

WISTERIA PARK HOMEOWNERS ASSOCIATION
HOA Board Meeting MINUTES
June 24, 2024, at 3pm

Call to order: The meeting was called to order at 3:02pm.

Determination of Quorum and Proper Meeting Notice: A quorum was established with Dave Hooper, Lori Crick, Ken Barbalato, Maryann King, and Louie Roseman. Meeting notice was provided in accordance with FL ST 720 and the association's governing documents.

Approval of previous Board meetings Minutes May 20, 2024, **MOTION** made by Ken, seconded by Maryann to approve as presented. MOTION passed unanimously.

Reports of Officers and Committees:

President: Dave provided update.

- Pool access cards have been distributed. FOB system will be live soon.
- Client Portal is set up.
- Insurance policy review with Nicole, Maryann, and Atlas Insurance.

Vice President: Lori provided an update.

- Pond reports from May and June will be posted on the website.
- Rain is helping with pond levels. Ponds are in good shape.

Treasurer: Maryann reported from the April 30, 2024, financials.

- On track for 2024 budget. 2025 budget planning has begun.

Secretary: Ken reported he spoke with Hardscape and Engineering firm and another HOA Board member who confirmed landscaping is not usually reserved for, it is dealt with under operating maintenance budget. The ponds were inspected by an outside firm. Ken suggested we obtain quotes from suggested the firm regarding suggested pond actions.

ARC: AC pad / location request was approved.

Hardscape:

- Louie outlined pool repairs.

Long-Term Plan: See Secretary report.

Pond Management: See VP report.

Common Area Landscape & Irrigation:

- Tall palms trimmed.

East Side Landscape

- Tall palms trimmed.
- Reminder to utilize work order system.

Managers Report (Action Items, Violations, etc.)

- One account with attorney for collections (lien filed).
- FL ST updates as of 7/1/24, legal summary will be shared.
- Compliance follow up reviewed.
- Client Portal is live. Board Members access has been added. Committee members will be next.
- Board Transparency Act filing will be completed in August.
- 2025 draft budget will be sent with August financials. Budget Meeting : October 28th

Unfinished Business:

- Pool Gate – Locks/Keys, Signage, Cameras: Fully functional.
- Policy & Procedures for Video Security: MOTION made by Dave, seconded by Ken to approve and adopt as presented. MOTION passed unanimously.
- Stormwater Ponds Study and Proposal: See Secretary's report.
- Tree Trimming: Completed. Clean Cut Tree Service did a nice job.
- Gazebo Hours: **MOTION** made by Ken, seconded by Maryann to approve gazebo and playground hours as follows: 7am-9pm. MOTION passed unanimously. **Signs for hours of operation and no smoking / vaping will be ordered and posted. Dave will email Nicole the language.**

Owner Comments:

- Monthly pond reports are posted on the website.
- Suggested to add no smoking / vaping at common amenities.

New Business:

- **1943 85th:** Remains unkept. The Board recommends a letter from the attorney be sent. MOTION made by Ken, seconded by Dave to approve sending the letter from the attorney. MOTION passed unanimously.

Next meeting July 22, at 3pm Location: ZOOM Meeting

Adjournment: With no further business to discuss, the meeting adjourned at 3:45pm.

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