

# Las Palmas Homeowners Association

## Special Assessment Meeting Minutes

**Date:** January 15, 2025

**Time:** 6:00 PM

**Location:** Ameritech Community Management 6415 1<sup>st</sup> Avenue South St. Petersburg, FL 33707 and virtually via Zoom

**Attendance:** Directors Joshua Kitner, Brenda Falger, Kellie O'Connell. Also in attendance was Community Association Manager, James Myrthil with Ameritech.

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### 1. Call to Order

The meeting was called to order at 7:24 PM by Director O'Connell.

### 2. Certify Quorum of Board

A quorum was confirmed with all 3 Board members present.

### 3. Board Approval of Special Assessment

The board discussed the approval of a special assessment to fund the re-roofing of the community.

Details of the Assessment:

- Total Cost of Roof Project: \$291,200
- Assessment Amount per Unit: \$5,600
- Payment Schedule: Two payments of \$2,800 due February 1 and March 1, 2025
- Use of Reserves: \$30,000 from reserves to be applied toward the project cost
- Roofing contract requires three total payments, with the final payment withheld until work is completed to satisfaction.
- Roofing to begin upon receipt of sufficient funds; expected completion within 90 days.

Motion: To approve the special assessment as proposed

- Moved by: Director O'Connell
- Seconded by: Director Kitner
- Result: Unanimously approved (3,0)

### 4. Adjournment

- Motion to adjourn at 6:49 PM made by Director Falger and seconded by Director Falger. Approved unanimously (3,0).