

# Sunset Plaza East Apartments Association

## Board of Directors Meeting Minutes

**Date:** Tuesday, September 2, 2025

**Time:** 6:00 PM

**Location:** Virtually via Zoom and in person at 6415 1st Ave S, St. Petersburg, FL 33707

**Attendance:** Directors Stephen Gold, Dan Teta, and David Frantz

---

### 1. Call to Order

- The meeting was called to order at 6:07 PM by director Frantz.

### 2. Establishment of Quorum

- A quorum was established with all Board members present.

### 3. Approval of Prior Meeting Minutes

- Motion: A motion was made to waive the reading of the July 2025 and August 2025 meeting minutes and approve them as written (Frantz, Teta).
- Result: The motion was unanimously approved (3,0).

### 4. Reports

#### President's Report

- The parking lot completed and in use; overall appearance is good.
  - Some concerns were raised about positioning of certain spaces, which may be revisited in the future.
- Independent roof inspection completed; report identified multiple deficiencies.
  - Warranty status remains unclear; inspector indicated workmanship and manufacturer warranty issues need resolution.

#### Project Updates

- Current estimate: approx. \$19,000 including waterproofing, stair repairs, and trim details.
  - Board agreed to have specifications updated and re-bid to include Lowe's and others for comparison.

### 5. Reimbursement Request: Unit #1

Water entering through cracks in cement slab; one owner experienced damage to stored items.

- Motion: To authorize the reimbursement for recent small owner claims (coffee maker, fan, etc.). (Franz/Gold)
- Result: The motion was unanimously approved (3,0).

### 6. Adjournment

- Motion: With no further business, a motion was made to adjourn the meeting (Frantz, Teta).
- Result: The motion was unanimously approved (3,0), and the meeting was adjourned at 6:53 PM.