

WISTERIA PARK HOMEOWNERS ASSOCIATION
HOA Board Meeting
Monday, April 26, 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 all five board members; Maureen Hooper, Ray King, Jan Carroll, Paul Tobin, and Lori Crick. Notice was provided in accordance with FL ST 720 and the association's bylaws.

Approval of previous meetings Minutes: March 22, 2021 MOTION made by Maureen, seconded by Paul to approve a presented. MOTION passed unanimously.

Reports of Officers and Committees:

President: No Report.

Vice President: No Report.

Treasurer: Jan reported from the March 31, 2021 financial statements.

Secretary: No Report.

ARC: 1 meeting, 2 requests (1 approved, 1 denied- white garage door) Pending meeting this week.

Hardscape: None.

Handy Team: Pool Rules sign was reposted. Community Sign reattached.

Common Area Landscape & Irrigation:

- Ray reported that the elm tree and the queen palm previously discussed were both removed.
- Debris removed by the County in the swale at end of 21st.
- Pending quote for removal of damaged trees.
- Eastern end of 17th NW, thinning out the Travelers palm quotes pending from Duval.
- Kids were observed throwing the pond sign into Pond #1. The kids also caused damage to a neighbor's window. The police and parents were notified.
- Invasive vines in common area locations were sent to Taylor of Duval for suggested solutions.
- Soil sample taken by Duval for the palms not yet received. They are under warranty.
- Pond #5 oleanders are not doing well. Quote approved to replace with mammy crotons.
- Duval Account Manager is Pedro.

East Side Landscape:

- 2 meetings and 1 walkaround. 10 homes were inspected. The irrigation tech was present during the walkaround and fixed issues on the spot. Next meeting date TBD.

Managers Report (Action Items, Violations, etc.)

- The Board reviewed the open violation report.
- Nicole will send Paul the specs for the last month's email blasts and Newsletter distribution.

Homeowners Comments:

- Gail Larose asked that if there is a compliance issue, to please email her a notice vs. mail.
- Kemp Pollard asked if the cost summary of projects from 2020 be included in the next newsletter.
- Kemp Pollard followed up on the concern regarding the irrigation at the entrance.
- Kemp Pollard followed up regarding Duval edging the 4 storm drains.
- Ray King questioned the Duval work order process from account manager to irrigation tech. Nicole will set up a meeting with Taylor.

Unfinished Business:

- Duval Landscaping update: See Common Area Landscape & Irrigation Report.
 - The back wall overgrown landscaping was discussed. The cost would be \$7,508. This would be split between East Side and Common budget. **MOTION** made by Maureen, seconded by Lori to approve as presented. MOTION passed unanimously.
- Lighting project at Entrances / Electrical Box Update: Projects previously approved are completed. Landscape Cost for New Planting \$1284.38 coded to 7125 to be re-coded to Reserves.
- Gate on Common Area: **MOTION** made by Maureen, seconded by Ray to approve the gate to be installed by Foremost Fence not to exceed \$850 to allow Duval access to common area mowing to avoid Duval accessing the common property via the owner's private property. MOTION passed unanimously.
- Gazebo cleaning: Pending second quote.
- Update on Blue Canopies cleaning: Robert's Awning cleaned the blue canopies. Discount Awnings installed them in October 2018. Maureen and Nicole will reach out to Discount Awnings regarding a repair.

New Business:

- Pool / Spa Rules signage and Free Egress: The pool sign was knocked down in a recent storm. The signs are weathered. Maureen and Nicole will work on updated signs. This will be reviewed. Nicole has reached out the Stanley Security for more information regarding free egress safety information and or requirement.
- Community Signs: Will be reviewed. In a recent storm, the sign was blown down and had to be resecured. Maureen also suggested the posts need to be repainted.

Next meeting: HOA Meeting May 24, 2021 at 3:00 pm Location: ZOOM Meeting

Adjournment: With no further business to discuss, the meeting adjourned at 3:54pm.

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