



Sunnyside Beach and Tennis Resort

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Panama City Beach, Florida 32413

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TO OWNERS AND BOARD OF DIRECTORS NOTICE OF BOARD OF DIRECTORS MEETING/WORKSHOP

DATE: Saturday, February 22nd, 2020

TIME: 10:00 am-12:00 pm CST

PLACE: Clubhouse

AGENDA: Roll Call:

Proof of notice:

Reserves/Capital Plan

Declaration Updates/Committee Recommendations

Reserves: Identify long term (3-5 year) B & G required funding
Discussion of "Pooled" Reserves vs "Allocated" Reserves
Development of Capital Plan for estimated funding

Declaration: Proposed update for Limited Common Elements

Posting: This notice has been posted on the community property and sent to owners in accordance with the bylaws and statutory requirements.

February 20th, 2020

SUNNYSIDE BEACH AND TENNIS RESORT

22400 FRONT BEACH ROAD

PANAMA CITY BEACH, FL 32413

FEBRUARY 22ND, 2020

BOARD OF DIRECTORS MEETING/WORKSHOP

Meeting was called to order at 10:00 am CST. Meeting was properly noticed and sent to owners. In attendance were: Patt Lothar by phone, Jon Cline by phone, James Briscoe by phone, Greg Darden, Brad Cole. Lori Peck and Paul Hinman were not present.

There was discussion on capital improvement plans. Attached is a list of items discussed at the meeting. Buildings 1 and 2 refurbishments will begin sometime this week weather permitting. The Termite Booster Program will also start soon. We are waiting on the contract before beginning. It was decided to have Maintenance locate the sewer clean-outs and water cut-offs. Sport Court repairs were discussed to do in house and for building and grounds to get a price on replacing mulch and adding some plants, etc.

We are looking into a price to do repairs to the roof areas (vents). Camera replacement was discussed in length and decided to table this discussion until April. The clubhouse bathrooms were discussed in length and was decided we did not have \$90,000 to remodel the bathrooms. There is a sewer issue which will need to be addressed sometime in future. Some items did not get discussed as was taking more time than expected.

Jon stated we need to look at the reserves and re-evaluate the categories. This spread sheet is also attached. This will be discussed further in the April meeting.

Declaration updates: Attached are the suggestions from the committee to consider in amending the declaration to allow for improvements to unit exteriors based from owner request and past actions of owners. This was tabled for further discussion in April. It was decided to take out the 20 plus pavers at 41 that extend past the area of the building end.

Meeting adjourned at 12:45 PM.

Minutes prepared by Tammi Link



22400 Front Beach Road
Panama City Beach, FL 32413- 850-234-3385

February 2020

From: Condominium Document Committee
To: Sunnyside Beach & Tennis Resort Owners and BOD

Re: **Potential Amendments to the Declaration Workshop Notes**

Dear Owners – The new Board of Directors for 2020 created a Condominium Document Committee to consider an Amendment to the Declaration to allow for improvements to unit exteriors based from owner requests and past actions of owners. The Committee includes James Mariner, Robert Young, and Greg Darden.

Background:

1. **Landscape Areas:** The current Declaration identifies all nature areas (on the roadside and courtyard sides of individual condominium units) as common elements and the responsibility of the Association to maintain. However, the Association has not maintained these areas for years. As a result, owners have maintained these areas, without any stated legal rights within the Declaration to do so. To date +/- 86% of all units have made changes to the landscape areas associated to their units.
2. **Patios and Steppingstones:** Roadside and courtyard side patios are already classified as limited common elements, but owners may not adjust them or maintain them. Over time, owners have either requested Board permission to adjust their patio areas (including adding steppingstones) or done it without requesting Board permission. In either case, the Declaration doesn't allow for these actions to occur. To date +/- 58% of all units have made changes to their patios and/or added steppingstones.
3. **Exterior Wall Penetrations:** The Declaration doesn't allow any exterior wall penetrations to condominium units. Over time owners have hung signs, added lights and fans, and performed other actions which require the exterior walks to be penetrated. To date +/- 89% of all units have made some type of penetration to their exterior walls.

It is the interest of the Board to have Condominium Documents that all owners can agree on and become enforceable. It is also the interest of the Board to be respectful of changes owners have made, and may desire to make in the future, to their units. We recognize these items are important to our community and our owners and part of our Sunnyside lifestyle and character.

With these understandings, the Committee is asking our fellow Owners and the Board of Directors to consider the following items for amendment to our Declaration:

- I. **Landscape Areas:** An amendment to reclassify roadside and courtyard side nature areas, associated to each individual condominium unit, as limited common elements of the respectful unit. This will legalize owners' abilities to make improvements to those nature areas and maintain them.
 - We will need create a legal description which identifies and describes the roadside and courtyard-side nature areas associated to each unit.
 - We will need to identify any limitations for changing the size of those areas and any exclusions to those areas. (discussion for what Owners would like to see allowed)
 - Any specific considerations to types of allowed plants or other improvements would be included in the "*Condominium Rules and Regulations*" and addressed once this Amendment was approved.

- II. **Patios and Steppingstones:** The Declaration should include specific terms which allow owners the right to extend roadside and courtyard patios, and install steppingstones connecting their rear patios to the common sidewalk.
 - We will need create a legal description which identifies and describes the roadside and courtyard-side patio areas associated to each unit.
 - We will need to identify any limitations for changing the size of those areas and any exclusions to those areas. (discussion for what Owners would like to see allowed)

- III. **Exterior Wall Penetrations:** The Declaration should be amended to allow for specific abilities for Owners to create exterior wall penetrations. We believe the list below includes all penetrations Owners have repeatedly performed and should be considered as allowable penetrations within the Amendment.
 - Allowance to hang appropriate signs or hosepipe reels outside their units
 - Allowance to install electrical plugs on their courtyard side patios
 - Allowance to install fans on their roadside patios
 - Allowance to install additional HVAC equipment (mini-split units)(discussion for what Owners would like to see allowed for each item)

- IV. To make past alterations legalized, it is recommended we also include an amendment to the Declaration to accept all past changes to units, which are already in place, and are outlined and in the items above.

SS NEW REFURB CAPITAL PROJECTS			
Item	Description	Budget	Options
Passed	Bldg. 1 & 2	\$146,325	(+/- \$40,000 out of budget)
Passed	Terniylte bond improvements	\$26,000	Not in budget
1	Signs for Front Beach Road	\$7,400	
2	Boat - Trailer Parking Improvement	\$2,300	could do nothing
3	Locating sewer cleanouts & water cutoffs	\$2,200	
4	Roof patch/repairs	\$11,100	could pay for on as-needed basis
5	Security camera improvements	\$19,000	
6	Sport court repairs	\$14,000	
7	Clubhouse, bathroom, repair sewer- refurb	\$90,000	
8	Tennis court resurface	\$18,000	
9	Sidewalk grinding program	\$6,000	
10	Landscaping trees, sod, beach improvements	\$65,000	
11	Beach ramp - improvements	\$25,000	
12	Siding refurb bldg 3, 4, 6, 9, 10	?	

Item	Description	useful life	Reserve items - existing / optional		Notes
			replacement cost		
EXISTING RESERVE ACCOUNTS AND VALUES					
1	Building	14	\$110,664		
2	Paving	17	\$123,101		
3	Roof	14	\$501,302		
4	Pool	9	\$47,474		
5	Painting	5	\$240,000		
6	Tunnel	16	\$14,000		
7	Fence	14	\$54,057		
8	Tennis	2	\$28,615		
9	Gulf Deck	17	\$17,120		
10	Lighting	21	\$15,200		

RECONSIDERED AND NEW ITEMS					
Item	Description	useful life	replacement cost	Notes	
1	REFURB	3	\$270,000	This assumes over the next 3-years all structures will include cementitious siding and we could consider moving towards a traditional 5-6 year total paint option	
2	Paving	3	\$15,000	Resurfacing / painting only	
3	Roof	6	\$400,000	Replacemnt of all	
4	Pool - gunite	4	\$15,000		
5	Pool - equipment	3	\$3,000	Could be from general funds?	
6	Pool - concrete decking	3	\$4,000	Could be from general funds?	
7	Pool - wood deck / gazebo	6	\$3,000	Could be from general funds?	
8	Tunnel	4	\$25,000	This is a "swag" to handle what-if's (handled through Assessment?)	
9	Fence	6	\$40,000		
11	Tennis - resurface	5	\$21,000		
12	Gulf Deck - pavillion - other	8	\$45,000		
13	Lighting	2	\$48,000	Swag (handled through an assessment and then create a reserve)?	
14	Watrine repairs / replacement	1	\$5,000	Could be from general funds?	
15	Sewerline repairs / replacement	1	\$3,500	Could be from general funds?	
16	Maintenance shed	5	\$15,000		
17	Landscape	10	\$25,000		
18	Sprinkler pumps 2 each (north 10 and south 8)	2	\$8,000		
19	Sprinkler wells (2 each)	7	\$30,000		
20	Below slab concerns	1	\$15,000	Swag	
21	Exterio windows (fixed courtyard side)	4	\$10,000	Swag	
22	Sporty court refurb	5	\$5,000		

Sunnyside Beach & Tennis Club Condominium Association, Inc.
2020 Reserve Funding Spreadsheet

2020 Reserve Funding Spreadsheet				2021 Projection - Best guess							
BUDGET SUPPORT				Roll Forward from 2019 - NO 2021 spend estimate							
Components	Replacement Cost	Useful life remaining @12/31/19	Fund projected Component at 12/30/19	Amt required for full funding in 2020	Projected Fund Balance before any expenses	2020 Budget Spend	12/31/20 projected balances - after spending and funding	Useful life remaining @12/31/20	Annual fund	Balance b4 spend	Component
Building	110,664	14	44,405	4,733	49,138	24,120	25,018	13	6,588	31,606	Building
Paving	123,101	17	2,960	7,067	10,027	-	10,027	16	7,067	17,094	Paving
Roof	501,302	14	25,163	34,010	59,173	-	59,173	13	34,010	93,183	Roof
Pool	47,474	9	5,921	4,617	10,538	-	10,538	8	4,617	15,155	Pool
Painting	240,000	5	54,766	37,047	91,813	76,480	15,333	5	44,933	60,267	Painting
Tunnel	14,000	16	2,960	690	3,650	76,480	3,650	15	690	4,340	Tunnel
Fence	54,057	14	2,960	3,650	6,610	-	6,610	13	3,650	10,260	Fence
Tennis	28,615	2	5,921	11,347	17,268	-	17,268	1	11,347	28,615	Tennis
Gulf Deck	17,120	17	1,480	920	2,400	-	2,400	16	920	3,320	Gulf Deck
Lighting	15,200	21	1,480	653	2,133	-	2,133	20	653	2,787	Lighting
	\$ 1,151,533		\$ 148,017	\$ 104,734	\$ 252,751	\$ 100,600	\$ 152,151		114,476	266,627	

Projected 2020 - pre spend

Components	Cumulative Balance - by Component by Month (PRE ANY SPENDING)											
	January	February	March	April	May	June	July	August	September	October	November	December
Building	47,023	49,642	52,260	54,879	57,497	60,115	62,734	65,352	67,970	70,589	73,207	75,825
Paving	3,135	3,309	3,484	3,659	3,833	4,008	4,182	4,357	4,531	4,706	4,881	5,055
Roof	26,647	28,130	29,614	31,098	32,582	34,065	35,549	37,033	38,516	40,000	41,484	42,968
Pool	6,270	6,619	6,968	7,317	7,666	8,015	8,364	8,714	9,063	9,412	9,761	10,110
Painting	57,996	61,225	64,454	67,683	70,913	74,142	77,371	80,601	83,830	87,059	90,289	93,518
Tunnel	3,135	3,309	3,484	3,659	3,833	4,008	4,182	4,357	4,531	4,706	4,881	5,055
Fence	3,135	3,309	3,484	3,659	3,833	4,008	4,182	4,357	4,531	4,706	4,881	5,055
Tennis	6,270	6,619	6,968	7,317	7,666	8,015	8,364	8,714	9,063	9,412	9,761	10,110
Gulf Deck	1,567	1,655	1,742	1,829	1,917	2,004	2,091	2,178	2,266	2,353	2,440	2,528
Lighting	1,567	1,655	1,742	1,829	1,917	2,004	2,091	2,178	2,266	2,353	2,440	2,528
	156,745	165,473	174,201	182,928	191,656	200,384	209,112	217,840	226,568	235,295	244,023	252,751

Sunnyside Beach & Tennis Club Condominium Association, Inc.
 2019 Reserve Fund Spreadsheet
 As of December, 2019

PRELIMINARY - SUBJECT TO AUDIT ADJUSTMENT

	Building 30%	Paving 2%	Roof 17%	Pool 4%	Painting 37%	Tunnel 2%	Fence 2%	Tennis 4%	Gulf Deck 1%	Lighting 1%	Balance 100%
January Beginning Balance	\$ 44,297	\$ 2,953	\$ 25,102	\$ 5,906	\$ 54,633	\$ 2,953	\$ 2,953	\$ 5,906	\$ 1,477	\$ 1,477	\$ 147,657
Cumulative Interest Post	\$ 108	\$ 7	\$ 61	\$ 14	\$ 133	\$ 7	\$ 7	\$ 14	\$ 4	\$ 4	\$ 360
Cumulative Transfers Out											\$ -
Specific Expense											\$ -
Cumulative Reserve Post											\$ -
Year to Date 2019 Totals	\$ 44,405	\$ 2,960	\$ 25,163	\$ 5,921	\$ 54,766	\$ 2,960	\$ 2,960	\$ 5,921	\$ 1,480	\$ 1,480	\$ 148,017