Parkside Place Homeowners Association, Inc.
Board Meeting January 23, 2018 10:00 AM Clubhouse
official Minutes, approved
at the February 27, 2018 meeting

Open Forum:
Resident comments:
2208 Parkside Place- Homeowner wanted to report that there are certain dogs that are peeing in the light post(s) throughout the community and overtime the post(s) will deteriorate. Randi Pollack will include a notation in the next newsletter reminding residents of the rules.

1406 Parkside Place- Homeowner wanted to report that the grass in the back of the unit is dying and they don't think the irrigation is working. Vivian Carvalho will follow-up with a WO to Paradise Lawns.

2305 Parkside Place- Homeowner wanted to report that it is extremely difficult for him to attend the 10:00AM meeting and will the Board consider changing the time to the evening on an alternating month.

1104 Parkside Place- Homeowner recommended the meeting to alternate the time each month.

Lengthy discussion ensued on this topic and most members were in favor of having the meeting in an alternating schedule for morning at 10:00AM and 6:00PM for every 4th Tuesday of the month. The Board will review this item later on the agenda.

Bill Burleigh wanted to recognize and thank Barri Lawson for cleaning the fence line to make it look even nicer after the new fence was installed along the Publix shopping plaza of the community.

Roxy Rock wanted to report the possibility of announcing in the newsletter for homeowners to be courteous of other homeowners and not bring their pets inside the breeze area when picking up mail. Randi Pollack will include a notation in the next newsletter reminding residents of the rules.

Call to order:
The meeting was call to order by Randi Pollack at 10:18AM.

Establish a quorum:
Randi Pollack- President (2018)
Donna Gensler- Vice President (2018)

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Bill Burleigh-Treasurer (2018)
Jim Lawson- Director (2019)
Amy Kneessy- Alternate (2018) (not present)
John Newell- Secretary (2019)

Approval of Minutes:
10/24/2017 Board Meeting
A motion was made by Donna Gensler to approve the October 24, 2017 Board Meeting Minutes as presented. The motion was seconded by Bill Burleigh. All those in favor, the motion was carried unanimously.

12/19/2017 Board Meeting
A motion was made by Randi Pollack to approve the December 19, 2017 Board Meeting Minutes as presented. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.

Officer's Reports:

President Report – Randi Pollack wanted to report that due to the fence policy added to the community the Insurance company paid the damages caused by Hurricane Irma totaling approximation $58,000 after taking into consideration the deductible. Great Job to everyone involved in that process.

Vice President Report- no report

Treasurer Report -

Financial Report- Bill Burleigh reviewed the Treasurer's Report and the accounts that are outstanding.

A motion was made by Randi Pollack to approve the Financial Statements for the month of December 2017. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously.

Vivian Carvalho will schedule and coordinate a meeting with Rose Civerolo the accounting manager for the community with Bill Burleigh and Jim Lawson to review the Financial Statements for the community.

Secretary Report- no report

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Director Report- no report

Committee Reports:

- **Clubhouse Committee-** no report
- **Outreach Committee-** Randi Pollack wanted to see if there are any volunteers that are interested in participating on this community. Vivian Carvalho will follow-up with the Assessment & Billing Department about coordinating the efforts on finding out when there is a change of ownership in the community to inform the outreach accordingly.
- **Social Committee-** Delores Gailey provided an overview of the upcoming event scheduled for the community:
  Italian Dinner scheduled February 25, 2018 and the cost is $7.50 per person. The deadline to sign up and pay for the event is February 15, 2018 since the committee will be going to purchase all the items and food for the event.

- A**rchitectural Review Committee-** no report. Randi Pollack would like for management to review the list with Jim McKillop that still exist and see if there are any applications that needs to be closed in the system.

- **Compliance Committee-** Ronna Ellerbeck reported the walk thru that occurred last week for various violations for the units in the community. The committee has held on sending letters on violation that was pertaining to Hurricane Irma damages until they hear from the Board.

- **Landscape Committee-** Wallace Berger
  1. **Review Landscape Report-**Wallace Berger would like to present the plan for 2018 per the landscape charter that is place for the Association. The "Elements of the Landscape Committee Plan" Exhibit A is included with the minutes.
     A motion was made by Randi Pollack to approve the Landscape Committee Plan as outlined by Wallace Berger. The motion was seconded by Bill Burleigh. All those in favor, the motion was carried unanimously.

     2208 Parkside Place homeowner reported that sump pump was down and it has been restored, however there is debris that still continues to get build up and would like the Association to address this matter.

Review and Consideration of the Oleander Hill proposal from Paradise Lawns Landscaping.

A motion was made by Randi Pollack to approve the proposal totaling $4,570.15 for the Oleander Hill proposal project. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously.

Clean up day schedule for Thursday, January 25, 2018 for the community. The cost for this project is approximately $1,800.00.

A motion was made by John Newell to proceed with the cleaning project per that landscape recommendation totaling $1,800.00. The motion was seconded by Randi Pollack. All those in favor, the motion was carried unanimously.

- **Managers' Report-**
- Work Order Reports. Vivian Carvalho provided an update on the projects that are completed and the work orders that are currently open in the system.

Old Business:

1. **Update on the Completion of Fence Replacement along Publix side & Repair along SunTrust & East Side of the Property-** Randi Pollack reported that the Publix fence is complete and Vivian Carvalho will follow-up with the repairs to the East side and the SunTrust side.

2. **Update of the Drainage Research & Project for the Community-** Jim Lawson provided an overview of getting contractors and engineers to review the project. The committee has scheduled a walkthrough for tomorrow, January 24, 2018 with a civil engineer for a statement of work and the cost for the project based on the Engineer's recommendation. The committee will bring recommendation from the Engineer to consider at the next Board Meeting scheduled for February 27, 2018.

3. **Update of Insurance Adjuster Report due to Hurricane Irma Damages- Randi Pollack provided an update that the Association Adjuster was able to provide**

a field report of the Hurricane Irma related damages. Per the report summary none of the units within the community exceed the limits for coverage.

2208 Parkside Place homeowner approached the Board with (2) estimates for roof, fascia, gutters damages caused by the Hurricane Irma. Both estimates provided exceeds the limits per the Insurance Amendment that occurred in June 2017. The Board stated that the adjuster cost of repairs was under the limits and the Association obtained an additional proposal that was also under the limits. Lengthy discussion ensued on this topic. The Board will be reviewing this matter with the Association Attorney and report back to the owner how this item will be addressed.

New Business:

1. **Review & Consideration of Paradise Lawns Landscaping (Annual Contract)-** The Board decided to defer the review of the proposal until February 2018 meeting since we were not able to obtain the revise contract with the recommended language in the contract per the landscape committee request.

2. **Review & Consideration of Vice Painting, LLC Contract for Building Painting (1600, 1700, 1800)**
   A motion was made by Randi Pollack to approve the Vice Painting, LLC proposal for the next set of buildings to be painted in the community which are as follows: 1600, 1700, 1800. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.
   Randi Pollack requested volunteers for the Painting Committee to address the buildings that was colored previously the chocolate color
   Amy Kneessy
   John Newell – Chairman
   Delores Gailey
   Shirley Dalrymple
   Ronna Ellerbeck
   John Newell will touch base with the committee to review this item. In the meantime, Vivian Carvalho will obtain from Vice Painting, LLC a cost estimate to pain the buildings that were previously painted with the chocolate color.

3. **Review & Consideration of Concrete Repair Proposal from Vice Painting, LLC-**
   Randi Pollack provided an overview of the sidewalk repairs for the community. The Board decided to defer the discussion of the sidewalk repairs until next Board meeting. In the meantime, John Newell will reassess the areas of concern to have current information for the Board to review of sidewalks that needs to be re-poured and or grind down. All areas of concern have been marked by maintenance for visibility.

4. **Review & Consideration of Pump 2&3 4 Upgrade Project Proposal-**
   A motion was made by Jim Lawson to approve to proceed with upgrading the remaining Pumps 2, 3, and 4 and spreading the work to be completed each pump per month with the caveat that Pump 4 will be the last pump to be addressed. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously. The Board would like to get the work completed one pump each month starting with the below pump schedule:
   Pump 2- February 2018
   Pump 3- March 2018
   Pump 4- April 2018

- **C&W Pump, Pool and Motors Proposal-** Randi Pollack provided an overview of the estimate to replace 2 sump pumps for draining the side streets.

  A motion was made by Jim Lawson to approve a not to exceed of $1,500 for the replacement of the 2 sump pumps for draining the side streets subject to confirmation from the Drainage Committee about the capacity necessary for the pumps for the community. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.

1. **Ratification of CPA Engagement Letter-**

A motion was made by Randi Pollack to approve the CPA Engagement Letter. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.
Management will confirm the threshold of the type of reporting is required for the Association per the revision in 720 Statutes.

The Board consensus to have the next Board Meeting for the Association on February 27, 2018 at 5:30PM and determine at that point the alternating month with a night meeting.
A motion was made by Donna Gensler to approve the February 27, 2018 Board Meeting at 5:30PM. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously.

Bill Burleigh requested $1,000 for Brandy Gautney to proceed with installing grates. Lengthy discussion ensued on this topic and the Board defer the review and consideration of this matter until the next Board Meeting scheduled for February 27, 2018.
Adjournment-*A motion was made by Donna Gensler to adjourn the meeting at 12:18AM. The motion was seconded by John Newell. All those in favor, motion was carried unanimously.* The next meeting is scheduled for February 27, 2018 at 10:00AM at the Clubhouse.