

Victoria Palms COA (VP)

Board of Directors Meeting / Wednesday, January 22, 2025; 6:00 p.m.

Via: VP Clubhouse & Zoom

Meeting Minutes

Mission Statement: "To promote a safe and secure community, improve the grounds and facilities, and exercise financial responsibility while meeting and exceeding the needs and expectations of the Victoria Palms of Dunedin Association, owners, and residents."

#### AGENDA FOR MEETING

##### 1 – Call to Order:

J. Elliston called the meeting to order at 6:03 p.m.

##### 1.1 - Establish Quorum:

Jeri Elliston, President – present  
Wendy Brandt, Vice President - present  
Daniel Anderson, Secretary – present  
Chris Roed, Treasurer - present

Quorum established.

##### 1.2 - Meeting Notice Verification:

A meeting notice was posted on the VP clubhouse door Monday, 1/20/2025, and emails were sent to VP members with the meeting notice and agenda on 1/20/2025 and 1/22/2025.

##### 1.3 – Vote to Approve Minutes from 1/3/2025 and 1/5/2025 meetings:

The minutes of the 1/3/2025 meeting were motioned, 2<sup>nd</sup>d, and approved 4-0.  
2 corrections were noted regarding the 1/5/2025 draft minutes, 1<sup>st</sup> – correcting the 1/5/2025 minutes, Chris Roed was in attendance at the 1/5/2025 meeting; 2<sup>nd</sup> – correcting the insurance amounts stated under 1.4 of the 12/30/2025 minutes. These corrections were noted, were motioned, 2<sup>nd</sup>d, and the minutes approved 4-0.

##### 2 – Treasurer's Report:

C. Roed provided an overview of VP finances as of 12/21/2024, ie , Operating Fund Balance is ~ \$88K; Reserve Fund Balance is ~ \$138K; Total for both funds is ~ \$239K; current VP member arrears is \$12K.

There was discussion regarding the operating fund balance, ie, why an ~ \$88K balance for the end of year ? and how does this amount transfer / impact the VP 2025 operating budget ? Further discussion / clarification required.

##### 3- Manager's Report:

E. Vosselmann, Ameri-Tech (AT), reported: 1) Done Rite Roofing indicated the shingle order is in, M. Henkemeyer will paint them to match the existing the Done Rite will install; 2) 3 VP unit s are 60 days delinquent, 3 VP units are 90 days delinquent, 7 VP unit still owe for the dryer vent

cleaning, 21 VP units still owe for the first special assessment due to Milton; 3) electrical quotes are being obtained for VP building 6; 4) the VP security camera system requires work, the prior vendor (Vortex) has been acquired by Guardian; 5) known roof leaks are being addressed by Done Rite roofing; 6) noted FL certification requirements for VP board members.

#### 4 – Old Business:

##### 4.1 – Electrical Work for 704 Lyndhurst / VP building 6:

Quotes received from Weather Chek (\$12,575) and Diamond (\$11,984). A motion was made to contract with Weather Chek based on this company performing the work itself, rather than using subs, and they being a Duke Energy contractor. The motioned was 2<sup>nd</sup>d and approved 4-0.

##### 4.2 – Electrical Inspections for Flooded Units:

Quote received from Verga Electric to inspect the flooded VP units, as required by the City of Dunedin, 17 units, \$500 each, \$8,500 total. A motion to accept was 2<sup>nd</sup>d and approved 4-0.

##### 4.3 – Tree Removal:

Quote received from Bay to Bay Tree Service for \$5,500 to remove trees damaged by Milton and those with termite damage, 6 total. Trees impacted by Milton should be paid from the special assessment, those damaged by termites from VP's operating fund. A quote was also received from Corona Landscaping for different trees, but would cost more. A motion to accept Bay to Bay's proposed was 2<sup>nd</sup>d and approved 4-0.

##### 4.4 – Barbeque Grills

The existing grills are inoperable. A VP member offered to replace internal parts of the existing grills for ~ \$40 each, rather than purchase new. A motion to replace parts was 2<sup>nd</sup>d and approved 4-0.

##### 4.5 – VP Building Shingles:

See 3.1 above.

##### 4.6 – Mailboxes:

The mailbox shelter was damaged by Milton, VP members continue to report wet mail, and some mailbox doors are broken. A prior estimate of \$14,900 was obtained to replace the mailboxes. VP members offered to look into these issues and offer solutions. No other action.

##### 4.7 – Drywall Reimbursement due to Milton:

The special assessment included \$1/SF to reimburse VP members who removed and disposed of common area damaged drywall due to Milton. For 1 bedroom units this is 384 SF (2' up from the floor), or \$384. For 2 bedroom units this is 1,154 SF (4' up from the floor), or \$1,154. Reimbursement payments will be made after sufficient special assessment funds are available.

##### 4.8 – Status of VP units Flooded by Milton:

It was reported that Chad Nead has completed the common area drywall repairs. The City electrical inspection (4.2 above) is still required. There is an outstanding issue with unit 504.

#### 5 – New Business

5.1 – New VP Board Member:

Christine Fratangeli was nominated to fill the VP board seat vacated by Troy Terwillger. This motion was 2<sup>nd</sup>d and approved 3-1. Christine will serve as a board director.

5.2 – VP Unit 504:

Related to 4.8 above, this unit is in probate with the trustee not allowing permission for the VP contractor to perform flood repairs to the common area elements. A motion was made per FL 718.1265 to allow VP's contractor to enter this unit and repair the common area elements, any other charges for required work will be charged to the unit owner. The motion was 2<sup>nd</sup>d and approved 4-1.

5.3 – Security Cameras:

See 3.4 above. No other action.

5.4 – VP Insurance:

VP's insurance cost is \$175,473.38, with a 10 month payment plan, that equates to ~ \$16K payment / month. VP's annual budget programs a payment of \$15,250 / month. VP's insurance payment with the finance charge is \$16,281 / month, except for the 1<sup>st</sup> month which is \$19,488.84.

5.5 – VP Roofs:

The VP board programmed replacing 1 roof per year in its 2025 Reserve Study. Discussion is underway with VP's roof consultant and attorney for procuring a roofing system and contractor.

5.6 – Pool and Parking Lot Maintenance:

Quotes were obtained and discussed for pool maintenance. VP's current pool vender, Monkey Rock, charges \$480 / month for services. All the quotes for other vendors were higher than Monkey Rock. No other action.

Quotes were obtained for repairing the sinkhole in the parking lot pavement between VP buildings 7 and 9, and other areas of the parking lot. The 2 quotes were \$2,950 and \$3,153 to repair the sinkhole and other work. Clarification is required for the individual repair costs versus all. No other action.

5.7 – VP Website Administrator:

AT maintains VP's website. AT will check to ensure the most current VP governing documents are posted on the website. AT will also create a separate website folder for VP approved policies.

5.8 – Maintenance Person Activity Report:

It was reported that VP's maintenance person (Jeff) recent activities included collecting and bagging mulch around the VP buildings; repaired / replaced walkway pavers; collected leaves; removed invasive plants; cleared fence line; along with other activities.

A quote of ~ \$200 / year was obtained for VP to pay Jeff's workman's compensation insurance. A motion was made, 2<sup>nd</sup>d, and approved 5-0 to do this.

5.9 – Cinc Access for VP Members:

VP members can access their financial records / status via the Cinc website:

<https://amtec.cincwebaxis.com/>

AT reported only the VP Treasurer has access to view VP's financials via Cinc.

5.10 – VP Governing Documents:

There was discussion regarding the status of the VP governing documents review / possible revisions, and a VP property inspection to determine the type and number of violations. The VP governing document review / revision committee hasn't started yet.

5.11 – Roof Invoices:

Done Rite Roofing submitted 3 proposals to repair roof leaks. The 1<sup>st</sup> was for 706 / unit 421 for \$1,840. The 2<sup>nd</sup> was for 714 / unit 503 for \$800. The 3<sup>rd</sup> was for 712 / unit 322 for \$2,770. The leak at 712 / unit 322 is an outside leak that is not impacting the interior of the unit. Motions were made and 2<sup>nd</sup>d to proceed with the repairs for 714 / unit 503 approved 5-0, and 712 / unit 322 approved 4-0. Since VP intends to repair the building 3 roof 1<sup>st</sup>, this leak will be repaired when the roof is replaced.

5.12 – Monthly VP Dues for 2 Bedroom Units:

The VP member dues coupon books originally sent stated the monthly dues as \$666.71. \$661.71 is the correct amount.

5.13 – VP Towing Policy:

A VP towing policy was presented that is an excerpt from the FL condominium statute. A motion was made to accept this as VP's towing policy. The motion was 2<sup>nd</sup>d and approved 5-0.

5.14 – Options for Soaring COA Dues:

Items presented: 1) remove the Spectrum bulk internet / CATV service from COA; 2) individually meter each VP unit for public water where each unit would pay its own utility bill; 3) consider paying VP's annual insurance bill in full rather than incurring a finance charge; 4) stay current with golf cart usage payments; 5) consider depositing VP's reserve funds in an interest bearing account rather than a checking account.

5.15 – Next VP Board Meeting:

The next scheduled VP board meeting will be on Wednesday, 2/19/2025, starting at 6:00 p.m. VP's annual meeting was scheduled for Wednesday, 6/25/2025, starting at 6:00 p.m.

6 – Open Forum:

VP members were provided an opportunity to speak for 3 minutes at this meeting.

7 - Adjourn

A motion was made to adjourn the meeting, 2<sup>nd</sup>d, and approved 5-0. The meeting was adjourned at 8:57 p.m.