

SUNSET INC.

Board of Directors Meeting
August 29, 2019 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Todd Dawson, Lloyd Shroyer, Steve Walz, and Mark Bishopp attended by phone. Bob Collins was in the office. No owners were present in the office.

Todd Dawson welcomed all and confirmed that proper notice was posted on August 26th and was forwarded via email as a courtesy to the owners. The meeting is also being recorded.

Secretary's Report

- Todd Dawson made a motion to approve and post the minutes from the July 25th board meeting previously circulated. Mark Bishopp seconded the motion and the motion carried.

Treasurers Report

- The July financial report was reviewed and discussed. Based on the report we are over in the areas that have been previously discussed but we are making improvement on the operating budget through July. Todd Dawson moved to accept the financial report provided by Steve Walz. Mark Bishopp seconded the motion and the motion carried.

Presidents Report:

- Todd Dawson will hold his comments for new and old business.

Manager's Report:

- The Board was provided an updated spreadsheet listing the current projects as well as those that were pending. Specific comments to that list are as follows:
 - Sod will be placed in an area near the area where are dumpsters sit prior to unloading. With the Estero project underway we will await doing anything more substantial and the sod will make the area look good for now.
 - The light sockets near the grill area are still not working. Bob will get new fixtures.
- Backflow Valve. The backflow valve failed inspection by failing to fully close. Our vendor attempted to lubricate the valve and cycle it open and closed to try to get the valve functioning correctly. That effort didn't work. We received a quote to repair the valve from FFS for \$3,495. Lloyd Shroyer moved to accept the quote and have the backflow valve repaired. Todd Dawson seconded the motion and the motion carried.
- The poolside bathroom remodeling is nearing completion on the first bathroom. Work was delayed in light of some of the water damage issues he had been dealing with. The

Board decided to leave the tile alone and Bob found a professional to clean the bathroom tiles to bring them back to their original look. Both bathrooms will be completed prior to the start of the season.

- The window in 1100 is still leaking even after the vendor attempted repair. The owners have sent the window installer a letter from an attorney. At this point as the window is still leaking and our owner is dealing with the installer Sunset will not re-install the drywall. At an appropriate time, coordinated with the owner, Sunset will fulfill its obligations and replace the drywall. Bob did check other windows in the building and did not find any obvious leaks so this may be an isolated instance with either the window or installer. It is noted that while we are cooperating with the owner Sunset is not responsible for window costs or installation.
- Bob Collins conducted a review of all of the units in the building to check the adequacy of their jalousie door sweeps, if the air conditioner had an automatic shutoff for excess water accumulation in the drain, and whether or not metal braided hoses were installed on the washer unit. These items specifically have been the cause of one or more leaks from an upper unit to a lower unit causing drywall damage, at a minimum, which cost the Association to repair. Our Declaration requires owners to maintain these items. Once Bob finishes his survey a letter will be sent to owners with items needing attention. It may be in the best interest of the Association and the owners affected if the Association makes provisions to repair the items in bulk and bill back the affected owners for the services rendered on their behalf.

Landscape Committee Report

- The Landscaping Committee was not present. Concern was expressed about weeds intruding into the rocks and planting beds. Steve Walz and/or Bob Collins will contact our lawn mowing vendor to request that the rocks and flower beds be treated for grass intrusion as part of their weekly routine during the high grown season.

Social Committee Reports:

No report.

Old Business:

- Underbuilding Parking Painting – Sunset is awaiting a quote from the painting contractor which was supposed to be received prior to our meeting. Bob Collins and Lloyd Shroyer will reach out to the contractor for the quote. In addition, Lloyd Shroyer is identifying additional contractors that can do the job to get competitive quotes.
- Advance Paver Claim –Our attorney requested additional information on the current claim and Todd Dawson provided a report detailing the interactions between Advanced and Sunset. We are awaiting a response.

- Cable: - Sunset received a quote on the evening of the 28th for Comcast service. While a detailed review of the quote had not yet been performed as the quote. However, from a brief review of the quote cable only services increased. Todd Dawson will reach out to Comcast to get clarity on the quote. In addition, Todd Dawson will contact other cable vendors identified by CAFMB working on the island.
- Stairway project – Atlas Design and Engineering conducted a review of the building drawings and visited Sunset to make a determination if the metal stairway landing pans under the concrete landings were structural as a few of the pans are showing severe corrosion. Their report concludes that the metal pans do form some level of structural support and that several needed repair. However, while some of the pans need repair their report did not identify any landing that needed immediate attention or were currently failing. The Board approved moving forward with Atlas so that the engineers can design the retrofitting solution for the landing pans. Lloyd Shroyer and Todd Dawson will work together to get the proper contract for approval.
- Steve Walz and Bob Collins made a survey of the stairwells and noted several door jambs/sills that were in need of repair. Leaky door jambs allow water intrusion into the stairwell which causes the rusting of the pans and stair components. Steve and Bob contacted a vendor that indicated they could repair the rusted door jambs and sills by replacing the rusted piece instead of replacing the entire jamb. The Board requested Steve and Bob to follow up and get a quote for the repair.
- Todd Dawson has been in contact with T-Mobile. The Sunset project is still on their approved list, however, due to the merger of T-Mobile with Sprint project work has slowed down. Dan Ault (contractor for T-Mobile) will continue to keep us updated and push T-Mobile for initiation of the project.
- A portion of our parking lot was sinking over where our storm water drainpipe runs under the parking lot. Contractors were called and quotes obtained to immediately fix the problem before it grew worse. During repair it was determined that the cause of the problem was at a junction of two pipes. According to Bob Collins, during installation of our pavers many years ago the same problem occurred and our paving vendor attempted to place a collar around the joint. During the recent repair in August it was noted that the previous attempt to repair the junction did not go entirely around the pipe thus allowing storm water to slowly erode away the ground thus causing the collapse. The problem has been fixed by placing a collar completely around the pipe junction thus fixing the problem permanently.

New Business:

- Dave Vieceli of Unit 405 submitted forms requesting the approval of the Board to install alternative floor covering in his unit. Appropriate sound deadening material is being used under the tile. The Board approved the project and will notify the owner.
- Parking bumpers. The Board requested Bob Collins to make a survey of the parking bumpers and to replace any that looked shoddy and to ensure that the numbers were visible and repainted where needed.

Owner Comments: No owners were present.

With no further topics to be brought before the Board, Todd Dawson moved, and Lloyd Shroyer 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 Tuesday October 1st, 2019 at 9:00 a.m.