

Wisteria Park

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

Monday, March 25, 2019 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; Randy Miller, and Director & ARC Chair, Kemp Pollard 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.

Minutes:

- **MOTION** made by Mike, seconded by Randy to waive the reading of the February 25, 2019 meeting minutes and approve as amended. MOTION passed unanimously.

Presidents Report: Presented by Mike Zelle

- Mike followed up with the County on Manatee County matching funds program. This year's deadline was missed as it was 2/28/19. This will be noted for the fall to prepare for 2020.
- A four way stop was installed at 75th and 17th.
- Community Association Institute Training Session was held on March 14, 2019. It was well attended.
 - o An important 2019 Legal Update is that Rules and Regulations and the Design Guidelines should be recorded with the governing documents. The attorney would record the documents.

Treasurers Report: Presented by Randy Miller

- Randy reported from the February 28, 2019 financial statements.
- The irrigation water is under budget approximately \$700 over the past two months and almost \$1,000 under 2018.
- Spectrum was overcharging the account. Randy has contacted Spectrum and believe this has been corrected.
- Sunstate misapplied a homeowner's account payment in January. This has been corrected and an apology from Sunstate was sent to the owner. At the request of the Board, Sunstate will call each owner who received the incorrect statement to confirm the mailing address and clarify any questions. Sunstate will send Mike what changes were made to ensure that the AR payments are applied correctly.

Hardscapes & ARC: Presented by Kemp Pollard

- Feb. 26, Kemp opened Manatee Public Works Request #5768054 to repair street lamp at WP 17th Ave NW entrance. No update provided by Manatee County to March 25, 2019. Kemp will pursue again.
- Feb. 26 Kemp opened Manatee Public Works Request #5768046 to request to two sections of sidewalk along 17th be replaced. County website says " Great news! Your Sidewalk Problem Request #5768046 was completed on Mar 25, 2019, 8:26 AM EDT". Kemp will pursue again.

POOL HOUSE

- Pools by Lowell installed thermostats interconnected with each of the spa and pool pumps so the pumps and heaters will now automatically shut down/cool down after pool closing hours and start up again 2 hours before pool opening hours. This will silence the system all night while also saving: (a) wear on the motors and heaters and (b) electric power and natural gas by simply not running the system 7 X 24 X 365 as has been done since Wisteria Park was built.
- A new exhaust fan complete with thermostat and switch has been installed in the pump room to control excess heat in summer when motors are running.
- A new exhaust fan was installed in the women's bathroom.
- Timer switches were installed in both bathrooms to automatically shut off lights and fans after use.

- Timer switch for spa air bubbler was repaired.
- Two street lamps bulbs on 85th were replaced.
- The pump room has been re-stocked with cleaning supplies, brooms, chlorine bleach, toilet cleaners, disinfectants, LED light bulbs,
- Both bathrooms have been thoroughly disinfected, cleaned and stocked with normal cleaning/disinfectant items residents should use, as required, just as they would do for their own bathrooms.
- The false floors under the pool house kitchen area and sink was removed, all debris removed, disinfected, thoroughly sprayed with insecticide, dried out and aired to stop mold, mildew and odors. Ongoing effort to stop odors.

STREET LAMPS

- Two street lamp bulbs replaced on 87th St. NW with new, consistent, daylight color, 100W LED units.
- Kemp and others will proceed to re-bulb all WP street lights with same daylight color, 100W LED units. To be done by next HOA meeting.
- New, bright, daylight color LED spot lights have been installed on both WP entrance sign/walls at 21st Ave NW entrance, replacing failed units at this location.

Common Area Landscape Committee: Presented by Ray King

- Ray walked with Matt of West Bay on Friday, March 22.
- As a follow up from the county clean out, Matt and crew cleaned out the debris along the berm at 21st.
- Pruning will begin at the end of this week.
- All trees look well except for one queen palm with yellow fronds. This will be monitored.
- The Traveler palms are overgrown. Ray will meet with Stillman's Tree Service tomorrow for a price. Green Tops will come out next week to provide a second quote.
- Kemp reminded everyone of the specific, detailed monthly inspection activities defined in the contract and urged the Committee to ensure inspection of ALL landscaping facilities and activities are thoroughly checked off with West Bay.
- If it is necessary to address only one side of the Common areas (17th Ave. NW and separately on next month 21st Ave NW), then the Committee can divide the effort with West Bay to ensure thoroughness.
- Kemp noted, as an example, none of the in-ground street drain grates along 21st Ave have been cut-out and edged, per the contract, since last year. In addition, spot weed spraying in turf is not being done. Many other monthly checks detailed in the contract should be reviewed.

Common Area Monthly Irrigation Report: Presented by Kemp Pollard

- In the interests of time, Kemp summarized his monthly report. The 21st Ave Commons Area irrigation system was tested and inspected, per the Contract, with West Bay, Fri. March 22. A number of issues were found and repaired the same day at no cost to the HOA. This is because West Bay agreed to "test" the system monthly, free of labor charges and only charge for replacement equipment. By mutually testing and observing each zone while it runs, issues can be quickly identified and repair staff directed to specific problem irrigation heads, piping, coverage, flow rates, etc.
- Any residents who would actually like to see the detailed monthly repair notes can request from Kemp.
- Because of the size of the Commons irrigation system, the HOA and West Bay mutually agreed to conduct these detailed run tests and inspections monthly one area per month. March was the 21st Ave. system test. April will address the 17th Ave NW system.

East Side Landscape Committee: Presented by Ray King

- Rob Russell and Ray King walked with Matt on Friday, March 22. See attached report for details.
 - The irrigation issues reported were corrected that day.

- o 8611 19th Diseased Palm was removed. There is still a diseased trunk that needs to be removed.
- o Behind LOT 121, there is a plant that should be cut down in the pond.
- o LOT 117 lawn dry patches are looking better.
- o One irrigation box cover will be replaced.
- o West Bay does not treat for mole activity, but they will treat for grubs.
- o Matt will treat a pygmy palm that is not doing well.
- o LOT 91 has bushes that will be treated for disease.
- o Nicole emailed Ray the current Aquatics contract.

Management Report:

- The board reviewed the compliance report. Three Basketball hoop violations were resolved as of March 20.
- Nicole confirmed the East Side Landscaping Tracking issues procedure.

Homeowners' Comments:

- Louie suggested that owners be reminded of the pool areas, asking owners to clean up the area after use and to please place a towel over the chair cushions. Mike will speak with Maureen to add this to the newsletter.

Unfinished Business:

- **Landscaping**
- **East Side "Opt Out" Discussion-** Mike reviewed the survey results aloud. Do you support Opt Out- 8 yes, 47 no. 65% of the East Side homeowners voted against Opt Out. Over 76% of East Side owners responded.
 - o **Review East Side Landscape Committee Recommendation-** The vote was 4-1 against allowing Opt Out.
 - **Homeowner and Board Member Comments:**
 - Rob Russell commented the number of owners was overwhelming against.
 - Rob Russell commented that only two people currently would like to Opt Out.
 - Louie Roseman commented that the people that may want to allow Opt Out may not themselves Opt Out.
 - Kemp Pollard and Ray King mentioned the amount of time spent on East Side Landscaping.
 - Randy Miller commented on the importance of the East Side landscaping, the overwhelming support of survey respondents to not allow opt-out, and that he supports the ESLC recommendation to not allow for Opt Out.
 - Mike Zelle agrees with Kemp and Ray on the time spent on individual East Side Maintenance issues. This is why the ES Landscaping Committee was formed. Mike supports the ESLC recommendation to not allow owners to Opt Out.
 - o **BoD Vote: MOTION** made by Mike, seconded by Randy to continue with mandatory East Side Landscaping services. MOTION passed 3-1.
- **Replace Bird of Paradise at 21st Entrance Discussion (Ray)**
 - o Ray will obtain quotes.
 - o Randy also suggested a landscape designer.
- **Reduce Pool & SPA and Pool Area Maintenance Discussion (Kemp)**
 - o Kemp noted efforts to obtain savings. Timers were installed and the pool pumps/heaters are now shut off overnight. Currently Costs to maintain the pool annually is \$28,000. This information is listed on the website under Hardscapes. Kemp and the Board will discuss specific additional ways to save money in 2019 and in the future.

New Business:

- **Refurbish Street Signs Proposal (Mike & Kemp)**

- The current street signs are not very legible at night nor cleanable.
- Mike presented a sample of the suggested replacement.
- The new signs are reflective and DOT compliant.
- 42 signs would be ordered. The cost of the signs is just over \$1,500. The total for painting the poles and new sign installation is approximately \$4,500.
- **MOTION** made by Mike, seconded by Randy to approve up to \$4,500 to be spent on this project. MOTION passed unanimously.

Next Meeting Date: Monday, April 22nd, 2019 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 4:20 pm.

Respectfully submitted by
Nicole Banks
For the Board of Directors for Wisteria Park Homeowner's Association, Inc.