

Sunset Royale Association
Board of Directors Meeting Minutes
April 27, 2017

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

Determination of Quorum of Board: Quorum determined. In person were Paul Parr and Dan Ploger. On speakerphone were Frank Canino, Bob D’Orsi, Elvart Dikiy, Bill Guran and Bob Morris, Jr. 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 Elvart Dikiy to dispense with the reading of the March minutes. Motion passed. Motion was made by Frank Canino and seconded by Bob D’Orsi to approve the March minutes with the provision on the A/C discussion. Motion passed.

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

The minutes will be posted on the Association’s website.

Officers Report – Frank Canino reported that wind mitigation report with pictures was done and as soon as **Julie Trimpe will receive the report, it will be put on the website and emailed to the owners.** Dan Ploger reported that all arrears in the receivables were cleared and **surplus of the last year budget in amount about \$9,000 will be transferred to the Reserves shortly.**

Old Business:

BP Update: Bob D’Orsi informed that the check for BP payment is in the mail.

Building Awning Proposal: After short discussion of the two proposals to replace awnings covers, Frank Canino made a motion to approve the bid from Awning solutions in amount of \$4,560+tax to replace covers on 8 awnings. Motion was seconded by Dan Ploger. Motion passed. Frank Canino inquired if the awnings frame are in good repair and Bob D’Orsi confirmed that they are. Elvart Dikiy inquired if this will be paid from the Reserves and Frank Canino confirmed that it will and reminded that we have this line item in our Reserve study. **Julie Trimpe will get the covers samples and will ask Board members and owners to agree on the color after reviewing them.**

Landscape Lights: A revised proposal was received from Fisher with the fixture suggested by Frank Canino. The other company would not provide a revised proposal. Agreed that there should be 2 light fixtures on the large palms. Motion made by Frank

Canino and seconded by Paul Parr to accept the revised proposal by Fisher Landscape Lighting not to exceed \$5,000 in cost. Motion approved unanimously.

Building Lights: One fixture was ordered and received. Board agreed it should be installed at the location across from the office. **Julie Trimpe will contact Scott Burbol to install this fixture and ask for a better more detailed for installation of all fixtures. Frank Canino will research and order a low wattage LED bulb for fixture.** Elvart Dikiy inquired if the count of total number of needed fixtures was done. At this moment this number wasn't available. **Julie Trimpe will make the count and provide that exact number at the next Board meeting.**

Water Pressure Test Results: Frank Canino reported that two tests have been completed and a written report was received from Badger Bobs, which indicated the adequate water pressure recorded at various locations on property. Paul Parr felt the test was done at 3:30 PM when most of the residents and guests were out of the building and that were some reports of fluctuating water pressure both in hot and cold water lines in some units on the 4th floor. **Dan Ploger agreed to gauge the pressure in his unit on the 4th floor throughout the year with the calibrated the gauge to be supplied by Paul Parr if needed.**

Registration of Renters and Vendors: As was asked at the previous Board meeting Julie Trimpe spoke with Steve Cavanaugh of TSA regarding possibility that TSA office person will register all renters and guests. Steve indicated that this is done at another Association and the office person is paid \$5.00 per registration handled. As of now the office person already handles guest's parking passes. It was discussed that the owners could provide information about renters via the website at no cost. The office rented by TSA could be the point for renters and vendors registration and sign in. It is possible to institute a \$5 dollar charge for such registration. It was agreed that the a policy for such registration and providing extra parking passes , especially during high season period is needed to be developed. **Frank Canino, Elvart Dikiy, Bob D'Orsi and Bob Morris, Jr. will draft a policy for review by the Board.** If any illegal activity is taking place on the property owners and/or guests are to call the authorities.

Attorney Opinion on Special Assessment to Extinguish Loan from Reserves: Frank Canino did contact Kevin Edwards regarding the meeting he had with previous Board members in 2014 on the subject of the loan from Reserves. Kevin Edwards answered the three questions presented by Frank Canino. Attorney opinion is that the Board can make the decision on the special assessment if the loan from the Reserves to be paid off. There is no requirement to have an owner vote to do this. All owners have to be assessed. It was agreed to wait for the receipt of the BP check and then recalculate the balance due by each owner. Owners will be given the option to pay at once or in multiple payments by the due date. Motion was made by Frank Canino and seconded by Paul Parr to send out a new letter and notice of the Special Assessment to be paid by 9/30/17 with penalty if late. Motion approved unanimously. **Julie Trimpe will draft a notice for a special assessment to be sent to the owners and present it for Board approval via email.**

Waterproofing Completion: The suggested foaming of the problem sliders on the 4th floor is still outstanding. **Julie Trimpe is asked to get the Waterproofing Company to commit to a date and get it completed before the start of the rainy season.**

Insurance Update: There was a question brought up by Paul Parr as to whether the 4th floor unit additions were insured through Association. The Insurance agent was contacted and responded via email that the insurance will cover the building as it is in the insurance appraisal. Paul Parr asked to get that response in an official letter from the insurance company. **Julie Trimpe will request it at the time of policy renewal in June.**

New Business:

Parking Lot Committee - Dan Ploger agreed to chair the committee but need other owners to volunteer. Dan Ploger wants a survey of property completed so that detailed specifications on the scope of work and needed materials can be worked out. Discussion on the matter took place. The owners of unit 304 offered to share information regarding the similar project done at their other Association - Condo on the Bay. Motion made by Paul Parr and seconded by Dan Ploger to approve survey if the cost will not exceed \$2,500 in cost so the bidding contractors can get the details needed. Three votes for and four votes (Frank Canino, Bob Morris, Jr., Bob D’Orsi and Elvart Dikiy) against. Motion did not pass. **Dan Ploger will reach to get bids for the survey.**

Refresh of Rental Rule Compliance- Topic tabled until next meeting.

General Comments - Notice for the Special Assessment will be sent out to all owners.

Next Board Meetings: June 8, 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,