

# Wisteria Park

Palma Sola Presbyterian Church Fellowship Hall 6510 3<sup>rd</sup> Ave. W. Bradenton, FL 34209

Monday, September 24, 2018 at 3pm

**APPROVED**

**Call to order:** President, Mike Zelle called the meeting to order at 3:01pm.

**Determination of Quorum and Proper Meeting Notice:** With President; Mike Zelle, Vice President; Ray King, Treasurer; Donna Burbidge, and Secretary; Kemp Pollard via Skype a quorum was established. Agenda was posted on site and on website and emailed to owners in accordance with FL ST 720 and Wisteria Park governing documents.

## **Minutes:**

- **MOTION** made by Mike, seconded by Donna to waive the reading the September 7th, 2018 minutes and approve as presented. MOTION passed unanimously.

## **Presidents Report: Presented by Mike Zelle**

- Mike thanked the East Side Counsel for their time and efforts.
- The shower head at the pool was broken last week. Jim Wilson repaired it.

## **Vice Presidents Report: Presented by Ray King**

- There are three common area diseased trees to be removed.
- There are new plantings along the back side of 21st St.

## **Treasurers Report: Presented by Donna Burbidge**

- Donna reported from the August 31, 2018 financial statements.
- The budget is on track for the common area and the East Side is ahead. Any surplus will be applied to reduce the fees for the 2019 budget.
- Irrigation water savings were made by repairing the irrigation leaks.

## **Secretary's Report**

- No ARC requests have been received since the last meeting on September 7, 2018.

## **Management Report:**

- 8611 19th NW- the tree has still not been removed. Nicole will follow up with this owner.
- 8508 17th NW- did remove the dead tree. Nicole will close out this violation.
- The light posts compliance will be checked within the next two weeks.

## **Homeowners' Comments:**

- New owners, John and Margaret Ennis has communicated with Nicole, providing her updated email address. Nicole has this on the list.
- An owner asked what is included in the association fees. Mike directed the owner to view the budget online at [www.wisteriaparkhoa.com](http://www.wisteriaparkhoa.com) The owner also asked if changing windows requires approval. That information is also available online.
- Louie Roseman suggested that a lighter chain to close off the pool parking lot at night be purchased.
- Stan Dulin asked if the oak tree in his front yard that is leaning requires approval for removal. County and ARC approval is required. Tree Removal process is in the design guidelines available online [www.wisteriaparkhoa.com](http://www.wisteriaparkhoa.com)
- June Bonfiglio provided her email to be sure she receives email communications.

## **Unfinished Business:**

## **East Side Landscape Report:**

- This was done on September 21, 2018
- Donna reviewed the report aloud. The report will be emailed to East side owners.
- Browns spots due to fungus has improved.
- Some new plants that owners had planted were damaged in the recent storm. Donna noted Matt's efforts to fix the plantings.
- The ficus hedges along 21<sup>st</sup> Ave will be trimmed the third week in October
- Additional trimming is scheduled for the last week in October.
- Mulch is planned for first week in November.

#### **East Side Landscape Committee:**

- There were 6 volunteers for this committee; Wendy Draina, Myra Harcourt, Ray King, Donna Burbidge, Rob Russell and Maureen Hooper. Current issues and concerns were discussed, which included, trimming schedule, communication between West Bay and Sunstate, Service expectations etc. The committee purpose and structure were discussed.
- The East Side Landscape Committee Draft was reviewed. The draft identifies the structure, roles and responsibilities of the committee. The Board will vote on the annual budget for the East Side Landscape. East Side Landscape Committee will make recommendations to the Board for landscape items.
- The committee will consist of five members. Meetings are open to all East Side residents and volunteers are welcome.
- **MOTION** made by Mike, seconded by Donna to accept and adopt the Draft East Side Document with edits. **MOTION** passed unanimously.
- **MOTION** made by Mike, seconded by Ray to appoint the following members to the East Side Committee Wendy Draina, Maureen Hooper, Ray King, Rob Russell and Donna Burbidge. **MOTION** passed unanimously.

#### **"Opt Out" Review & Estimated Time Line**

- The process and time line was reviewed.
- Sunstate will send an East side opt out survey via email to east side owners after the October Board meeting.
- Donna is concerned that the landscape vendors would need to have more information as to how many lots may opt out. Per the attorney, when the landscape price is negotiated, it should be on a per lot basis not as a single group.
- Mike did confirm with the association's attorney that the board's process on Opt Out is within the authority per Covenants Article 13.
- Bob Harcourt recommended that all East side owners have an opportunity to be present for a meeting. He believes that many residents of the East Side may not return until December.
- Berta suggested that the document be sent to all East Side owners. Mike confirmed that it will. Berta suggested that someone reach out to west side owners to join the ES Landscaping Contract. Mike confirmed that the East Side Landscape Committee may decide to do this.
- Budgeting schedule is a concern. The current 2 year contract expires December 31, 2018.
- Owners suggested that a vote on this be done around the time of the annual meeting. Bob Harcourt suggested that the current landscaping contract could be extended for a few months.
- Mike proposed a meeting to be held in November. The east side owners will receive the document in advance.
- The survey would ask owners if they would like no change, keep mandatory or allow for opt out. If opt out is allowed, would you opt out.

#### **Review draft "WP East Side Opt" Background- Policy- Procedure Document**

- The document was reviewed aloud. Mike highlighted the revisions from the September 7th meeting.
- Louie Roseman suggested the cost recovery analysis be done. Mike suggested that be discussed with the East Side Landscape Committee.
- Additional Pros- the vendor may have incentive to keep the owners happy to avoid them opting out. It could increase marketability, as a realtor could advertise the choice and option.
- Mike confirmed that the survey is just a survey to obtain information. The survey will not be binding vote.
- Kemp noted that owners that do their own landscaping, would save money.
- Berta suggested that the cost be listed as a quarterly figure.
- Bob noted that the uniformity on the East Side is attractive.

- Louie commented that the if an owner opts out, they should not be required to submit proof of license and insurance to the HOA.
- Stan Dulin owns two homes, one on the west side and one on the east side. Stan explained his unique prospective and believes that if the opt out is permitted that the home values would be diminished. It is difficult to obtain and maintain vendors.

#### **Landscape Vendor Research**

- The RFP has been updated. This will be discussed at the October meeting.
- West Bay has submitted their contract and increase.
- Vendors will be contacted.

#### **New Business:**

##### **2019 Annual Operating Budget & Special Projects**

- Donna sent the board a rough draft budget.
- Kemp suggested that the common areas not be mulched this year.
- Donna questioned the property taxes that were paid. Nicole will send Donna the history.

#### **Mango Ditch Tree Trimming**

- The board discussed the overgrown area along the ditch that borders Mango Park. Green Tops submitted a bid for \$1600. Mango Park HOA agreed to split this cost. A second quote will be obtained.

**Next Meeting Date:** Monday, October 22, 2018 at 3pm

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**Adjournment:** With no further Association business to discuss, Mike Zelle adjourned the meeting at 5:25pm.

Respectfully submitted by

Nicole Banks/ LCAM

For the Board of Directors for Wisteria Park Homeowner's Association, Inc.