PARKSIDE PLACE HOMEOWNERS ASSOCIATION, INC.
BOARD MEETING FEBRUARY 23, 2016 6:30PM CLUBHOUSE
OFFICIAL MINUTES, APPROVED
AT THE MARCH 22, 2016 MEETING

Open Forum:
Resident comments:
1902 Homeowner wanted to thank the Board for taking care of the lights by the breeze area and the mailbox area.
2301 Homeowner commented on a fence that is down in Association side by Pinch & Penny store. In addition, they stated the fountains are down in the 2200 Building and needs to be repaired. Vivian Carvalho will contact American Pump to address this matter.
Homeowner commented on the strip of grass all along the 1700 Building is dying and needs to be checked if the irrigation is working. Vivian Carvalho will follow-up accordingly.

Call to order:
The meeting was call to order by Randi Pollack at 6:34 PM.

Establish a quorum:
Randi Pollack- President (2016)
John Newell- Secretary (2016)
Mike Drushal- Treasurer (2017)
Donna Gensler- Director (2017)

Approval of Minutes:
January 26, 2016 Board Meeting
A motion was made by Donna Gensler to approve the January 26, 2016 Board Meeting Minutes as presented. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously.

Officer's Reports:

President Report – Randi Pollack provided an update of the recent homeowners that have volunteered their time to the landscape committee and compliance committee and wanted to thank them for doing that. The volunteers are as follows:
Compliance Committee
Bill Burleigh
Landscape Committee
Marilyn Burleigh

In addition, she reviewed the preliminary proposal that she received from Karen Sumner with Brown & Brown for insurance renewal. Lengthy discussion ensued on this topic. Randi Pollack would like the Board to proceed with approving the renewal for a not to exceed amount the Budgetary Amount for the insurance policies.
A motion was made by Mike Drushal to approve the renewal of the insurance policies. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously.

Vice President Report- not present.
Treasurer Report & Financial Report- Mike Drushal reviewed the Financial Statements with the Board. There are certain accounts that are past due with small balances due to the transition of bank financial institution. Vivian Carvalho will discuss with Lisa Weathers of not commencing with collection until the end of March 2016. The Board consensus was to provide additional time since there has been a transition with Bank accounts and coupon booklets. In addition, Mike Drushal provided an overview of the reserve accounts balance and changing bank institution to manage the reserve account. Lengthy discussion ensued.
A motion was made by Mike Drushal to open a second with Alliance Bank for the reserve funds. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously. Mike Drushal will work with Lisa Weathers in this transition.
Secretary Report- no report.
Director's Report- no report.

Committee Reports:

- Clubhouse Committee- no report
- Outreach Committee- no report
- Social Committee- Delores Gailey was not present however Randi Pollack reported on behalf of the committee there is a St. Patrick day event scheduled for 13th of March 2016.
- Architectural Review Committee-
  - Jim McKillop- no report
- Compliance Committee- Ronna Ellerbeck wanted to thank Bill Burleigh for joining the committee. In addition, they had a walk thru on February 18, 2016 which new violation were identified and will be provided to management to follow-up. Randi Pollack is working with Ronna on an e-blast to be sent out to all the residents about homeowners' responsibility.

- Landscape Committee- Wally Berger provided an overview of the landscape committee work order report and the status on those work order.
  There are multiple proposals that Paradise Lawns provided for the Board to consider:
  Proposal- 810 Parkside Place- Oak Tree that is raising the driveway.
  The proposal amount is $1,200.
  A motion was made by Randi Pollack to approve the oak tree removal by 810 Parkside Place totaling $1,200. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.

  Proposal- Removal of Oak Tree by the pool. The proposal amount is $1,500.
  A motion was made by Donna Gensler to approve the removal of the oak tree by pool area totaling $1,500. The motion was seconded by Mike Drushal. All those in favor, the motion was carried unanimously.
  Homeowner requested the Board to consider a structure to be included in that area to provide shade. This item will be included in the agenda for next meeting.

  Proposal- 1010 Parkside Place-Stump grinding. The proposal amount is $550. The landscape committee recommended to deny the request and not consider the proposal at this time.

  Proposal- Installation of 2 Bismarck Palms. The proposal amount is $1,550.
  A motion was made by Randi Pollack to approve the installation of 2 Bismarck Palms in the pool area totaling $1,550. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.

  Proposal- 1110 Parkside Place- Tree replacement. The proposal amount is $425.
  A motion was made by Randi Pollack to approve the tree replacement for unit 1110 Parkside Place totaling $425. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously.

  Proposal- 2000 Building Hammock- tree replacement to provide privacy and buffer in the hammock totaling $700.

A motion was made by Randi Pollack to approve the tree replacement to provide privacy buffer in the hammock by the 2700 building totaling $700. The motion was seconded by John Newell. All those in favor, the motion was carried unanimously.

Proposal- 2400 Building Hammock- tree replacement to provide privacy and buffer in the hammock totaling $350.
A motion was made by Randi Pollack to approve the tree replacement to provide privacy buffer in the hammock by the 2400 building totaling $350. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.

Randi Pollack reviewed the revised hammock cleaning process & procedure.
A motion was made by Randi Pollack to approve the revised hammock cleaning process & procedure. The motion was seconded by Mike Drushal. All those in favor, the motion was carried unanimously.

Managers' Report-

- **Work Order Reports-** Publix Gate Repair, Pond Project- Vivian Carvalho recapped on the open work that are in the system. In addition she stated that the gate repair is underway and Brandy is working on finalizing the project. The proposal for the pond project has been approved by the Board for Lake & Wetland to proceed and they will be scheduling the work in the upcoming week.
- **Pool Leak:** Vivian Carvalho stated that Patrick Goodrich has requested a copy of the bills from the City of Melbourne to request a refund of the loss of water. Once Vivian Carvalho receives the information she will address this item with the Board to the next steps to take.
- **Update:** Master List of Leased Units: review leases on file. Vivian Carvalho stated that notices has been sent to all the homeowners and letters have been closed from the system if it did not apply to a certain unit in the community of having renters. This item is considered closed.
- **Update: 2016 Painting of 900/1100/1200 + storage room.** Vivian Carvalho recapped that notices has been sent to the residents stating when the project is scheduled to commence which is February 29, 2016. The project will take about 3 weeks to finish with weather permitting.
- **Update on the pathway lighting-** Brandy Gautney & Vivian Carvalho has addressed the concerns with the pathway lighting with Gault Electric.

Pictures have been provided to Gault Electric to provide to the lighting manufacturer. Brandy received confirmation that the lights are under warranty and will be replaced accordingly.

- **Update on the light poles-** Vivian Carvalho reviewed the information that she received from Mel Northey the post manufacture company and Sherwin Williams. Mel Northey stated that issue with the corrosion is due to the content of salt in the irrigation system. Sherwin Williams provided an overview of how to maintain the post and the preventative maintenance that needs to be done to the posts.

Old Business:

1. **Roadway Project-** Randi Pollack provided an update of the areas in which Randi and John identified for the project which totaled 15 areas. These areas have been provided to Keystone Engineering accordingly. Keystone has sent this new information to the low bidder and is waiting for a reply.
2. **Discuss development of an Emergency and Evacuation Plan-**Donna Gensler provided an update of the emergency plan that she and John prepared for the Board to consider. Randi Pollack reviewed the last page of the report that called for Building Captains as a main point of contact during a natural disaster. The Board was in consensus with the emergency plan.
3. **Pool Deck:** removal of tree(s); pavers repairs-Randi Pollack reviewed that the paver repair in the area of the South gate has been completed the remaining areas will be addressed after the removal of the oak tree.

New Business:

1. **L&W proposal for swale at Eau Gallie-**Randi Pollack reviewed the proposal and there is additional questions pertaining the scope. Lengthy discussion ensued and the Board decided to defer the review on this item until next Board meeting and obtain additional proposals for this work.
2. **Discussion & review of roof inspections-** Vivian Carvalho reviewed the recent situation pertaining unit 1506 roof and the homeowner on 1504 being concern that the repair was not completed satisfactorily. Lengthy discussion ensued on this topic. The Board consensus was for the homeowner to obtain a building inspection and address with the homeowner directly before the Association is involved in this matter. Randi Pollack will provide a procedure for this item for future scenarios similar in nature to this one.

3. **Review & consideration of Pressure Washing Proposals for Common Areas-** Vivian Carvalho reviewed the scope of service and stated that this scope along with a map will be sent to various bidders to bid the work.
4. Discussion regards consolidating the Hearing & Compliance Committees-Randi Pollack stated the reason there were 2 committees was due to historical actions however, there is no need for 2 committees per the Governing Documents.
   A motion was made by Mike Drushal to retain the Compliance Committee and dissolve the Hearing Committee upon confirmation of the committee members to join the compliance committee for the sole purpose to consolidate committees. The motion was seconded by Donna Gensler. All those in favor, the motion was carried unanimously.

   Vivian Carvalho will obtain confirmation of interest from the Hearing Committee members to join the compliance committee.

5. Review of Declarations for insurance coverage clarity- Randi Pollack reviewed the insurance policy and changing the documents to reflect coverage like a Condo Association per the suggestion from Brown & Brown Insurance Agency. Randi Pollack recommended to have a homeowner who is an attorney to review the provision provided by Brown & Brown prior to sending to Becker & Poliakoff. Lengthy discussion ensued on this topic.

Adjournment-
A motion was made by Randi Pollack to adjourn the meeting at 8:22PM. The motion was seconded by John Newell. All those in favor, motion was carried unanimously.