



# MINUTES

## REGULAR MEETING OF THE BOARD OF DIRECTORS OF: SUNSHINE CREEK CONDOMINIUMS

**LOCATION:** Zoom Meeting held at remote locations  
**DATE:** 07/14/2022  
**CALLED TO ORDER:** 05:06 pm  
**QUORUM PRESENT:** Yes

### ATTENDEES (Board Members Bolded)

<b>Sheri Bacon- Chair</b>	John Bunnell
<b>Susan Lowry – Vice Chair</b>	
<b>Tamara Mills – Secretary</b>	
<b>Danna Carlson - Director</b>	
<b>Mike Grebenc - Director</b>	
Mark Vandervest - FSRE	
Cindy Vandervest – FSRE	
Sunny Arruda - FSRE	

### OWNER’S FORUM

#### Unit 41

- A corner of the wooden structure, set in concrete, under the unit appears to be rotting away. New owner requests this be repaired

#### Fences

- Some back fences of patio areas are wobbly. Management will evaluate & repair as needed.

#### Marijuana

- Owner reported a realtor stated three potential buyers were upset by the smell of Marijuana from Unit 44 as they toured a nearby unit listed for sale.
- Anytime any smoking is noticed, of any kind, legal or illegal, it needs to be reported to Management. Please try to get photos of the violation if possible and forward them to Management. **Smoking is strictly prohibited everywhere within the boundaries of the condominium property including, but not limited to, all dwelling units, decks, terraces, patios, parking areas and all general and limited common element areas of the condominium. Smoking is defined as inhaling, exhaling, burning or carrying any lighted or smoldering cigarette, cigar, tobacco product, marijuana product, and all similar substances (i.e. e-cigarettes or vaping products, whether legal or illegal.**



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### Barbequing

- Barbequing on the unit patios and decks is prohibited in the community. There shall be no grills places or stored on patio or deck areas. There is a community barbeque by the clubhouse that is available for barbequing. The community barbeque must be pulled sufficiently away from the siding. Any damage to siding or structure will be the responsibility of the user, and any required repairs shall be billed back to the unit owner.

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### Handicap Parking

- Wet Kat pool service parks their vehicle in the handicap space while on site  
Management will reach out to Wet Kat

**Unless indicated otherwise, any decisions of the Board received a motion, a second to the motion, additional discussion if any, and a vote of a quorum of the Board of Directors.**

### OPENING BUSINESS

Agenda approved unanimously

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Minutes from the Regular Meeting on April 28, 2022 were approved unanimously as written

### FINANCIAL REPORT

#### Financials as of 5/31/2022:

§ Total operating funds:	\$ 66,936.78	including pending EFTs.
§ Total reserve funds:	\$ 212,235.76	
§ Total cash assets:	\$ 279,172.54	
§ Total YTD income:	\$ 90,394.67	
§ Total YTD expenses:	\$ 75,269.00	including \$19,361.00 of Reserve expenses.
§ Budget vs. Actual <u>Income</u> :	50.49%	collected YTD.
§ Budget vs. Actual <u>Expenses</u> :	37.42%	paid YTD incl. 29.35% of Reserve expenses
§ Total delinquencies:	\$ 563.40	One account 31-60 days.

#### Financials as of 6/30/2022:

§ Total operating funds:	\$ 75,103.95	including pending EFTs.
§ Total reserve funds:	\$ 211,183.24	
§ Total cash assets:	\$ 286,287.19	
§ Total YTD income:	\$ 107,119.12	
§ Total YTD expenses:	\$ 84,878.80	including \$19,361.00 of Reserve expenses.
§ Budget vs. Actual <u>Income</u> :	58.90%	collected YTD.
§ Budget vs. Actual <u>Expenses</u> :	45.10%	paid YTD incl. 39.34% of Reserve expenses
§ Total delinquencies:	\$ 672.80	One account 31-60 days.



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**MANAGER'S REPORT (7/14/2022)****REPAIRS, MAINTENANCE & UPDATES**

The following maintenance updates are for informational purposes only and do not require Board action at this time:

1. Sidewalks & mossy curbs pressure washed.
2. Bark mulch spread throughout community
3. Attic remediation at Unit 50 for organic growth.
4. Attic remediation at Unit 40 for organic growth.
5. Sagging drywall in HOA garage repaired.
6. Metal flashing installed over woodpecker holes.
7. Tree & bush pruning in community.
8. Rotten siding repairs at building 10690 (in progress)
9. Spot dryer vent cleanings performed as needed.
10. Garbage: onsite trash management is ongoing.
11. Lighting: maintenance is ongoing.

**ADMINISTRATION****2. Violations & Warnings:**

- a. 5/4/2022: Unregistered vehicle leaking oil on pavement
- b. 7/6/2022: Smoking Violation
- c. 7/6/2022: Barbequing on Patio Violation
- d. 7/9/2022: Vehicle Parking warning (truck parked on curb and in bark mulch)

**3. Homeowner Correspondence and Administration**

- a. Board information only:
  - i. None

**4. Owner correspondence for Board Review**

- a. Board action requested:
  - i. None

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**OLD BUSINESS****Woodpecker Damage and Steeple (front Gables) Remodels**

- Nearly all steeples on every building have woodpecker damage that must be repaired.
- Management suggested to replace the siding in the damaged areas with Hardi siding, which is a concrete fiber-based material, and isn't as attractive to woodpeckers.
- A refreshed look of the gables was also suggested with Hardi siding used to appear like decorative beams and the members of the board liked the suggested design.
- Management will get bids to make the repair and design refresh, to present to the board.

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**2022 Pressure Washing Update**

- Pressure washing has been completed. Let management know if an area appears to need attention
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### **2022 Bark Mulch Update**

- Areas that have not received new bark dust this year will be scheduled for it next year. Half of the property will be renewed each year so that every two years the complex will have been addressed.

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### **Bank Account Update**

- Account signatures will need to be updated once a new Chairperson and Secretary are chosen.

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### **Pool Chemical Readings**

- Board members have developed a suitable schedule for pool and spa chemical readings. The process has been going well.
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## **NEW BUSINESS**

### **Siding and Structure Repairs**

- Unit 50 – Rot and ant damage was extensive and is in the process of being repaired.

### **Board Changes**

- It was noted that Chair Sheri Bacon has an accepted offer on the sale of her unit and will be closing in the middle of August to relocate out of State. Management noted that Sheri has been the rock of the community for many years and will be missed dearly. There was discussion about a replacement for the chair position and Tamara Mills volunteered for the position. A motion was made for Tamara to take the officer position as Chair of the Board and for Danna to move into the position of Secretary upon the sale of Sheri Bacon's unit. There was no further discussion and the motion passed unanimously.

## **ADJOURNMENT**

NEXT MEETING DATES: **Thursday, September 29, 2022 at 5:00 pm** .  
(future meetings after 9/29/2022 will be scheduled for the 3<sup>rd</sup>  
Wednesday of the month.)

MEETING ADJOURNED: **6:04 PM**

--- END OF MEETING MINUTES ---

MINUTES PREPARED BY: **FRESH START Real Estate, Inc.**  
Community Manager