

**Studio Villas II Association, Inc.**  
**(dba Legend Villas)**

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P. O. Box 15232  
Panama City, FL 32406

www.bplegendvillas.org  
850-624-9412

Minutes of the Legend Villas Board of Directors Meeting  
September 4, 2025

The meeting was called to order at 5:00 p.m. in the BPCA Conference Room. Board member present in person was Graham Clarke. Present by Zoom videoconference were Barry Parker and Patrick Hughes. Bill Neketis was absent. A quorum was established. Also present in person were Martha Middleton, recording, and owners John Conrad and Maureen Donlon. Present by Zoom was Vivien Dinkins.

1. Open Forum.
  - a. Maureen Donlon questioned the code requirements regarding bathroom and range hood vents. Mr. Clarke stated he believed there were no code violations and clarified that any alterations to the exterior would require Board review and a visual proposal.
  - b. John Conrad stated he obtained a bid for parking lot re-sealing for the Board's consideration but believed there were other maintenance issues that should take priority over the parking lot. He also asked the Board to look into the water coming off the flat roof that has come into his unit and caused flooring damage. Mr. Clarke will have someone look into his water leak issue and the Board will take his larger maintenance comments under advisement.
2. Financial Report. The Board accepted the financial statements as presented.
3. Old Business
  - a. The BPCA hurricane preparedness plan has been added to the Legend Villas website.
  - b. BPCA has begun cleaning up and maintaining the azalea bed on the right of way. Regarding road drainage, Mr. Clarke is monitoring the situation and will keep the Board updated.
  - c. Door replacements and cosmetic repairs were discussed, with estimated costs ranging from \$12,000 to \$15,000 for doors and \$13,000 for deck coating. The need for a special assessment was raised, with suggestions of \$1,000 per unit for comprehensive repairs. The board agreed to schedule a separate meeting to discuss the special assessment and prioritize repairs, inviting owners to submit requests or concerns.
  - d. The Board discussed the ongoing review and revision of governing documents to ensure compliance with Florida law. A first draft is being prepared by attorney Brian Hess, with the intent to clarify association and owner responsibilities, especially regarding insurance and maintenance. The process will include comparing old and new documents, and once the draft is ready, it will be circulated for Board review and then presented to owners for a vote. The Board emphasized the importance of not shifting long-standing association responsibilities to owners without consensus.

- e. Doorbell Cameras. No update.
  - f. Aluminum Wiring. Mr. Clarke reported that a licensed electrician inspected the units and believes that the units are within code even though some aluminum wiring exists. After discussing, the Board was confident in the electricians evaluation and agreed that hiring an engineer at this time wasn't necessary.
  - g. Rental Rules. No update.
  - h. Board Certification. Mr. Clarke reported that all current Board members had satisfied the Florida requirement for certification.
  - i. Cluster Box Update. Mrs. Middleton reported that keys were available in the BPCA office for the next 60 days and mail delivery would begin on 9/6/25.
4. New Business
- a. It was moved by Graham Clarke, seconded by Barry Parker and carried unanimously to appoint Daniel Thompson to fill the Board vacancy until the next annual meeting created by the resignation of Doug Reinshagen. Mr. Thompson will also have to complete the Board certification requirements.
  - b. Martha Middleton was asked to poll the Board regarding a meeting to discuss a possible special assessment prior to October 22, 2025.

With no further business to come before the Board, it was moved by Barry Parker, seconded by Patrick Hughes and carried unanimously to adjourn the meeting at 6:45 p.m.

Respectfully submitted

(Mrs.) Martha A. Middleton  
Recording Secretary