

**PARK TRACE HOMEOWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**August 15, 2017**

**Meeting Minutes DRAFT**

**Call to Order – Proof of Notice – Proof of Quorum**

The meeting was called to order by John Calia at 7 PM. Proper notice was posted on the property in accordance with Bylaws and statutory requirements. A quorum was present with John Calia, Bill Statz and Norm Thetford (via phone). Denise Duffina of Casey Management was present. The following owners were also present: Melvin Schroeder, Bob Ungemach, Hank Holton, Ralph Monti, Margaret Monti, Brenda Creech, Ron Creech, Janet Jarzyna, Judy Holton, Larry and Mary Lou Midas, Michael and Rose Wade, Matt Cumings, Pam and Don Papa, Stu Lane, Helen Statz, BiBiche Knauf, Les and Sally McCurdy.

**Introduction of Board Members**

President John Calia introduced the board members present as well as the association property manager to the owners present.

**Administrative Business**

- **Vote Approval of June 20, 2017 Board Meeting Minutes**

A motion was made by Norm Thetford and seconded by Bill Statz to approve the Board Meeting minutes of June 20, 2017. All were in favor and the motion passed.

**Officers' Reports**

- **President**

President John Calia stated many things had been accomplished since the last meeting, and will be discussed throughout this meeting.

- **Vice President**

Vice President Bill Statz stated he had nothing significant to report.

- **Secretary**

This seat is currently vacant.

- **Treasurer**

Treasurer Norm Thetford reported current figures:

Checking	\$ 6,148.60
Contingency	\$ 54,661.33
Reserves	<u>\$ 60,255.10</u>
Total Assets	\$121,065.03

He stated they will probably have to dip into the contingency towards the end of the year, but that is to be expected.

- **At Large**

This seat is currently vacant.

**Committee Reports**

- **Landscape**

Margaret Monti reported as follows:

1. Irrigation system is in good working order and is being inspected and maintained on a monthly basis. Any problems are immediately addressed and repaired.

2. Plantings in the four monument beds are becoming established with scheduled watering and weeding

3. The roses in the two island beds have been on probation since May, 2017. With a great deal of effort on the part of Park Trace volunteers, the roses have been fertilized, watered, weeded and pruned on a weekly basis. Unfortunately, they are not rising to the occasion in their highly visible

location. Roses just don't like the Florida summers and require too much effort. The roses and coleus will be replaced in the fall with a colorful, Florida-friendly planting that will surely please all.

4. The Sylvester Palm trees in the two island beds at the entrances were cleaned of their dead fronds and messy fruit that spilled all over the roads below. The trees were fertilized. Now they will be maintained on a regular basis so that no more fruit will cover the roads.

5. Sarasota County completed the sidewalk repair job on Bay Street between Park Trace Boulevard and Willow Bend Way. Twenty new sections of sidewalks were installed and a few were simply ground down to be level.

6. Potholes were filled in by the county at the west entrance to Park Trace.

7. Repairs have been made to the monument entrance lighting, and bulbs have been replaced to give a very beautiful nighttime effect.

- **External Liaison**

Ralph Monti reported on the Bay Street Extension Project as follows:

The land has been leveled. On July 27<sup>th</sup> he met with county officials to learn what was going to happen. He was told the project should take a year, but so far it has been moving fairly quickly. There will be a culvert installed that will separate Park Trace property and the road. The Landscape Committee is working with consultants for sound buffering. County Parks & Recreation may put some shrubs on the north side. At this time there is ongoing dialogue, and he does expect the county to present a new contract to Park Trace for consideration this week. A traffic count was taken on Bay Street. He currently does not know what the traffic count is or could potentially increase to after the extension opens. He also stated the county does not foresee any large truck traffic, but they will not be restricted. A discussion with the owners present followed. John Calia told the owners present they have been asking the county officials many questions in order to be as proactive as possible, but really can't completely the extension will affect Park Trace until after the extension is completed. As far as the wall, the county wants a decision from Park Trace by December 31, 2017. The wall proposed will begin at the east entrance and extend out to about five house lots.

- **Architectural Review**

Mel Schroeder reported as follows:

He introduced himself and gave that he has served as chairperson of an architectural committee in Indianapolis.

The committee is in need of a third volunteer.

Recently he has received an inquiry from a potential buyer for 130 Willow Bend Way to install a hot tub on the lanai. He asked if anyone knows of any free-standing hot tubs installed in the community and was it allowed in the past. He also stated the motor should have a quiet motor. President John Calia asked him to forward requests he receives to the board to also look at.

- **Communication**

Bob Ungemach reported he is working on getting connected with the next door association website, which serves as ways to obtain company names for the website. He is also trying to get the Park Trace community within the other site as well.

- **Social**

There currently is not a social committee.

- **Welcome**

Helen Statz reported there had been four welcome baskets delivered to new residents since the last meeting. A discussion including the owners present followed about renters in general.

### **Management Company Report/Comment**

- Association Manager Denise Duffina stated a drive through inspection had been done noting roofs and/or driveways needing cleaning, and she had sent notice letters to the owners. A discussion followed involving owners in attendance concerning RVs and renters in place. The parking of an RV was asked. John Calia answered permission must be sought from the board and that this is a standing rule in the bylaws. John Calia asked Norm Thetford if an estoppel had been done before a year has passed for the house that was bought at auction and currently has renters living there. Norm Thetford replied he would have to look it up.

### **Old Business**

- **Entrance Landscaping**  
This item was covered within the Landscape Committee report.
- **Bay Street Extension**  
This item was covered within the External Liaison Committee report.
- **Pond Maintenance**  
John Calia expressed his concern for the nourishment of the pond banks and its possible cost. He said he believes it will be expensive (\$100,000) for a 10-year plan. Building up of the root system needs to be done, which can occur if the grass around the lake was leveled out at three feet back. Because of the angle of incline, from the houses the leveled grass will give optical illusion of being even with the height of water's edge. Also if the landscape mowing crew would mow around the lake in a counter clockwise direction with a reciprocal mower, it will help keep cut grass from blowing into the water. A plan will be implemented in the future. A discussion followed.
- **Committee Memberships – fining, landscape, social**  
John Calia stated more volunteers were needed for the committees, and owners always welcome to serve.
- **Alligators**  
John Calia reported an owner said they saw an alligator in the pond. He said if you spot an alligator to please call the Fresh Water & Game Commission and to let the board know. Permission must be granted for a 45-day permit for a trapper to capture alligators by the method of trapping. He stressed to do not feed the alligators because then they lose their fear of man. He added if you see someone feeding an alligator, call someone on the board. It is against the law to feed alligators.

### **New Business**

- **Motion to institute a fee for future estoppel actions**  
John Calia proposed the association charge an estoppel fee. This will help with expenses. He asked Norm Thetford how much the going rate is. Norm Thetford replied it's \$150 for a normal estoppel and \$250 for a rush. A discussion followed.

A motion was made by John Calia and seconded by Bill Statz to charge a \$250 estoppel fee effective September 1, 2017. All were in favor and the motion passed unanimously.

### **Homeowners' Comments/Questions**

1) Is Palmer Ranch expanding? Ralph Monti stated he did not know.

2) Have the bushes been replaced for the houses closest to the wall damage yet? John Calia replied no, that other plantings were done.

With no more business to come before the board, John Calia thanked everyone for their participation, views and suggestions.

### **Adjournment**

A motion was made by John Calia and seconded by Bill Statz to adjourn the meeting. All were in favor and the meeting adjourned at 8:19 PM.

Respectfully submitted,  
Denise Duffina, Association Manager  
Casey Condominium Management, LLC