

Sunset Royale Association
Board of Directors Meeting Minutes
March 23, 2017

Call to Order: Meeting was called to order at 1:03 p.m. by President Frank Canino.

Determination of Quorum of Board: Board members present were Paul Parr and Dan Ploger in person. Frank Canino, Bob D’Orsi, Elvart Dikiy, Bill Guran and Bob Morris, Jr. were on speakerphone. Quorum was established. Julie Trimpe, CAM, also present in person.

Confirmation of Proper Meeting Notice: Julie Trimpe, CAM confirmed the notice was posted and mailed out to all owners.

Approval of Previous Meeting Minutes – Motion was made by Frank Canino and seconded by Bob D’Orsi to dispense with the reading of the January minutes. All approved. Motion was made by Bob D’Orsi and seconded by Bob Morris, Jr to approve the January minutes with the provision on how Association pays for yearly maintenance and how owners confirm maintenance performed by not the company chosen by the Association made during the A/C discussion. All approved.

Motion was made by Frank Canino and seconded by Bob D’Orsi to dispense with the reading of the February minutes. All approved. Motion was made by Elvart Dikiy and seconded by Frank Canino to approve the minutes from the February meeting. All approved.

Officers Report – Frank Canino reported that the Board had approved some new plantings at the last meeting. Those new plants were installed around the patio area, but they were not as tall as expected. He negotiated with the landscape company and they replaced the plants at the side closest to the parking area, which had more root space to allow the plants to grow, with taller ones. Smaller ones were planted in the different spot on the property.

Old Business:

- a) **Final Approval of Special Assessment to Extinguish Loan from Reserves:**
Julie Trimpe reported the results of the proxy vote by the owners on this matter. There were 20 votes for immediate repayment of the Loan through a special assessment and 2 votes - against. Julie Trimpe clarified that this was not a vote to levy a special assessment, which is the Board responsibility, but approval of the loan repayment. During further discussion, some Board members stressed that the final decision on this matter should be deferred until the attorney is consulted.
Motion was made by Frank Canino and seconded by Paul Parr to table the discussion and vote on this matter until Frank can consult with Kevin Edwards, attorney who was contacted regarding this issue in 2014. Six votes for and one vote (Dan Ploger) against. Motion passed.

- b) **Website Update:** Frank Canino noted that he had reviewed the website options and went with a Word Press site. The username for members to login is the email address provided to the association and the initial password is “SR711UnitXXX” where XXX stands for the unit number (the password should be changed after first login on the “profile” page). This is a pilot site and everyone should look at it and provide feedback. The cost is \$4.99 a month for the first 3 years then increases up to 7.99 a month after the 3 years.
- c) **BP Update:** Bob D’Orsi has spoken to Deepwater office. Additional paperwork was requested and was sent. The file now had been sent for final approval of the payment.

New Business-

- a) **Registration of Renters and Vendors:** Discussion was held on the need to have a registration for all renters and their guests with dates as well as vendors coming on the property. The office could be the central point for such registration if TSA employee, Linda, would be able to do this (Julie Trimpe will talk with Steve Cavanaugh of TSA regarding such possibility). Elvart Dikiy suggested (Frank Canino and Pau Parr supported) that the new website could be used as a way to register upcoming rentals for all units. **Tabled pending information from Julie about conversation with Steve Cavanaugh.**
- b) **Insurance:** Paul Parr brought up a question as to whether the 4th floor units’ additions were covered by Association insurance as well as owners insurance. Discussion took place whether during building renovation the approval for the enclosing of 20 ft of the fourth floor 40 ft deck areas was given by the Board. These enclosures are not part of the original floor plan. Some 4th floor unit owners tried to record these changes with County office but to no avail. **The Board directed Julie Trimpe, CAM, to present the question to the insurance appraiser what 4th floor square footage is included in the insurance appraisal of the Association.**
- c) **Fourth Floor Water Pressure:** Paul Parr and Dan Ploger reported about still getting low water pressure in 4th floor units. During discussion on the matter, it was mentioned that it could be because the rental season is at its peak now, which could lead to increase water usage. A suggestion made to install a booster pump. Board asked Harry Kreuser for his opinion. Harry Kreuser said that, during last renovation, the water system was installed according to appropriate specifications and was functioning properly. He also mentioned booster pump might not benefit lower floor units because of the increased pressure. **Motion was made by Frank Canino and seconded by Bob Morris, Jr. to measure the water pressure at the street level and on the 4th floor once more by the same plumber that did the first one and have Harry Kreuser present to observe. Motion passed unanimously.** The test will be schedule as soon as possible.
(Bill Guran had to leave the meeting.)
- d) **Landscape Lighting:** Two proposals were received. The proposals were rather different in the scope of work and were there will be a new system installed or

just new fixtures as well as different fixture types were proposed. Frank Canino suggested that the less expensive fixtures could be used and agreed to provide the specifications for such fixtures. **Tabled until the clarifications of the proposals requested by CAM will be received.**

- e) **Building Lighting:** The type of the fixture was discussed and an agreement was reached on what one to use. CAM will order one fixture that will be installed for everyone to view. Two preliminary quotes were received for installation of the lights: Dale Bramel will do for \$850 and Scott Burbol will do for \$25 per hour with expected total of \$600. **CAM will get the exact number of fixtures required taking into consideration that extra fixtures have to be ordered for the possible future replacements.**
(Bill Guran came back to the meeting.)
- f) **Parking Lot Re-pavement & Carports:** This next year project was discussed. Dan Ploger suggested getting a survey because of the need to change parking lot elevation in some places. Further discussion focused on whether use asphalt or pavers for parking lot resurfacing. Frank Canino mentioned that changing to pavers would be a material change, which would require 75% vote of owners to approve. **Motion was made by Paul Parr and seconded by Dan Ploger to get a cost estimate for a survey in regards to an elevation change and other issues for this project. Four votes for and three votes (Frank Canino, Bob D’Orsi and Elvart Dikiy) against. Motion passed. Dan will get the survey cost.** Frank Canino suggested forming a committee on this project. Paul Parr agreed and recommended that Dan Ploger should be on this committee. **Motion was made by Elvart Dikiy and seconded by Frank Canino to form a committee for this project. All approved.** Frank will put a post on the website to ask owners who want to be on the committee to put forward their names.
- g) **First floor front Awning Replacement:** Bob D’Orsi inspected the awnings on the first floor facade and found them in the bad shape with burned white spots and cracked vinyl while the frames looked OK. **The Board agreed to request proposals for replacing awnings covers for the next meeting.**

General Comments: The last wind mitigation report was done when Howell Construction completed the renovation. An updated report is needed as the insurance agents are asking for pictures. **Motion by Dan Ploger and seconded by Paul Parr to get an updated wind mitigation report completed according to current photo requirements. All approved.**

Bob D’Orsi inquired about situation with maintenance person. Julie Trimpe replied that Scott left abruptly and she is now actively looking for another person to hire. Meanwhile, she asked Glenna (who worked before at the complex) to fill out during the search. Elvart Dikiy asked if the February financial report was ready and distributed to the membership. Fran Canino replied that this report was just posted on the Association’s website.

Next Board Meetings: April 27, 2017 @ 1:00 pm.

Adjournment: Motion made by Frank Canino and seconded by Bob D'Orsi to adjourn.
Meeting was called to adjournment at 4:25 P.M.

Respectfully submitted,