

Wisteria Park

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

Monday, May 20, 2019 at 3pm

APPROVED

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

Determination of Quorum and Proper Meeting Notice: With President; Mike Zelle, Vice President; Ray King, Treasurer; Randy Miller (via Skype), Secretary; Maureen Hooper 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 Maureen, seconded by Randy to waive the reading the April 22, 2019 meeting minutes and approve as amended. MOTION passed unanimously.

President's Report: Presented by Mike Zelle

- Street Sign Project: Has been completed.
- Jim Wilson's last day was Friday, May 17, 2019. He will still be available to perform projects on an ad hoc basis.
- Mike discussed putting the Association's contracts on the website in a password protected section.

Vice President's Report: Presented by Ray King

- No Report, will be discussed under landscaping.

Treasurer's Report: Presented by Randy Miller

- Randy reported from the April 30, 2019 financial statements, including income, expenses, reserves and accounts receivable.
- The Board received a draft audit last week and to satisfy FL 720 the Association will increase their fidelity bonding.

Secretary's Report: Presented by Maureen Hooper

- Working on the June Newsletter and welcomes homeowner input.
- A homeowner recommended there be a note in the newsletter regarding birds picking at garbage.
- A reminder to homeowners to submit an ARC application when making any changes to your property.

Hardscapes & ARC: Presented by Kemp Pollard

- No ARC requests were submitted this month.
- The Handyman Committee replaced the switch on the pool heater.
- The new cleaning company, Cleaning by Candi, began today. They will clean twice a week.
- A homeowner volunteer trimmed the Shady Lady by the pool.

Common Landscape: Presented by Ray King

- Most of the debris behind a home along 21st Ave was removed.

Common Area Irrigation: Presented by Kemp Pollard

- A test was performed on the North side of the property and all zones are working.
- The West Bay contract indicates an irrigation project manager will monitor the monthly wet check, but it appears this is not happening.

East Side Landscaping: Presented by Maureen Hooper

- In the areas behind homes, homeowners are responsible to remove dead items and plant new items, within the Association's guidelines.
- Several issues with irrigation timers have been resolved.

Management Report:

- Mike and Nicole performed 2 violation inspection drives, one in the evening and one during the day.
- There were 13 light posts that were out; letters will be sent.
- A homeowner violation form submitted regarding bed borders will be discussed later in the meeting.

Homeowners' Comments:

- Along 17th Ave, east of the entrance, the metal fence has a dip in it from a tree falling on it. Kemp will inspect the area and submit a recommendation to the board.
- A homeowner commented on how nice the new street signs look.
- A homeowner requested follow up regarding a question about the paint colors. It will be discussed under unfinished business.

Unfinished Business:

- **Update Residential Community Design Guide (Maureen & Randy)**
 - The Board discussed the Residential Community Design Guide.
 - Maureen will work on the revisions and present to the Board at the next meeting.
- **Reduce Pool & Spa and Pool Area Maintenance Discussion (Kemp)**
 - Researched using a pool cover to keep pool temperature up and found a mechanical cover would cost around \$3,500.
 - Recommends turning down the pool temperature to 80 beginning today until October.
 - The Board discussed using solar power to heat the pool. Kemp will research and report to the Board.
- **Volunteer Handyman Committee Charter & Liability Waiver**
 - The Board discussed the committee and liability waiver.
 - The insurance company recommended putting restrictions on the tools that volunteers can use.
 - The Attorney reviewed the documents and advised the Board to change the name of the committee to "Maintenance Committee" to ensure that women are included.
 - **MOTION** made by Maureen, seconded by Ray to approve and accept the Liability waiver and proposed maintenance tasks as presented. Motion passed unanimously.

New Business:

- **Upgrade 17th Ave Irrigation System in Planting Beds Proposal**
 - The Board discussed the proposal submitted by IDA to upgrade the irrigation system for \$8,500.
 - West Bay was given the same directive and responded that they don't feel the work is necessary.
 - Kemp does not recommend moving forward with the project.
- **Property Marker Installation Along 21st Ave NW Proposal (Kemp)**
 - The Board discussed the need to have property markers to show where the Association's property ends and begins.
 - **MOTION** made by Kemp, seconded by Mike to approve Clements Surveying Inc. to survey the property and install property markers not to exceed the amount of \$750. Motion passed unanimously.

Next Meeting Date: Monday, June 24, 2019 at 3 pm

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 4:45 pm.

Respectfully submitted by
Kim Delaney For the Board of Directors for Wisteria Park