

**SUNCHASE CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**Santa Rosa Yacht Club**

Wednesday, January 16, 2019  
@ 5:30 p.m.

**Attending Board Members**

Laura Plowman  
Tim Carr  
Carl Turk  
David Forsyth  
Caroline Stinson  
Corey Schoonmaker

**Owners Attending**

Jake Commer  
Scott Plowman

- Call to Order

- **2 Guest Contractors:**

**-Mason Frasca, Owner**

Mason Grady Foundations, Mason was present at the meeting to represent his company and discuss piling proposal.

Photos of work performed by his company, presenting an overview of the specification for the piling project with the proposal. Board members asked questions regarding the sleeve size, scope of work, Laura asked permitting process. Contract has a 1-year warranty, labor, materials warranty per material specifications warranted.

Mason, Davis asked Mason's opinion on the 3/16<sup>th</sup> vs 1/8" Carbodur Rods, Mason asked Jack Groves, local Seca Rep, for advice on the proper FRP sleeves to use for this project.

**-Gulf Marine Construction**

Peter Gaddy overviewed his estimate, Board members reviewed the county permit process. Specifications for this project was reviewed.

Timeline 1week per building, grout curing process was reviewed.

Warranty questions asked, 1 year on labor, Product warranty is as per manufacture warranty.

Carl motion to Approve Mason Grady, Corey seconded, with the stipulation based on 3/16 or 1/8 sleeves decision to be requested of Irby Engineering. All in favor.

Piling Committee will contact Mason Grady.

**Call for a Special Assessment Meeting**, to be held in February, Tim motion for the meeting

David 2<sup>nd</sup>, All in favor, SA meeting before February board meeting.

Notice with copy w minutes, refer to website, with special assessment link at website.

**APPROVAL OF MINUTES:**

October, Tim motion to approve, David 2<sup>nd</sup> all in favor.

November election of officers, Motion to approve Caroline, Tim, all in favor

December 27th Construction meeting, Corey motion to approve, David 2<sup>nd</sup>, all in favor.

**2018 Financials: 12/31/18:**

Presented by Cheryl Kelley.

Tim motion for approval, David seconded, all in favor

**OLD BUSINESS:**

- A. Violation Report
- B. Maintenance Report. ask EPM on site working crew to check A-4 dining windows.
  - General maintenance
  - Dryer Vent Cleaning, C Building C-1, need to come back and check attic, left during Check A-1, K-7, F-6.
  - TS damages, lift rental for repairs to buildings/shake shingles, work in process.
- C. Irby Engineering Report of Pilings Specification  
Presentation & Estimates from Mason Grady and Gulf Marine, see above

**NEW BUSINESS:**

- A. Roof Replacements, Preferred Contractor, Scheduling, Contract, discussion  
Awaiting on sign off by county with Professional Roofing.  
Preferred/Lowery Roofing, Gary is giving the warranty 5 years.
- B. Treasurer request for "Procurement Policy", Board discussion  
Board asked questions regarding the procurement policy, table for next meeting, board would like to review further
- C. Wind Mitigations, renewals for all buildings, Pensacola Inspections  
Proposal for New Mitigations have been requested, to be presented at next board meeting.
- D. Parking Decals: Discussed by board, pro and cons on have the parking decals  
Board decided not to go forward with the decals at this time
- E. Attorney Change: Suzanne Blankenship, Coastal Law is no longer doing Association Law.  
Tim Carr recommended, Becker Law, specialize Assoc. Law, offices are in Ft. Walton.  
Retainer package is \$150.00  
Becker will handle collections, on line lien/account check. Jay Roberts, atty.  
McDonald, Moorhead Fleming, attorney retainer fee, \$200.00  
Contracts need to be reviewed for the piling contract.  
  
Tim motion to go with Becker firm, David seconded.  
Caroline abstained, 5 in favor.

- F. Board Emails: discussed, all agreed to copy all on association business, committee emails copy group as needed.  
Board list re-send contact listing to board.
- G. 2019 Committees: Board members will consider committees needed, plan to asked Owners at February meeting.

February Meeting, Gambrell and Assoc, Debbie Freeman and Brenda Sturges will attend meeting, regarding the Property Insurance Renewal, March 2019.

Corey, Boat Yard, Meeks has 2 spots, Letter to be sent, fining letter 1 needs to be moved.  
M-8 old jet ski, needs to be registered.

Adjourned at 7:35 p.m.

Cheryl Kelley