

**PALMER RANCH MASTER PROPERTY OWNERS ASSOCIATION  
TRUSTEE MEETING**

**Thursday, January 22, 2015 - 3:00 P.M.  
Covenant Life Presbyterian Church - Room 134  
8490 McIntosh Road, Sarasota, Florida 34238**

**MINUTES**

**Trustees Attended, Palmer Ranch Master Association (PRMA):** Fred Falkner, Laura Gilbert, Kathrin Harris, Bob Holzman, Lee Katz, Bob Mills, Russell Seifert, Barbara Tierney, and Garry Wharton.  
Trustees absent: Fred Amazon, Steve Anderson, Steve Jeantet, Cathy Leetzow, Sue Ambrecht and Rob O'Connor.

**PRMA Staff Attended:** Tracy Smith and Marianne Swan.

**Resident Members Attended:** Kay Karioth, Turtle Rock; and Carol Vartanian, Stonebridge.

- I. **Convene/Quorum** – Meeting convened at 3:00 P.M. by Garry Wharton. A quorum was declared.
- II. **Minutes of the previous meeting of the Board of Trustees – December 18, 2014:** The minutes were approved as circulated.
- III. **President's Report:** President-Elect Garry Wharton welcomed the community representatives, K. Karioth and C. Vartanian. Garry commented on the following:
  - A. How beautiful the PVC fence looks along Central Sarasota Pkwy adjacent to the Stoneybrook Trail.
  - B. The success of the newly implemented Legacy Trail crossing button at Central Sarasota Pkwy.Garry requested that Palmer Ranch Trustees send out a reminder to their community members for Trail users to "push the button" to cross the Trail at Central Sarasota Parkway for increased safety.
- IV. **Financial Report:**

Financial Statement for period ending December 31, 2014: Bob Mills referred Trustees to the unaudited Financial Report as distributed by email.
- V. **Committee/Management Reports:**

The following reports were distributed to Trustees via email, prior to the meeting:

  - A. Management Report. Confirmation by Tracy Smith that there are seven (7) Residential, one Recreational and one Commercial/Industrial Board candidates. Tracy will send out the ballots for the respective classes of membership on January 23.
  - B. Grounds Report
  - C. Advisory Committee
  - D. Community Center Ad Hoc Team: Bob Mills summarized information relayed by Attorney Kevin Wells to the Advisory Committee. Comments are reflected in the minutes of the Advisory Committee Meeting of January 6, 2015 which were distributed to Trustees via email.
  - E. Parks Committee
  - F. Website Ad Hoc Team: Tracy asked that Trustees/Representatives send copies of newsletters to the PRMA office.
- VI. **Old Business:**
  - A. Board Workshop - Communications Ad Hoc Team – Appoint Members:  
**Motion by Kathrin Harris, 2<sup>nd</sup> by Bob Mills, to appoint Rob O'Connor and Cathy Leetzow to the Communications Ad Hoc Team. Motion passed unanimously.**
- VII. **New Business: Tracy Smith: Monthly Landscape Lighting Inspections:**
  - A. Tracy requested approval to cancel the current contract with Windemuller Technical Services, Inc. for the monthly landscape lighting inspections due to issues with communication and invoicing delays.

The contract, at a value of \$555 per month (time and materials are additional expense), is valid until December 31, 2015. Contract may be cancelled with or without cause with 30 days' notice. Two proposals were received for this service; one from Owens Electric, Inc. for \$375 per month (time and materials are additional expense), the second from Envision Electrical Design, Inc. for \$1,300 per month (time and materials are additional expense); communication problems experienced just in obtaining the proposal. Management recommended an agreement, using our standard contract format, with Owens Electric, Inc.

**Motion by K. Harris, 2<sup>nd</sup> by G. Wharton, to cancel current contract with Windemuller Technical Services, Inc. and contract with Owens Electric, Inc. for \$375 per month (time and materials are additional expense). Motion passed with unanimous approval.**

B. Lee Katz inquired about having shrubs planted to block the view of the McIntosh Pumping Station, southbound. She also asked about having the shrubs trimmed back behind and around the Palmer Ranch directional signs. Tracy will follow up on these requests.

C. Lee Katz asked if the Board could give input to developers regarding upcoming community developments/buildings. Garry responded that his understanding of the documents did not provide the Board with this authority.

**VIII. Community Representatives – Discussion:**

**Carol Vartanian – Stonebridge:** Carol inquired about PRMA official records available to members, as it pertains to notices to its members.

**IX. Board of Trustees Meeting Schedule** – The next PRMA Trustee Board is February 26, 2015 at 3:00 PM at Covenant Life Church, 8490 McIntosh Road, Sarasota. The Annual Members Meeting will be held on March 26, 2015 at 3:00 PM at Covenant Life Church.

**X. Adjourn:**

**Motion by Garry Wharton, 2<sup>nd</sup> Russell Seifert, to adjourn the meeting. Motion passed unanimously.** Meeting adjourned at 3:28 PM.

Respectfully submitted,  
Barbara Tierney, Board Secretary,  
Palmer Ranch Master Property Owners Association