

*Parkside Place Homeowners Association, Inc.*

*1221 Admiralty Blvd. ~ Rockledge FL 32955*

*321-214-2403*

**bclark@lelandmanagement.com**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date:** June 14, 2022  
**Meeting Time:** 6:00 pm  
**Location:** Parkside Place Clubhouse

**1. Call to Order & Establish Quorum** – Jim Lawson called the meeting to order at 6:04 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 (2022)-Present  
Bill Burleigh, Director (2022)-Present  
Gary Gaskill, Alternate (2022)-Present  
Brenda Clark, Leland Management-Present  
Homeowners per sign-in sheet

**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 May 24, 2022.  
*Motion to approve by Dennis second by Bill, all in favor, motion carried.*

**5. Officer/Committee Reports**

**President**

Drainage – Jim reported that the project is basically done, and the contractor has been fully paid. The drains at the end of the 100 and 200 block need to be recontoured. This will be done by Natural Harmony. A plan is being developed to address the debris separator.

Pool – Price-Rite states that the issue with water levels in the spa is a result of pull-out. The solution is an auto-fill valve which is a major project.

Landscape – In May and June scheffleras were removed behind the 700 building. Work behind 1609 was done. The new clock in pump 3 will be ratified this evening.

Outstanding tree trimming requests were sent to Schurlknight and Shades of Green. An estimate was received from Schurlknight.

Road Repair – This project is dormant at present. The last cost quoted was \$7.50 per foot, the new rate is now \$9.55 per foot.

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### **Vice President**

Tennis Court – Dennis reported that the tennis court is coming along. There were some spots that needed to be refilled. Color will be added by Friday so the court should look like a tennis court should.

Driveway Pavers – Dennis reported that 37 applications for pavers have been received thus far. The jobs are doing in the order in which they are received.

**Treasurer** – Jamie state that the financials come out on the 15<sup>th</sup> of the month and with the change in date of the board meeting we have not received the financial report.

Report of Reserve Expenditures 2021-2022 – Jamie stated that she has not completed the report for 2021. In 2022 we spent \$196,000 out of reserves and that does not include the special assessments.

**Secretary** – Sherill reported that there was one clubhouse rental in June and there are two for July.

Clubhouse Chimney Repairs – Sherill reported that she received two estimates for the chimney – removing it, repairing the roof and putting the tiles back on the roof. One estimate is from Mike Willis Roofing at \$4800 and one is from Seal Tight at \$6800. Eddie of RJ Walls Inc. provided an estimate at \$4560 to repair the existing chimney, not remove it.

Sherill requested permission from the board to get three estimates to have someone set up the technology for Zoom meetings.

**Director** – Bill reported the following:

Parking Policy – There is a policy currently in effect from 2018 and the compliance committee suggests adhering to that one.

Speed Bumps – Lisa Ryan reported on the speed bumps, stating that the compliance committee is receiving positive feedback regarding speed bumps.

Lisa also stated that the fire hydrants need to be repainted and the City will take care of that. There are ten remaining roofs that still need to be cleaned.

Hammocks – Compliance Committee will look at the hammocks and the areas behind the units.

Pool and Clubhouse – Owners are complaining about noise and items being left behind.

Reminder – There is no smoking permitted in the gated area around the pool and breezeway.

Lisa also reported that there does appear to be a reduction in the parking pads being used for landscape debris. Landscape debris needs to be placed in trash cans.

Blanche Sheinkopf had questions regarding the covenant enforcement policy and Brenda Clark answered those questions.

Compliance (Guidance to Homeowners) – Bill reported that there were some edits from the version submitted last month.

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**Social:** Donna Gensler and Friends will host a 4<sup>th</sup> of July party on Sunday July 3<sup>rd</sup> at 3:00 pm, bring a covered dish, bring a drink – for fun and fellowship.

### 6. Old Business

Ratification of Schurlknight Estimate 3252 – Clock Replacement at Pump 3 - \$1,242.81

***Motion to ratify the above made by Bill, second by Dennis, all in favor, motion carried.***

### 7. New Business

- Vice Painting Estimate for Perimeter Wall at S. Patrick Entrance-\$6,160.00 – Landscape company is to give us a price on shields around sprinkler heads. Jim – the stains on the wall are rust. There is a chemical that can remove it. Bill will speak to Natural Harmony about removing the rust.
- Schurlknight Estimate 3258-Queen Palm Trimming-102 Trees - \$3,060.00  
***Motion to approve was made by Bill, second by Jamie, all in favor, motion carried.***
- Gutter-Drainage Issue at 602 PSP – Anne Cornell stated that when it rains the water sits there and dirt and debris collected. She would like this fixed prior to having a paver driveway installed. The tree root needs to be removed and that area of the gutter needs to be torn up and reinstalled once the root is gone. Jim said this will not be addressed in the next few weeks but will be addressed at some point.
- Drainage Issue at 2101 PSP – Bruce Markarian said the water ponds in the street in front of 2101. Water is pushed further up into the front yard. There is a drain and a swale there, the pond is in the back. Could a lateral from the drain to the pond be installed to eliminate this issue? It doesn't hold water for over 72 hours and doesn't result in mold build-up like the issue at 602.
- Landscape Area behind 1300 Building – Stephen Kaufman stated that the major walkway in the community is behind this building and is in bad shape. They resodded that area on both sides and the grass does not grow. They would like to see zero scaping in that area or some suggestion to improve the area.

Jim asked if there would be an interest in the owners of the 900 and 1300 building to form a committee to come up with a plan to improve that area.

- Invoice Approval Process – On 5/31/2022 an email was sent to the board of directors requesting permission for the accounting manager to pay the recurring monthly invoices for the association without waiting for the two board members to log into the portal to approve these invoices. The invoice amount is the same each month. Four of the five board members agreed to this request with one board member not in favor. The recurring monthly invoices are as follows:  
ECOR-\$90; Massey Services-\$416; Price Rite Pools-\$800; Schurlknight Landscaping\$5,061.  
***Motion to ratify this approval was made by Jamie, second by Sherill, all in favor, Jim opposed, motion carried.***

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- Fire Marshall Report – Jamie met with Linda Johnson, the Fire Marshall for the City of Indian Harbour Beach. Jamie stated we have 30 days from the date of the report to comply with the issues needing correction. She sent an email to the board dated 6/1/2022 citing the items that need attention.
- Emergency Preparedness Plan – Jamie reported that there is a plan from 2014. The main action plan needs to be updated. ***Motion was made by Jim to have Jamie update the plan, second by Sherill, all in favor, motion carried.***
- Policies and Guidelines – Posting on New Website (Archive vs. Delete) – Jamie stated that in updating the new website, all the policies and guidelines are in order by newest first. The older policies need to be archived. What is the board’s opinion on this? The board agreed that these documents should be archived.
- Board Responsibilities – Sherill presented documentation regarding what each board member’s role in the association is, also reconfirming that all board members have an equal vote and mentioned that the purpose of presenting this information is to avoid the board members losing track of these responsibilities.
- Consideration of change to Covenants/Leasing Policy to eliminate/restrict/limit rentals. Jim is looking for authority from the board to approach the attorney for guidance on these areas. Jim will compose a questionnaire that will be sent via eBlast to the community regarding these two issues.
- Consideration of change to Covenants to restrict Board membership to resident-owners only. Wil Miller posed the question as to why this is being presented. Much discussion took place on the matter with no resolution as to whether it would be pursued or not.

### 8. ARB Approvals:

- 210 – Paver Patio
- 301 – Screen Enclosure
- 502 - Storm Door
- 907 - Gas Line Check
- 1209 – Gutter Replacement
- 1705 – Pavers
- 1707 – Driveway and Walkway Pavers
- 1804 - Walkway/Driveway Pavers
- 2101 - Florida Room

***Motion to approve all listed ARB applications made by Dennis, second by Bill, all in favor, motion carried.***

**9. Adjournment:** ***Motion to adjourn made by Bill, second by Jamie. All in favor, motion carried.*** The meeting was adjourned at 7:30 pm.

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### **10. Open Forum:**

Blanche Sheinkopf – Mulch – What color? Phone at Pool is not working. Start looking at updating the governing documents. Speed Bumps are slowing people down. Move them so people can't go around them. Place two on one side and two on the other side so people can't go around them.

Lisa Ryan– Broken house number sign – is this unit owner responsibility or does the association pay for this and where do we get them? Contact a ceramic artist to possibly make a similar sign.

Nancy Desiata – Is the 2018 parking policy still in effect? Yes.

Claire Dukes – We talk about cleaning roofs, etc. but we table the chimney repair. Can we please address that?

Meeting minutes respectfully submitted by  
Brenda Clark, LCAM

**APPROVED: July 26, 2022**