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

Board of Directors Meeting

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, January 23, 2025

Time: 9:30 AM

Minutes

- I. **CALL TO ORDER: The meeting called to order at 9:48 by Steve Emerson**
- II. **ESTABLISHMENT OF QUORUM: BOD Present Cody, Steve, Sheila. Dan/Neysa were not present. Janice & Kathy from management**
- III. **PROOF OF MEETING NOTICE: Notice posted in Display Cabinet onsite per FL Statute 718**
- IV. **Approve minutes BOD meeting: Cody motioned to approve minutes from previous meetings including the Dec Annual meeting .2nd Steve; all approved**
- V. **Treasurer Report: Janice reviewed the treasurer's report; and discussed delinquent accounts; funds received on 804206 for 2024; legal expenses, etc. Motioned by Cody to approve the Treasurer's report, 2nd by Steve, all approved.**
- VI. **Old Business Update**
 - A. **Roof Racquetball Court: Roof replaced; damaged on new structure; contractor repairing. The contractor has not been paid, and payment is pending, for repairs. Cost \$30K (roof; soffits, and gutters) Titanium Roofing, license and insured. Discussed pending insurance amenity claim from COA insurance company.**
 - B. **Interior Repairs 703104 Main Water Line Leak: Unit interior repairs completed by contractor Alba Painting LLC. The management company for the homeowner has been updated.**
 - C. **Insurance claims on 703104 and Hurricane Milton: Pending insurance claim estimated refund \$16K; cost for repairs \$8K plus time for maintenance; and dry out of unit by Dry Masters, Inc \$3K.**
 - D. **CEU Require Certificate of Completion: Janice sent a link to Steve & Dan to complete the class. Neysa, Sheila, and Cody have completed.**
- VII. **New Business**
 - A. **Stucco Repair Exterior BLDG 221: Repair damaged stucco and window at 221-108 for \$1000. Motion by Sheila, 2nd by Cody, all approved. The cost could increase once the contractor opens up the walls and inspects the damages to the structure. Motion by Cody to approve proposal to Alba Painting, Inc., 2nd by Steve, all approved.**
 - B. **BLDG 221 Proposal for the scraping of rust, Prime & Painting Metal Staircases: Motion by Sheila to approve proposal to Alba Painting Inc for \$1600 for scraping & painting 4 metal staircases; 2nd by Cody; all approved.**
 - C. **Lift Station Repairs: Janice is getting additional bids**

Open discussion:

- **Staffing needs; using staffing service**
- **installation of individual water meters on each unit**
- **Unit by Unit on inspection for water leaks**
- **Property inspection by bldg. for life/safety and preventative maintenance**
- **Increase cost of insurance for 2026 given 2 hurricanes in 2024**
- **Status of insurance claim for property and amenities for Hurricane Milton**

VI. Meeting Adjourn/Set next meeting date

Motion by Cody to adjourn, 2nd by Steve; all approve Meeting adjourned 10:20 AM

Steve and Sheila went with Janice to view the stucco damaged wall at the corner of bldg. 221;

Exterior window damage to around window on exterior; staircases on Bldg. 221