

Wisteria Park

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

Monday October 22, 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 and ARC Chair, Steve Moyer 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 Kemp to waive the reading the September 24th, 2018 minutes with the noted date correction and approve as presented. MOTION passed unanimously.

Presidents Report: Presented by Mike Zelle

- Mike thanked the East Side Landscape Committee for their time and efforts.
- Mango Park and The Loop HOA reached out to Mike Zelle regarding the road condition of 17th Ave. Both HOAs have contacted the county commissioner and county road department. So far, the county has not budgeted for road re-paving. Mike will stay in the loop on any progress.

Treasurers Report: Presented by Donna Burbidge

- Donna reported from the September 30, 2018 financial statements.
- Over budget items to watch – Landscape renew and replace, Irrigation repairs and Cable (due to new contract start date).
- Under budget in common area is mulch, amenities, and irrigation water.

Secretary's Report

- Newsletter will be published soon.
- Herald Tribune recently featured Wisteria Park community.

Hardscapes: Presented by Steve Moyer

- ARC processed two modification requests
- As suggested by the vendor during installation last year, the sunbrella awnings at the pool should be cleaned annually. **MOTION** made by Mike, seconded by Kemp to approve cleaning the awnings in the amount of \$400. MOTION passed unanimously.
- The fire hydrant is damaged by the pool. The county will address this.

East Side Landscape Report: Presented by Donna Burbidge

- The walk was completed on Friday, October 19th.
- The report was emailed to east side owners.
- Donna reported the East Side Landscape in general looks very good. There were 10 requests to check on certain properties, five of which requested to talk to Matt of West Bay. This is an improvement over previous landscape inspections.
- Irrigation watering is set for twice per week.

East Side Landscape Committee: Presented by Donna Burbidge

- The committee met today to establish officer positions.
 - Chair- Donna Burbidge

- o Co-Chair – Maureen Hooper
- o Secretary- Wendy Draina
- They approved the minutes of the previous meeting and discussed the advisory role of the committee. They discussed improving communications with homeowners and the three landscape bids for 2018-2020. Their recommendation to the HOA board for landscaper is West Bay based on the fact they were much less expensive, and they have been improving their service. Donna will send them to Nicole to post online.
- West Bay communication and response have improved.
- Matt suggested that the current pruning guidelines be sent to east side owners.

Management Report:

- 8611 19th NW- the tree has still not been removed. Nicole will follow up with this owner.
- The compliance report was reviewed.
- 8504-17th Dr. NW still owes the \$300 for the tree removal.

Homeowners' Comments:

- Eileen complimented the ES Landscape Committee.

Unfinished Business:

2019. Annual Operating Budget & Special Projects

- The draft budget was reviewed. Tree trimming, landscaping, irrigation, security, special projects and other operating expenses were discussed and reviewed. Donna will send Nicole the draft with suggested line items for board review and approval in November. Sunstate will review the changes and send the Board a final draft budget by Friday, October 26th. Nicole and Donna will schedule a budget workshop.

Draft Irrigation email to Pond 3, 4 Residents

- Kemp presented the draft notification. Mike had one minor revision. This will be mailed and emailed to the owners. Donna mentioned that Matt said reclaimed may discolor the wall. Kemp confirmed that is untrue. Reclaimed water will not discolor the wall (well water does that). The board approved sending the notification.
- The adjacent area from the rear of lots to the wall decision was decided in the Spring and included in the July newsletter. Donna and Nicole will review and resend to owners.

Mango Ditch Tree Trimming

- There is an area along the ditch that is overgrown. Ray obtained three quotes ranging from \$1600-800. **MOTION** made by Ray, seconded by Mike to approve the quote from West Bay in the amount of \$850. This amount will be 50/50 split with Mango Park HOA. **MOTION** passed unanimously.

Landscaping

- **Mulch**- Mike obtained a quote from West Bay for the common areas, entrances, and pool areas in the amount of \$3700. This is under the approved budgeted amount.
- **Palm Trimming** – Ray confirmed that this is expected to be in line with the budget.
- **East Side Mulch**- This will be over budget. The total is expected to be \$17,500 (vs. the approved budget amount of \$16,000). **MOTION** made by Mike, seconded by Donna to approve the additional spending of \$1500 for ES mulch.
- **Landscape Vendor Research- Donna and Ray presented the research**
 - o **Brightview** – large company, do not use H2B workers, all services are completed inhouse, focus on maintenance assisted communities, use site maps to track special requests, arecas are included, dedicated account manager, experience with Sunstate. **\$155,796 annual total**
 - o **Blooming's**- local company, 115 employees, they do use the H2B workers, Work Order system in place, outsource tall tree trimming, right size equipment. **\$182,615 annual total**
 - o **West Bay (current landscaper) \$136,488 annual total.** *The ES Committee recommends staying with West Bay.* **MOTION** made by Mike, seconded by Steve to have Ray and Kemp meet with West Bay to discuss the 2019 contracted services. **MOTION** passed unanimously.
- **East Side "Opt Out" Discussion**
 - o "Opt Out" Review Process & Estimated Time Line
 - o Review updated draft "WP East Side Opt Out Background – Policy – Procedure" document (no BoD Vote)

- The document was reviewed in detail. Mike highlighted all changes made since last month.
- Donna asked, In the survey to be sent to ES owners, what would the questions be?
- Donna asked, If Opt Out was approved, when would owners be able to Opt Out? Kemp and Ray will confirm with West Bay how West Bay would handle an Opt Out process (cost and notice).
- Article 13 was discussed. The HOA attorney said the board can vote to allow Opt Out.
- Ken Barbalato suggested that the board should examine all possible legal issues / challenges.
- Ken suggested that a second legal opinion be obtained.
- If the Opt Out is approved - Eileen asked how compliance issues would be handled for owners who Opt Out. Nicole and Mike confirmed that it would follow the compliance procedure.
- The Opt Out Contract included in the document is draft only.
- Eileen asked if Opt Out was allowed, would fencing be allowed?
- Ken Bray suggested that a policy statement be added to the document confirming that Opt Out is permitted only if there are no negative impacts on the remaining Opt In owners. Mike confirmed that this is not possible, as there are cons.

New Business:

Irrigation Repairs

- Kemp presented the main line irrigation repairs needed in the common area. Kemp has contacted IDA to make repairs to this aged system. Kemp suggested that irrigation repairs be considered in the 2019 budget in operating or as a special project. Along 21st will be capped. The same thing will be done on 17th. There will be a savings in water.

Landscaping Project Quotes

- Mike presented the quotes. There is an open space behind the pool near the playground and along the pool fence. Matt of West Bay submitted a proposal for new plantings with some color and complete and overall trimming and clean out. One proposal \$2,900 inside pool area, one proposal \$2,200 outside pool area. This line item is already over budget. Mike recommends that both projects get done. **MOTION** made by Mike, seconded by Steve to have Ray negotiate and approve the two proposals with Matt of West Bay directly in the amount of \$5,000 or less. MOTION passed unanimously.

Monuments

- Matt of West Bay suggested scheduling to install 60 annual plants for both monuments, three times per year. The cost would be \$450 each time. **MOTION** made by Mike, seconded by Ray to approve installing 60 plants in the amount of \$450. MOTION passed unanimously.

Next Meeting Date: Monday, November 26, 2018 at 3pm

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

Adjournment: With no further Association business to discuss, Mike Zelle adjourned the meeting at 5:21pm.

Respectfully submitted by

Nicole Banks

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