



## **Wisteria Park Homeowners Association, Inc.**

c/o Sunstate Association Management Group, Inc.  
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[www.sunstatemanagement.com](http://www.sunstatemanagement.com)

## **Welcome to Wisteria Park**

Wisteria Park is managed by Sunstate Association Management Group on behalf of the Wisteria Park Homeowners Association Inc. (WPHOA) of which you, as a homeowner, are a member.

Please visit [www.WisteriaParkHOA.com](http://www.WisteriaParkHOA.com) and create your Homeowner account by clicking the **“Homeowners Portal”**. The portal includes a lot of information and has a section for payment of dues as well as an area to make requests to our management company.

### **“Requests”**

For any **Questions** enter under **“General Request”**

**Architectural and Landscape modifications** may need review and approval by the HOA’s Architectural Review Committee (ARC). Consult the Residential Community Design Guidelines on the website and contact Sunstate for guidance and submit under **“ARC Request”**

### **Board of Directors of WPHOA**

The Board is made up of resident volunteers who meet approximately once a month to manage the everyday business of our community with the support of our property management company. Committees also support the activities of the WPHOA among which are the Architectural Review Committee (ARC), and an East Side (lots 71 to 141) Maintenance Assist Landscape Council.

We always welcome help and encourage you to attend a Board of Directors meeting and consider joining us to help maintain our community. Meeting notices and agendas are posted on the website and on the bulletin board at the community pool area and are sent electronically to residents who have provided us with their email address.

Please review Wisteria Park’s governing documents that include the Declaration of Covenants, Conditions and Restrictions for Wisteria Park along with the Rules and Regulations and the Residential Community Design Guidelines. These documents explain the rules and regulations pertaining to Wisteria Park as well as the HOA Financials. Current versions of all these documents can be found on your Homeowners Portal only.

Some **“start-up”** information is attached that we trust will be useful in getting you settled in your new home. We hope that you will enjoy living in Wisteria Park. We invite you to become involved in our community. Again, we extend a warm welcome to our community and your new home.

## **HELPFUL INFORMATION**

- **Board of Directors** – current members of the WPHOA Board of Directors are listed on our website.
- **HOA Dues** – may be paid by coupon book or automatic deduction via the Homeowners Portal.
- **Pool Hours** – **Our pool includes a security system with Cameras and Electronic Lock Access Cards.** Specific hours during which the pool area is open are posted at the pool and on our website. The pool, playground and gazebo are reserved for homeowners and their guests. Trespassing is prohibited. The locked pool area is not open after closing time. *You must request a pool access card through Nicole Banks , email nicole@sunstatemanagement.com.*
- **East Side (lots 71 to 141) - Maintenance Assist Landscape Services. Core Services Include:**
  - Turf mowing and trimming — up to 41 visits/year
  - Edging and blowing with each mowing cycle
  - Turf fertilization & weed control — 4 annual applications
  - Shrub and ornamental pruning — up to 7 cycles/year
  - Monthly shrub bed weed control
  - Tree canopy lift and ground-reach pruning as needed
  - Palm trimming under 15 feet (self-shedding palms not included)
  - Disease and insect monitoring with included treatment calls
  - Basic irrigation inspections and adjustments. Does not include moving heads, adding heads , etc.
  - *See full detail listing on the Homeowners portal*

### **Manatee County [www.mymanatee.org](http://www.mymanatee.org)**

- **Manatee County Sheriff's Office** – 941-747-2260 (report incidents) – Emergency - 911
- **Manatee County Utilities Customer Service**
- **Information** on water, sewage and garbage pickup – 941-792-8811
- **Garbage, Recycling & Yard Waste** are picked up Tuesdays, see Manatee County site for details
- **Household Hazardous Waste** – for information on disposal sites and dates

### **Utility Companies to contact for transferring service:**

- **TV and Internet** – **Spectrum** [www.official.spectrum.com](http://www.official.spectrum.com) .Basic cable & internet are included in your HOA dues. Identify yourself as living in Wisteria Park and basic services are provided under a “Bulk Contract”
- **Electricity** – **Florida Power and Light** [www.fpl.com](http://www.fpl.com)
- **Natural Gas** – **TECO Peoples Gas** [www.peoplesgas.com](http://www.peoplesgas.com)
- **Landscaping** – For East Side (lots 71 to 141) and common areas Brightview provides basic landscape service. See link on Homeowners Portal .All other lots are managed by the Homeowner.