait until the doc meeting on the 30th of January.

New Business:

- Unit #305: Scott and Marie Drake would like approval from the Board to install storm shutters. Diane Linton moved and Todd Dawson seconded to approve the Roll Secure installation. Motion Carried.
- Caller IP Proposal: Brett from Caller IP presented to the Board an updated and enhanced service for the owners of Sunset. Caller IP would eliminate the public Wi-Fi option that we have had at Sunset and provide the option for each unit to have its own router for internet use. This service will be more robust than the current weak system. This will move from a community approach to individual usage. Each unit will have their own password control and could have wireless printers as well. The proposal presented by Brett would eliminate all existing equipment and install new in each unit if desired by the owner. Caller IP would offer Internet, telephone or both internet & telephone to

the existing unit owners of Sunset. It will be the individual's choice to go with Caller IP, Comcast or Century Link for their desire service. The Caller IP equipment would just plug into the existing telephone line jack in the Sunset unit. Owners who currently use Caller IP will continue with a favorable rate as new users will be charged the new service rate. Todd Dawson suggested we move forward and bring Sunset into today's high tech internet service. Todd Dawson moved and Steve Walz seconded to accept the Caller IP proposal as Internet provider and accept their proposal and rates. Todd Dawson asked for a vote by each Board Member, Wayne – Yes, Steve – Yes, Diane – Yes and Todd – Yes. Motion Carried. The Board did ask that Caller IP leave their old equipment in place or relocate in other units until June 2018, after the high season is complete. Brett agreed to keep the old equipment up and accessible to owners, guests and renters. Todd and Diane will pen a letter to the Sunset unit owners to inform them of the new and improved service from Caller IP. Caller IP will also send a letter out to unit owners clarifying the service provided and the rates. The current 20 – 25 Caller IP customer will be informed of the new service and will receive a new modem with confirmed rates.

Owner Comments:

- Owner Dave Vieceli of Unit #405 and #800 wanted to inquire regarding payments with the transition of Marilyn and now Steve Walz as Treasurer. Steve will have check signature authority in about one week.
- Owner Dave Vieceli of Unit #405 and #800 asked the Board and elevator committee if an electrical engineer has been secured to conduct a load study. Steve reported that conflicting information has been received to determine the accurate generator sizing. Steve reported that one firm said we need a 300k generator to allow for the fire pump start up peak draw. This 300k would be 6 times the actual running load. Also, in regards to the county and town, one requires the fire pump to be online with the generator while the town says that we have reliable electrical service for the fire pump. However, if the power goes out the fire pump is not functional without the generator. Lloyd reported that the electrical feed for the fire pump is before Sunset's meter, but if a transformer goes out the pump is ineffective. Lloyd added that Metro said that a 155kw was adequate for the elevators and fire pump. Todd said the best option is to make repairs to the current generator and add the digital switch. Steve said that it would not be wasted money. Diane asked what the longevity of a transfer switch. Todd and Steve assured a long life. Todd concluded that with the confusion with County and Town we best move to keep the fire pump on the generator as the fire chief would insist.
- Doug Daniel of unit 302 asked if the front entrance will need to be redesigned. The Board responded and said yes, the new roadway and trash dumpster location will impact the new Sunset opening.

Todd reported that the Annual Meeting for Sunset Inc. will be held at Charley's Boat House Grill on February 21, 2018 at 10:00 am.

With no further topics to be brought before the Board, Todd Dawson moved and Diane Linton seconded to adjourn the meeting. Motion carried.

Respectfully Submitted,

Wayne M. Porter

Wayne M. Porter
Recording Secretary

The next scheduled Board Meeting of Sunset will be held on February 15, 2018 at 9:00 a.m.