

*Parkside Place Homeowners Association, Inc.*

*1221 Admiralty Blvd. ~ Rockledge FL 32955*

*321-214-2403*

*bclark@lelandmanagement.com*

**APPROVED**

**BOARD OF DIRECTORS-BUDGET MEETING MINUTES**

**Meeting Date:** October 27, 2020  
**Meeting Time:** 6:30 PM  
**Location:** Virtual Meeting via anymeeting.com  
**Dial-In Number:** 1-716-273-1030  
**PIN:** 141-988-881#

**AGENDA**

- 1. Call to Order & Establish Quorum:** Wil called the meeting to order at 6:10 pm
- 2. Roll Call (In Attendance):**
  - Will Miller-President (2021)-Present
  - Donna Gensler-Vice President (2020)-Present
  - Randi Pollack-Treasurer (2020)-Present
  - Susan Noe-Secretary (2021)-Present
  - John Newell-Director (2021)-Present
  - Brenda Clark-Leland Management
  - Homeowners: Bob Carvin, Claire Dukes, Jamie Smith, Bill Burleigh, Charlotte Duplissey, Blanche and Ken Sheinkopf
- 3. Proof of Notice:** Proof of notice was confirmed as being posted 48 hours in advance per Florida Statute 720 requirements.
- 4. Approval of Prior Meeting Minutes:** Meeting Minutes of September 22, 2020  
NOTE: Wil Miller requested that it be noted that although the 9/22/2020 meeting minutes acknowledge John Newell's resignation from the board effective 11/24/2020, that John will remain on the board until the appropriate amount of candidates have been received for the vacancies on the board. *Motion by Donna to approve, second by Randi, all in favor, motion carried.*
- 5. Officer's Reports:**
  - President** - Completed all landscaping projects.
  - Vice President** - No Report
  - Treasurer** – The report was emailed to the board. The operating account balance is \$87K, the Reserves balance is \$304K. The current board is over by \$31K. There were no reserve expenditures during the month of October.
  - Secretary** - No Report
  - Director** - No Report

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**Committee Reports:** None

**6. Old Business:** None

**7. New Business:**

- Schurknight Estimate 1521 for sod replacement in various areas throughout the community in the amount of \$5,510.70. ***Motion by Randi, second by Donna, all in favor, motion carried.***
  
- Druse Landscaping Estimates:
  - 1967 - Oak Removal at 109 Parkside Place - \$1500.00
  - 1992 - Oak Removal at 1209 PSP - \$900.00
  - 2080 - Australian Pine Removal along Publix Fence Line - \$11,200.00
  - Randi mentioned that there is another pine tree that died due to pine borers. She is asking for another \$500 to have Druse remove that tree. ***Motion to approve all three estimates and an additional \$500 for the additional pine tree for a total expenditure of \$14,200 was made by Randi, second by Donna, all in favor, motion carried.***
  
- ARB Applications:

1709 PSP – Landscape Extension – Donna stated that the sidewalk on common ground is essentially a sidewalk to nowhere. It doesn't look attractive and is setting a bad precedent within the community. Randi commented that there is a big difference between a few stepping-stones that were previously placed in that area versus a paver walkway that is encased in concrete. When asked why he installed the walkway as he did, Bill Burleigh stated that it makes it easier for him to go to the mailbox. A motion to approve this ARB request as presented was made with no result. ***Motion to deny this ARB request and remove the existing paver walkway was made by Donna, second by John, all in favor, motion carried.***

Sue commented that she would agree to allow stepping-stones as were previously in place. ***Motion by Sue, second by Randi, all in favor, motion carried.***

2406 PSP – Window Replacement – ***Motion by Donna, second by Sue, all in favor, motion carried.***

1404 PSP – Foundation Repair – ***Motion by Donna, second by Sue, at homeowner expense, all in favor, motion carried.***

109 PSP – Garage Door Replacement – ***Motion by Sue, second by John, all in favor, motion carried.***

2111 PSP – Fence Enclosure – Irrigation Pump House to be enclosed with 4' PVC fence Donna asked if anyone checked with the irrigation company to determine if this fence would impede their access to working on the pump as well as the lawn mowers getting around the area. **This application is tabled until the next board meeting.**

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- **Review and approval of 2021 Budget** – Randi stated the budget committee met and reviewed all line items on the proposed 2021 budget. The largest area of increase will be in insurance premiums and the bulk service cable contract. Other than that, all expenditures were in line with current costs.
- Two budgets were proposed: Budget A, requiring assessment income in the amount of \$545,280.00, with an increase in monthly assessment to \$355 per month; or – Budget B, requiring assessment income in the amount of \$522,240.00 adding \$23,040.00 from retained earnings, for a total assessment income of \$545,280.00 with no increase in the monthly assessment, leaving it to remain at \$340 per month.
- The budget committee recommends utilizing retained earnings and keeping the monthly assessment the same. If an emergency arises a special assessment would need to take place. Brenda reminded the board that in order to impose a special assessment a membership vote will need to take place.
- After much discussion about the two budget options, the following motions were made:

Budget A - Motion for total annual assessment income of \$545,280.00

*Motioned by Randi, second by Donna, all in favor, motion carried.*

Motion for annual assessment per home for 128 townhomes at \$355 per month.

*Motioned by Randi, second by Sue, all in favor, motion carried.*

Acknowledgement of no management fee increase for 2021.

*Motioned by Sue, second by Donna, all in favor, motion carried.*

Motion to approve 2021 proposed budget

*Motion by Randi, second by Donna, all in favor, motion carried.*

### **Miscellaneous:**

John Newell posed the following questions:

What happened with the hole in the yard in the 200 building?

Wil responded that it was filled in and it is holding. During the recent road repair done by VICE, the crack in the corner of the driveway at 208 was repaired.

How did the concrete repairs go?

Wil stated that overall, the project went well with good results. There was an instance where someone rode their bicycle through the wet concrete, discarding the cones in the area, and a care drove over the concrete as well.

Request to remove the pine tree near unit 2001 -

Randi stated that tree is fine, it is not causing damage to the driveway or the building in any way. The unit owner commented to management that the driveway was resurfaced a few years ago due to issues with the pine tree. The driveway was inspected, and it has never been resurfaced or replaced and there is no record of such action. The schefflera will not be removed, just trimmed.

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How many applications for the upcoming vacant seats on the board were submitted to date?  
Randi responded that three have been received and one is in progress.

What is the status on the drainage project?  
Wil stated that there has not been any recent activity.

### **8. Adjournment:**

Motion to adjourn was made by Donna, second by Sue, all in favor, motion carried.  
The meeting was adjourned at 7:10 pm.

### **9. Open Forum:**

Bill Burleigh – Unit 1404 – Suggest that the board review the policy regarding foundation repair as it currently does not require a licensed contractor nor a permit to be pulled through the City of Indian Harbour Beach. The policy should be revised to state that any structural repairs be done with approval of the IHB code department.

Meeting minutes respectfully submitted by:  
Brenda Clark, LCAM, Leland Management

APPROVED: November 18, 2020