

Victoria Palms COA (VP)

Board of Directors Meeting / Wednesday, April 23, 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 6:01 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 Sunday, 4/20/2025, and an email of same was sent to VP members on Monday, 4/21/2025.

##### 1.3 – Motion to Wave the Reading and Approve 3/26/2025 and 4/6/2025 Meeting Minutes:

A motion was made to approve these minutes, 2<sup>nd</sup>d, and approved 5-0 and 4-0 respectively. It was noted the minutes of the 3/28/2025 and 3/31/2025 closed meetings require approval.

##### 2 – Treasurer's Report:

AT's balance sheet / operating end date 4/22/2025 indicates an operating fund balance of \$99,289.81, and a reserve fund balance of \$137,761.35.

VP asked clarification from Ameri-Tech (AT) for potential discrepancies between the above 4/22/2025 balance sheet and that dated 3/31/2025. AT to check and answer.

It was noted the reserve fund account earns 2.5% interest.

There was discussion regarding delinquencies, and reconciliation between AT and Terra. AT to check and answer. VP noted Greenberg Nikoloff (GN; VP's attorney) has offered to advise Terra that it is provide financial records to AT.

AT noted VP board members can contact VP members that are delinquent, but not those VP delinquent members that AT has already forwarded to GN for action.

##### 3 – Manager's Report:

AT reported: 1) the leak at VP unit 822 has been repaired; 2) the City of Dunedin normally requires 30 – 60 days to provide a water credit for the building 7 leak; 3) the entrance gate panel was repaired; 4) outstanding issue of the gate controller, land line or cell ? 5) VP unit 621 reported a roof leak; 6) short term lease violation letters were sent; 7) FI Pro has provided a proposal for power cleaning of VP's buildings to maintain the paint warranty; 8) Hughes Exterminators has submitted a proposal to install termite abatement (Sentricon) on VP grounds.

#### 4 – Old Business:

##### 4.1 – Update on Chad Nead:

It was reported that Chad Nead had been paid in full, ~ \$66K total. VP requested AT provide an itemized report of the costs to date related to the special assessment for the 2024 storm damage.

##### 4.2 – Update on maintenance person's duties:

It was reported the maintenance person has: 1) painted the clubhouse bathrooms; 2) cleaned up from the electrical contractor (Weatherchek); 3) cleared some fence line; 4) trimmed palm fronds; 5) cleaned staircases; 6) maintained the pool deck and furniture.

It was noted beginning May 1 the maintenance person will work 3 hours / day Monday – Thursday and 2 hours /day Fridays.

##### 4.3 – FL Pro proposal:

FI Pro (the company that painted VP's buildings) submitted a proposal for \$6,350.00 to power clean the buildings as required by the paint warranty. A motion was made to accept the proposal, it was 2<sup>nd</sup>d, and approved 5-0.

##### 4.4 – Insurance check:

It was noted VP received \$3K from insurance due to the 2024 storm damage. The insurance issue has not yet been resolved regarding the electrical work (Weatherchek) related to buildings 6 and 8.

##### 4.5 – Roofing Project Manager (PM):

AT noted it's principle (Phil) has experience with roofing contracts. AT's cost to provide construction oversight is 5% of the construction contract amount. AT's onsite person is not a decision maker.

##### 4.6 – Weatherchek insurance status:

See 4.4 above.

##### 4.7 – AT contract renewal:

AT's property management contract is proposed to increase 5% for the next year starting 7/1/2025. A motion was made to renew the contract, it was 2<sup>nd</sup>d, and approved 5-0.

##### 4.8 – Leasing / Short Term Rentals / Policy:

2 active short term rentals were noted in VP. VP contacted the City to report these violations (VP is a 3 month minimum lease per City zoning).

VP continued discussion on requirements for a leasing policy.

4.9 – Water credit for VP building 7 leak:

See 3.2 above.

4.10 – Parking Lot Repairs:

This work is on hold until the drainage issue with the City is resolved.

4.11 – City / Common ditch:

VP discussed this issue with GN at the 3/31/2025 closed meeting, awaiting a response from GN.

There was discussion regarding whether or not VP has interest and / or ownership for the ditch.

4.12 – VP Doc Committee Status:

A group email will be established for committee members to communicate and chat. Committee members were encouraged to start reviewing and noting proposed changes on their own now for use at committee meeting when scheduled.

4.13 – Security Camera Status:

It was noted the security cameras are working except those at the VP rear gate and golf cart area. A completely new system will be required to be compatible, rather than replacing the defective cameras.

4.14 – Drywall Policy:

Another unit plumbing leak was reported during the past week. VP discussed this issue with GN at the 3/31/2025 closed meeting, awaiting a response from GN for a letter to VP members for their responsibility for unit maintenance. A list will be prepared of units that have had their plumbing replaced. VP will not pay damage reimbursement for units that have not had their plumbing replaced.

4.15 – Mailbox Repair:

1 contractor that previously provided a quote to repair the mailboxes is no longer interested. VP will follow up with another contractor that previously provided a quote to partner with other contractors to provide a complete replacement. Drawings were requested for USPS approval of the planned improvement. Another contractor was also suggested.

It was noted that the cost of the mailbox replacement was included in the special assessment for the 2024 storm damage.

4.16 – Rescheduled VP / AT Financial Workshop:

This meeting was scheduled for Monday, 5/5/2025, at 11:00 a.m.

4.17 – Plumbing Inspection / Carl's report:

Carl was not in attendance at the meeting to discuss.

4.18 – VP Bank Account / interest yielding:

Per 2 above, it was noted the reserve fund account earns 2.5% interest.

4.19 – Building 3 roof replacement:

VP's roof consultant (Prescott Engineering) reviewed the proposals obtained by VP and suggested follow up questions to ask the contractors. A summary of review and suggestions were contained in a 4/21/2025 email between VP board members.

Prescott Engineering will need to know the estimated time to complete by the selected contractor in order to provide an inspection proposal.

#### 4.20 – Golf Cart Expansion:

It was noted that via restriping another golf cart space can be provided. The VP maintenance person will restripe the area for another golf cart space.

#### 5 – New Business:

##### 5.1 – Pressure washing sidewalks:

Previous paver contractors have advised against pressure washing the paver sidewalk as it may cause damage. VP will check and answer to see if VP's maintenance person can somehow clean the sidewalks.

##### 5.2 – Proposal for Hughes:

See 3.8 above. Hughes provided a discounted cost of \$6,380 to install the Sentricon system with an annual renewal fee of \$3,300 after the 1<sup>st</sup> year. VP will check for available funds to install and maintain this system.

It was noted that there is a previous system in place but it has not been used and / or maintained recently, and is probably not usable.

##### 5.3 – Cost Summary to Date for Items in Helene / Milton Assessment:

See 4.1 above.

##### 5.4 – Flood Barriers:

VP member Frank Paul presented a flood barrier, <https://a.co/d/1OCOHfE>, for flood mitigation. Further VP consideration required before taking action.

#### 6 - VP member comments:

- 1) Christine Fratangeli announced she will be closing on the sale of her VP unit and will resigning from the VP board.
- 2) Further mailbox discussion: need an acceptable plan for USPS approval.

#### 7 – Next Scheduled VP board meetings:

Rescheduled VP / AT Financial Workshop - Monday, 5/5/2025, at 11:00 a.m.

VP monthly board meeting – Wednesday, 5/28/2025, at 6:00 p.m.

#### 8 - Adjourn

A motion was made to adjourn the meeting, 2<sup>nd</sup>d, and approved 5-0. The meeting was adjourned at 7:58 p.m.