

Sunset Lakes Homeowner Association, Inc.

BOARD OF DIRECTORS MEETING

MINUTES

Moose Lodge #2073

3150 North Courtenay Parkway

Merritt Island, FL 32953

Thursday, August 23rd, 2018 at 7:00 pm

1.0 Certification of Quorum:

With a quorum of the Board of Directors Established, President Mary Hillberg called the meeting to order at 7:00 pm.

Present: President Mary Hillberg, Vice President Vacant, Treasurer Vacant, Secretary Linda Stasik and Director Bill Hillberg.

Absent: 0.

Owners Present: 2.

Representing Sentry Management: CAM Manager Ted Warwick.

A. Pledge of Allegiance Recited.

2.0 Proof of Notice of Meeting:

The proof of notice was posted at the Association Bulletin Boards on Tuesday, August 21st, 2018.

3.0 Disposition of Minutes:

Motion made by Director Bill Hillberg to approve the minutes of the July 26th, 2018 Board of Directors meeting, 2nd by Secretary Linda Stasik, 3 yes (Mary Hillberg, Linda Stasik and Bill Hillberg). Motion passed.

4.0 Report of Officers / Committees / Manager:

4.1 Officer(s) Report(s):

President Mary Hillberg spoke about the enormous overdue maintenance concerns such as the need for Gate maintenance, vegetation overgrowth mitigation and the repairs to pavement and damaged sidewalks.

4.2 Committee Report(s):

a. Holiday/Social: Amber Cochran.

President Mary Hillberg related information from Amber Cochran on future events to include a Holiday Cookie Trade during the approaching season.

b. Hurricane: Dave Cheney.

No report presented.

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c. Storm water/Roads: Mary Hillberg.

The Board discussed the current responsibilities of the HOA for repairs and maintenance of the properties storm water drainage easement on the SE and N of Sunward Drive. The St. Johns River Water Management District has inspected and mandated that the storm water mitigation system in this area requires maintenance to properly function per our permit. The process for resolution included a survey of the SE easement, engineering assessments and recommendations. Three engineers reviewed the areas of concern and agreed on the needed order of correction.

The Board also spoke briefly about the pothole repairs already completed along with the scheduling with Southern Atlantic Paving and Sealing to repair remaining potholes to coincide with possible future repairs to concrete sidewalk.

d. Welcoming: Mary Hillberg.

President Mary Hillberg briefly spoke of updating the owner access codes for the entry gate kiosk by vendor Florida Door Control when current owner list has been received and verified.

4.3 Managers' Report:

Community Manager Ted Warwick related the Treasury financial report is not yet available but all HOA monies have been received from previous management company. The current accounts receivable listing was reviewed to relate the common dues status of owners to include carried over late fees and Interest amounts from previous Management Company.

Motion made by Director Bill Hillberg to remove any Late fees, Interest or violation fees accrued under \$50 from owner's ledger accounts carried over from previous Management Company, 2nd by Secretary Linda Stasik, 3 yes (Mary Hillberg, Linda Stasik and Bill Hillberg). Motion passed.

5.0 Business Agenda:

5.1 Gate Maintenance:

The Board discussed the recent repairs of the property entry/exit gate systems. Florida Door Control (FDC) initially was called out as our gate repair vendor to make some repairs to the main entry/exit gate and found many more maintenance concerns that required immediate attention. Action was taken to make these repairs but due to the current state of disrepair with the property gate systems future repairs may be required.

5.1 Gate Maintenance: Continued

Most recently it was necessary to replace 1 of 7 original gate operating motors for which the remaining 6 are likely to need repairs or replacement relatively soon. Topic was table until more information on vendor maintenance solutions including the varying cost are available for review.

5.2 Irrigation Maintenance:

The Board reviewed the received bids for the necessary repairs and maintenance to the common property irrigation system. It was found the system is in need of repairs and requires future scheduled maintenance to prevent damage or system failure.

Motion made by Secretary Linda Stasik to approve presented bid by Hartman's Irrigation to make repairs and needed maintenance to common property irrigation system, 2nd by Director Bill Hillberg, 3 yes (Mary Hillberg, Linda Stasik and Bill Hillberg). Motion passed.

5.3 Grounds Maintenance:

The Board spoke briefly about the need for maintenance and repairs to the Association's portable water pump. Community Manager related the current obstacles of the necessity of multiply vendors for maintenance due to the age and manufacturer no longer makes or services pump. Investigation into a maintenance resolution is still ongoing.

The Board also discussed the many concerns relating to the property lawn care including current lawn service vendor. Requested bids for property lawn service were discussed and vendors costs were compared. Topic was tabled until more vendor bids are received for review and comparison.

5.4 Sidewalk Adjustments/Replacements:

The Board discussed the received estimated cost of required repairs to the property concrete sidewalk by vendor Southern Atlantic Paving and Sealing.

Motion made by Secretary Linda Stasik to approve bid by Southern Atlantic Paving and Sealing to make repairs to property concrete sidewalks to include further undeclared potholes with in a limited additional cost increase, 2nd by Director Bill Hillberg, 3 yes (Mary Hillberg, Linda Stasik and Bill Hillberg). Motion passed.

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5.5 Bids for IE Invasive plant trimming:

The Board reviewed the received bids for IE invasive plant trimming.

Motion made by Director Bill Hillberg to approve bid by Lumber Jack Tree Trimming Inc. to trim limited areas in Island Estates of overgrown invasive vegetation encumbering common property areas, 2nd by Secretary Linda Stasik, 3 yes (Mary Hillberg, Linda Stasik and Bill Hillberg). Motion passed.

6.0 New Business:

6.1 Items from the Board Discussion:

A brief discussion by the Board was held over the current vacant units with visible damage in need of repair and the rental/lease documents required by property governing documents. Further inquiring into requirements and wording of said documents are requested to include ways of noticing and possible web publication of these owner's responsibilities.

7.0 Next Board of Directors Meeting:

Thursday, September 27th, 2018 at 7 pm.

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8.0 Adjournment:

Motion by Secretary Linda Stasik to adjourn, 2nd by Director Bill Hillberg, 3 yes (President Mary Hillberg, Secretary Linda Stasik and Director Bill Hillberg). Motion passed. Meeting adjourned at 8:10 pm.