

SUNSET INC.

Board of Directors Meeting

April 19, 2018 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the roll. Steve Walz and Bob Collins were in the office. Todd Dawson, Wayne Porter, Lloyd Shroyer and Gregg Parrish attended by phone. 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, and Marie Deme, unit #1005 were in the office.

President Todd Dawson welcomed all and wished to confirm that the proper notice and meeting's agenda. The meeting was recorded by Recording Secretary Wayne Porter.

Secretary's Report

Todd Dawson reported that the Minutes of the March 15, 2018 were reviewed and electronically approved on March 29, 2018. Todd asked the Board to confirm the approval of the March 15, 2018 Minutes. Motion carried. The meeting minutes are posted on the Sunset website.

Secretary Lloyd Shroyer reported that the mailing sent to unit owners two days ago included the Sunset Directory, Sunset Financial Statements and Minutes of the Annual Meeting.

Treasurers Report

Treasurer Steve Walz presented the Financial Statements for March 31, 2018 and were reviewed by the Board. Steve reported that Sunset's expenditures are running below budget by \$448.00. Steve said all is going well.

Gregg Parrish then moved and Steve Walz seconded to approve the March Financial Statements. Motion carried.

Todd reported that the Irma Assessment was paid in full by owners. \$66,000.00 is accounted for the total Irma Assessment.

Todd also reported that \$18,000.00 was received so far for the Elevator Assessment. A total of \$198,000.00 will be coming in to supplement the total Elevator Modernization Project.

Steve reported that ThyssenKrupp has sent their second invoice to Sunset which was due when parts and supplies have arrived for the project. Lloyd has contacted ThyssenKrupp and pushed back at the payment due date. ThyssenKrupp agreed to delay the payment when parts and supplies could be verified and the location confirmed.

Lloyd confirmed that one of Sunset's elevator remain down and non-operational. Lloyd thought we may choose to shut the operation down on that elevator first to possibly save on monies to get it moving again.

Lloyd said the installation period for the elevator modernization project would be May1, 2018 – October 1, 2018. Gregg Parrish asked if the ThyssenKrupp group was local. Lloyd confirmed that the group was local and Bob confirmed their reliability.

Presidents Report:

Todd Dawson reported on the following information:

- Document Status: Todd reported that the Sunset Document Draft was to be sent to DeBoest for final legal approval of edits. DeBoest says that we pick a day for the vote tally and work back from there to a mailing date. DeBoest will be preparing the documents and voting certificate then coordinate the mailing to Sunset Owners. The Goal is the end of May with voting results.

Diane Linton asked if there was going to be a period of review for unit owners. Todd said the Board was in agreement to move forward.

Dave Vieceli said that he understood that several Carve Outs were going to be voted on separately. Todd reported that there would be no carve outs. President Todd Dawson confirmed that the Board has approved to go forward with the edited Documents. Dave asked if the final docs are completed. Todd reported that these documents will be mailed out and if they are not approved then we will find out why from each decanting unit owner.

Marilyn asked if we were voting for the entire package. Todd said that DeBoest will advise whether it will be one vote for the package or one vote for each document.

Landscape Committee Report:

Native Tec was introduced and they reported on the following.

- Sunset Site Plan: Rob from Native Tec, who was contracted to assist Sunset in site planning, presented several plan documents to show Sunset's existing site plan document. Overlays were also present to show contours on the property along with trash dumpster pickup locations.
- Storm Water Mitigation: The contours of the site plan will show the potential flow of rain water, the direction of flow and the potential containment of water. Sunset is charged monthly for the amount of storm water which leaves the property. At this time Lee County calculates paver lots as bituminous or solid surface. This allows for no containment, only water runoff. Sunset is responsible for 1.6" of storm water on the property. Native Tec will calculate the quantity of storm water and calculate absorption, storage and containment of all Sunset's storm water. Native Tec will be responsible to reduce the current calculation charges to Sunset by the water district. Sunset is pursuing the runoff calculation reduction because the current \$4.60/unit charge is planned to increase up to \$20.00/unit. Sunset is currently charged \$263.00 per month and if nothing is done the new monthly amount could be as high as \$1,150 in the future. Sunset's goal is to have Native Tec prove that we can control storm water and limit or eliminate the amount which runs to the street. This will reduce the monthly storm water charge.
- Sunset Dumpster Pick-up Location: The site plan drawing is also used to locate the Sunset Dumpster location for Advance pickup. The goal is to provide Advance a quicker pickup area which keeps them away from the building and limits paver staining. Bob

would need to move the full dumpsters to the new pickup location at the front of the property. Potential pick up locations would be inside the Sunset entrance to the North or South.

- Recap: Todd Dawson suggested that Sunset should attempt to control all storm water presented to us. Todd suggested that the Pavers at Sunset do absorb a certain amount of water that the County is not giving us credit for. Sunset currently spends \$3,156.00 annually with future expenses to be as high as \$10,320.00 per year. Sunset must do everything in its power to control storm water. Todd asked Dave to continue to work with Rob on both A.) Storm water control and B.) Dumpster location. Todd did not feel that the town would approve a second drive into Sunset so Advance would come onto the property, pick, back up then leave. Marilyn asked if any visitor spaces would be lost. Rob said none would be taken up by dumpsters. Todd appreciated the first draft from Native Tec and asked that the next round has a pull-off lane and one main entrance. Todd also asked that the “Plan B” should be developed that doesn’t require a separate entrance be developed with the dumpster location be inside Sunset property adjacent the Southeast edge to prevent the trucks from driving near the building.
- Dave continued by saying that the Phase #4 of the Estero Blvd Utility and road improvements are moving right along on the Bayside. Storm water pipes are installed up to the Church of the Ascension and moving promptly this way. The Gulf Side improvements are still awaiting final plans and installation of water and Natural gas installation. Todd would like for Sunset to submit their entrance plan created and built so the Estero improvements can the come to our new designed and built entrance. Dave agreed that would be the plan to work too. The Board thanked Rob from Native Tec for the work so far for Sunset.

Presidents Report continued:

Todd Dawson continued to report on the following information:

- T-Mobile Generator: Todd reported that T-Mobile continues to discuss their contribution towards the newly shared generator to be installed at Sunset. T-Mobile has talked of sharing 50% of the costs. However, corporate approval is needed to confirm the deal. Sunset has since been informed that the service needs to be updated from 225 amps to a 400 amp service for the transfer switch. This new update would be an additional expense of \$10,800.00. Lloyd confirmed that the wiring will need to be updated with the increased amp service. Lloyd reported that the selected generator will be a dual fuel genset. The initial fuel will be LP and as the Natural Gas is extended to Sunset then the switchover could happen. Sunset is still contemplating the selection of a 110 KW or 130 KW generator. The great thing about switching to natural gas in the future is that it increases the KW output by 20 extra KW. Initial power pull demands would suggest that Sunset is in need of 72 KW. Then adding T-Mobile needs of 20 KW the pull would be short of 100 KW. Lloyd reported that Sunset’s normal usage is in the 40 – 50 KW. Marilyn asked why do we need the larger size generator, but did confirm it would be \$22,000.00 over the planned budget. Steve Walz suggested we move forward

with the increased service wiring and breaker. All agreed. Steve Walz moved and Todd Dawson seconded to upgrade the new wiring and pursue permitting for the yet to be installed generator at an expense of \$10,805.00. Motion carried. Lloyd continued by saying is T-Mobile chips in, then Sunset's expenses would be cut in half. A \$70,000.00 generator installation would only mean \$35,000.00 expense to Sunset. Gregg Parrish warned that Sprinkler systems are a hot topic in Florida and Sunset should be prepared to comply at a later date. While Sunset does not have to power the fire pump at this time the Board agreed to select the higher output generator. Steve Walz moved and Lloyd Shroyer seconded to upgrade to a 130 KW generator. Motion carried. This will allow Sunset in the future to power a fire pump if ever legislatively demanded. In conclusion, the goal is to have T-Mobile pay 50% of the total expenditures. However, that is not a given as of yet. Todd Dawson moved and Steve Walz seconded to approve a minimal contribution of 25% for generator, maintenance and fuel expenses from T-Mobile. Motion carried. The ultimate goal is 50% of all expenses and a no refund no return contract if T-Mobile ever abandoned their tower lease. Also, if Sunset needs the power demand during a power outage then we may kick T-Mobile off the grid. Marilyn voiced her concern regarding the reserves account as monies had gone out for Irma, Elevator and now generator expenses. Sunset will be much better with a potential T-Mobile contribution. Dave Vieceli said that Sunset has two empty conduits to the roof should T-Mobile need to do their own thing in the future. Dave concluded by saying he likes the idea partnering with T-Mobile.

Architectural Committee:

Diane Linton reported on the Lobby Refresh project.

- Michelle Marker was introduced to the Board and Owners as she began her décor presentation. Diane began by saying Michelle has done an excellent job of selecting new fabrics, flooring, wall coverings and color combinations for a beautiful Lobby transformation. Michelle said that the color décor board is a good start to determine the desired feel and vibe in Sunset's Lobby and Elevators. 1. Elevator décor was presented showing wall, bar and artwork selections. The back wall would be a different material than the side walls. Michelle stated that a seashell graphic could be installed in the elevator to add interest and set the tone for your stay at Sunset. Michelle will be working with John Andrews and the Elevator personnel to determine the timing of the new elevator décor. It was reported that ThyssenKrupp may be able to gain 5" more in the elevator ceiling height. Michelle said that would be great to gain more design space. 2. Lobby décor was discussed and each material was described as to its location and purpose. Steve questioned the tile quality that was selected. Steve says he understands that there is a difference between residential and commercial grades of materials. While he does not know the difference he wants a product that withstands the daily use of owners, renters and guests. Diane continued the discussion regarding a potential location for the luggage and shopping carts. An area in the lobby would be opened up to accommodate these in part of the trash room. The area would be enclosed so no smells would come into the lobby. A new air conditioner would be installed to cool the lobby and Bob's office. The discussion of deleting the tile up the wall would reduce the

budget by \$4,500.00. It was also suggested that we received a quote for the installation of floor tile square with walls to compare to the diagonal installation which appears to be more expensive. Todd said the proposed materials are attractive and excellent. Steve said he does not like the ceiling tile and maybe drywall can be used in some areas with the led puck lights. Dave said that he could investigate the areas we need to gain access to pipes or electrical conduit through removable panels. Lloyd inquired about final costs for the updates. Steve said that the upgrades are budgeted but it would be nice to arrive at an actual cost. Todd said we will review lobby remodel expenses at the May Board meeting. Michelle closed by saying that the elevator cabs are the first priority in the décor remodel. The Board complemented Michelle on the décor board and her ideas to upgrade the lobby and elevator spaces.

Social Committee:

Jack McGuirk reported that the going away party was to be cancelled because of lack of interest. Jack thinks that owners have left earlier than usual. Next year the party may be moved up in the schedule. Jack said that all parties were a hit and very enjoyable to those in attendance. The Bocce Ball tournament was a success and very competitive. Todd Dawson thanked Jack and Pat for their hard work and great coordination of the events.

Manager's Report:

Bob Collins reported on the following topics.

1. Symbiont Pool Heaters: Symbiont has discover that heater #2 has a leak in the coil with a \$1,600.00 estimate to fix. The other issues in the other units are fixed and this is the open item. Bob suggested that with warmer weather maybe we can put off the repairs until fall. Bob said that the 4 pool heaters range in the 3 – 12 years old. Gregg asked for the life expectancy of a heater which Bob said are 10 – 15 years of age. Wayne and Lloyd agreed to wait for the repair and Todd agreed as well. Marilyn said that Symbiont has been a great service provider. Bob was encouraged to call Symbiont and negotiate the total expense or we will wait until fall to repair. The #2 heater is bypassed at this time.
2. Bug Spray Contractor: Bob reported that Jerry is retiring and we are in need of a new bug spray contractor. Sunset has received 4 quote from pest control providers. Pest Eliminators, Healthy Home, Better Bugman and Hulett Bug Spray are the new contractors to choose from. Jerry had charged \$275.00 per quarter to spray all Sunset units. Bob complemented one of the suppliers in that they said Silverfish are controlled by a powder and not a spray. Sunset has had Silverfish issues in the past. Bob complemented Pest Eliminators for their advice and knowledge. Marilyn said that Reggie may be another source for selecting a pest control expert as he manages the finances of other condo associations. In order to not fall behind on pest control Todd Dawson moved and Wayne Porter seconded to select Pest Eliminators or Better Bugman as Sunset's new pest control firm. Motion carried.
3. AC in Elevator Room: Bob reported that the AC in the elevator room kept throwing a gfi plug and stop working. Bob replaced the gfi cord plug with a normal plug and it remains

working. Dave warned that there is a reason for gfi corded plugs. Todd reminded Bob that these AC units need to be operated from back-up power during an outage.

4. Pool Furniture: Bob has sent 5 pool loungers away to be restrapped. The frames are in good shape only the strapping gets tired after heavy usage.
5. Verizon Antenna Shield: Bob reported that Verizon will be using expanded metal to enclose the bottom of the antennae enclosure.

Landscape Committee Report continued:

Dave and Donna Vieceli reported on the following.

- Dave reported that Tony of West Coast Cabana will not be moving rocks during the peak rental season. Also, when asked to rake he did every other property but Sunsets. Todd suggested that a letter be presented to Tony to share our displeasure with his lack of contract payments and attentions to beach conditions. Todd said we just need to know where Sunset stands with a Cabana supplier and beach raking. Todd will be at Sunset May 8th and will approach Tony and the future of West Coast Cabana. Lloyd will also be down very soon and could help with moving of Sunset Rocks.

Presidents Report continued:

Todd Dawson continued to report on the following information:

- There seems to be a problem with Sunset being used as an anchor location for multiple families to gather. The latest was a family that had one Sunset unit rented and other homes in the area. The extended family would all gather at Sunset and utilize the parking, pool and Tiki Huts. Todd said that the Rules would include verbiage that would limit one extra car and 6 extra guests. Dave said that he does not like the language as it needs to be stronger. Dave continued by saying this is to be a quiet, tranquil environment for families to enjoy. Marilyn said there used to be a black list of names not to rent too. Todd said the Board is at least trying to deal with the situation in the rules and enforcement. Marilyn said that culture certainly has changed. Dave said that he would present a new proposed parking plan at a later meeting.

Old Business:

- Marilyn asked if we have changed the documents in regards to all leases to be reviewed and accepted by the Board. Todd said that any wording regarding Board review and approval of leases were being eliminated. Sunset has never reviewed leases and will continue not too.

New Business:

- No new business was brought before the Board.

Owner Comments:

- Marilyn Henkel, unit #804 wanted to inquire about the doorways off the master bedrooms to the lanais at Sunset. Marilyn asked if it were allowed. Todd said that any structural change to a wall would need Board approval. Marilyn said there was

confusion in the past regarding the installation of such door because she thought it was a load bearing wall.

- Marilyn Henkel, unit #804 asked what was included in the latest unit owner mailing. Lloyd said the mailing had a cover letter, the directory, financials and the annual minutes. Marilyn asked if Hurricane Guidelines were included. They were not.
- Marilyn Henkel, unit #804 asked if we have paid our wind insurance as of yet. Marilyn said this package is a financed payment program that needs to be approved. Todd said he would investigate.
- Marilyn Henkel, unit #804 wanted to complement the Landscape committee for their hard work on the Sunset Campus. Marilyn had someone looking at her condo then they complemented the look and care of grounds and landscaping. Marilyn thanked Diane and David for their hard work.
- Marilyn Henkel, unit #804 also suggested that new potential owners should be scrutinized before ownership approval.
- Marie Deme, unit #1005 thanked Bob and others for the policing the Sunset traffic. Marie said this was the worst year for traffic and appreciates the efforts of others.
- Diane Linton, unit #1004 made comments about the condo docs and thought that owners would get another meeting opportunity to see the changes and discuss the final draft.
- Dave Vieceli, unit #405 wanted to stress that previous meetings discussed carve out topics. The number of people in a unit, number of guests on the campus and parking were to be discussed. Dave also talked about the topic of pets. Todd stated that the proposed language would eliminate the 25 lb. weight limit because it was never officially approved. Todd also said that Renters and Guests are not to have pets. However, a daily pet guest of one would be allowed.
- Donna Vieceli, unit #405 made an emotionally charged comment that she wished the rest of the board would step up and comment.
- Wayne Porter, Unit #100, Sunset Vice President and Recording Secretary, spoke up and said he would respond to Donna's comment. Wayne said we have spent many hours and multiple meetings to arrive at the current language. There have been times that Board members have not agreed with each other on certain topics. This language represents a balanced give and take of ideas from owner feedback, which includes all Board members thoughts as well. Wayne said regarding the 25lb limit, it was said in the annual meeting that some larger animals behave better than some smaller pets. Wayne told Donna that he took offence to her comment which implied that Todd Dawson was getting his way on all rule language.
- Diane Linton, unit #1004 made comments about the condo docs and thought that owners should get another voice on the documents. She also said that larger pets have been a problem in the past.
- Lloyd Shroyer, unit #802 said that it takes 34 to pass. Lloyd also stated that pets have been addressed and the weight does not matter to him.

President Todd Dawson closed the discussion on Condo Documents and said that the Board will move forward with the mailing and vote of the new condo documents.

With no further topics to be brought before the Board, Gregg Parrish moved and Lloyd Shroyer seconded to adjourn the 3 hour and 20 minute meeting. Motion carried.

Respectfully Submitted,

Wayne M. Porter

Wayne M. Porter
Recording Secretary

The next scheduled Board Meeting of Sunset will be held on May 17, 2018 at 9:00 a.m.