

# SUNSET INC.

Board of Directors Meeting  
March 28, 2019 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the roll. Todd Dawson, Lloyd Shroyer, Gregg Parish, and Mark Bishop attended by phone. Steve Walz and Bob Collins were in the office. Owners Rosalie Pauck, Dave and Donna Vieceli, Dick and Karen Spake, Jack McGuirk, Diane Linton and Doug Daniel were in the office.

Todd Dawson welcomed all and wished to confirm that proper notice was posted on March 25<sup>th</sup> and was forwarded via email to the owners. The meeting is also being recorded.

## Secretary's Report

- Lloyd Shroyer moved to approve the minutes from the February 28<sup>th</sup> board meeting. Mark Bishop seconded the motion. The motion carried.
- Lloyd Shroyer moved to approve the minutes from the Annual Meeting for posting on the internet. Todd Dawson seconded the motion. The motion carried.
- The minutes from the February 28<sup>th</sup> board meeting and Annual Meeting will be posted on the Sunset website.

## Treasurers Report

- Steve Walz discussed that the February operating budget is running slightly over budget. Two items caused the over budget situation. One was moving the bonus payment for Bob Collin's from December 2018 to January 2019 at his request. The other was the payment for dumpster tug. The Replacement Fund is running under budget as currently there have been no expenses paid from that fund. However, the cleaning, repair and sealing of the pavers scheduled for May will hit the Reserve account and was previously unbudgeted. Todd Dawson requested the cleaning and resealing of the pavers be put in the Reserve Budget in the future as it has been suggested by the contractors that we need to clean and seal the pavers every 2-3 years. An owner asked if we were still getting reimbursed for the damage caused by Advanced and Todd Dawson reported that we were still working with Advanced, their insurance company and their lawyers to get Sunset reimbursed for the damage. Todd Dawson moved and Lloyd Shroyer seconded a motion to accept the February financials as presented. Motion Carried.
- Steve Walz asked for the approval of the annual loan for the financing of our insurance policy premiums. Sunset has routinely financed the insurance premiums. Mark Bishop suggested that in the future Sunset should look at increasing its reserves so that a loan would not be necessary and thereby save the \$600 interest. Todd Dawson moved to

approve the annual financing loan for the payment of the insurance premiums, Mark Bishopp seconded the motion. The motion carried.

### Presidents Report:

Todd Dawson held the items he would discuss as new business so no further President's Report was given.

### Manager's Report:

The Board was provided an updated spreadsheet listing the current projects as well as those that were pending.

- In addition to the report, Bob reported that he found the paperwork for the siding used on the soffit for the managers building and that while the company was currently out of business he did find a vendor that thought they could match the siding.
- Todd Dawson asked for an update on the approved timer for the beach lights that was approved in the February meeting. Our electrician has been contacted and will be taking care of installing the timer soon.
- A pool inspector is expected soon but the pool is in good shape and the chemicals are in line with required standards.
- Steve Walz asked if the area below the generator exhaust which is showing some rust could be cleaned up. Bob put it on his list to complete.

### Landscape Committee Report:

- Dave Vieceli was in attendance and reported that the landscaping committee will be replacing a few of the plantings that need to be replaced. Dave asked about the Board's desire to update the area by Estero where the ficus trees used to be. In light of the Estero project coming our way, eventually, and projected work that we will have to do when the Estero project is completed it was thought best to wait for now even though the area looks a bit bare.

### Social Committee Report:

- Cheryl Walz and Patsy Daniel were not present. Steve Walz stated that the a recent taco party was well received and that the process of asking for donations during the party was working well and the social fund was growing.

### Old Business:

- Website Upgrade –
  - a. Rental Page: The rental page was launched on our website with approximately 10 owners taking advantage of listing their units for rent.

- b. Secure Page: Todd Dawson was still exploring our website to see if we could put a secure page on the site that could be logged into by Owners. The secure site would be a place to post financials and other such confidential information.
- Advance Paver Claim. Todd Dawson will contact our attorneys for follow-up on the status of the claim.
- Sand/Sod/Rocks – Steve Walz is meeting with another person to dig out and remove the sand from the Sunset yard as discussed.
- Cable: Dave Vieceli had contact with the marketing person from Fison cable. They are interested on coming onto the beach but would require a commitment from 600-1000 units before it would be feasible. Dave is reaching out to the CAFMB to allow Fison to make a “pitch” to determine the level of interest. Dave will follow up with CAFMB.

### New Business:

- Todd Dawson introduced for discussion a new process for enforcement of the use of parking hangtags during March and April including when we ticket and tow. The process was summarized by Todd Dawson as follows:
  - If a vehicle is not displaying the appropriate hang tag or sticker then Bob takes the following actions.
    1. Check the Sunset vehicle registrations to make sure the vehicle does not belong to a registered guest.
      1. If it is registered then put a ticket on the car instructing them to use the hangtag.
      2. If it is not registered then ticket the car and follow the remaining steps
    2. Check prior tickets copies.
      1. If a prior ticket was written to the same vehicle (determined by the license plate) then
        1. Write a new ticket noting the time and all other relevant information and
        2. Call the towing company and instruct the tow company to tow the vehicle.
        3. Keep a copy of the ticket
      2. If a prior ticket was not written to the same vehicle (determined by the license plate) then go to step 3.
    3. Completely fill out a ticket and place it on the windshield marking all the relevant items including the time the ticket was written.
      1. Keep the copy of the ticket.
      2. If the car is not moved within 4 hours from the time the ticket is written then
      3. Call the towing company and instruct them to tow the vehicle.
    4. In no event may Sunset block in or otherwise prevent the owner of the vehicle from removing the vehicle prior to the tow company arriving and hooking up to the vehicle
- A discussion ensued relative to cleaning people and hang tags and it was suggested that the cleaning people should park in the unit space for which they are cleaning and obtain a hang tag from the unit.
- Mark Bishopp moved to approve the proposed process for ticketing and towing as presented and Lloyd Shroyer seconded. The motion carried. Todd Dawson and Lloyd Shroyer will inform the owners of the new process.

Owner Comments:

- Dave Vieceli asked if the Board was planning on the repair and repainting of the stairwell landings in the coming year. The project was noted during the building renovation several years ago. Todd Dawson noted that the project was not on the immediate horizon. (Subsequent to the meeting a later investigation found that the item was previously placed on the Reserve Budget and scheduled for 2020-2021.
- Dave Vieceli reported that Sunset lost in the inaugural bocci match between Privateer and Sunset and that Privateer would be the holder of the traveling trophy for the next year.

With no further topics to be brought before the Board, Lloyd Shroyer moved and Steve Walz seconded a motion to adjourn the meeting. Motion carried.

Respectfully Submitted,

*Lloyd Shroyer*

Lloyd Shroyer  
Sunset Secretary

The next Board Meeting is tentatively scheduled for April 26th, 2019 at 9:00 a.m.