



**SUNSET TRACE HOMEOWNERS ASSOCIATION
3140 SW SUNSET TRACE CIRCLE
PALM CITY, FL. 34990
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MINUTES OF BOARD OF DIRECTORS MEETING JUNE 21, 2018

Meeting called to order at 7:00pm, Board members in attendance Bob Hazel, President Jeff Kirsh Vice President, Bernadette Krause Treas, Rose Wright Director, absent Ed Banasia Director.

Also in attendance Charles Ancona Property Manager and Joan Dufosse also in attendance approximately 25 homeowners.

The Board President waived approval of the prior Board meetings minutes. The Treasurer went over the current financials:

As of 5/31/18 current cash operating \$477,957.72.

Cash replacement fund \$984,302.82, owed from operating to reserves \$323,595.55.

Total reserve assets \$1,307,898.37. Full financial report attached as part of the minutes.

The President announced that the current secretary Ed Banasiak has resigned for personal reasons. A motion was then made by, Bernadette Krause to appoint Joan Dufosse as the new secretary for the Board, before the motion was second, Rose Wright made a motion to appoint Robin Harbach as secretary, a motion was second by Jeff Kirsh a vote was then called for Rose Wright voted yes for Robin the other three Board Members voted no. The motion to appoint Joan was then second by Bob Hazel a vote was called for, there were three yes votes and one no vote, motion carried Joan Dufosse is now the new secretary for the Association.

The new manager introduced himself, and read a letter of introduction and an assessment of the issues facing the Association at this time. He did mention however that he is only been here for three weeks and hasn't had the time to do a complete assessment of the entire property. Mentioned were roof leaks that were numerous and are being addressed as a priority. In addition there were over 120 work orders that have to be completed, some dating back a year or longer. Also mentioned was the shortfall in the reserve account, we currently fund the reserves at \$164,808 per year, based on a useful life study conducted in 2014 we should be putting in \$550,350 per year. Also mentioned was the fact that between insurance, cable television, electric, trash and the POA payment which comes to \$1,334,458 per year that only leaves approximately \$914,715 per year for every other expense that the Association incurs. The reserve funds that were borrowed from the operating account in previous years should be paid back.

The manager also stated that any unit owner can make an official records request and receive any Association documents which includes financials with month-to-month and yearly breakdown costs of all your fees or any other documentation regarding the Association per state statute, excluding personal files and any documents deemed to be

under attorney/client confidentiality. Also mentioned were the sidewalks and the driveways that create a liability problem for the Association with regards to uneven sidewalks, cracked and sunken areas of the driveways. The Board and the manager will be addressing these issues in the near future. Also addressed is the partying and large gatherings at the pool areas on weekends, again this will have to be addressed at some time in the future. The manager mentioned that he will have a more detailed and itemized report of the physical maintenance of the property at future homeowner meetings. Also stated was all the personnel that currently work for the Board have been new hires which would include Charles Ancona property manager, Erica Johnson administrative assistant, David Phillips maintenance and David Ferrell maintenance.

A discussion then ensued regarding the security personnel that drives around the property and the possibility of dropping that service which will save the Association \$45,000 a year. Jeff Kirsh mentioned that he believes the contract in place with the POA is solid and he didn't think it was possible. Bob Hazel mentioned that he heard other communities within Martin Downs that had roving security but no longer does. This issue will have to be researched and brought up at a later date.

The Board then went over the rumors regarding the proposed amendments which we understood to be false and that there was approximately 200 proxies delivered as of this date.

Rose Wright did a brief report as our representative to the Martin Downs Property Association, and stated that there would be a possible special assessment due to all the problems they are experiencing with the lakes.

Jeff Kirsh then mentioned that the meeting to count the proxies and votes for the proposed amendment will be July 12, 2018 at the Stamford clubhouse.

Bob Hazel then opened the floor to homeowners present to address the board about their concerns with several issues. The main issue seem to be complaints regarding Onshore Roofing and there unprofessional and sloppy work with regards to roof replacement. Most of the homeowners that were present agreed. The board stated that the contracts for the new roofs were already in place and that we would have to possibly consider changing companies in the future when we continue roof replacement.

Another complaint that was brought up by several homeowners present were the fact that people do not pick up after their dogs, and they are allowed to roam free without being on a leash. The board responded by stating that they are in the process of forming an appeal committee which is needed in order for the Association to levy fines and they are asking members to volunteer.

Being no further business, a motion was made by Jeff Kirsh to adjourn; motion was second by Bernadette Krause all in favor meeting adjourned at 8:20pm.

Submitted,

Charles Ancona
Manager for Sunset Trace H.O.A.

