

**SUNRISE LAKES PHASE 4 RECREATION DISTRICT  
REC BOARD MEETING MINUTES  
TUESDAY June 18th 2024**

1. Call Meeting to Order -7:01PM
2. Pledge of Allegiance
3. Roll Call - Y. Hepler, G. Stricklin, C. Ventincinque, L. Dilone, M. Portela (Zoom) Quorum
4. Motion To Approve Agenda 1. (CV ) 2. (GS ) Motion Passed - All In Favor
  
5. Motion To Approve May Meeting Minutes - 1. (CV) 2. ( LD) Motion Passed - All In Favor
  
6. Treasurer's Report - Read by Chairperson in the absence of Treasurer
7. Chairperson/District Manager Report - Discussion on Rules & Regulation as applied to usage of clubhouse for events. All parties must be reserved through clubhouse. The drinking of alcohol is not allowed in the clubhouse other than occurrences listed in District's Rues & Regulations. Use of clubhouse facilities by owners is considered a membership and not ownership. Owners are not allowed to enter prohibited areas or tamper with electronic equipment unless authorized by management.
8. Social Director's Report - Discussion by Social Director, Marian Weinberg on upcoming events.

**Old Business**

Motion To Approve RFP for Landscaping - 1. (GS ) 2. ( LD) Motion Passed - All In Favor

Discussion:

Previously tabled. Request For Pricing (RFP) was placed on Demand Star. The District received over 10 bids. Bids were compared for similar scope of work per specs on Demand Stars. Initial bids were compared by DM and narrowed down to 5 Bids. Final review were based on 3 similar bids in scope of works and pricing. The contract was awarded to Tropical Landscaping.

**New Business**

Motion To Approve Purchase of 6,600 SF of Hardwood Floors For Ballroom - 1. (CV) 2. ( GS )  
Motion Passed - All In Favor

Discussion:

The Board was presented with the option of purchasing laminate floors per quote in package, installed by in house maintenance personnel. Secondary option was to contract work out to an outside vendor. Board Supervisors were presented with a bid for \$33,000 for installation only by an outside vendor. Also presented was a bid for installation and cost of material by another vendor, at the cost of \$48,000. Supervisors voted to have the laminate floors purchased and installed by in house maintenance staff. Cost of materials approximately \$22,000. Decision was based on successful previous laminate floor installation by maintenance staff.

Motion To Approve Irrigation Vendor For Main Clubhouse - 1. (CV) 2. ( GS ) Motion Passed - All In Favor

## Discussion:

The District has had an ongoing problem with the high cost of replacing landscaping irrigation parts. The decision was made to contract Rui Irrigation, recommended by Yanic Leroy Inc 2 President. The new landscaper will not be conducting wet checks. The budget for irrigation wet checks will not be allocated to a separate vendor. The decision was made to award Rui Irrigation with the maintenance of the main clubhouse and Satellite 5. Satellite 1, 2, 3 and 4 which have a less landscape irrigation will be monitored by the maintenance staff. Note: This item is at a cost of \$275 monthly but was presented in light of the changes being made to the landscaping contractors scope of work.

Motion To Approve Raise Threshold in Asset Capitalization from \$750 to \$5000 for Depreciation & Audit - At the advise of counsel, this item was not deemed to require a Motion, therefore a vote was not require. Chairperson advised Supervisor of change in District Audits process of recording Assets value. The 2024 Audit will only require tracking of purchased items costing \$5,000 and above.

2023/2024 District Audit - 2023 Budget was completed successfully for 2023. It is due to the State by June 30th. The District will meet the deadline. Summary - The District is in a strong solid financial position.

2024/2025 Preliminary Budget Presentation - Chairperson Y. Hepler presented an early preliminary Budget. This was done in anticipation of the final Bond payment in September 2024. A detail explanation was given of the major line items such as Insurance, Salaries and Repair & Maintenance. Also, discussed was the useful life of Capital line items such as roofs, mansards, pool resurfacing, parking lot asphalt and A/C. The District has been proactive in replacing/updating those line items associated with capital expenditures. For the most part the District is at the onset of the beginning useful life for capital expenditures line items. The funds in the Capital Bank Accounts totaling approximately 1.5M have not been used for any of the recent improvements. This gives the District a huge advantage in terms of cash outlay for useful life.

The Chairperson recommended that the District initiate a \$50 reduction in the User Fee commencing with January 2025 payment. This will allow the District to deposit an additional \$450,000 into the Capital Bank Account, which the District will continue to invest. The expense outcome, based on an average 5 year inflation rate spread over 8, 10, 15 years for the various capital line items useful life should cover the replacement cost in their respective replacement year. The funds will also be available if a catastrophic event should occur. In conclusion it is the Boards fiduciary responsibility to insure that the District is financially solvent in the present but also looking out to the future.

Respectfully,  
Yvonne Hepler  
Chairperson

## **Good & Welfare -**

There were various comments made by the owners regarding the cost of salaries. Suggestion were made by Mindy Bldg 159 to the possibility of acquiring a contractor who would replace and lease our current employees in the District. Chairperson commented that the current Budget is able to sustain the salaries. The issue lies in that some employees salaries have capped off. There have been discussion with counsel on providing an employee incentive program. Also, the leasing of employees eliminates the saving realized by in house staff performing duties such as electrical, plumbing, painting etc... These would have to be bid out. Thus the saving would be limited if not increase expenses. Chairperson also commented that employees are the most valuable asset the District has. Many of our employees have been here over twenty years. Chairperson comments that more importantly is to plan for the aging workforce.

Liz Chapel commented on ensuring that the proper floor is used in the ballroom and possibly forming a committee to select the flooring.

A unit owner from building 168 express her concerns over the \$50 decrease. She "wanted" the full amount.

Cindy Pardo - commented that the Rec District had not received an increase in over four years. She was in favor of the \$50 reduction and the commencing of the decrease in January.

Patricia Farnum, Sue Harris commented on the advantages to remaining a District or dissolving the district. Yvonne Hepler, gave an explanation. Comments were made that Town Hall Meetings were held in Inc 1 and Inc 3 addressing these issues. Charlie Venticinque suggested we hold another meeting to allow those owners who did not have the opportunity to attend to be informed.

Adjourn Meeting -8:50PM 1. (CV) 2. ( LD) Motion Passed - All In Favor