

Sunset Lakes Homeowner Association, Inc.
APPROVED Minutes
 Board of Directors Meeting
 October 20, 2025
 7pm Via ZOOM
Meeting Called to Order 7:01pm

Go to Zoom.com
 Join a Meeting
<https://us06web.zoom.us/j/93875635738?pwd=bXl3dGdEek9KNWtCaDNsUjQ2MVlZZz09>
 or call in
 346.248.7799
 Meeting ID: 938 7563 5738
 Passcode: 416086
 Call to Order
 Certification of Quorum for Board Meeting

Present		
X	President	Julie Song
ABSENT	Vice President	David Diamond
X	Secretary	Tim Bowlin
X	Treasurer	Ken Persson
ABSENT	Director at Large	Fernando Dominicis
ABSENT	Leland Mgmt.	Holly Flinchum

NOTE: Per Statue 720.3032 c(1) only items on this Agenda will be discussed at this meeting

Notice of Meeting Posted at entrance community boards with agenda and on the SLHOA.com website.

LEGAL MATTERS – Asked for interpretation of covenants and bylaws as to notices, Atty response via electronic

PROPERTY MANAGER REPORT – emailed to board on 15th of every month

COMPLIANCE MATTERS - Vote - send homes to compliance for fining per email from Management
 • **JULIE MOTION, 2ND BY KEN, SEND 3764 SUNWARD TO COMPLIANCE: VOTE/ YES: JULIE, KEN, TIM**

ARC REPORT – Report Received to the board October 20, 2025 via email

REPORTS FROM OFFICERS

President: Voting
 Reserve Study
 Fertilizing
 Brush hogging path to dock
 Meeting with Leland management
 ATT and Spectrum Contracts
 Debt Relief – Clayton/826
 Cement work – driveway extension – sidewalk and drain cap
 Doggie Doo Doo stations – requested painting them and cleaning them up

Vice President: ABSENT/ NO REPORT

Treasurer: **Vote** to approve August and September 2025 financials
 • **KEN MOTION, 2ND BY TIM, ACCECPT AUGUST AND SEPT FINANCIAL REPORTS – MOTION PASSED UNANIMOUSLY**

Secretary: **Vote** to approve Board Minutes September 2025 minutes
 • **TIM MOTION, 2ND BY JULIE, ACCECPT SEPT - MIN'S AS RECORDED: MOTION PASSED UNANIMOUSLY**

Director at Large: ABSENT/ NO REPORT

DISCUSSION/VOTE - New Business

- (V) Change gate codes – either universal or individual
 - **JULIE MOTION, 2ND BY KEN, TO CHANGE THE CODE TO INDIVIDUAL CODES MOTION PASSED UNANIMOUSLY**
- (V) Berm proposals
 - **JULIE MOTION, 2ND BY KEN, TO AWARD THE BERM CONTRACT TO ENVIRO RESTORATOIN WITH BI-MOTHLY CLEANING OF THE BERM FOR 2026. TOTAL CONTRACT \$10,800 MOTION PASSED UNANIMOUSLY.**
- (V) Project in park – planters
 - **JULIE MOTION, 2ND BY KEN, TO REMOVE AND REPLACE THE WOODEN PLANTERS IN THE MAIN PARK ENTRANCE TO PARKING LOT (ROTTING, FALLING DOWN) TO BRICK TYPE STRUCTURE AND HAVE COMMUNITY HOURS**

OFFERED FOR BRIGHT FUTURES TO OUR YOUNG COMMUNITY MEMBERS, OR CONTACT BOY SCOUTS/GIRL SCOUTS/COMMUNITY GROUP TO ASSIST. MOTION PASSED UNANIMOUSLY

- (V) Adding verbiage regarding contractors working hours
 - **JULIE MOTION, 2ND BY KEN, VOTE/ NO – MOTION FAILED**
- (V) Killarney Drain repair – Foundation Repair Services – Wind River
 - **JULIE MOTION, 2ND BY KEN, VOTE TO AWARD FOUNDATION REPAIR SERVICES \$15,000 PROPOSAL TO REPAIR THE DRAIN ON KILLARNEY – MOTION PASSED UNANIMOUSLY**
- (V) Sidewalk cleaning proposals – Beacon – Coast
 - **JULIE MOTION, 2ND BY KEN, TO AWARD CAPE COAST PRESSURE WASHING THE CONTRACT (\$6550) TO PRESSURE WASH COMMON AREA SIDEWALKS IN SUNSET LAKES AND ISLAND ESTATES TO INCLUDE GUTTERS AND ALL DRAIN CAPS. MOTION PASSED UNANIMOUSLY**
- (V) Bridge & Dock repairs
 - **JULIE MOTION, 2ND BY KEN, TO AWARD ISLAND DOCK & LIGHT THE CONTRACT TO REPLACE ALL ROTTING BOARDS, JOISTS, CONNECTIONS ETC. FOR THE STARLIGHT BRIDGE AND SIERRA BRIDGE IN THE AMOUNT OF \$56,955.24. THEY WILL REPAIR THE BRIDGES IN NOVEMBER AND DECEMBER 2025 AND COAT THE BRIDGES IN EARLY 2026 SIMILAR TO THE COATING THAT WAS USED ON THE PIER IN THE INDIAN RIVER MOTION PASSED UNANIMOUSLY**
- (V) Waiver & Payment plan policy Leland
 - **KEN MOTION, 2ND BY JULIE, MOTION TO NOT ALLOW LELAND TO ENTER INTO PAYMENT PLANS WITH HOMEOWNER NOR WAIVE FEES ON BEHALF OF THE BOARD. MOTION PASSED UNANIMOUSLY**
- (V) Credit card fee
 - **JULIE MOTION, 2ND BY KEN, TO CANCEL SUNSET LAKES CREDIT CARDS DUE TO THE FEE LELAND CHARGES PER MONTH PER CARD (\$25X2) TO MONITOR/PROCESS PAYMENTS OF THE CREDIT CARDS. FRANK WILL USE LELAND CREDIT CARD WHEN PURCHASING ITEMS AND SUNSET LAKES WILL REIMBURSE, JULIE WILL USE PERSONAL CREDIT CARD FOR HOA ITEMS (GO DADDY WEBSITE AND EMAIL) AND OTHER EXPENSES AND ABE REIMBURSED. MOTION PASSED UNANIMOUSLY**
- (V) Annual filing
 - **JULIE MOTION, 2ND BY KEN, THE PRESIDENT WILL FILE THE ANNUAL REPORT WITH THE STATE OF FLORIDA THROUGH SUNBIZ.ORG. LELAND FEE IS \$125 TO DO SO ON OUR BEHALF AND WE FEEL THIS IS OUT OF LINE FOR THE WORK TO DO SO. MOTION PASSED UNANIMOUSLY**
- (V) ARC application fee
 - **JULIE MOTION, 2ND BY KEN, SUNSET LAKES WILL BE USING LELANDS ONLINE ELECTRONIC PLATFORM FOR ALL ARC SUBMISSIONS. THIS WILL ENSURE PROPER RECORD KEEPING AND THE SUBMISSIONS ADHERE TO OUR GOVERNING DOCUMENTS. IF AN ARC APPLICATION IS SUBMITTED OTHER THAN THE PLATFORM, THERE IS A \$35/APPLICATION FEE AND THE HOMEOWNER WILL BE RESPONSIBLE TO PAY THE \$35 FOR THEIR APPLICATION. NO VOTE: TIM YES VOTES JULIE, KEN MOTION PASSED.**
- (V) 3774 Sunward violations – legal?
 - **JULIE MOTION, 2ND BY KEN, DISCUSSION REGARDING SENDING THIS HOMEOWNER TO LEGAL COUNSEL FOR ENFORCEMENT OF COVENANTS. THE LEGAL FEES WOULD BE PAID FOR BY THE HOA. IF WE ARE SUCCESSFUL IN PASSING OUR REINSTATED COVENANTS, THE HOMEOWNER WILL BE RESPONSIBLE FOR ALL LEGAL FEES ASSOCIATED WITH LEGAL ENFORCEMENT. MOTION PASSED UNANIMOUSLY**
- (V) All violations given 21 days to cure
 - **JULIE MOTION, 2ND BY KEN, HOLLY INSPECTS EVERY THREE WEEKS YET OUR VIOLATION LETTERS INDICATE 14 DAYS TO CURE. MAKE ALL VIOLATIONS COINCIDE WITH VISITS PROVIDE 21 DAYS TO CURE VIOLATIONS. MOTION PASSED UNANIMOUSLY**
- (V) 3777 Galway Court fence
 - **JULIE MOTION, 2ND BY KEN, TO REDUCE THE FINE OF \$1000 TO \$355 (1 HOUR OF ATTY TIME) TO PREPARE AGREEMENT THAT THE HOMEOWNER WILL PAY THE \$365 AND REPLACE THE ENTIRE FENCE NO LATER THAN DECEMBER 31, 2025. MOTION PASSED UNANIMOUSLY**

Homeowner's comments/questions - 15 mins for comments on vote taking place

Next Meeting – 2026 BUDGET MEETING – NOVEMBER 17, 2025 – ST. LUKES CHURCH – 5555 N. TROPICAL TRAIL

MEETING ADJOURNED @: 8:35pm