

Sunset Plaza East Apartments Association

Budget Workshop Minutes

Date: Tuesday, October 14, 2025

Time: 6:00 PM

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

Attendance: Directors Dan Teta and David Frantz

1. Call to Order

- The meeting was called to order at 6:41 PM by director Frantz.

2. Establishment of Quorum

- A quorum was established with 2 of the 3 Board members present, Treasurer Dan Teta and President David Frantz.

3. Approval of Prior Meeting Minutes

- No motion was made.

4. Budget Overview

- Director Frantz presented a rough draft of the 2025 budget. Meeting attendee then went line by line discussing the financial needs of the community for 2026.
- Manager James Myrthil recommended renewing the reserve study, which was last completed in 2022. Estimated cost: \$600–\$1,000.
 - Motion: To authorize Ameri-Tech to obtain bids for a new reserve study (Frantz, Teta).
 - Result: Approved unanimously (2,0,0).

5. Insurance Renewal

- The board reviewed and discussed the insurance renewal proposal.
 - Motion: To approve and sign the insurance renewal proposal as presented (Franz/Teta).
 - Result: The motion was unanimously approved (2,0,0).

6. Adjournment

- Motion: With no further business, a motion was made to adjourn the meeting (Frantz, Teta).
- Result: The motion was unanimously approved (2,0), and the meeting was adjourned at 8:00 PM.