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.

Date: Wednesday, June 3, 2026	**Meeting Type:** Board of Directors Meeting
Time: 9:30 AM (Called to Order: 9:40 AM)	**Minutes Recorded By:** Kathy Daniels
Location: On-Site Clubhouse	

I. CALL TO ORDER

The Board of Directors meeting of Park Lake at Parsons Condominium Association, Inc. was called to order by Cody Powell at 9:40 AM on Wednesday, June 3, 2026, at the on-site clubhouse.

II. ESTABLISHMENT OF QUORUM

The following board members were present, constituting a quorum:

- Steve Emerson — President
- Dan Guardiola — Treasurer
- Sheila Ross — Board Member
- Cody Powell — Vice-President

Also present: Janice Powell and Kathy (Office Staff)

Absent: Neysa Battistini — Secretary (unable to attend)

III. PROOF OF MEETING NOTICE

Notice of the meeting was properly posted in accordance with Florida Statute, published to the community website, and displayed on the clubhouse bulletin board.

IV. TREASURER'S REPORT

Janice Powell presented the Treasurer's Report, reviewing the financial statement line by line, including delinquent accounts and pre-paid balances. The Board reviewed and discussed the report.

Motion: Approve the Treasurer's Report | **Second:** Steve Emerson | **Vote:** Cody Powell

Result: All approved — Motion Carried.

V. NEW BUSINESS

A. Building 314 — Interior & Exterior Repairs: Three (3) Bid Proposals Reviewed

The Board reviewed three contractor bid proposals for interior and exterior repairs to Building 314:

- **BELFOR Property Restoration** — $18,035.76 (Includes permits, interior/exterior repairs, and exterior stucco painting)
- **Environmental Protective Solutions** — $40,000.00
- **King Enterprise Group, LLC** — $15,451.75 (Note: Bid did not include permits or exterior stucco painting)

After reviewing all three proposals, the Board voted to award the contract to BELFOR Property Restoration.

Motion: Award contract to BELFOR Property Restoration | **Second:** Steve Emerson | **Vote:** Cody Powell

Result: All approved — Motion Carried.

Action Item: Janice Powell will contact BELFOR Property Restoration to send over the required contract documents for signature and will update Francis at DeWitt Law Firm accordingly.

B. Screen Enclosure Request — Unit 221-101

The Board reviewed a screen enclosure material request for Unit 221-101. After discussion, the request was denied as it does not meet the guidelines set forth in the governing documents. Additionally, the Board expressed concern that enclosing the patio could trap moisture and potentially create mold and mildew issues.

Result: Request Denied.

C. Exterior Painting Update

The Board discussed the status of the exterior painting project. Additional bids are still being gathered. The goal is to award the painting contract in late June 2026 and begin the project in July 2026, weather permitting. Current bids received range from $275,000 to $425,000.

The Board discussed available avenues for financing the project. Francis at DeWitt Law Firm has been asked to review the COA's ability to sell the Association-owned unit to help offset the capital expense.

D. Roof Replacement — Clubhouse

The Board reviewed the clubhouse roof replacement project. After discussion, the Board agreed to postpone the replacement until after hurricane season. The current bid is $30,000, which may increase depending on the extent of any unforeseen decking that may be required upon inspection.

VI. ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting.

Motion: Adjourn the meeting | **Second:** Sheila Ross | **Vote:** Steve Emerson

Result: All approved — Motion Carried.

Meeting adjourned. The next meeting date will be determined once all exterior paint bids have been received.

CERTIFICATION

The undersigned hereby certifies that the foregoing are the true and correct minutes of the Board of Directors Meeting of Park Lake at Parsons Condominium Association, Inc., held on June 3, 2026.

6/4/2026

Board President / Authorized Officer Date

6/4/26

Board Member / Property Manager Date