

WISTERIA PARK HOMEOWNERS ASSOCIATION  
HOA Board Meeting  
Monday, March 22, 2021 3:00 pm  
Location: Zoom  
MINUTES

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

**Determination of Quorum and Proper Meeting Notice:** A quorum was present with the following board members present; Maureen Hooper, Jan Carroll, Ray King, Paul Tobin, and Lori Crick. Proper meeting notice was provided in accordance with FL ST 720 and the association's documents.

**Approval of previous meetings Minutes: February 22, 2021 MOTION** made by Maureen, seconded by Paul to approve the meeting minutes as presented. MOTION passed unanimously.

**Reports of Officers and Committees:**

**President:**

- Bismarck Palms at the 21<sup>st</sup> Ave. Entrance are being monitored by Duval. Duval is taking soil samples to help identify the issue.
- Duval New account manager, Anthony. New mowing day: Monday.

**Vice President:**

- Plants replaced near the playground
- Drain cap near pond 3 was replaced by the county.
- 21<sup>st</sup> Ave NW, gathering of debris from dead weeds sprayed by the county. Ray contacted to county to clear this area.
- Discussed removing queen palm and an elm at the boundary lines, to be removed by Duval tomorrow.
- Weeds at 21<sup>st</sup> Ave Entrance area are being addressed today and tomorrow by Duval.
- Ray sent photos of invasive vines for the Duval arborist to review.

**Treasurer:** Jan reported from the February 28, 2021 financial statements.

**Secretary**

- Bi-weekly e-blasts are planned to begin.
- Updated monument photos are posted on the website.

**ARC:** Two requests; both approved. 1 rear yard putting green, 1 exterior paint color.

**Hardscape:** See below.

**Handy Team:** No report.

**Common Area Landscape & Irrigation:** See Vice President's report.

**East Side Landscape**

- Met on March 12<sup>th</sup>. Walkaround was done on March 19<sup>th</sup>.
- Next meeting will be held on April 16<sup>th</sup> at 10am.

## Managers Report (Action Items, Violations, etc.)

- Compliance inspection completed last week.
  - Outstanding issue at LOT 36. There is a hedge planted in the rear yard, toward the pond. This was not approved by ARC and LOT 37 is complaining.
  - LOT 37 has compliance issues to resolve.
  - **MOTION** made by Maureen, seconded by Lori to allow an additional 30 days for both LOTS 36 and 37 to resolve the compliance issues. MOTION passed unanimously.
- Accounts Receivable continues to be monitored.
- CPA audit underway.
- Tracking work orders for Duval.

## Homeowners Comments

- Kemp asked if the irrigation is working at the entrances where the bismarks are not doing well. Kemp is concerned with the wasted water costs.
- Margo asked if Nicole could meet with Duval regarding irrigation concerns. Duval cleaning out irrigation heads was discussed.
- Ray commented on the irrigation budget to be monitored.
- Lori commented on the plant hedge that is overtaking the wall.

## Unfinished Business:

- **Duval Landscaping update:** Covered in Presidents / Vice Presidents and Homeowner Comments
- **Revised Lighting Proposal at Entrances:** Maureen presented the two quotes. **MOTION** made by Maureen seconded by Jan to approve the Complete Electrical proposal in the amount of \$6,012. MOTION passed unanimously.
- **Timer at Pool Area:** **MOTION** made by Maureen, seconded by Jan to approve up to \$360 to replace the two photocells at the pool area. MOTION passed unanimously.
- **Gate on Common Area:** TABLED.
- **Gazebo cleaning:** TABLED.

## New Business:

- **Cleaning of Blue Pool Canopies:** **MOTION** made by Maureen, seconded by Paul to approve the cleaning for a cost of \$475. MOTION passed unanimously.
- **Replacement of Electrical box at 21<sup>st</sup> Entrance** Electrical box is rusted at 21<sup>st</sup> Ave. entrance. The electrician recommended replacement. **MOTION** made by Maureen, seconded by Jan to approve replacement of the box in the amount not to exceed \$2,000. MOTION passed unanimously. Kemp suggested using a fiberglass box. This expense will be charged to Reserves.

**Next meeting:** HOA Meeting April 26, 2021 at 3:00 pm via ZOOM Meeting

**Adjournment:** With no further business to discuss, the meeting adjourned at 3:56pm.

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