

**WISTERIA PARK HOMEOWNERS ASSOCIATION**  
**HOA Board Meeting**  
**December 5, 2022, 3pm**

MINUTES

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

**Determination of Quorum and Proper Meeting Notice:** A quorum was established with the following board members present; Maureen Hooper, Lori Crick, Louie Roseman, Jan Carroll, and Paul Tobin. Notice was posted in accordance with FL ST 720 and the association's governing documents.

**Approval of previous meetings Minutes October 24, 2022: MOTION** made by Maureen, seconded by Jan to approve as presented, with one correction, under manager's report correction to 18<sup>th</sup> Ave. MOTION passed unanimously.

Reports of Officers and Committees:

**President** Ponds are looking good. Pond 1 is being tested for algae blooms.

**Treasurer** Need to transfer \$50k from operating funds to Reserves.

**Secretary** Newsletter was sent for Q4

**Handy Team**

- Kemp would like to address the scope of work guidance. The attorney confirmed to utilize the liability waiver for all members of the Handy Team. There are items that the handy man team should not be doing such as climbing a ladder, using a blade or saw, electrical work which requires an electrician. There is a volunteer Handy Team outline that should be followed.
- Louie suggested fence posts be installed along the boundary line that was recently staked.
- Maureen suggested that a Board member volunteer to review the Handy Team Charter document.
- Maureen confirmed that the committee cannot hire professionals. Committees cannot authorize expenses. The Committee can submit recommendations to the Board.
- **MOTION** made by Jan, seconded by Maureen to hire a licensed and insured vendor to install permanent posts (approximately 12-15) along the boundary line, not to exceed \$2,000. MOTION passed unanimously.

**Common Area Landscape & Irrigation**

- East of 21<sup>st</sup> entrance needs some repair.
- 17<sup>th</sup> Ave sidewalk still needs to be repaired by Manatee County
- Louie is going to follow up with Manatee County Storm Water Management regarding drainpipe from Mango Park owner flowing into the Wisteria Park ditch.

**East Side Landscape**

- David and Matt did the walk. Weeds are a concern.
- Mulch was spread.

**Managers Report** (Action Items, Violations, etc.) : See attached.

- 8822 17th compliance issues were reviewed.
- Past due accounts are being followed up on. One account is with the attorney for collections.
- First Notice of the annual meeting was mailed to owners. The date is 1/23/23.

## Homeowner Comments :

- Felicia commented on the Handy Team Charter and the need for an HOA Board member to be part of that committee.
- Felicia commented on the survey line. Louie confirmed that the line reflected more to mow. This is a certified survey and this line will be followed.
- Felicia commented on trees planted by a property owner.
- Randy commented on the entrances landscaping.
- Randy asked to confirm the Brightview Contract amount.
- Kemp commented on the common area landscaping.
- Kemp asked what information the HOA has on file. Maureen confirmed that the HOA has a certified copy of the survey that was just completed.

## Unfinished Business:

Storm (Hurricane Ian/ Tropical Storm Nicole Update): Clean up underway. Pending tree quotes. **MOTION** made by Maureen, seconded by Jan to approve up to \$5,000 for storm clean up. MOTION passed unanimously.

Maureen recommends that a long-term landscaping plan be considered.

Pool and Playground signs update: Completed.

Mango/Wisteria Property Line: The boundary line has been staked. Permanent posts to be installed.

## New Business:

2023 HOA Board: There is a vacancy seat. Please consider joining the Board.

Potential Projects for 2023: Maureen will prepare a list for Board review / consideration.

Mailbox Base cut outs: Paul recommends the cut outs be maintained to protect the posts.

West Side exposure to legal issues related to East Side landscaping: Paul would like a legal opinion on this topic. The attorney did confirm that there is one community, one association. Paul does not feel that West Side owners should be responsible for East Side Landscaping expenses including attorney costs.

Rentals: Louie commented on short term rentals. The current Rules and Regulations need to be revised. Louie suggested revising the R&R in regards to rentals. **MOTION** made by Maureen, seconded by Lori to approve as presented to align with declaration 10.2. MOTION passed unanimously. Maureen will send Nicole the revised language.

Holiday Decorations: Paul suggested that the community decorate for the holidays. Paul suggested sending an email blast asking for volunteers to decorate at both entrances.

**Next meeting: Annual Meeting Monday, January 23, 2022, at 3pm** Location: ZOOM Meeting

**Adjournment:** With no further business to discuss, the meeting adjourned at 4:17pm.

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