

## WISTERIA PARK HOMEOWNERS ASSOCIATION

Monday, June 22, 2020 3:00 pm

### Join Zoom Meeting MINUTES

**Call to order:** The meeting was called to order at 3pm.

**Determination of Quorum and Proper Meeting Notice:** A quorum was present with all five board members present; Maureen Hooper, Randy Miller, Ray King, Jan Carroll and Paul Tobin. Also present was Nicole Banks of Sunstate Management. Notice was posted in accordance with FL ST 720 and the association's documents.

**Approval of previous meetings Minutes:** May 18, 2020: **MOTION** made by Randy, seconded by Paul to approve the minutes as presented. MOTION passed unanimously. Add\* under President's comment about pool repair / replacement. A clean copy of the approved minutes will be posted on the website.

### Reports of Officers and Committees

**President:** No report.

**Vice President:** No report.

**Treasurer:** Presented by Randy Miller

- The Board reviewed the May 31, 2020 Financial Statements
- The Accounts Receivable report was reviewed. There is only one homeowner past due.

**Secretary:** Presented by Jan Carroll

- Please send any newsletter ideas to Jan.

**ARC:** Presented by Randy Miller

- Two meetings since the last Board meeting. The June 4<sup>th</sup> minutes will be posted. Four requests; two were approved and two were denied. One denial was due to incomplete form and the other for a paint color. ARC is discussing paint colors. Randy will be reviewing the archive files.

**Hardscape:** No report.

**Handy Team:** Presented by Randy Miller

- 17<sup>th</sup> Ave Lighting repairs
- Kemp repaired one leaking mailbox and replaced one mailbox.

**Common Area Landscape & Irrigation:** Presented by Ray King

- Playground area will be trimmed
- Palm on 21<sup>st</sup> St will be removed.
- Planning to trim five trees and have one queen palm removed in the amount of \$815.
- Palm trimming is planned for August. Ray is obtaining quotes.

## East Side Landscape

- A tree trimming email was sent to east side owners today asking them to contact Sunstate if they do not want the palms trimmed.

## Managers Report

- Light Posts will be checked in July.
- The account with the attorney for past dues is now current.
- Compliance letters have been sent and the process will be monitored.

## Homeowners Comments

- The corners of the pool are chipping. Nicole has contacted Heath at PBL to take a look. Nicole will follow up. Ray and Maureen looked at this. The tiles are in tack.
- Annual palm tree trimming is scheduled for August. A second trimming during the year would be homeowner responsibility. The HOA schedules the annual palm tree trimming for August.

## Unfinished Business:

- Monument restoration update: Paul gave the update. The 17<sup>th</sup> St. monument is scheduled for repair. A deposit check was issued and sent to the vendor. The vendor, while on site, will inspect the other monument signs and provide an evaluation. The vendor will also inspect the pool area.
- Lighting at 17<sup>th</sup> Ave Pillars: Randy gave the update. Lighting will be added. The lights would be the same as the lights at the 21<sup>st</sup> Ave. entrance. The cost would only be a few hundred dollars. MOTION made by Maureen, seconded by Paul to approve the project as outlined, not to exceed \$500 to be paid from reserves. MOTION passed unanimously.
- Mailbox base update: The skirts will be painted. Three new skirts will be painted for the three that are beyond painting. Paul will work on prices.
- Purchase Spare Mailboxes: Options will be reviewed. Replacement parts that are needed will be confirmed.
- Landscaping at Entrances: Randy met with Nick designer at West Bay. Nick submitted a proposal with recommendations for the area.
- Right of way visibility at Corner of 19<sup>th</sup> Ave and 85<sup>th</sup> Court: The driver visibility at this corner was looked at as a safety concern. Manatee County code enforcement reviewed the concern. The visibility triangle does need to be addressed. The county provided two options: trim to 30-inch height and maintain or remove 20 ft. of hedges, a section of about 14 shrubs and install sod. West Bay submitted a quote to remove 14 shrubs. The cost was \$2,250. This area is on common ground. **MOTION** made by Maureen, seconded by Ray, to approve as presented to be paid from the common area budget. MOTION passed unanimously.
- Landscaping contract 2021 /RFP: Maureen, Randy and Jan will work on revising the RFP and contacting vendors.

**New Business:**

**Next meeting:** Monday, July 27, 2020 at 3:00 pm Location TBD

**Adjournment:** With no further business to discuss, the meeting adjourned at 4:15pm.

Wisteria Park HOA documents are available at : [www.wisteriaparkhoa.com](http://www.wisteriaparkhoa.com)