

Parkside Place Homeowners Association, Inc.

1221 Admiralty Blvd. ~ Rockledge FL 32955

321-214-2403

bclark@lelandmanagement.com

BOARD OF DIRECTORS MEETING MINUTES

Meeting Date: January 25, 2022
Meeting Time: 6:00 pm
Location: Parkside Place Clubhouse
1309 Parkside Place
Indian Harbour Beach FL 32937

1. **Call to Order & Establish Quorum** – Jim Lawson called the meeting to order to 6:00 pm.
2. **Roll Call (In Attendance)**
Jim Lawson, President (2022)-Present
Dennis Desiata, Vice President (2023)-Present
Jamie Smith, Treasurer (2023)-Present
Sherill Miley, Secretary (2023)-Present
Bill Burleigh, Director (2022)-Present
Brenda Clark, Leland Management-Present
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 12/28/2021. *Motion to approve the 12/28/2021 board meeting minutes made by Bill, second by Dennis, all in favor, motion carried.*
5. **Officers/Committee Report**
President – Upcoming vote on 2-8-2022 regarding the amendment to the declaration. Send another eBlast reminding unit owners of the meeting and vote.

Vice President – No report.

Treasurer – No treasurer’s report due to December financials not being distributed to the board. *Motion to forgive late fees on account 1377130711 made by Jamie, second by Bill, all in favor, motion carried.*

Secretary – No Report

Director – Bill reported that he and Sherill began contacting unit owners regarding the mailbox key swap and during the conversations, encouraged owners to vote in favor of the amendment. Sherill received positive feedback in speaking to unit owners.

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Drainage – Jim reported that the bridge was removed and is being rebuilt and the clean out box is being installed.

Landscape – Jim reported that the tree trimming request at 305 will be addressed. The oak at 604 has no visible sign of insects or diseases. A cut was made in the tree some point, and water entered the tree causing it to rot.

A request was received from unit 1408 for sod replacement in the front yard; unit 1609 requests that the association plant a few trees in the back of the unit because of the hammock trimming and the area being extremely bare now.

Jim also stated that he spoke to Joe Reese about adding a few trees to the ongoing list.

Pool – Jim reported that there was no activity to report of during the month.

Mailbox Replacement – Bill reported that when the project is complete dates will be set for the key swap and they will be announced via an eBlast and posted at the Clubhouse. The Post Office will make the name tags for inside the boxes. Once all the resident contact forms are received and signed by owners giving permission to share their name, unit number and phone number and Leland's master spreadsheet is updated, the Parkside Place Owner Directory will be regenerated.

Road Repair – Jim stated that all approved work has been completed.

Tennis Court – Jim reported that this will be discussed as part of the 2022 projects.

Clubhouse – Sherill reported that there were no owner rentals in December.

Compliance – The committee has started their walk around the community.

ARB Requests:

- 1504 Paver Patio – ***Motion to approve by Jamie, second by Jim, all in favor, motion carried.***
- 1709 Paver Walkway – Part 1 - Pavers to go from side of house around back, connecting front to the back. ***Motion to approve by Jim, second by Jamie, all in favor, motion carried.***
- Part 2 – Withdrawn by owner – previously approved stepping-stones will be installed. ***Motion by Jamie to table part two, second by Jim, all in favor, motion carried.***

6. Old Business

- Termite Bond - Jamie Smith reported that she spoke with Stark Exterminators. The agreement includes liability for subterranean and Formosan termites. There are exclusions, for example: if inspections show that there are repairs that need to be made to the unit and those repairs are not made by the unit owner, then that unit will be excluded from the damage contract. The inspections would take about a week to do and they will need access to the inside of the homes. If they cannot gain access to the inside, they will inspect the outside. ***Motion by Jamie to accept the bond as written with a 4-year renewable basis, second by Bill, all in favor, motion carried.***

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7. New Business

- Blackfin Web Design Quote to convert current website format to WordPress – Bill reported that the current website is in HTML format. To make it easier to revise, it is recommended to transition to WordPress. The cost is \$1,200.00. ***Motion by Bill to accept this proposal, second by Jim, all in favor, motion carried.***
- Board Alternate – Sherill researched the governing documents and there is no requirement to have an alternate board member, although the documents do mention an alternate. Discussion took place regarding whether an alternate is needed or not. Jamie, Jim and Dennis stated that they feel an alternate board member is needed and that an eBlast should be sent out soliciting volunteers. A deadline should be established to any candidate forms can be received for review for the February board meeting. ***Motion to do so was made by Jim, second by Jamie, all in favor, motion carried.***
- Clubhouse TV – Sherill sent information to the board regarding a 55” TV and was then asked to get information on an 85” TV. Costco, BJ ad Sams Club have Samsung TVs and some of the prices had expiration dates. Jim commented that in order to have the TV to use for Zoom meetings a microphone and camera would also need to be purchased. After some discussion on this topic the matter was tabled.
- Discuss Projects for 2022 -
Clubhouse Refrigerator – Sherill inquired as to whether quotes for repairing the ice maker should be obtained to present at the next board meeting. Discussion took place stating that the refrigerator is a 2000 model and the repair cost could be expensive for a model that old. It was recommended that unit owners who rent the clubhouse be advised to bring their own ice.
Tennis Court – Dennis reported that he obtained a proposal to re-do the court and will send it to the board. Discussion could take place at the next workshop.
- Ground depression at 208 & 210 – Discussion took place about the constant refilling of the holes. Scott with Reese Enterprises will take a look at it. Wil Miller commented that something is sucking the dirt down into the sewer lines. Recommend having the lines inspected using a camera.
- Natural Harmony Contract for 2022 – Bill reported that corrections were made to the work schedule and contract. ***Motion by Bill to approve contract as amended, second by Jamie, all in favor, motion carried.***
- Pavers – Phase II – Proposal was received from Alliance in the amount of \$34,290.00. ***Motion to approve was made by Denny, second by Jamie, all in favor, motion carried.***

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- Pond Maintenance Quotes – Quotes were received from Lake Doctors (\$120 per month) and ECOR (\$90 per month with a one-time fee of \$150 for Sonar treatment). *Motion was made by Jamie to accept ECOR, second by Bill, all in favor, motion carried.*
 - Ratification of invoice for Schurlknight Landscaping to replace Pump #1 at a cost of \$1,900.00 – *Motion by Bill, second by Denny, all in favor, motion carried.*
 - Ratification of Schurlknight Estimate 3170 in the amount of \$205.00 for irrigation controller in pool area – *Motion by Bill, second by Denny, all in favor, motion carried.*
 - Sidewalk Repairs – Jim asked Brenda to send Mullican’s Handyman Service a work order requesting an estimate for sidewalk repairs, pressure washing of the street gutters, and pressure washing the pavers on the pool deck and sealing them.
 - Survey 2022 – Table for discussion at next board workshop.
 - Tree Trimming Quotes – Jim reported that the dying palm at 1510 was removed by Reese. Per a tree trimming/removal list provided by Jim Lawson, quotes were received from All Southern Outdoors in the amount of \$5,525.00 and Shades of Green in the amount of \$2,950.00. Brenda reported that Z’s Tree Service and Tree Service Express did not respond to the request to quote. *Motion to approve Shades of Green’s estimate, minus the cost for the palm removal at 1510 was made by Bill, second by Dennis, all in favor, motion carried.*
- 8. Adjournment** – *Motion to adjourn was made by Jim, second by Dennis, all in favor, motion carried.* The meeting was adjourned at 7:55 pm.

9. Open Forum

Lisa Ryan – when sending the eBlast out about the termite bond, remind owners about wood patio, wood around A/C units.

Blanche – Issue with website – if we get a free one from Leland, why do we need our own. Update board members, docs, etc.

Meeting minutes respectfully submitted by:
Brenda Clark, LCAM

APPROVED: February 22, 2022