



Wisteria Park Homeowners Association, Inc.

c/o Sunstate Association Management Group, Inc.

PO Box 18809

Sarasota, FL 34276

Telephone: 941 870-4920

www.sunstatemanagement.com

We are delighted to extend a warm welcome to you as new residents of Wisteria Park and hope you find the enclosed information helpful.

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.

Wisteria Park community manager contact: Nicole Banks

E-mail: nicole@sunstatemanagement.com

Telephone: 941-870-4920 x204

Nicole is your “go to” person for questions and concerns regarding the operation of the Wisteria Park HOA

Wisteria Park also has its own website – www.wisteriaparkhoa.com. The site contains a wealth of information on the HOA, including official documents, meeting notices and minutes, financial statements, newsletters, etc.

The volunteer Board of Directors of the WPHOA is made up of residents who meet once a month to manage the everyday business of the WPHOA with the support of our property management company. A number of committees also support the activities of the WPHOA among which are the Architectural Review Committee (ARC), and an East Side (lots 71 to 141) Landscape Council. We always welcome help from new neighbors 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.

By now you will have had a chance to 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. Current versions of all these documents can be consulted on our website.

The WPHOA also maintains a Residents’ Directory which is distributed by email. You should be receiving a copy of the Directory shortly. In the meantime, 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.

The Wisteria Park Homeowners’ Association

HELPFUL INFORMATION

- **Board of Directors** – The current members of the WPHOA Board of Directors are listed on our website and in Newsletters.
- **HOA Dues** – may be paid by coupon book or automatic deduction. Contact Sunstate to set up your payment routine.
- **Pool Hours** – 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 the closing time. If you did not receive a key to the gate, one is available from Sunstate. The password for the restrooms is 8521.

Manatee County

- **Manatee County Sheriff's Office** – 941-747-2260 (report incidents) – Emergency - 911
- **Manatee County Utilities Customer Service** www.mymanatee.org
 - **Information** on water, sewage and garbage pick up – 941-792-8811
 - **Garbage** pick up – Mondays and Thursdays (except holidays which push back pick up by a day)
 - **Recycling** pick up – Thursdays (containers are available from Manatee County)
 - **Yard waste** pick up – Wednesdays
 - **Household Hazardous Waste** – See www.mymanatee.org for information on disposal sites and dates

Utility companies to contact for transferring service:

(All utility companies will take deposits by phone when using Visa, Master Card or Discover)

- **TV and Internet - Spectrum** <https://official.spectrum.com>
 - 1-855-222-0102
 - Basic cable and internet are provided with our HOA dues.
- **Electricity – Florida Power and Light** www.fpl.com
 - 941-917-0708 or toll free 1-800-226-35345
- **Natural Gas – TECO Peoples Gas** www.peoplesgas.com
 - 1-877-832-6747
- **Alternate option for Cable, Internet and/or Telephone – Frontier:** www.frontier.com
800-921-8101. Frontier services are not included in your HOA fees.
- **Landscaping** – Brightview / Contact Sunstate
Owners should contact Sunstate about common areas such as the entrances, park or pool areas. Please utilize the email: nicole@sunstatemanagement.com

Miscellaneous

- Franklin Lighting installed our lamp posts and carriage lamps. Replacement parts can be ordered through them. 941-355-2550.
- 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.