

# Sunset Plaza East Apartments Association

## Annual Members Meeting Minutes

**Date:** January 7, 2025

**Time:** 6:00 PM

**Location:** Ameri-Tech Community Management, 24701 US Hwy 19 N #102, Clearwater, FL 33763 and virtually via Zoom

---

### **1. Call to Order**

The meeting was called to order at 6:03 PM by David Frantz.

### **2. Establishment of Quorum**

A quorum was established with 8 members present in person and 4 proxies submitted.

### **3. Proof of Notice of Meeting**

The Manager, James Myrthil, presented a notarized affidavit certifying that notice of the meeting was properly mailed to all members in accordance with the association's governing documents.

### **4. Approval of Prior Meeting Minutes**

A motion was made by David Frantz and seconded by Roger Gobbo to waive the reading of the prior year's meeting minutes. The motion was unanimously approved.

### **5. Election of Board of Directors**

Due to only three candidates submitting their intent to run within the deadline, an election was not required. The following individuals were confirmed as the Board of Directors for the 2025 term:

- Steven Gold
- David Frantz
- Dan Teta

### **6. Reports of Officers and Committees**

- Presidents Report:
  - Budget and Fiscal Year Adjustment
    - The Board reviewed the need to realign the fiscal year to match the calendar year.
    - A budget workshop is scheduled for October, and final budget approval will take place in November.
    - The annual meeting will be scheduled for the first week of December moving forward.
  - Termite Treatment and Landscaping Repairs
    - The association recently completed fumigation due to a termite infestation and as a result, significant landscaping damage occurred. The Board contracted All Seasons Landscaping to replace affected plants.

# Sunset Plaza East Apartments Association

## Annual Members Meeting Minutes

- Roof and Skylight Repairs
  - The Board reported ongoing roof leaks that have required multiple repairs. Due to the extent of the damage, the Board determined that a full roof replacement is necessary. Tampa Bay Roofing has been engaged to complete necessary repairs in the interim.
  - Members discussed the potential replacement of the mansard roof, which currently has a 50-year warranty. Some members expressed concerns over the necessity of the replacement, given that no structural issues have been identified. The Board agreed to conduct a professional inspection before making a final decision.
- Parking Lot Resurfacing
  - The Board signed a contract for parking lot resurfacing at a cost of \$19,500.
  - Concerns were raised regarding the longevity of the proposed work, with some members suggesting a thicker asphalt layer may be a better long-term investment.
  - The Board agreed to delay the resurfacing project by one month to allow further research into long-term durability and cost-effectiveness.

### **7. Open Forum**

- A unit owner reported hurricane-related water intrusion on their patio, likely due to cracks in the exterior walls. The Board agreed to investigate and schedule necessary repairs building-wide.
- Members raised concerns about the new online payment system and account verification and reserve funding requirements.

### **8. Adjournment**

With no further business, a motion was made by David Frantz and seconded by Dan Teta to adjourn the meeting. The motion was unanimously approved, and the meeting was adjourned at 7:53 PM.