

SUNCHASE CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

July 15, 2015

MINUTES

BOARD MEMBERS PRESENT

Abe Singh
Duane Fair
Mandy Youngblood
Butch Sommermeyer (by tele-conference)
Jake Commer
Tim Carr

OTHERS PRESENT

Cheryl Kelley, Etheridge Property Mgmt.
Cindy Newhouse #C-7

Call to Order:

The meeting was called to order at 5:00pm.

Approval of Minutes: Jake made a motion to approve the minutes of the meeting on June 17th. Tim seconded, and the motion passed unanimously.

May Financials: Cheryl Kelley presented the May 2015 financial report. The financial reports reflected monthly income of \$27242. & total expenses of \$16413. Reserve transfer was made. Reserve balances were discussed. The net operating income for the month of May is \$16,413.

Aged receivables, all owners with a balance due by the 15th of the month are sent a statement. Any owners have a credit balance, Cheryl noted that the Receivables are in excellent shape with a current credit of \$-18991. There is one account with a 31-60 day balance; acct will be sent a Notice of Intent to Lien.

OLD BUSINESS:

- A. Update, wood-rot Buildings:** The contractor approved at the last meeting for the repairs did not respond to Cheryl's calls. Therefore the board decided to proceed with finding a new contractor for the wood rot repairs.
- B. Exterior Building Painting:** Stephen Lowery with Coastal Law Group has prepared a contract for the Painting Contractor and Association. Cheryl sent the contract to all board members by email. Butch Sommermeyer stated that he strongly believed the contractor should provide a Performance Bond, (the contract prepared and emailed did not require a bond). Therefore after discussion, the board agreed that a Performance Bond should be provided, Cheryl will ask Mr. Lowery to change the contract. She will also contact Hiles McLeod Insurance, to inquire about providing a bond for the contractors and get a range for the cost of the bond. Exhibit A for the Painting contract to be added; add items such as: quantity of gallons of paint, Caulking, Spraying/brushing Painters techniques, etc.
- C. Landscaping:** Sellers landscaping has begun the previously approved landscaping project along the front drive/fence along Pensacola Beach Road.
- D. Garage Compliance/Update Garage Storage Guidelines:** The board discussed that M-4 has complied with the changes requested by the board, regarding changes have been made &

the shelving built, has been removed in the garage. The board discussed that are many owners/renters that are out of compliance, mainly regarding the storage of excessive items in garages. Abe stated that garages are not fully secured by design and this space is primarily garage/carport space, shared by residents with common access and walkways. Garages should be neatly arranged, in order for the common area to be fairly shared by neighbors. Mandy has looked over the Sunchase Rules and Bylaws, and submitted rules for discussion and changes to be approved by the board, and then distributed to owners. The goal is to inform & set guidelines for owners and renters. Board discussed the rules sent and made some suggested changes. Mandy will re-work the rules, to be emailed to the board before the next meeting. Board stated that this is a work in progress.

- E. Security for Blues Weekend-** Abe & Mandy both stated that the security was effective before & during the Blue Angels Show. The hours security was on site; 7am to 3 pm, during the evening hours over the weekend, there were several parking violations from guest and others driving onto the property.

NEW BUSINESS:

- A. Parking/Towing** Bay towing was called over the weekend and failed to respond. There was discussion due to the fact of the statement from the operator of Bay Towing stating they had exclusive rights for towing at Sunchase. Abe stated that he would do some checking with the City of GB, and find out if that is a true statement. Mandy suggests Sunchase implement resident/owner vehicles have window decals for identification. Residents/Owners are responsible to notify their guests where to park, Vehicles parked in Fire Lanes/unauthorized parking areas, will be towed.
- B. Unit interior Construction pre-approval:** EPM office has been in contact with the owner of #C-3 regarding renovations taking place in the unit. The plans for the renovations were not presented to the Association/Board in advance of the work currently taking place. Cheryl will post a Stop Work order immediately, require permits be submitted and properly posted.
- C. Gulf Breeze Plumbing Letter-regarding Hot Water Heaters:** Butch requested information and a letter from Gulf Breeze Plumbing stating the life expectancy for appliances, Hot Water Heaters in particular. There is concern in regards to the hot water heaters, especially those in upstairs unit that may need replacement and possibility of failure causing extensive water damage in units on the lower levels. Butch stated that the Board would like Owners on notice, to be vigilant in the maintenance and replacment of aging hot water heaters, in particular units that are not occupied full time/vacation homes. Owners should always use the Hot water heater shuts offs, when away for an extended length of time. GB Plumbing will provide a price to replace Hot Water heaters for owners at Sunchase & the will also inspect HWH for no cost. More information to follow.
- D. Boat Dock Repairs,** Alford & Sons Marine Estimate requested: The dock was closed today, due to report of dock slightly leaning. During the two busy holiday weekends, there were reports of large #'s of people, many boats loading and unloading on the pier. Alford and Son Marine has been contacted to look at the dock asap and estimate cost of the repairs. Cheryl will email board the estimates when she recieves them.

Other Business: Cindy Newhouse #C-7 stated that she is getting panels on her garage door replaced by Pinkards Garage Doors. Pinkards can repair panels without having to replace the entire garage door.

Adjournment

As there was no further business, the meeting was adjourned at 6:30p.m.

Respectfully Submitted,

Cheryl E. Kelley