

Sunset Lakes Homeowner Association, Inc.

Minutes

Board of Directors Meeting

Via Zoom.com

May 16, 2022 at 6:30 pm

A. Call to Order: 6:30 pm

B. Certification of quorum for board meeting

Present		
X	President	Ron Davis
X	Vice President	Lee Tibbitts
X	Secretary	David Diamond
X	Treasurer	Julie Song
X	Director at Large	Tim Bowlin

X	Leland	Brittany Robberecht
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C. Notice of Meeting

Posted at the entrance community boards and on the SLHOA.com website

D. Prior Meeting Minutes Disposition

Ron moved to approve the draft minutes of the BOD Meeting held on April 19, 2022. Lee seconded. All in favor, motion adopted

E. Reports from Officers

President

1. Milling and repaving of the two cul-de-sacs in Island Estates is scheduled for May 19 and 20.
2. HA5 application is scheduled to begin no earlier than June 6, 2022. The notice to homeowners along with a letter from the Board will be mailed tomorrow. A copy of the letter is available on the SLHOA.com website.
3. Coomer Concrete has replaced the sidewalk by the small Limerick lake and is about halfway through replacing the rest of 88 sections of sidewalks and 4 1/2 aprons. Six oak trees in the easements will be removed due to sidewalk and/or road curb lifting.
4. Tennis courts are scheduled to begin replacement in September with a completion in early October. As a reminder the courts will be striped for tennis and pickle ball.
5. Inspection of all 72 storm drains is scheduled to start May 26.

Vice President
Nothing to report

Secretary
Nothing to report

Treasurer
Nothing to report

Director at Large
Tim mentioned low pressure from the reclaim system and dried grass in some common areas. Julie had talked to the wastewater treatment plant and was told the low pressure was due to maintenance at the plant between 11 pm and 7 am.

F. Unfinished Business
None

G. New Business

1. Ron moved to ratify the vote for Reserve Advisors to update the Reserve Study for \$1,200 to be performed after HA5 installation. Julie seconded. All in favor, motion adopted.
2. The Board discussed having Clayton-McCulloh proceed with review of the Draft Rules and Regulations or not. Ron will find out what the cost to the Association will be for Clayton-McCulloh's review. Brittney determined it will cost approximately \$260 to record the Rules and Regulations with the Brevard County Clerk of Courts.
3. Ron moved to approve fining the following homeowners \$100/day up to a maximum of \$1,000 per violation for the following accounts:

168703860	168702510	168702160	168703750
168704690	168702800	168703860	168700640
168701350	168702400	168702870	168702210
168701750	168701240	168702800	
168701700	168703860	168700060	

Julie seconded.

Lee, Julie, Tim – yay
David, Ron – nay

Motion adopted

4. David motioned to change the Island Estates key pad to a single access number due to non-residents having access codes and entering Island Estates to fish. Ron seconded. All in favor, motion adopted.

H. Next meeting: Monday, June 20, 2022 at 6:30 pm via Zoom

I. Meeting adjourned: 8:18 pm

Sunset Lakes Homeowners Association, Inc.
Budget Comparison Report
4/1/2022 - 4/30/2022

	4/1/2022 - 4/30/2022			1/1/2022 - 4/30/2022			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
<u>Income</u>							
4010 - Assessment Income	\$30,954.00	\$30,954.00	\$0.00	\$123,816.00	\$123,816.00	\$0.00	\$371,448.00
4025 - Prior Year Surplus	\$0.00	\$4,636.98	(\$4,636.98)	\$0.00	\$18,547.92	(\$18,547.92)	\$55,643.80
4060 - Late Fee Income	\$0.00	\$0.00	\$0.00	\$1,425.00	\$0.00	\$1,425.00	\$0.00
4070 - Interest on Delinquent Balance	\$272.56	\$0.00	\$272.56	\$1,443.34	\$0.00	\$1,443.34	\$0.00
4180 - Interest on Operating Acct	\$20.75	\$0.00	\$20.75	\$86.52	\$0.00	\$86.52	\$0.00
4190 - Interest on Reserve Acct	\$86.82	\$0.00	\$86.82	\$338.90	\$0.00	\$338.90	\$0.00
4200 - Allocate Reserve Interest	(\$86.82)	\$0.00	(\$86.82)	(\$338.90)	\$0.00	(\$338.90)	\$0.00
4380 - Gate Remote Income	\$40.00	\$0.00	\$40.00	\$400.00	\$0.00	\$400.00	\$0.00
<u>Total Income</u>	\$31,287.31	\$35,590.98	(\$4,303.67)	\$127,170.86	\$142,363.92	(\$15,193.06)	\$427,091.80
Total Income	\$31,287.31	\$35,590.98	(\$4,303.67)	\$127,170.86	\$142,363.92	(\$15,193.06)	\$427,091.80
Expense							
<u>General & Administrative</u>							
6020 - Accounting Fees / Tax Preparation	\$0.00	\$487.50	\$487.50	\$0.00	\$1,950.00	\$1,950.00	\$5,850.00
6040 - Legal Fees	(\$304.36)	\$1,666.67	\$1,971.03	\$3,859.49	\$6,666.68	\$2,807.19	\$20,000.00
6050 - Other Professional Services	\$0.00	\$416.67	\$416.67	\$0.00	\$1,666.68	\$1,666.68	\$5,000.00
6080 - Bank Fees / Coupon Books	\$0.00	\$0.00	\$0.00	\$938.00	\$938.00	\$0.00	\$1,876.00
6090 - Postage / Copies / Supplies	\$112.83	\$500.00	\$387.17	\$4,098.12	\$2,000.00	(\$2,098.12)	\$6,000.00
6110 - Insurance	\$831.74	\$666.75	(\$164.99)	\$3,326.96	\$2,667.00	(\$659.96)	\$8,001.00
6160 - Management Fees	\$1,876.00	\$1,927.50	\$51.50	\$7,504.00	\$7,710.00	\$206.00	\$23,130.00
6170 - Website	\$0.00	\$108.33	\$108.33	\$613.72	\$433.32	(\$180.40)	\$1,300.00
6180 - Meeting Room Rental	\$0.00	\$33.33	\$33.33	\$0.00	\$133.32	\$133.32	\$400.00
6220 - Corporate Annual Report	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61.25
6230 - Social Events	\$0.00	\$25.00	\$25.00	\$0.00	\$100.00	\$100.00	\$300.00
6240 - Bad Debt	\$200.00	\$200.00	\$0.00	\$800.00	\$800.00	\$0.00	\$2,400.00
6250 - HOA Supplies	\$0.00	\$50.00	\$50.00	\$0.00	\$200.00	\$200.00	\$600.00
6310 - Federal Income Tax	\$0.00	\$41.67	\$41.67	\$0.00	\$166.68	\$166.68	\$500.00
6320 - Property Tax	\$0.00	\$100.00	\$100.00	\$0.00	\$400.00	\$400.00	\$1,200.00
<u>Total General & Administrative</u>	\$2,716.21	\$6,223.42	\$3,507.21	\$21,140.29	\$25,831.68	\$4,691.39	\$76,618.25
<u>Grounds</u>							
6510 - Grounds Maintenance	\$6,300.00	\$6,300.00	\$0.00	\$24,600.00	\$25,200.00	\$600.00	\$75,600.00
6530 - Mulch / Sod	\$229.17	\$666.67	\$437.50	\$5,792.87	\$2,666.68	(\$3,126.19)	\$8,000.00
6550 - Tree Trim / Removal / Replacement	\$0.00	\$2,025.00	\$2,025.00	\$9,511.00	\$8,100.00	(\$1,411.00)	\$24,300.00
6560 - Landscaping Replacement / Enhancement	\$558.01	\$166.67	(\$391.34)	\$558.01	\$666.68	\$108.67	\$2,000.00
6570 - Fertilization and Chemicals	\$1,094.00	\$817.50	(\$276.50)	\$3,515.00	\$3,270.00	(\$245.00)	\$9,810.00
6610 - Irrigation - Repairs / Maintenance	\$0.00	\$250.00	\$250.00	\$1,255.00	\$1,000.00	(\$255.00)	\$3,000.00
6630 - Lakes / Ponds / Waterways	\$1,247.19	\$1,187.80	(\$59.39)	\$4,764.41	\$4,751.20	(\$13.21)	\$14,253.55
6720 - Stormwater Repairs	\$17.59	\$208.33	\$190.74	\$17.59	\$833.32	\$815.73	\$2,500.00
6730 - On Site Maintenance	\$100.00	\$2,166.67	\$2,066.67	\$9,074.25	\$8,666.68	(\$407.57)	\$26,000.00
6740 - Equipment Rental	\$0.00	\$166.67	\$166.67	\$0.00	\$666.68	\$666.68	\$2,000.00
6750 - Locks / Keys / Signs	\$0.00	\$16.67	\$16.67	\$2,528.81	\$66.68	(\$2,462.13)	\$200.00
6770 - Doggie Station Services	\$308.00	\$238.33	(\$69.67)	\$1,309.00	\$953.32	(\$355.68)	\$2,860.00
6790 - General Repairs / Maintenance	\$0.00	\$375.00	\$375.00	\$7,198.66	\$1,500.00	(\$5,698.66)	\$4,500.00
6910 - Entrance / Gates	\$837.60	\$833.33	(\$4.27)	\$2,022.50	\$3,333.32	\$1,310.82	\$10,000.00

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	4/1/2022 - 4/30/2022			1/1/2022 - 4/30/2022			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6920 - Gate / Transmitter	\$196.31	\$16.67	(\$179.64)	\$572.92	\$66.68	(\$506.24)	\$200.00
6930 - Sidewalk Repairs / Maintenance	\$0.00	\$1,250.00	\$1,250.00	\$0.00	\$5,000.00	\$5,000.00	\$15,000.00
Total Grounds	\$10,887.87	\$16,685.31	\$5,797.44	\$72,720.02	\$66,741.24	(\$5,978.78)	\$200,223.55
Utilities							
7810 - Electricity - Common Areas	\$2,862.19	\$1,470.83	(\$1,391.36)	\$6,007.31	\$5,883.32	(\$123.99)	\$17,650.00
7830 - Utilities - Spectrum	\$307.93	\$308.33	\$0.40	\$1,211.72	\$1,233.32	\$21.60	\$3,700.00
7850 - Utilities - Water / Sewer	\$79.59	\$83.33	\$3.74	\$318.36	\$333.32	\$14.96	\$1,000.00
Total Utilities	\$3,249.71	\$1,862.49	(\$1,387.22)	\$7,537.39	\$7,449.96	(\$87.43)	\$22,350.00
Reserves							
8005 - Reserves - Pooled	\$10,658.33	\$10,658.33	\$0.00	\$42,633.32	\$42,633.32	\$0.00	\$127,900.00
Total Reserves	\$10,658.33	\$10,658.33	\$0.00	\$42,633.32	\$42,633.32	\$0.00	\$127,900.00
Total Expense	\$27,512.12	\$35,429.55	\$7,917.43	\$144,031.02	\$142,656.20	(\$1,374.82)	\$427,091.80
Operating Net Income	\$3,775.19	\$161.43	\$3,613.76	(\$16,860.16)	(\$292.28)	(\$16,567.88)	\$0.00
Net Income	\$3,775.19	\$161.43	\$3,613.76	(\$16,860.16)	(\$292.28)	(\$16,567.88)	\$0.00