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**Park Lake at Parsons Condominium Association, Inc.**  
208 Lake Parsons Green  
Brandon, FL 33511

**Board of Directors Meeting Minutes**

NOTICE is hereby given that a meeting of the Board of Directors for Park Lake at Parsons Condominium Association Inc. will be held at the date, hour, and place stated below.

**Place: On-Site Clubhouse**  
**Date: Thursday, March 18, 2021**  
**Time: 10:00 AM**

**AGENDA**

- I. **CALL TO ORDER Meeting called to order by Cody Powell @ 10:03 AM**
- II. **ESTABLISHMENT OF QUORUM: Present Cody Powell, Neysa Battistina; Ricardo Guardiola; and Steve Emerson via phone.**
- III. **PROOF OF MEETING NOTICE: Posted 3-16-2021**
- IV. **APPROVE MEETING MINUTES: BOD reviewed minutes from 2-16-2021 and motion Ricardo and 2<sup>nd</sup> by Neysa to approve; all approved motion carried.**
- V. **TREASURER REPORT: Janice gave the report and the board discussed moving a portion of the reserve funds to a CD paying 3% @ Navy Federal CU. Will revisit once pool is completed and paid. Motion by Cody; 2<sup>nd</sup> by Neysa to approve the Treasurer's Report.**
- VI. **DELINQUENCIES UPDATE/Legal Updates: Board review and discussed delinquent and potential foreclosures by the attorney.**
- VII. **BOARD APPROVAL NEW OWNERS/RESIDENT APPLICATION: Motion to approve 14 applications that past the criminal background screening. Motion by Ricardo to approve and 2<sup>nd</sup> by Neysa; all approved; motion carried.**
- VIII. **New Business**
  - A. **Update of Rules & Regulation with Insurance Minimums: Discussed needed changes to the R/R; once completed with be sent to legal counsel for approval and to be recorded in public records.**
  - B. **BOD Opening (Barbara Lynn): Barbara submitted notice to withdraw as a board member and Dan Guardiola was appointed to fill position. Motion by Cody; 2<sup>nd</sup> by Steve; all approved motion carried; Ricardo abstained.**
  - C. **Management Renewal Contract: Board review and motion to renewal management contract by Steve Emerson and 2<sup>nd</sup> by Neysa. All approved, motion carried; Cody abstained.**
- IX. **Old Business**
  - A. **Update on Fire Bldg./DKI: TECO approved Electrical and waiting for them to on power to the bldg. Spectrum has to run new cable lines to all 8 units. Will be an additional charge to the COA. Janice and Adrian will contact Bill with Comegys to see if insurance will cover.**
  - B. **Pool Repair Update: Sunsational Pool had to increase cost of \$3895 for additional step; ladder and new pool lights to bring pool up to new Hillsborough County code.**

- C. Security Camera Update: Cameras are being installed and contractor waiting on supplies that are on back order.
- D. Gym Opening: Fitness center opened from 6 AM to 12 PM 7 Days per week.
- E. Roof Replacement Racquetball Court: Waiting for bids from Kings Roofing
- F. Concrete Repairs: On hold till 3<sup>rd</sup> quarter
- G. Asphalt Seal Coat: On hold till 3<sup>rd</sup> quarter and for pool and fire bldg. to be completed.
- H. Water Metering: Adrian gave estimated from \$112 to \$180.00 for meters. Waiting to hear from company for submetering the monthly bill. BOD would like to submeter till funds are available to install meters on each unit. Submetering would help off set the monthly water bill that averages \$12K to \$15K p/m.
- I. 305101: Send letter to owner from the board.

XI Meeting Adjourn/Set next meeting date: Motion by Neysa to adjourn and 2<sup>nd</sup> by Cody. All approved. Meeting adjourned at 11:00 AM. Next meeting TBD