

*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, May 13, 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 (2021)-Present  
Dennis Desiata - Vice President (2021)-Present  
Bill Burleigh -Treasurer (2022)-Present  
Julie Allen - Secretary (2021)-Present  
Wil Miller - Director (2021)-Present  
Ken Sheinkopf - Alternate (2021)-Present

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

**4. Approve use of Operating and/or Reserve Funds to support drainage contract in advance of receipt of proposed special assessment fund:**

Jim reviewed the requirements of the Board as listed below:

- A. Requirement to maintain Common Areas per paragraphs 3.04 and 3.08 of Covenants.
- B. Requirement to maintain surface water drainage, per paragraph 5.01.6 of Covenants.
- C. Authority for assessment for common expenses per paragraph 10 Covenants.
- D. Requirement of 30-day notice regarding approval of special assessments, per paragraph 4.03 of By-laws.

Jim discussed the legal opinion and approval the Board received to confirm the Board has the authority to use the Operating and/or Reserve Funds to support the drainage contract in advance of receipt of proposed special assessment fund. Brian Hess, Legal Counsel, provided confirmation of Board authority to execute the drainage contract with Reese Enterprises and to use operating funds to pay maintenance expenses with Board vote. Additionally, legal counsel confirmed Board authority to use reserve funds for drainage and other maintenance with Board vote and may execute the drainage maintenance contract with Reese Enterprises in the amount of \$214,213 with payment plan. Finally, the Board received legal confirmation of Board authority to issue assessment at meeting with 30-day notice to homeowners.

*Motion to approve Bill, second by Dennis, all in favor, motion carried.*

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### **5. Approval of Reserve Advisors proposal in the amount of \$4,750 for new Reserve Study:**

Jim stated the last reserve study performed in 2015 did not include the drainage cost category and therefore funds were not accumulated in the reserve for the project and resulting in the need for the proposed assessment. The Board has a fiduciary responsibility to members to maintain the property's value and appearance and to establish sound financial planning. Leland Management recommend Reserve Advisors to perform a new study. A concern was raised about flooding due to heavy rain throughout the community and asked if drainage will be a part of the Reserve Study. Jim stated that items not addressed in the 2015 study appear to be included in the Reserve Advisors proposal, including pond and storm water management. A homeowner inquired if the Board has the authority to increase Reserve Funds through an assessment. After discussion, Jim committed to seeking legal counsel for direction on how to increase the Reserve Fund if deemed necessary after the Reserve Study is completed. – *Motion to approve Dennis, second by Julie, all in favor, motion carried.*

**6. Adjournment:** *Bill moved to adjourn with a second by Dennis, all in favor, motion carried. The meeting was adjourned at approximately 6:45 PM.*

### **7. Open Forum:**

- Homeowner asked where Brenda is this evening and the Board said this was an additional Board meeting scheduled with a 48-hour notice and she had another association meeting previously scheduled.
- Another question was asked as to why the regular Board Meetings were moved from Tuesday to Wednesday. Julie shared that the meetings were moved at her request as she has a previous commitment that takes place on the fourth Tuesday of each month. Brenda had the freedom in her schedule to accommodate this request and the Board approved the change.

Minutes respectfully submitted by:  
Julie Allen, BOD Secretary

**APPROVED: May 26, 2021**