

**DATE:** November 9, 2018

**TO:** **WISTERIA PARK EAST SIDE LANDSCAPE COMMITTEE**  
Wendy Draina  
Myra Harcourt  
Maureen Hooper  
Ray King  
Rob Russell

**FROM:** Donna Burbidge

**SUBJ:** **MINUTES FROM THE 10/22/2018 EAST SIDE LANDSCAPE MEETING**

**COPY:** Nicole Banks, Sunstate Management  
Mike Zelle  
Kemp Pollard  
Steve Moyer  
East Side Homeowners

#### **BACKGROUND**

The Wisteria Park East Side Landscape Committee had its second meeting on October 22, 2018. In the previous meeting the group discussed the importance of communications with residents so they understand what services are included/excluded, when services will be performed, and improved conflict resolution. It was felt that our landscape contract provides basic service for about \$120 a month which also includes special services such as irrigation testing and repairs, tall palm trimming and mulch. Homeowners who want special services such as pruning of certain plants such as arecas or xanadu may have to outsource for those services.

#### **ROLE OF COMMITTEE**

The Landscape Committee serves an advisory role to the HOA and advises on conflict resolution with homeowners and the landscaper, and conducts monthly landscape inspections of the East Side. The Purpose, Reasons for the Committee, and its Role can be found on the *Sunstate Wisteria Park website*.

#### **OCTOBER 22<sup>ND</sup> MEETING NOTES:**

The following Committee members attended the 10/22 meeting: Donna Burbidge, Myra Harcourt, Maureen Hooper, Ray King and Rob Russell. Wendy Draina was not available. The first order of business was to elect a Chair Person, CoChair and Secretary. Donna Burbidge was chosen as Chair Person, Maureen Hooper volunteered as CoChair and Wendy Draina was appointed Secretary. Since the board consists of 5 members, Myra Harcourt volunteered to be a nonvoting member.

The minutes from the 9/20/2018 meeting were reviewed and approved. The minutes can be found on the *Sunstate Wisteria Park website*.

The Committee discussed the most recent landscape inspection conducted 10/19. The incident of problems was much reduced and it was felt that the current landscaper, West Bay, was making an effort to do a better job of resolving any problems. The process of informing homeowners of an upcoming inspection so they can relate any problems or concerns and have an opportunity to discuss any concerns directly with the landscaper has really improved problem resolution. In addition, Sunstate's role in keeping the landscaper accountable for follow-up on problems is helping.

Since the two year contract with West Bay was up for review, Donna, Ray and Nicole had discussions with two new potential landscape companies: BrightView and Bloomings. The Committee was given an update on the discussions. All three companies submitted bids using the same set of guidelines on frequency of mowing, pruning, applying fertilizer/ weedkiller/ pest control, irrigation checking and repair, tall palm trimming, mulch. Bright View submitted a bid significantly higher than West Bay and Bloomings, and was asked to sharpen their pencil. They resubmitted a bid that was slightly less on common area maintenance, but was 29% higher for East Side than West Bay. Bloomings was given a copy of a bid they gave in 2016 which was 80% higher than the lowest bid and asked to carefully evaluate the cost for services. The person who provided the Bloomings bid at that time has left the company. The bid Bloomings submitted was 39% higher for the common area than West Bay and 48% higher than Bright View. The Bloomings bid for **East Side** was 30% higher than West Bay, and 1% higher than Bright View. The Committee felt most homeowners on the East Side would be unwilling to pay 30% more for landscape services. In addition, the hourly cost for emergency irrigation repairs was higher with Bright View and Bloomings. *The recommendation to the HOA was to continue service with West Bay, providing common area servicing is acceptable.*

**Opt-Out:** The Landscape companies were asked how they would handle homeowners who wanted to opt-out. They indicated they would either put a sign or orange cone on the property on days when services would be done so the workers would know to skip those homes. They were asked what would be the impact on the cost of the contract. They initially indicated there would be some reduction but not on a prorated basis. When reinterviewed again, they agreed they would reduce the cost of the contract on a prorated basis, so remaining homeowners would not have the cost of their services increased.

It was felt that the number of homeowners asking to Opt-Out may be declining due to improved conflict resolution, but no “real” numbers exist. The Committee felt the East Side Homeowner Survey proposed by the HOA to gauge the extent homeowners may want to Opt-Out should have two questions:

- Should homeowners be allowed to Opt-Out of Landscape Services/Fees?
- Would you choose to Opt-Out?

**Suggested Areas for improved communication:**

- Post services and timing guidelines on the Sunstate Wisteria Park website
- Post guidelines on which plants/trees will be pruned and which will not
- Post or mail out more information to all homeowners (East Side and West Side) on the HOA Board’s decision on areas along the walls and who is responsible for maintenance of those areas.

**THE NEXT EAST SIDE LANDSCAPE COMMITTEE MEETING WILL BE NOVEMBER 7<sup>TH</sup> AT 10 AM AT THE GAZEBO. HOMEOWNERS ARE WELCOME TO ATTEND. IT IS SUGGESTED HOMEOWNERS BRING A FOLDING CHAIR.**