

*Parkside Place Homeowners Association, Inc.*

*1221 Admiralty Blvd. ~ Rockledge FL 32955*

*321-214-2403*

*bclark@lelandmanagement.com*

**APPROVED**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date:** Wednesday, April 28, 2021  
**Meeting Time:** 6:00 PM  
**Location:** Parkside Place Clubhouse  
1309 Parkside Place  
Indian Harbour Beach, FL 32937

**AGENDA**

**1. Call to Order & Establish Quorum**

Jim Lawson called the meeting to order at 6:00 pm.

**2. Roll Call (In Attendance)**

Jim Lawson-President (2022)-Present  
Ken Sheinkopf-Vice President (2021)-Present  
Bill Burleigh -Treasurer (2022)-Present  
Julie Allen - Secretary (2021)-Present  
Wil Miller - Director (2021)-Present  
Dennis Desiata - Alternate (2021)-Present

**3. Proof of Notice:** Notice was confirmed as being posted 48 hours in advance per Florida Statute 720 requirements.

**4. Announcement:** Jim announced that Ken was stepping down as the Vice President and assuming the role of Alternate. Dennis Desiata would be replacing him as Vice President.

**5. Approval of Prior Meeting Minutes:** Board Meeting Minutes of 3/24/2021

Approval of minutes of 3/24/2021 – *Motion to approve Bill, second by Wil, all in favor, motion carried.*

**6. Officer's Reports**

President – Jim stated the pool and spa are operating effectively. The filter is clogged and will be addressed later in the meeting

Treasurer – Bill submitted the April treasurer report and the Auditor report to the board members prior to the meeting for their review.

- Operating account – \$109,575
- Reserves – \$295,600
- Owner balances: \$1,509 with only \$365.19 over 31 days.
- Expense Statement – Over/Under Budget – (\$6,125)
- Reserve expense in April – No expenses from reserve account
- Auditor Report – *Motion to approve Jim, second by Dennis, all in favor, motion carried.*
- Stop signs – White stripes painted on road to encourage drivers to stop.

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- Lamp posts – The first new lamp post was installed at the West entrance of the pool. Lamp posts that are not being replaced we spray painted.

Vice President – Dennis had no report.

Director – Wil stated the painting of buildings 100, 200, 500 and perimeter wall is moving ahead as planned.

Secretary – Julie had no report.

Management Report – Jim presented Brenda’s report as she was unavailable.

### 6. Old Business:

- Pool maintenance
- Unit 901 – Second violation letter for vegetation growing out of the gutter was sent.

### 7. New Business:

- Reese Contract – Jim reported that Exhibit B Statement of Work (SOW) has 5 items as listed below. The previous SOW was retracted and the items have included as 1 and 2. The revised SOW will be completed for a total of \$214,213.

1. Excavation of the open ditch
2. Repair of exposed pipe from outfall to catch basin
3. Engineering for swale from outfall to pond
4. Activity from east catch basin to pond
5. Wall on eastside

Items 2, 4, and 5 will not be released to start until engineering is completed which will include full drawings from a professional engineer.

- Reserve Fund – Jim reported the reserve fund has been underfunded per a reserve study. A letter detailing the work needing to be completed at PSP will be sent via eblast detailing the work and potential costs will be sent via eblast in the next few days. Discussion took place concerning content of letter and potential cost.
- Conditional approval of construction contract contingent upon the attorney’s approval and acceptance by Joe Reese.  
*Motion to approve by Jim, seconded by Dennis all in favor, motion carried.*
- Speeders and stop sign runners – Letter to community will be sent as notice of speed limit and observance of stop signs.  
*Motion to approve by Wil, seconded by Bill all in favor, motion carried.*
- Removal of oak tree close to the pool – Main filter is clogged due to leaves and pollen which will cost \$400 to fix the drain line and put on the list of future enhancements for a triangular awning for shade.  
*Motion to approve by Wil, seconded by Dennis all in favor, motion carried.*

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- Golf cart repair – Repair of golf cart not to exceed \$3,000.  
*Motion to approve by Julie, seconded by Wil all in favor, motion carried.*
  
- ARB Applications:
  - 905 PSP – Walkway request withdrawn
  - 111 PSP – Awning installation – *Motion to approve by Dennis, second by Wil, all in favor, motion carried.*
  - 111 PSP – Garage door replacement – *Motion to approve by Julie, second by Jim, all in favor, motion carried.*
  - 210 PSP – Garage door replacement – *Motion to approve by Julie, second by Wil, all in favor, motion carried.*
  - 2202 PSP – Patio fencing – *Motion to approve by Dennis, second by Bill, all in favor, motion carried.*
  - 2202 PSP – Landscaping – approve plan as proposed with removal of existing saw palmettos and replace landscaping at homeowner’s expense – *Motion to approve by Jim, second by Wil, all in favor, motion carried.*
  - 103 PSP – tabled
  - 301 PSP – Landscaping – *Motion to approve by Wil, second by Julie, all in favor, motion carried.*
  - 2301 and 2111 PSP – Landscaping on common ground – tabled
  
  - Schurlknight proposal to trim back hammock between buildings 900 and 1300 for \$800 – *Motion to approve by Dennis, second by Julie, all in favor, motion carried.*
  - Schurlknight proposal to trim back hammock between buildings 1900 and 2100 for \$1600 – *Motion to approve by Jim, second by Wil, all in favor, motion carried.*
  - Reimbursement to Bill for speaker system – *Motion to approve by Dennis, second by Julie, all in favor, motion carried.*

**8. Adjournment:** Motion to adjourn by Wil, second by Julie, all in favor, motion carried.  
Meeting adjourned at 7:30 pm.

### 9. Open Forum:

- Joyce Kaufman – Renting clubhouse – Bill stated the policy is still in force and will be reconsidered monthly.
- Replacing grass

Meeting minutes respectfully submitted by  
Julie Allen, Secretary

**APPROVED: May 26, 2021**