

SUNSET INC.

Board of Directors Meeting
March 15, 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. Owners Dave and Donna Vieceli, units #405 & #800 and members of the Landscape Committee, owner Diane Linton, unit #1004, owner Marilyn Henkel, unit #804, owner Jack McGuirk, unit #603, owners Dick and Karen Spake, unit #204 and representative Ann Adair, unit #803 were in the office.

President Todd Dawson welcomed all and wished to confirm that the meeting's agenda was posted and is now being recorded. Both Bob Collins and Wayne Porter were recording the meeting.

Secretary's Report

Secretary Lloyd Shroyer reported that the Minutes of the February 15, 2018 and February 20, 2018 Board Meetings were reviewed and were electronically approved on March 7, 2018. Todd asked the Board to confirm the approval of both Minutes. Motion carried. The meeting minutes are posted on the Sunset website.

Treasurers Report

Treasurer Steve Walz presented the Financial Statements for February 28, 2018 and were reviewed by the Board. Steve reported that Sunset's expenditures are running below budget by \$3,794.00. Steve said all is going well.

Steve reported that the BB&T Hurricane Irma Assessment that was sent to owners are short by \$7,000.00. Todd said that he would get with Reggie and see which 7 owners have not paid their assessment. Todd will email the 7 owners and request immediate payment.

Steve reported that the BB&T Elevator Assessment will be mailed out March 31, 2018. Owners have the opportunity to make one payment of \$3,000.00 or two installments of \$1,500.00 each.

With no further discussion Todd asked for a motion to approve the Financials for February 2018. Gregg Parrish moved and Lloyd Shroyer seconded to approve the Financials. Motion carried.

Todd Dawson then reported on Sunset's Insurance Policies. The policies are held with Gulfshore Insurance and are financed every year in two separate agreements. The first agreement finances a premium of \$50,657 will be financed at 5.7% with a deposit of \$5,065.70 being paid by Sunset. The second agreement will be presented in May. Todd asked for a

motion to approve the first insurance finance agreement. Gregg Parrish moved and Wayne Porter seconded to approve the insurance premium finance agreement. Motion carried.

Presidents Report:

Todd Dawson reported on the following information:

- T-Mobile Generator: Todd reported that T-Mobile contacted Sunset to inform us of their wishes to have a back-up generator for power outages. The discussion evolved as a possible sharing of Sunset's generator with T-Mobile. Sunset's generator size would be 110KW. A load pull analysis of T-Mobile's power needs will be analyzed to see how large a generator would need to be for a sharing scenario. Metro may be able to put an add on to the existing permit. However, Sunset does not want to deviate from the like kind installation. Lloyd thought that a larger 130KW could fit into the same footprint of the existing space. Todd felt that a sharing concept would be great to offset Sunset's new generator expense if Sunset can get permitted for the larger generator Steve thought that Metro loaded for a 50KW need for Sunset. Lloyd added that if Sunset would convert from LP to Natural Gas when available, that the output of the 110KW generator would be increased. Information is being obtained to determine Sunset's KW needs and T-Mobile's to determine if a sharing arrangement could be made. However, we are awaiting news about the generator permit.
- Carousel Update: Todd had a call from Gary Cohen regarding the Carousel progress. Gary Thomas hopeful that The Carousel would gain approval for the first condo building. He estimated that approval would come sometime in September or October 2018. However, building would not begin until 2 of the 4 initial units are sold in the building. Todd reported that Gary said that the units would be a luxury approach and more challenged sell. Carousel's plan still has a beach access to the north, trolley stop and dunes on the beach out front. Sunset is opposed to the dunes. However, the town will not budge on their beach/dune restoration plan.
- Annual Meeting: Todd thanked all for their attendance and efforts to make this year's annual meeting a success. Todd informed the group that once the Board has approved the meeting minute draft it will be posted. The official minutes will not be approved until next year's Annual Meeting.

Manager's Report:

Bob Collins reported on the following topics.

1. Symbiont Pool Heaters: Symbiont has accomplished their quarterly review on the Sunset pool heaters. Heater #2 has a timer that is out and is in need of a new commix valve. Heater #3 also has an issue with it's commix and may be leaking Freon. Symbiont will make the repairs. The Board was also asked to approve the new maintenance agreement with Symbiont. Todd Dawson moved and Steve Walz seconded to approve the new contract with Symbiont for April 2018 – April 2019. Motion carried. Bob was asked to email the board of the quote for the heater repairs.

2. Metro Diesel: Metro has asked for Sunset prints and photos of the electrical locations and generator room. Bob will take photos and forward to Metro. Metro is in the permitting process and planning stages for a new generator.
3. Advance Disposal: Bob said that Advance stopped out and had taken the recyclables. There were just a couple bags in the bins that they had set aside. Advance does not want any recycling items bagged up.
4. Fire Dept. Clearing Notice: Bob said that the Fire Dept. was out with Verizon to remedy a violation and provided Sunset with a clearance notice. Verizon replaced a smoke detector to clear Sunset from violation.
5. Stairway Handrails: Bob has inspected all handrails from top to bottom. However, a set that leads to the roof is loose. Bob suggested that he move the handrail to mount in a different location. Dave Vieceli suggested that Bob try and epoxy the screw holes that are bored out and too large to hold. Bob will attempt to maintain the current location with epoxy. Todd said for Bob to use his judgment on the best way to repair the handrail.

Elevator Committee Report:

Lloyd Shroyer reported on the following.

1. Generator and Transfer Switch: Lloyd said that Metro is in the permitting process for the new Sunset generator. The permitting process is running behind as usual. The generator will not be ordered until permitting is approved and the T-Mobile power need is established so we can determine if a sharing arrangement is possible.
2. Elevators: Lloyd said that the elevators are still a go for May1, 2018. ThyssenKrupp stands ready to begin the installation May – Oct 2018.

Landscape Committee Report:

Dave and Donna Vieceli reported on the following.

1. Dave reported that there is little update on the Estero project. The bayside forced main installation is moving ahead with the gulf-side improvements yet to be approved. Dave said that Sunset should make it through the high season without the entrance torn up.
2. Dave Vieceli reported that he is trying to get in touch with Tony of West Coast Cabanas regarding the possible assistance with moving the beachfront landscaping boulders. Dave is also trying to ensure that the beach is being graded. Dave said Tony is experiencing relationship issues in his personal life and is tough to find. West Coast Cabanas still owes Sunset for the Oct 2017 and March 2018 payments. Both Dave and Lloyd will consult with Tony on a plan. Todd has a concern that the beach is not being graded as agreed upon. Todd said it should be easy to find another cabana renter. The big concern is to keep grading the beach in front of Sunset to keep it looking as nice as it has.. Marilyn thought that Island Winds and Privateer were receiving payments from West Coast Cabana with possible larger amounts. Dave said we rarely see Tony and will communicate with Larry regarding our concerns. Jack McGuirk says that he has a cabana for the season and rarely get pads put in them.

3. Dave reported that he is continuing with a trash plan for Sunset. Dave presented a proposal from NativeTec who would design, plan and permit the new Sunset entrance and trash location. Dave said the firm may also plan on a second access for Advance trash pickup. The firm would also look at the existing entrance and propose a new approach and landscaping details. The main entrance today is too narrow and is in need of widening. They plan on designing a location for the trash dumpsters to be moved to for dumping. NativeTec will also calculate the storm water retention for Sunset to possibly reduce the mitigation fees. Dave feels that Sunset's pavers, grass area and landscaping areas reduce the amount of water flowing to the boulevard. The initial proposal included adding a gated entrance to Sunset. Todd stated that he was not in favor of including a gate and that any such structure would require a majority vote of all owners. Todd suggested that Dave go back to NativeTec and have the proposal in two phases. Plan A would focus on the entrance, pull-off and trash location to the South. If we cannot get approval for a second pull off for the trash trucks, then Plan B would be to seek a permit and approval to locate trash dumpster pickup to the North East side adjacent the parking lot but inside our property not requiring a second pull-off from Estero. Todd also said he is not in favor of an entrance gate and that should be eliminated from the original permit planning. Bob was concerned that Advance could not get through a gated entrance. Dave said a part of the proposal is to have NativeTec apply and work through the permitting process and felt that since NativeTec is a civil engineer they would have a better chance of getting through the permitting process. To date Dave,, as an individual owner, has not been able to move the town on any thoughts of our plans. Ann Adair was not a gate fan and was interested in the landscaping plan. Dave agreed to get the plan in phases and that any permit for the trash relocation would not be conditioned upon a gated entrance for Sunset. Lloyd moved to have NativeTec proceed with a plan A and B for permitting with Steve seconding the motion. Motion carried. Jack McGuirk was concerned with just one proposal while the Board was comfortable with the move to Native Tec.
4. Dave had asked if Donna and he be added to the Lowes account for plant purchases. Steve will look into the request to see if their names can be added to the Lowes account.
5. Dave said that Donna has an occasional expense report to be reimbursed for replacement plant for Sunset. While Lowes does accept her exchanges an occasional additional cost is experienced.
6. Dave said that another paver company, Bastro Pavers, seems to be acquiring other paver companies. Dave suggested they be contacted for an additional cleaning/sealing bid. Bob will contact this firm for a proposal.

Social Committee:

Jack McGuirk reported that the St. Patty's party will be today. He has had 50 people sign up for the event and the decorations will be out. Corned Beef and Hot Dogs will be served for the crowd. Jack reported that this is the 3rd party of the year and it has been great for getting people together. Jack also asked if there was a quicker reimbursement method for party expenses. Steve thought that signed blank checks could be available for payment.

Jack reported that there is one more party to go at the end of the season. The Board thanked Jack and Pat for their hard work for Sunset's Fun events.

Jack also reported that the Bocce Ball tournament was a success. It is a 5 week event and the plaques will arrive soon for the victors. Donna Vieceli, Marty Shiplower, Lamont Gilson and Fred Reilly.

Architectural Committee:

Diane Linton reported that she and Bob had met with Michelle Marker to discuss possibilities of the Sunset lobby remodel. The proposed plan asks for the shopping and push carts to be moved outside to open up the lobby. Possible locations would be near the recycling area. Dave Vieceli shared his concern of persons parking in front of their under building spaces to unload and runaway carts hitting cars. Diane thought that a trial period should be used to test the concept. Another place for the carts may be located in an alcove built to extend from the lobby into the trash room, still under review. The other concern was the durability and cleanliness of the carts while being located out in the dirty salt environment. Another issue was owners, guests and renters may just drop the carts off back in the lobby after use.

Diane said that the library of books need to be reviewed for moving. One suggestion was to move to another lobby floor. It was thought the lack of AC for the book would encourage mold and page decay. Some thought that more people are on ipads and readers but some still prefer a printed book, so a library may still be needed.

Michelle Marker also wanted to open up the lobby by reducing column size and opening up the opening. Bob will tear into the wall and around the main door to see if any room will be gained. However, no work will take place until after the season.

Michelle also proposed a wall AC to keep the lobby cool. Gregg thought that the newer AC units would eliminate a single wall unit and would allow for a couple more AC points. The Board felt that was a great idea to tackle the AC requirements for the lobby and possibly Bob's lobby office. Gregg said that the unit would be reverse cycle for heat as well. It was discussed that the current bench needs to remain as some items are hidden within and it makes for a good parcel drop off point.

Steve Walz also discussed the number of posted placards that we have in the lobby and elevators. People thought it would be great to reduce the amount.

Todd with the discussion and guidelines provided by the Board we can let Michelle take on the challenge and see what she proposes to improve the look and feel of the lobby.

Old Business:

1. Todd Dawson reported that a separate meeting date would be needed to update the condo documents. Updates need to be made based on owner input and annual meeting comments.

New Business:

1. Todd Dawson reported that the June Meeting will need to be moved to June 27, 2018.

Owner Comments:

- Dave Vieceli, unit #405 asked Bob about the Fire-EPS that we were trying to get Verizon to replace as part of their installation. Bob will research and Verizon thought the quoted costs from our vendor were too high.
- Dave Vieceli, unit #405 said that Gregg's AC idea for the lobby is a great idea.
- Dave Vieceli, unit #405 also commented on a future cart depo as cars parked in the area would be opposed to the proposed outdoor location.
- Ann Adair of unit #803 liked the idea of the carts put in a potential alcove extending from the lobby and into the trash room area. Bob will need review what would be required to make the alcove but may require to pull out block and moved a water line to accomplish the idea. Bob will review the possibility.
- Marilyn Henkel, unit #804 wanted to complement the architectural committee for their hard work on the décor and maintenance of the lobby floor decorations. Marilyn had someone looking at her condo then they complemented the look and care of décor. Marilyn thanked Diane and David Linton along with Jean Albinger and Flo Webb.

With no further topics to be brought before the Board, Steve Walz moved and Gregg Parrish 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 April 19, 2018 at 9:00 a.m.