

Victoria Palms COA (VP)

Board of Directors Meeting / Wednesday, March 26, 2025; 6:00 p.m.

VP Clubhouse and Via 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 6:00 p.m.

1.1 - Establish Quorum:

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

Quorum established.

1.2 - Meeting Notice Verification:

A meeting notice / agenda was posted on the VP clubhouse door Monday, 3/24/2025, and an email of same was sent to VP members on Tuesday, 3/25/2025. It was noted the email notice reminder is sent as a courtesy. VP members are encouraged to frequent the VP website: <https://victoriapalmsofdunedin.com/agendas.php> for notices / updates.

1.3 – Motion to Wave the Reading and Approve 2/26/2025 Meeting Minutes:

A motion was made to approve these minutes, 2ndd, and approved 5-0.

2 – Treasurer’s Report:

It was reported that as of 3/26/2025 VP’s current operating account balance is \$99,863.49, the current reserve account balance is \$157,901.11, current VP member delinquencies total \$12,326.53, indicating a total of \$270,091.13 in accounts and delinquencies.

Ameri-Tech (AT) to check and answer why the aging report indicates delinquencies totaling \$34,653.90 vs. the delinquency amount indicated in the balance sheet report.

3 – Manager’s Report:

AT reported: 1) VP’s attorney (Greenberg Nikoloff (GN)) has been sent information for action in recouping VP member delinquencies; 2) 4 of the 5 trees contracted to be removed were, tree stumps will remain, there was an inquiry about termites from the 1 infested tree; 3) an inquiry was made for a water utility credit for loss due to the leak, since repaired, in front of VP building 7, VP members were advised to report instances requiring repair as soon as noticed; 4)

WeatherChek, the contractor that recently repaired the electric service for VP buildings 6 and 8, will provide a letter stating findings to assist in trying to recover the cost of the work from insurance; 5) a proposal was obtained to replace the damaged pavers at VP building 9, and the pavers from the electric work at VP buildings 6 and 8.

4 – Old Business:

4.1 – Update on Duke Energy Buildings 6 and 8:

An attempt will be made to recover the cost of the recent electric work through insurance; related to 3.4 above. VP volunteers disposed of the concrete left over from the work.

4.2 – Repair Pavers in Front of Building 9 and Sidewalk Between Buildings 6 and 8:

An estimate from PaverCrafters for \$4,050.95 was obtained to perform this work. PaverCrafters estimates in the past have always been the lowest of those received and PaverCrafters have always performed well. A motion was made to accept the proposal, 2ndd, and approved 5-0. This work is to be funded via VP's reserve account.

4.3 – Update on Checks Sent to VP Members for Common Area Drywall Removal:

Reimbursement checks have been issued to the VP members that removed common area drywall from their units due to last fall's storms / flooding.

4.4 – Update on Tree Removal Between Buildings 5 and 7:

4 of the 5 trees contracted to be removed were. Tree stumps will remain. There was an inquiry about termites from the 1 infested tree.

4.5 – Meeting with City / Ditch / Drainage:

Members of VP and Loch Lomond met with City officials about the drainage swale abutting these 2 communities that overtopped during last fall's storm causing flooding and damage. The VP board will meet with VP's attorney via closed meeting on Monday, 3/31/2025, to discuss. A further meeting with Loch Lomond may be required for concurrence of any proposed action regarding the swale. VP also advised the City of stormwater conveying through VP property from adjacent streets causing VP flooding.

4.6 – Update on Condo Doc Committee:

Wendy Brandt will lead the committee. Assistance from the VP attorney may be required to find, furnish, and / or confirm the relevant documents.

4.7 – VP Unit Leasing Policy:

VP's current governing documents (to be verified per 4.6 above) discusses leasing, however there is currently no established process to administer and / or enforce the requirements.

4.8 – Security Camera System Status:

No action.

4.9 – Drywall Policy / Water Pipe Leak Cost Responsibility:

Section 14.02 of the VP governing documents requires unit owners to maintain their units. With the history of VP water pipe leaks, and the related drywall repair costs, it is considered

mandatory that VP unit owners replace their water pipes or VP will not be responsible for any common area associated damage costs to the unit due to non-replaced water pipes.

The VP board will discuss this with VP's attorney.

An email notice was sent to all VP members on 3/21/2025 recommending turning off unit water at the main shut off valve and having some one check your unit while you are away for an extended period of time.

4.10 – Parking Lot Repairs:

Estimates have been received to repair areas of the parking lot and drive aisle. It was decided to wait until after contractors have completed work on property prior to taking further action.

4.11 – Mailbox Repair / Replacement:

Estimates have been received to replace the community mailbox. Other alternatives are being considered prior to taking further action.

4.12 - \$88K 2024 > 2025:

A workshop with AT will be scheduled to discuss VP financials.

4.13 – Plumbing Inspections:

Estimates have been received to have a plumbing inspection performed on VP units to identify potential leaks to mitigate drywall replacements and water consumption. No further action at this time.

4.14 – VP Bank Accounts / Interest Accumulating:

VP's current monetary assets are deposited in non-interest yielding checking accounts. AT identified 3 banks it can partner with to administer VP's finances. CD's, 3 month T-bills, and / or using interest yielding savings accounts for a portion of VP's finances were discussed as options to gain interest on money.

This will be discussed further at the workshop discussed in 4.12 above.

4.15 – Bldg 3 / Roof Proposals / VP Board Schedule Workshop:

Estimates have been received to replace the roof on Building 3. A workshop was scheduled for Wednesday, 4/2/2025, starting at 6:30 p.m. to discuss these in detail and a plan to proceed further.

5 – New Business:

5.1 – AT Contract Renewal:

AT's contract for VP's property management is planned to renew 7/1/2025. VP is required to advise AT whether or not it plans to renew 60 days in advance, or by 5/1/2025.

This will be discussed at the workshop discussed in 4.12 above.

An AT principle was invited to attend.

5.2 – VP Building Power Washing / Paint Warranty:

Estimates will be obtained to complete this work as required to maintain the warranty.

5.3 – Attorney Search for All Legal VP Documents:

See 4.6 above.

5.4 – Golf Cart Area Expansion:

It was discussed that the golf cart area has reached capacity, currently with 10 electric and 3 gas carts. A drawing was shared showing possible expansion to accommodate more carts. No further action.

VP member comments:

- 1) VP 2024 taxes and audit ? VP is not required to file FL state taxes. VP plans to have an audit completed during 2025.
- 2) VP members leasing their units should be held accountable for their tenants
- 3) VP water consumption, Carl volunteered to analyze historic usage and report
- 4) VP financials / interest – 3 month T bills suggested
- 5) Golf carts – consider current limit rather than expansion
- 6) VP will be changing the gate codes, an email advisory notification will be sent
- 7) VP mailbox – alternatives discussed
- 8) VP plumbing inspections – liability concerns
- 9) Post VP plans on VP website – available through Peter B.
- 10) Any leaks should be reported immediately

The next scheduled VP board meetings are:

Monday, 3/31/2025, at 10:00 a.m. – Closed Meeting for VP board and attorney, topic – drainage swale between VP and Loch Lomond

Wednesday, 4/2/2025, at 6:30 p.m. – Workshop, topic – Building 3 Roof Replacement

Wednesday, 4/23/2025, 6:00 p.m. – VP board regularly scheduled monthly meeting

6 - Adjourn

A motion was made to adjourn the meeting, 2ndd, and approved 5-0. The meeting was adjourned at 7:42 p.m.