

**WISTERIA PARK HOMEOWNERS ASSOCIATION**  
**HOA Board Meeting**  
**Monday, February 22, 2021 3:00 pm**  
**Location: Zoom**

**MINUTES**

**Call to order:** The meeting was called to order at 3:07pm.

**Determination of Quorum and Proper Meeting Notice:** A quorum was present with the following board members present; Maureen Hooper, Ray King, Jan Carroll, and Paul Tobin.

**Approval of previous meetings Minutes: December 14, 2020 and January 25, 2021** Organizational Meeting  
**MOTION** made by Maureen, seconded by Jan to approve both as presented. MOTION passed unanimously.

**Appointment of Board Member: MOTION** made by Maureen, seconded by Jan to appoint Lori Crick to the Board of Directors. MOTION passed unanimously.

**President Maureen Hooper**

- ZOOM Monthly Board meetings will continue.

**Vice President Ray King**

- Ray confirmed that all 6 ponds were inspected by Zoller Engineering. Zoller noted Pond 3 had a concrete control structure grate was rusted. Ray contacted the county and they agreed to replace it. Also, at Pond 3, Solitude took photographs and submitted them to Liz and Alex for solutions to improve this pond. Ray will follow up.
- Ray confirmed that Duval did replace both Bismarck palms at the entrance. There is a dead foxtail palm near the 21<sup>st</sup> Entrance which will also be replaced. There are also some oleanders that Steve of Duval will submit a replacement proposal. Near LOT 1, ficus is scheduled to be trimmed.
- There is a dead queen palm near 21<sup>st</sup> and the east boundary line. Duval did submit a quote of \$325 to remove it.
- Near LOT 108 there is a diseased elm tree. Trimming quote was \$1,000. Ray recommends removal. Quote for removal was \$500.

**Treasurer Jan Carroll**

- Jan reported from the January 31, 2021 financial statements.
- Sunstate mailed late statements to past due owners.
- Landscaping projects at the entrance and pool areas has not been paid in full. **MOTION** made by Maureen, seconded by Jan to approve paying for this project in full. MOTION passed unanimously.
- Ray commented on four items under COA 7315 for January 2021. These will be moved to pool repairs.

**Secretary Paul Tobin** No report.

**ARC Maureen Hooper**

- **MOTION** made by Maureen, seconded by to appoint Paul Tobin to the ARC Committee. MOTION passed unanimously. The 2021 ARC will be Maureen, Ray, and Paul.
- For 2021 there have been 3 requests. All three have been approved.

**Hardscape** None.

**Handy Team** None.

#### **Common Area Landscape & Irrigation Ray King**

- Duval is addressing irrigation repairs. Jan will monitor the coding on the repair invoices.

#### **East Side Landscape Maureen Hooper**

- Next meeting: March 12<sup>th</sup>

#### **Managers Report** (Action Items, Violations, etc.)

- Next Compliance check will be on March 2<sup>nd</sup>.
- Late notices were mailed on 2/22/21.
- 2020 CPA Audit Review is underway.
- Ponds re-certified as of 1/21/21.
- LOT 36 needs to remove the shrubs that were not approved and are blocking the pond view. If not resolved, the Board may fine the homeowner at the March meeting.

#### **Homeowners Comments**

- Jay Blackman commented on Duval provided outstanding service.
- Dick Smith thanked Nicole and Sunstate for the improved communication.
- Dick Smith commented that he has COVID 19 vaccine information he would be glad to share.
- Louie Roseman commented that Duval is working on irrigation repairs and doing good work.
- Randy Miller commented on the bamboo that will be installed after the vines start growing.
- Randy Miller commented on the flowers that are still needed around the entrance.
- Kemp Pollard suggested the Board ask Duval for a written proposal for the irrigation installed at the pool and entrance areas. Kemp believes that the current misters are temporary and that some underground piping could be extended to create a proper system.

#### **Unfinished Business:**

Landscaping Update for Entrances and Pool – Proposal for additional plants: Two bismark palms have been replaced. There are a few other plants that may need to be replaced. An additional quote is expected for more plantings at the 17<sup>th</sup> St. Entrance. Also considering replacing the shady lady tree with a triple pygmy date palm. **MOTION** made by Maureen, seconded by Paul to approve the proposal as submitted by Duval to address both the additional planting and the new palm. MOTION passed unanimously.

Street Gutters and Sidewalk cleaning update: This project is completed.

Revised Lighting Proposal at Entrances: TABLED.

**New Business:**

Gate on Common area to access turf to service.

Cleaning by Lesly: Services were terminated with Candi. There were issues with Candi not fulfilling the contract. Lesly was third. Lesly cleans twice per month at a rate of \$500 monthly.

**Next meeting:** HOA Meeting March 22, 2021 at 3:00 pm via ZOOM

**Adjournment:** With no further business to discuss, the meeting adjourned at 4:00pm.

Wisteria Park HOA documents are available at: [www.wisteriaparkhoa.com](http://www.wisteriaparkhoa.com)