

Parkside Place Homeowners Association, Inc.
1221 Admiralty Blvd. ~ Rockledge FL 32955
321-214-2403
bclark@lelandmanagement.com

BOARD OF DIRECTORS MEETING MINUTES

Meeting Date: July 26, 2022
Meeting Time: 6:00 pm
Location: Parkside Place Clubhouse

1. Call to Order & Establish Quorum – Jim Lawson called the meeting to order at 6:05 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 June 14, 2022.
Motion to approve by Jamie, second by Dennis, all in favor, motion carried.

5. Officers/Committee Reports

President – Jim reported the following:

Landscape – Shades of Green proposal for various tree work in the amount of \$6,310 is not yet complete.

Queen Palm trimming – Schurlknight indicated it was complete but that are a few areas that were missed.

Distributed a list of recent requests with additional areas that require attention.

Jim McKillop to get contact re potato vine removal

Pool – status quo

Drainage – functioning as it should

Sod – areas that did not take will be addressed with sod supplier

Vice President – Dennis reported:

Pavers are being installed in the areas between the driveways (connecting the driveways) which is not permitted. The pavers must be removed, and unit owners have been advised.

The tennis court looks good, there were questions regarding the second pickle ball court and whether the association wanted it lined or not. This was being offered at no cost so Dennis told them to go ahead and line it. The option for a net will be either a portable net or a permanent net. Jim agreed to a portable net.

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Sherill and Jamie both mentioned to Dennis that they have observed water pooling on several areas of the courts after a rain. Dennis stated that he will have Nick from Coastal Courts look at this.

Treasurer – Monthly Financial Report-Jamie reported the following:

May 2022:

Operating Account Balance: \$66,755.07

Reserves Balance: \$139,09.08

Past Due Balance on HOA and Late Fees – \$2076.77 (\$498.13 is late fees and interest only)

Over budget for the Month – \$21,415.39; YTD - \$7,762.43

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

June 2022:

Operating Account Balance: \$19,451.34

Reserves Balance: \$144,531.34

Past Due Balance on HOA and Late Fees – \$1,155.74 (\$299.12 is late fees and interest only)

Over budget for the Month – \$19,197.23; YTD – Over Budget by \$7,762.43

Termite Bond was included in the 2021 budget – was not done until 2022, therefore there is an overage in 2022.

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

Secretary – Sherill reported on the clubhouse rentals. She stated that she sent an email to board regarding an electrician installing the TV on wall and received three estimates to do so. The best estimate was from Hook It Up Electronics at \$110. They require at least three days advance notice to come by to do the install.

Motion to move ahead with this installation was made by Sherill, second by Dennis all in favor motion carried.

Emergency Phone – not required by law nor by insurance company. Kitchen phone does not work. It was used for conference calls. Check with Zach to test lines, could possibly have him install the line.

Motion to do away with the emergency phone and office phone and add \$200 to run a phone line from modem to the kitchen and purchase a new conference phone was made by Jim, second by Dennis, all in favor motion carried.

Clubhouse Chimney – Sherill reviewed the options available as previously present to the board and recommended that Seal Tight be hired to do this work. ***Motion was made by Sherill to remove the chimney and restore the roof, second by Dennis, all in favor, motion carried.***

Jim suggested that Select Seal Tight should not exceed \$6,800 and negotiation should take place with them as Jim knows where there are tiles that will match. (Joyce Kauffman has extra tiles).

Director – Bill reported that Laura Higginbotham would like to join the Compliance Committee.

Motion was made by Bill to appoint Laura to the committee, second by Dennis, all in favor, motion carried.

Social Committee – No Report

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6. Old Business

- Clubhouse Chimney Repair – Discussed in Secretary’s report.
- Emergency Preparedness Plan - Jamie revised the existing 2014 plan and presented a revised plan. *Motion was made by Jamie to accept the updated plan, second by Jim, all in favor, motion carried.*
- Survey results regarding rental limitation amendment - Brenda reported that based on unit owner responses to the eBlast, 43 in favor, 23 against. Jim stated he received 3 phone calls - all were in favor.
- *Motion to contact the attorney for verbiage regarding amending the docs was made by Jim, second by Dennis, all in favor, motion carried.*

7. New Business

- Budget Committee Appointment – Volunteers are:
Gary Gaskill, Wil Miller, Dan Palencar and Bobbi VanCott.
Motion to appoint the above-named individuals to the 2023 Budget Committee made by Jamie, second by Dennis, all in favor, motion carried.
- Landscape Guidelines – Discussion took place regarding unit owner responsibility in this regard. Jim present a spreadsheet with recent landscape and tree trimming requests.
Motion was made by Jim to approve this list pending receipt of quotes. Motion was second by Dennis, all in favor, motion carried.
None of the new requests would start until the queen palm trimming and Shades of Green work is completed.
- 2001 PSP Request for Tree Removal –
Estimate received from Shades of Green in the amount of \$1,600 to remove the tree and schefflera. Jim indicated schefflera should be trimmed only.
Remove and replace Miami curb 40’ - \$1,140 – *Get Burton Asphalt to quote on this*
Remove and replace pavement slabs - \$4,275 (450 sq. ft.) = \$7,015.00 Total
Motion to approve removal of the pine tree and trim the schefflera made by Jim, second by Bill, all in favor, motioned carried.
- Schurlknight Estimate 3285 for 1112 PSP - \$1,405.00 – *Motion to approve by Jamie, second by Bill, all in favor, motion carried.*
- Speed Bumps: Purchase 6 more for the 3-way intersection. Install them with a 2’ gap in between them. *Motion to approve by Bill, second by Dennis, all in favor, motion carried.*

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8. ARB Approvals:

- 105 Pavers – Approved pending agreement from 103
- 206 Roof Replacement – Approved
- 1002 Roof Replacement (ratification)
- 1709 Landscape Border – Tabled until guidelines are established.
- 1709 Screen Porch Window Replacement - Approved
- 2103 Gutters - Approved
- 2309 Flat Roof Replacement (ratification)

Motion to approve all listed ARB applications made by Jim, second by Sherill, all in favor, motion carried.

9. Adjournment: *Motion to adjourn was made by Bill, second by Jim.* The meeting was adjourned at 8:10 pm.

10. Open Forum:

- 1307 - Pool Rules not being adhered to. Volunteered to make a sign stating no drinks in pool – BOD advised that Natural Harmony will be directed to order signs.

Meeting minutes respectfully submitted by
Brenda Clark, LCAM

APPROVED: August 23, 2022