

**THE VILLAGE DEL PRADO CONDOMINIUM ASSOCIATION INC.**  
**BOARD OF DIRECTORS MEETING**  
**April 21<sup>st</sup>, 2026**  
**10:00 a.m.**

The Village Del Prado Condominium Association, Inc.'s Board of Directors met on this date and time in the Ocean Gallery's Clubhouse, 4600 A1A South, St. Augustine, FL 32080.

President Sandra Capuano called the meeting to order at 10:00 a.m.

**Call to Order:**

Diana Melton  
Steve Munoz  
Sandy Capuano  
Harry Norton  
Rose Carcich  
Harris Boyd  
Carol McGee

**Absent:**

**Proof of Notice:**

Notice of the meeting was emailed to the membership on April 16<sup>th</sup>, 2026, and posted on all official bulletin boards of the association in accordance with SF718.

**Approval of Minutes:**

- With minutes distributed to all board members, a motion was made by Harris Boyd and seconded by Diana Melton to approve the January 20<sup>th</sup> Board of Directors Meeting minutes as presented. With all in favor, the motion passed unanimously. (See Exhibit A)

**Treasurer's Report:**

- Treasurer Steve Munoz provided a brief overview of the March financials (See Exhibit B) and confirmed that the association remains in good financial condition. Although expenses appear over budget early in the year, they are expected to balance out by year-end. There are currently three owners who have not yet paid the special assessment due in November 2025. Julie is actively working to collect the outstanding amounts.

**General Managers Report**

- None

**Old Business**

- a. **Landscaping-** The board previously approved the purchase of sod when rain was forecasted. Since installation, the county has entered a drought, and efforts are underway to water the new grass as much as possible until it becomes established. Carol objected to the sod being installed during the current drought. Associations have been advised that they may use well water for irrigation until the wells run dry, at which point they will decide whether to use city water at a cost. President Sandy noted that the grass has not been mowed recently, which may make it appear unkempt, but this is intentional to help protect it during drought conditions. President Sandy also reported that the OGPOA Board approved transitioning to TruGreen for lawn fertilization and weed control. The new

contract will begin at the end of August when the current contract expires. In addition, the OGPOA Board approved a one-time treatment to provide fertilizer and a moisture shield to support the lawn during the drought.

**New Business:**

- a. **New Florida Legislation (Fannie Mae)-** (See Exhibit C) The previous requirement for the association's property insurance was to insure the roofs at full replacement cost. Although the new guidelines no longer require full replacement-cost coverage, the board is not comfortable reducing coverage. The roofs will continue to be insured at full replacement cost.
- b. **ARC Approved Entryway Standards-** The ARC recently approved entryway standards for the Villages. If an owner wants to change the appearance of their entryway's exterior, they must meet the ARC's standards. The board can be more restrictive but they are not allowed to approve more than what the ARC has approved. (See Exhibit D)
- c. **ARC Approved Entryway Colors-** The ARC approved six concrete stain options and three resin-quartz finishes at their recent meeting. (See Exhibit E) They also approved the Vistas custom epoxy application. Samples of all approved colors are available for viewing in the office.
- d. **Inspection of Screens/Window Frames (back of unit)-**.(See Exhibit F) Vice President Carol McGee noted that the recent inspection and the letter sent to owners should have been discussed by the Board prior to being issued. President Sandy Capuano reported that many units have only minor chips on various sections of the railings. She proposed that the Association cover the cost of the paint and labor for the railings only—screens, frames, and windows/sliders will be the owners' responsibility. Sandy also proposed that the Association purchase the paint at the discounted price and supply it to owners as needed. She added that enforcement of the timeline would not be strict. Harry Norton asked whether the proposed approach would be binding or non-binding going forward if the board agreed to take responsibility for painting the railings. After discussion, Harris Boyd made a motion to table any decisions until a committee is formed to review the matter, assess conditions, clarify responsibilities, and determine the potential cost to the Association for railing-related paint work. Harry Norton seconded the motion. All were in favor, and the motion passed. The committee will consist of Steve Munoz, Harris Boyd, Hal Cohen, and Diana Melton. Harry also requested that a follow-up letter be sent to owners who received the maintenance notice, informing them of the Board's decision to pause the process. Sherri will have the letter emailed to the owners today.

Sandy Capuano motioned to adjourn with no further business to discuss, seconded by Steve Munoz. With all in favor, the meeting was adjourned at 11:50 a.m.

Respectfully submitted,

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Prepared for the Board by Prop Mgmt