

WISTERIA PARK HOMEOWNERS ASSOCIATION

Monday, August 24, 2020 3:00 pm

Location: Zoom Video Meeting

MINUTES

Call to order: The meeting was called to order at 3:05pm.

Determination of Quorum and Proper Meeting Notice: A quorum was established with all five board members present; Maureen Hooper, Randy Miller, Ray King, Jan Carroll, and Paul Tobin.

Approval of previous meetings Minutes: July 27, 2020 **MOTION** made by Randy, seconded by Maureen to approve as presented. MOTION passed unanimously.

Reports of Officers and Committees

President No Report.

Vice President No Report.

Treasurer

- Randy reported on the July 31, 2020 financial statements.
- There is one home over 90 days past due.
- Nicole will send the Board a current AR Report.

Secretary

- Jan asked if it is common to be under budget at this time of year? Randy confirmed that yes, that is typical. The larger expenses such as mulch and palm trimming occur in Q4.

ARC

- There were two ARC meetings since the last Board meeting. There were three requests: hurricane fabric screens, a fence, and exterior paint, all approved.

Hardscape

- Pool tiles were replaced around the pool. Extras are on hand.

Handy Team

- None since the last Board meeting.
- Ray and Louie will remove the dead plants under the shady lady trees along 21st Ave.

Common Area Landscape & Irrigation

- Ray met with Perez Tree Service and they agreed to trim the palms, at the cost of \$4,690 for approximately 140 trees.
- Ray asked if the account information with SWFWMD has been updated.

East Side Landscape

- Palm tree trimming completed.
- Obtaining mulch quotes.

Managers Report (Action Items, Violations, etc.)

- The Board reviewed the compliance report.
- Sunstate is preparing for the 2021 budget season.
- 1719 88th Court has new owners and they are maintaining lawn service.
- Nicole will send a homeowner / directory list to the Board members.

Homeowners Comments

- There are 16 parcels owned by Wisteria Park HOA that list Argus as property manager with the County. Sunstate will follow up.
- An owner commented that a directory for homeowners is a nice idea.

Unfinished Business:

- **Monument restoration update:** The project should be completed within a week.
- **Mailbox base update / Mailbox replacements:** Underway.
- **Gutters and Sidewalk cleaning:** Paul submitted an estimate for Board review from Pro Clean.
- **Landscaping at Entrances:** Randy and Maureen met with two vendors (West Bay & Duval) to discuss design options. The Board is planning a special meeting to allow each designer to present and answer questions.
- **Update Right of way visibility at Corner of 19th Ave and 85th Court:** West Bay removed ficus hedges and installed sod. The visibility is now much better.
- **Landscaping contract 2021 /RFP Update:** RFP sent to three vendors: West Bay, Duval, and West Coast.

New Business:

- **2021 Budget:** Randy is working on the first draft.
- **Cleaning of Pool Area:** The Board reviewed the revised quote from Cleaning by Candi. **MOTION** made by Maureen, seconded by Randy to approve \$380 per month for the increased cleaning services. Maureen and Nicole will confirm contract details with Candi. MOTION passed unanimously.

Next meeting: Monday, September 28, 2020 at 3:00 pm Location ZOOM Meeting

Adjournment: With no further business to discuss, the meeting adjourned at 3:58pm.

Wisteria Park HOA documents are available at : www.wisteriaparkhoa.com