

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: May 26, 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 6:01 pm

2. Roll Call (In Attendance)

Jim Lawson-President (2022)-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

Brenda Clark, LCAM

Homeowners in Audience: Randi Pollack, Balance Sheinkopf, Bob Mello, Donna Gensler, Jamie Smith, Janice Walter, Jim McKillop, Dolores Gailey, Claire Dukes, John & Phoebe Newell, Ken & Mary Allen.

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

4. Approval of Prior Meeting Minutes: Approval of board meeting minutes of 4/28/2021 and 5/13/2021. *Motion by Bill, second by Dennis, all in favor, motion carried.*

5. Officer's Reports

President – Drainage – Engineering on Wall complete, needs Engineering Seal and Permit. Material is available so construction of wall should begin within a week to ten days. The engineering for swale will be done the early part of next week, then application for the building permit will be submitted. There will be a Special Board Meeting of 6/30/2021 to address the special assessment for this project.

Landscape Issue – Dodder vine has been discovered at the west end of pool. This requires removal of host plant, vine, soil. We need to get a quote from Schurlknight to remove this. We are waiting on proposals from Schurlknight and Druse for oak tree trimming along the main road and units with overhanging branches.

Board Meeting Minutes

May 26, 2021

Page 2

Vice President – No report.

Treasurer – Bill provided the treasurer's report to the board via email prior to the meeting. There was no money spent out of reserves during the month of April. Delinquencies are at approximately \$1670. The operating account balance as of the end of April was \$75,151 and Reserves are at \$99,656. The budget is approximately \$5K under budget.

Secretary – No report.

Director - Will reported that the painting project for 2021 began on 5/24/2021 and all is moving along satisfactorily.

Committee Reports - None

6. Old Business

- Consideration of re-opening the clubhouse – Bill commented that we need a clubhouse coordinator so we can open the clubhouse fully to handle rentals and usage. Management was asked to send out an eBlast asking for a volunteer to do so. Julie asked if the clubhouse fee should be increased and Bill responded that this would be addressed once a coordinator is found. Dennis – small groups, i.e. card playing – they will clean up. Julie will get Covid waiver for each rental to sign. Motion by Jim to proceed with opening the Clubhouse subject to execution of a release document and consideration of a revised rental and cleaning fee, second by Julie, all in favor, motion carried.
- Committee Structure – Julie suggested that the board attempt to create a structure of inclusion. Brenda suggested soliciting for volunteers via eBlast. Anyone interested could email Brenda and then she will send those interested parties to the respective board member for each committee.
- Board Certification Documentation – Brenda noted that as discussed at the 5/6/2021 board workshop, Florida Statute requires a board member to become board certified after 90 days of being elected or appointed to the board or face suspension from the board until such task is completed. Both Jim and Ken have not submitted a board certification to date. Jim stated that he would provide an affidavit to management by 5:00 pm on Thursday, May 27, 2021.
- Final determination re: non-compliant issue at 1709 PSP – Board needs to vote as to whether to pursue litigation on this matter or have the sidewalk removed and charge the owner with the expense of doing so. The unit owner presented yet another letter of appeal to the board. After much discussion on this matter the unit owner agreed to remove the sidewalk within the next thirty days. Management stated that the unit owner will need to provide documentation once done, so the open violation on this matter can be closed.

Board Meeting Minutes

May 26, 2021

Page 3

- Status of Landscape Issues: (“List of Outstanding Items” Document provided to Board dated 5/4/2021)
 - 903 PSP – Tree Branches Over Roof – Part of Hammock Cleanup 900-1300
 - 2009 PSP – Soil and Sod in Swale – Will be taken care of with drainage
 - 1010 PSP – Sod Replacement on East Side of Unit – No sod, will extend walkway
 - 1709, 1908 and 1910 – Treat dead grass in front of these units – Met with Schurlknight – testing soil for fungus and cinch bugs. When soil test results are received a solution will be proposed.
 - 1709/1510 – Trim or Remove Shefflera Tree – Create Work Order to have these removed.
 - Schurlknight Estimate 3066 in the amount of \$11,910 to trim 253 Cabbage Palms, 13 Washingtonians, 3 Coconut Palms and 127 Queen Palms – Proposing to trim queen palms within the next 3-4 weeks. *Motion to approve \$3810 by Wil, second by Julie, all in favor, motion carried.*

7. New Business

- Review of Florida Statute re Board Approvals via Email – 720.3033 No voting via email unless it is an emergency. This was reviewed by Julie and confirmed that the board will adhere to this moving forward.
- Estimate 3071 from Schurlknight’s Landscaping in the amount of \$2,400 as follow:
 - Hammock Cleanup between Bldgs. 900-1300 - \$800.00 – *Motion by Wil, second by Dennis, all in favor, motion carried.*
 - Hammock Cleanup between Bldgs. 1900-2100 - \$1,600 – *Motion by Wil, second by Julie, all in favor, motion carried.*
- Ratification of Landscape Application for Units 2111 and 2301 – Jim stated they voted by email. *Motion to ratify by Julie, second by Dennis, all in favor, motion carried.*

ARB Applications:

- 103 – Solar Panels – Tabled from 4/28/2021 BOD Meeting – *Dennis recommend denial due to aesthetics and motioned to deny, second by Wil, all in favor, motion carried.*
- 606 – Door Replacement – *Motion to approve by Dennis, second by Julie, all in favor, motion carried.*
- 1209 – Lanai Pavers – *Motion to approve by Dennis, second by Julie, all in favor, motion carried.*
- 1209 – Patio Fence – *Motion to approve by Dennis, second by Wil, all in favor, motion carried.*
- 1402 – Hurricane Shutters - *Motion to approve by Dennis, second by Julie, all in favor, motion carried.*

Board Meeting Minutes

May 26, 2021

Page 4

- 1802 – Walkway/Driveway Pavers - *Motion to approve by Dennis, second by Wil, all in favor, motion carried.*
- 2204 – Hurricane Shutters - *Motion to approve by Dennis, second by Julie, all in favor, motion carried.*

8. Adjournment – *Motion to adjourn by Dennis, second by Julie, all in favor, motion carried.* Meeting adjourned at 7:25 pm.

9. Open Forum

1709 – Owner stated that he placed numerous flags along the walkway on common area behind his unit as he served in the military and does this in observance of Memorial Day. He also stated that he understands that someone complained about this and would like to hold a personal conversation with them on the matter. He also stated the flags will remain in place until Memorial Day.

1201 – Owner asked if Wil could advise painting contractor to paint bottom of the garage door where roller is. Wil suggested spraying corrosion resistant spray on bottom twice a year to help.

It was also suggested by a unit owner that the association needs to make sure the sprinklers are not hitting the buildings as this causing staining on the walls, etc.

Meeting minutes respectfully submitted by:
Brenda Clark, LCAM

APPROVED: June 30, 2021