

Wisteria Park

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

Monday, December 17, 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, and Secretary; Kemp Pollard and Director & 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 Steve to waive the reading the November 26th, 2018 minutes and approve as presented. MOTION passed unanimously.

Presidents Report: Presented by Mike Zelle

- Mike has a new draft schedule for the security chain at the parking lot volunteers. Mike thanked the volunteers.
- Mike has created the HOA Board meeting schedule for 2019. It will continue to be the 4th Monday at PSP Church. The meeting will be held one week earlier in May and December due to the holidays.
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- On Saturday, there were pool trespassers. The trespassers appeared to have a key. The sheriff was called.

Vice Presidents Report: Presented by Ray King

- Green Tops completed the palm tree trimming.
- Two palm trees were removed.
- West Bay has completed the plantings around the pool area.
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- Aqua systems will look at the pond plantings at two properties.

Treasurers Report: Presented by Donna Burbidge

- Donna reported from the November 30, 2018 financial statements.
- There is still one account over 90 days past due for tree removal.
- There is one account over 60 days past due for assessments.

Secretary's Report: Presented by Kemp Pollard

- A newsletter will be sent out this week.

Hardscapes: Presented by Steve Moyer and Kemp Pollard

- Two ARC requests were received this month– both were approved.
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- Spa heater was replaced for \$4000. There is a warranty on the heater for 5 years.
- The county has begun to clear the ditch along 21st.

Common Area Landscape Committee: Presented by Ray King

- Ray plans to meet with Matt regarding spraying for weeds. The spray does not appear to have been effective.

East Side Landscape Committee: Presented by Donna Burbidge

- The committee met on December 3rd. The mulch was reviewed. There was no mulch installed along the wall.
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- West Bay hourly rate for irrigation repairs increased to \$48.
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- Donna repaired reviewed the West Bay invoices and found duplicate charges and payments. Nicole has contacted West Bay and requested that their error be corrected.
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- Donna has spoken with Matt to create a scheduled weekly day for irrigation repairs. The mowing day is currently Thursday.
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- The inspection walk was conducted today. Matt and Donna met with the owners who responded to the email notice.
- 8611 removed one tree. Donna reports that there is another diseased tree. It is located on the west side of the home, facing 21st St. Nicole will contact the owner.

Management Report:

- 8504 17th Dr. Light post is now working.
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- Sunstate will follow up on the two delinquent accounts.
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Homeowners' Comments:

- Louie Roseman commented that West Bay does not appear to be organized when coming out for irrigation repairs.
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- Betty Stevens suggested reducing the amount of mulch per household. It was noted to be quite thick.
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- Eileen Murawski did not receive mulch because the new crotons were installed. Eileen suggested that for next year she will need mulch.
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- **Randy Miller** asked what is planned for the ficus hedge along the wall. The hedge is maintained by West Bay and will be trimmed.
 - An **owner** reported there is a three-month rental in place.

Unfinished Business:

2019 Special Projects-

- The board created a special projects list for 2019 BoD review.
- Mike emailed the list to all board members. Mike marked items by priority.
- The most recent reserve study is posted on the website.
- Donna reported that Matt at West Bay recommended that a filtration system be added to the irrigation system.

Landscaping

- **Landscape Vendor Research**
 - **West Bay Contract Review-** Mike and Kemp met with West Bay's President Ron Sikkema to finalize the contract. The common contract was revised and reduced by \$2400. The common irrigation quote added an additional day of inspection time which costs \$3600 per year. The revised contract has been signed by Mike. Kemp outlined the process for proposal. Kemp created a 6 page table that was sent to West Bay. West Bay was to ~~complete and return it as~~ incorporate it into the a revised bid. The only change in the contract was price. The table was not responded to us. Kemp is still unhappy with this contract. Kemp volunteered to create an RFP. West Bay's contract does not include the 6 page table specifics.

Kemp does not want to pay for services that are not provided. Kemp plans to document deficiencies in writing to notify West Bay.

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- Irrigation System Maintenance- Tabled.

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East Side “Opt Out” Discussion

- Review updated draft # 5 “WP East Side Opt Out Survey– Background – Est. Time Line- Policy- Procedure- Pros & Cons” document (no BoD Vote)
 - The survey question was revised to add the word “~~some~~” “individual”
 - The West Bay contract figures were updated.
 - Mike read aloud changes as recommended from the November meeting.
 - Donna confirmed that the West Bay contract states that there is no charge for homes that are not maintained by West Bay.
 - If owners opt out, the maintenance standards must remain the same.
 - The timeline was adjusted so that the ES East Side Landscape Committee has time to meet.
 - Sunstate will send the survey via email. The detailed process was outlined.

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New Business:

SPA Heater Replacement

- **MOTION** made by Mike, seconded by Steve to approve the spa heater replacement in the amount of \$4,000.
MOTION passed unanimously.

Annual Meeting Planning – Two HOA Board Positions Open- The second notice will be mailed to all owners by the first week in January. The annual meeting will be held on Monday, January 28, 2019 at 3pm at the Palma Sola Botanical Garden Main Room.

Next Meeting Date: Monday, January 28th 2019 at 3pm (sign in 2:30pm)
Palma Sola Botanical Park 9800 17th Ave NW, Bradenton, FL 34209

Adjournment: With no further Association business to discuss, Mike Zelle adjourned the meeting at 4:45pm.

Respectfully submitted by

Nicole Banks

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