

Minutes of the Board Meeting of the
Camelot Residences Association Inc.

On October 13, 2025, at the on-site office

1. Call to order: 6pm by Jason Andersen
2. Establish quorum: Present Tom McBreen, Phil Dore, Jason Andersen, Erroll Jarvis, Kameron Semelroth, Marlene Blankenship and Dottie Holdren by phone. Kathy Watts represented Dragon Management, Jim Rogers, property manager.
3. Minutes of 9/8 meeting were discussed. After much discussion, it was agreed to change the original minutes, as sent to all board members and Dragon Management, to remove the sentence "It was agreed that Kathy would include wording for these requests into her new contract and resubmit." as found in item #3 and to remove the sentence "and directed Kathy to send a letter letting them know about the assessment" from item #8. Motion Marlene, 2nd Tom. Minutes to be resubmitted. Passed 7/0
4. Financial Update from Kathy: 14 units have paid their delinquent accounts totaling over \$16,000m. 2 more units have liens, one owner-renter has been sent an assignment of rents letter directing the attorney to collect the rents, another owner unit is empty and a lien will be placed on that unit. More 30 day demand letters will be sent out. Phil questioned a previous statement made by Kathy regarding units for sale not being pushed for collections, as escrow would take care of this disbursement. He noted that of the 12 highest balances owed, none of those units were currently for sale.

5. New Business:

Defense of accusations: Tom spoke to all issues that were brought up in the discussion leading to his removal as vice-president. He wanted to defend all actions and offered his explanation. Marlene spoke to people making comments that could be taken differently by others. No action was taken.

Board Member Certification: Kathy said that all board members have been certified as having attended the required continuing education requirements.

Lawn Maintenance Parking: Tom spoke to the lawn maintenance company parking on the grass area located behind the entry sign. Jim has spoken with them in the past and the reply was that the area was city property and we couldn't enforce the issue. Jim was directed to speak with the company about parking on the entry road, off to the side.

Locking pool: Tom spoke about lights on 24/7. Jim spoke about circuits that needed to be repaired. Jim spoke about the need to have the golf cart charging situation. Tom spoke about the pool not being locked at the correct time many times.

Jim disagreed. Tom to send a text to Jim, on emergency phone, when he locks the pool.

Gutters: discussion about installing gutters. No action taken.

Dragon Property Management Contract: Discussion was held by Kathy regarding the changes that had been made in the contract with respect to managing staff. Discussion was held by Phil regarding his suggested changes to the contract that had been submitted to all members and Kathy. Phil suggested that the Dragon Management contract not be renewed for: Failure to handle the responsibility of collections effectively, Failure to provide accurate accounting reports, reluctance to manage staff, reluctance to get involved with violations and failure to do the proper research to provide an accurate budget.

Jason suggested Phil and Kathy review the suggestions provided by Phil to see if there was an agreement of any of the provisions. The following is that review by line item:

I. General Management Services

Agreed- Weekly property visits to meet with personnel and/or Board Members.

Agreed- Act as liaison with attorneys, vendors, and professionals.

Agreed- Maintain owner contact records and Association website.

Agreed- Receive and escalate written complaints to the Board Secretary.

Agreed- Coordinate vendor bids and service delivery.

Tom discussed the previous handling of the internet contract with Spectrum, citing that it was not told to the owners. Discussion was held that it was done at a previous notified board meeting, over a year and a half previously.

- Staff Supervision:

Dragon Property Management shall directly supervise the following on-site personnel:

Agreed- One (1) full-time Maintenance Supervisor

Agreed- One (1) full-time Maintenance Helper

Agreed- One (1) part-time Maintenance Helper

Agreed-Responsibilities include task coordination, performance oversight, scheduling, safety issues and reporting to the Board.

II. Meetings Attendance and Minutes

Agreed- Attend up to eight (8) Board meetings per calendar year.

Agreed- Additional meetings billed at \$100/hour per meeting.

Agreed- Assist with Annual and Budget Meetings.

Agreed- Minutes prepared by the Association Secretary and posted to the website.

III. Financial Bookkeeping

Agreed- Assist with annual budget preparation.

Agreed- Monthly financial reports and tax coordination.

Agreed- Collect assessments and reconcile accounts.

Agreed- Manage Land Lease collections and distributions.

Agreed- Utilize QuickBooks Pro for financial records.

IV. Closing / Sales

Agreed- Coordinate estoppel and transfer documents.

Agreed- Update ownership records post-closing.

Agreed- Fees charged to buyer/seller per Florida Statutes.

V. Monthly Reports

Agreed- Balance Sheet

Agreed- Profit & Loss (Budget vs Actual)

Agreed- Accounts Receivable Aging Summary

Agreed- Check Detail Report

VI. Collections Enforcement

Agreed-Dragon Property Management shall implement and enforce a strict collections policy in accordance with Florida Statutes and the Association's governing documents:

Disagreed- Late notices issued within ten (10) days of delinquency (Kathy said 40 days)

Discussion was held to change this to 40 days of delinquency and it was agreed.

Agreed- Interest charged at 18% per annum for late or non-payments.

Agreed- Accounts referred to legal counsel for lien filing after sixty (60) days of nonpayment

Agreed- Monthly delinquency reports provided to the Board

Agreed- No deviation from policy without written Board approval

Agreed- Manager shall ensure consistent enforcement to avoid selective application

VII. Owner Violations Monitoring and Enforcement

Disagreed-Dragon Property Management shall actively monitor and enforce compliance with the Association's governing documents, including the Declaration, Bylaws, and Rules and Regulations.

Management Responsibilities:

Disagreed-- Conduct regular inspections of common areas and visible unit exteriors

Agreed- Receive and document complaints from owners, staff, or Board members`

Disagreed-- Issue courtesy notices within five (5) business days of observed or reported violations

Disagreed- Escalate unresolved violations to formal notice and hearing procedures per Florida Statutes

Disagreed-` Maintain a violation log and submit monthly reports to the Board

Agreed- Coordinate with legal counsel for enforcement actions (fines, suspensions, legal proceedings)

Maintenance Supervisor Responsibilities:

Disagreed- Assist in identifying and documenting physical violations during routine inspections

Disagreed- Report violations to Management for processing

Agreed- Avoid direct enforcement or owner confrontation unless authorized by the Board

Discussion was held about whether or not Phil would agree to renewing Dragon Management contract if all the issues were agreed with and he said that he would.

Phil suggested that the Board seek competing bids from other management companies to determine what services they would offer. Phil motioned, Tom seconded. Jason asked each member if they would like to seek other proposals. Phil, Tom and Dottie want to seek others. Errol, Kameron and Marlene to not want to seek others. Errol complained that Phil would seek proposals that only align with his demands. Phil disagreed with Errol and suggested that he seek the proposals. He refused, stating that he didn't want to seek another company. Marlene voiced appreciation for Kathy's actions and service in the past.

Marlene wants bickering to stop among board members but also acknowledged continued violations that needed to be addressed.

Jason voted in agreement to seek other proposals. Motion carried 4/3.

Phil suggested that he contact other management companies that he deals with on other properties, but not show existing contract or proposed contract, in order to get an impartial proposal. Jason agreed.

2026 Proposed Budget for mailing: Phil asked Kathy if she had mailed the required 14 day notice to all owners of budget consideration. She had not and stated she could not until the Board approved for the mailing which has been requested for over a month. Phil commented that, according to Florida state law, discussion about the budget could not be carried out without the proper notice to owners. Jason suggested mailing out the existing budget. Motion by Tom, seconded by Jason, to mail out the budget that would be discussed at the next meeting. Phil suggested adding language that would ask for email addresses from owners and them giving authorization to use that email address as legal notice. Motion passed 7/0.

Annual Meeting Date: Feb. 9, 2026. All in agreement. Kathy to reserve library room.

Pool Hours: Sign needs to be changed. New sign has been ordered. "Dawn to dusk"

Tree at 3011: Owner of this unit wants branches or tree removed, as it is shedding on her car. Discussion was held regarding this tree and another at the front of the property with regards to its width and whether it is allowed to remove without a permit. Jason made a proposal to get a written proposal to trim or remove from a professional. Tom seconded the motion. Motion passed 7/0

Vehicle damage: Kameron presented damage to his car and the bill to repair. It was decided to direct Jim to speak with contractor and ask them to cover the bill.

Unfinished business: Phil discussed unit 2922, which has not complied with demand letter, and recommended sending a final notice.

Discussion took place regarding the noise violation, unit 2979. The renter requested that the board call her during the meeting. Phil discussed the phone call he had with the owner, who was in agreement with the assessment. Phil recommended not calling the tenant. The other board members also agreed that a phone call would not be made. Discussion took place regarding the blue light. Phil cited the bylaws. It was recommended that a rule change be discussed at the next meeting and placed on the agenda, giving the required 14 days' notice along with the meeting discussing the budget. Motion by Phil, second by Tom. 7/0 passed.

On-going projects:

Meters will be done this week.

Faux brick is on-going.

Painting: Kathy was directed to get proposals from painting companies.

Speed bumps: Phil questioned why this continues to be delayed. It was determined to get a list of the speed bumps that were in need of being removed first and to present at the next meeting. Jim was directed to get a list of the speedbumps, locations and list of ones needed to be removed.

Next meeting: Nov. 10, 2025

Tom raised an issue regarding placement of mulch or decorative rock. No further discussion.

Kyle raised an issue regarding the installation of storm doors and what standards needed to be considered. Discussion was held regarding whether or not there were standards. Phil agreed to research the by-laws to see if anything was spelled out in them regarding this issue.

Kyle also discussed the need for cameras on building A due to people speeding at entryway. Discussion took place regarding cameras and it was agreed to place on the next meeting agenda.

Adam's significant other told a story about a confrontation that she had with Tom regarding one of the dumpsters. Tom disagreed with her version of the story. No action was taken.

Jason moved to close the meeting. Tom second. 7/0 motion passed. Meeting was closed at 8:05pm.