

Sunset Lakes Homeowner Association, Inc.

MINUTES

Board of Directors Regular Meeting

Hobbs Pharmacy

133 N. Banana River Drive, Merritt Island, FL 32952

Monday, August 17, 2020 at 6:00 pm

A. Certification of Quorum for regular board meeting

Present		
X	President	Ron Davis
X	Vice President	Dave Chaney
X	Secretary	Lee Tibbitts
X	Treasurer	Julie Song
X	Director at Large	Tim Bowlin
X	APM Property Manager	Frank Bradley
X	ARC	Jim Wagner
X	Standing Committees	Sharon Cofield (Violation) Jim Wagner (Security)

B. Pledge of Allegiance

C. Notice of Meeting

Posted at the entrance community boards and posted on SLHOA.com website. Meeting room in person attendance limited to BOD, Property Manager, committee members and special invitees; dial in provided for homeowners.

D. Prior Meeting Minutes Disposition

Julie mentioned that a correction to the draft minutes be made to change to one (vice 5) homeowner account being forwarded to the attorney for action. Ron motioned to approve the minutes after the change was made. Lee seconded, all in favor, motion adopted.

E. Reports from Officers

President

1. Changeover to LED streetlights to begin in September. The two lights outside the front entrance were added to the contract, at an additional \$50 per pole. Found out the front 2 poles are metered, while the other 63 are not. The Association pays a flat fee electric bill for the non-metered poles.
2. FDOT decided that the Sunset Lakes/ N. Courtenay intersection did not warrant a survey to determine if a No U-Turn sign or stoplight was required. The last survey in 2015 is still valid. Homeowner who suggested the sign/stoplight was notified.
3. Legal Meeting minutes are now to be documented and saved on APM's server (S-Drive).

Vice President

1. Status of updating the Rules & Guidelines: commercial vehicles still in debate. Final draft is almost complete. New R&Gs will combine current R&Gs and current ARC Design Review Guidelines. Wording was added to the draft R&Gs that if a homeowner is late in dues, they will not get an approval for their ARC request. If an ARC application is not approved within 30 days, it is an automatic denial. A special meeting is needed to announce the changes in the R&Gs to the residents.

Secretary

1. Online Voting: Van is getting a price from a lawyer to have the Docs changed to include online voting. The C&Rs will most likely be changed as well. A previous lawyer claimed that the C&Rs would not need to be changed according to Florida Statute.

Treasurer

1. Property Tax Filings: 3 Property Appraiser tax accounts from Sentry PM had not been paid. 63 Tax Accounts found, only 3/63 get taxed each year. The three taxed accounts are for a fire assessment for the pier in the Kilarney Lake, the pier and walkway bridges in the main park, and the guard shack. All tax accounts now go to Heidi (APM)
2. Storm Water Repair & Frank Bradley's time is going to Storm Water account and pay reserves back.
3. Julie motioned to send the 6 homeowners who owe over \$1,000 to the attorney and to send a letter to the homeowners – Ron 2nd, all in favor, motion adopted.
4. CPA: once compilation is complete then tax return process can begin

Director at Large

1. Storm Shutters guidelines to go with new R&G
2. Storm Shutters are to come down after 1 week after named storm, instead of 72 hours in previous minutes.

F. Frank Bradley, APM

1. Storm Grates replaced
2. 3818 Sunward – homeowner called lawn crew personally to remove Bird of Paradise plant – no word directly
3. 3582 Tipperary – need to rent saw to get work done on drainage
4. Pepper trees in back of (Island Estates) cut with pole saw.
5. Calling Joe Webb for bid on oak trees in easement to be trimmed (approx. \$1,200)
6. May need a new estimate with ABC concrete if more trees need to be cut by sidewalks, suggests getting all squares without trees done first and identify the squares with trees that need to be cut/removed later.

G. ARC Report

1. 676 Limerick's sidewalk is satisfactory.
2. Ron Motioned to make Jim Wagner head of the ARC – Julie 2nd, all in favor, motion adopted.

H. Standing Committee updates

1. Security – Florida Door Co e-mail was corrupted & could not be opened, no response from company – may be looking into a new Gate company
2. Welcoming – nothing to report
3. Violation Fines – Debbie with APM provided copies of letter and Violation process. Discussion about only having a 1st notice, followed by the Intent to Fine letter – vote on Compliance fines for Acct. Numbers: 35626, 35711, 35699, 35748, 35310, 35429, 35352 – Julie motioned to fine all accounts mentioned \$50/day up to \$1,000 per violation starting after the Due Process meeting – Ron 2nd, all in favor, motion adopted.

I. Unfinished Business

1. Motion from previous minutes to add Alligator Hotline (SNAP) to website – already on website.

J. New Business

1. Authorization for BOD, by majority vote, to spend up to \$1,000 w/o an official BOD motion. President and Vice President to be allowed to do the spending – Julie motioned, Lee 2nd, all in favor, motion adopted.
2. Contracts obtained already: APM, Blacks, Solitude Lakes, Doggie Stations. Still need Brevard Lawns.
3. Ron Motioned to change the name of the Violation and Fines Committee to the Compliance Committee, Tim 2nd, all in favor, motion adopted.
4. Sharon Cofield to lead Compliance Committee. Ron motioned to appoint April Wagner, Rick Parisian, Matt Drabeck, and James Armstrong to Committee. Dave 2nd, all in favor, motion adopted.
5. Boats and Other vehicles (trailers, RVs, etc.) in Island Estates are to be enforced to comply with the same standards as Sunset Lakes. (Per sect. 7.3-k in C&Rs).

K. Next meeting: September 21, at 6pm at Hobbs Pharmacy

M. Meeting adjourned at 7:34pm by Ron