

Wisteria Park

West Manatee Fire and Rescue District Building Meeting Room

6417 3rd Ave. W. Bradenton, FL 34209

Monday, April 23, 2018 at 3pm

APPROVED

Call to order: President, Mike Zelle called the meeting to order at 3:00pm.

Determination of Quorum and Proper Meeting Notice: With President; Mike Zelle, Vice President; Ray King, Treasurer; Donna Burbidge, Secretary; Kemp Pollard and Director; Steve Moyer present, 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.

Approval of the previous meeting minutes: **MOTION** made by Steve, seconded by Donna to waive the reading and approve the minutes from the March 26, 2018 Minutes as amended. MOTION passed unanimously.

President's Report: Presented by Mike Zelle.

- Thanked Louie for cleaning the monuments with wet and forget
- Owners will be receiving an email Q&A regarding the Spectrum changes. The effective date is May 15th.

Treasurer's Report: Presented by Donna Burbidge.

- Donna reported from the March 31, 2018 financials as presented.
- The Cable expense is over budget due to the cable contract not being in effect until May 15th.
- The Tree Trimming expense is over budget due to damaged trees needing to be removed.

Secretary's Report: Presented by Kemp Pollard.

- Newsletter was sent in March 2018.
- The ARC form has been updated and is available online. It is now a fillable PDF form.

Hardscapes Report: Presented by Steve Moyer.

- **ARC-** one request for window replacement was approved.
- Pools By Lowell replaced the spa pump motor.
- The contractor confirmed that the Fence will be replaced as soon as available. It is delayed due to a larger order that is custom that is tied into this order.
- Two replacement gazebo chairs were purchased.
- **Irrigation** – Kemp reported that the Association is working with West Bay to monitor irrigation in the common areas. Many irrigation issues have been documented since Jan. 2018. These will now be tracked to resolution per the new agreed upon West Bay-Wisteria Park spreadsheet process managed by Sunstate.

Manager's Report: Presented by Nicole Banks.

- One of the homes with a noncompliant lamp post is scheduled to sell. This issue was marked on the estoppel.

Homeowners' Comments:

- Issues with irrigation reported at the end of March, still are outstanding. The communication process will be discussed.
- Plants near the pool area and monument signs are overgrown. The next common ground walk is scheduled for tomorrow, April 24, 2018.

- In the last newsletter, the pond plantings were mentioned. What was done? Ray confirmed 2300 plants were installed over the ponds.
- Owner questioned if the meeting minutes were posted online. Kemp confirmed they are.
- Owner questioned if the plants that are not doing well are under warranty with West Bay. They are not and will not be replaced by West Bay or the HOA.
- Maintenance of and accountability for the area along the fence or wall, in the rear of owners' property is still under review by the HOA Board and legal counsel. Owner mentioned there is a lack of proper irrigation. Replacing the entire irrigation system which once covered both sides of the subdivision boundary wall is not feasible or contemplated. Kemp confirmed that individual homeowners may plant or sod or do nothing along that area if they choose to. The board will not interfere.
- The survey was sent regarding queen palms and sabal palms only. Would other palms over 15ft be addressed as well? Donna explained that the others are self-pruning and or time consuming and expensive and are not to be included.
- Is there such a thing as a pineapple palm? Donna confirmed that there are two on one property and they were both recently treated for a fungus.
- The association palms that were damaged in the storm, may take up to two years to see the full damage.
- The heavy mowers are running over the utility access covers and it has been split in half.
- The mowers have cut the cable wire twice at his home. Donna confirmed that West Bay has been told to slowdown.
- Owner confirmed that the utility cover should be replaced by the utility company (Frontier). Kemp will take a look at it (near 1813). Florida Utilities Commission may also be contacted reporting a hazardous condition.
- The cable was not properly buried by Spectrum. Spectrum should be contacted.
- Are there design guidelines for hurricane shutters? Kemp confirmed there is not. Homeowners planning to install permanently attached shutters or window guards must still seek ARC approval per normal process. Please also reference the design guidelines. Responsibility for any permanent type or devices to install is the resident's responsibility.

Unfinished Business:

- Landscaping
 - West Bay Management Meeting- Donna and Mike, Nicole of Sunstate and Ron and Matt of West Bay met on April 18th. Communication gaps are being addressed. Sunstate is creating a tracking spreadsheet. This spreadsheet will be updated by West Bay weekly.

COMMONS AREA

- Common Area Irrigation issues- WB suggested that a filter to be added to some common area zones to help with clogging. West Bay contract does not offer a monthly commons area irrigation walk around review.
- Common Area issues- The Common area monthly inspection is held monthly and led by Ray King. Common Area Turf Weeds. Per WB if weeds are killed, there would be large brown patches. Sod is expensive. Hydroseeding was discussed. West Bay offered no specific recommendation which would resolve this issue.
- Lot #2 stump removal is scheduled to be removed soon.
- West of 87th St. at the Entrance at 21st St. there are damaged trees still to be removed. Terry's Tree Service will submit a quote.
- Kemp volunteered to weed and feed the turf along specific areas of 21st Ave. west of our entrance. **MOTION** made by Mike, seconded by Ray approving Kemp to spend up to \$200 to weed and feed the section along Wisteria Park common grounds, 21st Ave. west of lot 24 to County lift station.
- Two major irrigation lines were repaired. The system pipes are 12 years old, a 4inch main PVC glued system which should be monitored.

- Annual Landscaping Services Summary Letters- Mike suggested the Board update these by next meeting to reflect current service levels.

EAST SIDE AREA

- No Mow Zone on Eastside – The width along the pond and the cutting frequency were discussed. 3-5 ft wide /6- 18inch tall is the standard.
- Trimming Notice- WB will inform Donna in advance of ES trimmings so owners are not surprised.
- Eastside Tall Palm Trimming Survey- This was sent to ES owners. 59% of the ES homeowners have responded. 80% responded in favor of keeping the HOA Annual Palm Trimming. Owners on the East side who do not want their palms trimmed, need to mark it with a string / ribbon and they will not be trimmed.
- The ES irrigation is checked the 3rd Monday of each month
- Eastside- The monthly walk around was conducted on Friday, April 20th. The report will be sent to Eastside owners and posted on the website. A note was sent to ES owners in advance asking them to submit any concerns. There were 23 properties that were checked either because homeowners had concerns or they previously had a problem. Two weeping willows were found to be infested with wood boring beetles. These trees will have to be removed at the owner's expense as the property line goes to the shoreline.
- Pool, Gazebo, Playground Security- Ken Barbalato surveyed companies for suggestions. An update will be provided at the next board meeting.
- County Review Traffic / Pedestrian Safety- Kemp arranged for and County has completed repainting of all WP cross walks and stop line areas throughout subdivision.
- Future Meeting Room Venue- The church across the street on 3rd Ave – \$25 per meeting. Another church on 75th would be available at no charge. MOTION made by Mike, seconded by Steve to have Mike contact the church on 3rd Ave to book it for the future meetings. MOTION passed unanimously.

New Business:

- Street Sign Refurbishment- The county is updating the signs per state law to green reflective signs. This is a county wide progress so eventually Wisteria will receive these new compliant signs. Kemp is determining feasibility of WP handy team obtaining the free, new, appropriate signs from the County and mounting them on WP existing custom poles. If not possible, the County will install new poles and signs per their own schedule and process. Then WP can abandon or remove our custom poles and signs.
- No Fishing' sign relocation- Board approved relocation of two No fishing/trespassing signs from 87th St. to Mango berm area where trespassers have been observed previously.
- HOA Board Meeting Dates for Memorial Day and Christmas- HOA meeting date for May will be Monday May 21, 2018, a week before Memorial Day and to adjust for Xmas, the HOA will meet Dec. 17, 2018. Future meetings will be at Palma Sola Presbyterian Church hall, 6510 3rd Ave. W, Bradenton.

Next Meeting Date: May 21, 2018, Palma Sola Presbyterian Church hall, 6510 3rd Ave. W, Bradenton

Adjournment: With no further Association business to discuss, Mike Zelle adjourned the meeting at 4:50pm.

Respectfully submitted by

Nicole Banks/ LCAM

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