

Palmer Ranch Master Property Owners Association, Inc.
Meeting of the Board of Trustees
June 26, 2014 – 3:00 PM
Covenant Life Presbyterian Church – 8490 McIntosh Road

MINUTES

I. Convene: Garry Wharton, President Elect, called the meeting to order at 3:01 p.m. at 8490 McIntosh Rd, Sarasota, FL 34238.

Determination of Quorum: Trustees present in person: Fred Amazon, Sue Ambrecht, Steve Anderson, Fred Falkner, Kathrin Harris, Steve Jeantet, Lee Katz, Cathy Leetzow, Russell Seifert, Barbara Tierney, and Garry Wharton.

Trustees absent: Laura Gilbert, Bob Holzman, Bob Mills, and Rob O'Connor.

Also present were PRMA Staff: Rick Barth, Tracy Smith, and Marianne Swan.

Resident Members Attended: Philip Arsenaault, Deer Creek; Fred Hard, Glenridge Advisory Council; Thomas Moses, Hamptons; John Cleary, Steve Matthews, Wellington Chase. Mr. Wharton asked the community representatives to introduce themselves to the group and ask questions of the Board. See III.

II. Minutes of previous meeting (5/22/2014): Motion by Steve Anderson, second by Russ Seifert, to accept the minutes of the Meeting of the Board of Trustees, Palmer Ranch Master Association (PRMA) of May 22, 2014 as presented. Motion passed unanimously.

III. Community Representative Input – The community representatives commented as follows:

A. Mr. Moses asked about individuals fishing on the lake on the Hamptons property off Honore. Rick Barth commented that there are several access points to the lake, e.g. Stonebridge, Palmer Ranch Holdings' commercial site, and Palmer Ranch Healthcare. There are no specific "County" rules, but individual communities have the right to restrict access to the lake for fishing.

B. Mr. Hard is concerned about the roadway to and from Arbor Lakes. The Speed limit is 25 MPH, but there is no Stop sign at the exit, and trucks are a matter of concern in that area. Sue Ambrecht commented that Stop sign is supposed to be installed; Garry Wharton will follow-up.

C. Mr. Cleary and Mr. Matthews asked about the status of the "A-7" parcel on the SE corner of Sawyer Loop and Northridge. He received numerous calls about the surveying of the A-7 property and taking core samples. Wellington Chase homeowners have reported that the surveyors are actually surveying from the Wellington Chase homeowner' properties. Sue Ambrecht commented that there is someone interested in the A-7 parcel, but surveyors should not be stepping on homeowners' private property. She will notify Justin Powell, Vice President, Palmer Ranch Holdings, Ltd. According to Rick Barth, A-7 Parcel will likely be a residential development. Palmer Ranch Master Association will keep the Trustees of PRMA updated.

IV. Garry Wharton: PRMA Update—

A. Mr. Wharton reported that the Advisory Committee has established the following area as "high priorities":

(1) The need for traffic control at the Central Sarasota Pkwy (CSP) and Honore Ave.,

(2) The intersection of CSP and the Legacy Trail, and

(3) The dark roadway of Central Sarasota Pkwy between McIntosh and Silver Oak entrance, and other dark roadways within Palmer Ranch.

During the Advisory Committee (AC) of PRMA meeting on June 10, 2014, Rick Barth and Tracy Smith were asked to develop an "Action Plan" to address the above issues. The AC intends to include suggestions from the PRMA Board.

B. Rick Barth reported the following in response to the above:

(1) Mark Richmond, Traffic Supervisor for the county, advised that additional signage will be placed on the Legacy Trail (a warning arrow) to advise bikers of the stop sign for bikers at the intersection of the trail and Central Sarasota Parkway.

(2) The issue of dark areas on CSP will **not** be addressed at this time by the County.

(3) Traffic control at the intersection of CSP and Honore: A "traffic analysis" is being conducted now for "level of service" at this intersection in order to define the need for a traffic signal. This will likely be completed sometime in November. Rick reported that there is a request for participation from PRMA for these discussions and review. Garry Wharton is interested in attending the Legacy Trail and CSP intersection discussions. The results of the CSP and Honore Traffic Analysis will likely determine resolutions in 2015.

Rick commented that Paula Wiggins and Todd Dary from the county are involved in the traffic study outcomes and actions. Rick also commented that re-stripping of the roadways does have an impact on better visibility of the roads.

V. Financial Report:

Financial Statement for period ending May 31, 2014: Manager Tracy Smith reported that treasurer Bob Mills reviewed the bank accounts and financials and found them to be in good order.

Tracy Smith reviewed the Income & Expense Budget Performance for January - May 2014 for Palmer Ranch as distributed to the Trustees. Net Income Y-T-D is positive for \$86,371.83, due mainly to the additional dues being paid by Arbor Lakes since they have received their first Certificate of Occupancy (CO) which was not included in the budget.

VI. Committee/Management Reports

Advisory Committee:

Chair Kathrin Harris confirmed that the AC is working on the high priorities areas referenced above. In regards to the dark areas of the ranch, the committee had asked management last year to have studies done and bids obtained to up light oak trees on specific roadways, resulting information still needs to be shared with the full board. Kathrin suggested that the PRMA Trustees would have important input on these and other matters, and hopes that a Workshop and Planning session date can be set. The workshop, developed by Rick Barth, would include history of Palmer Ranch as a DRI, Trustee Board Responsibilities, and process. Kathrin recommended including "planning strategies" regarding enhancements for Palmer Ranch, requiring roughly 2-3 hours.

A request was presented to the AC by the PRMA staff regarding the need for an additional purchase of mulch for Palmer Ranch due to unexpected run-off following heavy rain.

Motion by Kathrin Harris, second by Sue Ambrecht, to authorize the Master Association management to place a mulch order for 1,500 three cu-ft bags of mini pine bark mulch and arrange for labor to apply not to exceed \$6,963.25, to be funded by the Ornamental Refurbishment budget. Motioned passed unanimously.

The Advisory Committee agreed to meet two weeks before the monthly PRMA Board of Trustee meeting so that the Trustees would have time to review information sent to them for discussion at the Board of Trustee monthly meeting. Attachment A is copy of the AC 6-10-14 meeting.

Parks Committee:

Chair Fred Falkner presented the Parks Committee Report and highlighted areas of focus for Palmer Ranch that the committee addressed. Potter Park enhancements continued to be monitored and evaluated by Fred Falkner, and further follow-up will take place related to the issues discussed. See Attachment "B".

Management Report: Tracy Smith provided the **Financial Report (V)**.

Grounds Report: Rick Barth reported that:

- (1) There was an irrigation break on Sarasota Square Blvd, which was repaired promptly and fixed;
- (2) Palmer Ranch is moving forward with salvage and placement of PVC fencing;
- (3) Replacement of pavers on Central Sarasota Pkwy, a reserve budget item, is due, and is being determined by management of PRMA;
- (4) The needed sod replacements on the PR medians is almost completed. The cost to PRMA is under \$24,000; Bloomings has taken responsibility for additional \$9,000 total costs.
- (5) Rick responded to a question about the "Cobblestone" development west of McIntosh, indicating that a Public Hearing is planned for July 9. This will require a rezoning from "commercial" to "residential", but hasn't been approved yet. Commercial value assessment to PRMA is measured in "square feet" and residential value is measured in "units".

VII.Old Business: None

VIII.New Business: None

IX.Community Representatives:

Wellington Chase: Mr. Cleary reported on the vandalism of the LED lighting along Northridge at Wellington Chase. 11 of the 34 LED lights were disabled, and Wellington Chase is deciding whether to replace the LED lights that were damaged. R. Barth commented that there has been vandalism in Palmer Ranch in the past as well.

X.Board of Trustees Meeting Schedule – Fourth Thursday of Each Month - July 24, 2014 - 3:00 PM at Covenant Life Presbyterian Church, 8490 McIntosh Road, Sarasota.

XI.Adjourn: Motion by Russ Seifert to adjourn the meeting; second by Steve Jeantet. Motion passed unanimously. Meeting adjourned at 4:10PM.

Respectfully submitted,
Barbara Tierney, Secretary, PRMA.
June 29, 2014

ATTACHMENT A

Palmer Ranch Master Association Advisory Committee Meeting
Thursday – June 19, 2014
3:00 PM at Palmer Ranch Property Management Office

Attended by Advisory Committee Members: Kathrin Harris, Barbara Tierney, and Garry Wharton.
Also attended by Rick Barth and Tracy Smith.

A. The Advisory Committee asked Rick Barth and Tracy Smith to propose an Action Plan related to the following items discussed:

- (1) Dark area on Central Sarasota Parkway (CSP) and other roads within PR
- (2) Traffic flow at intersection of Central Sarasota Parkway and Honore, and
- (3) Intersection of the Legacy Trail and CSP

B. The Advisory Committee approved a recommendation by Tracy Smith, PRMA Manager, to submit a request for authorization to the PRMA Trustees at the June 26, 2014 Palmer Ranch Master Association meeting. Mulch applied last fall has been washed away in certain areas of the ranch by the heavy rains of spring, and management proposes to add mulch, an expense that is over the annual mulch operating budget. The proposed motion is as follows:
“Authorize Master Association management to place a mulch order for 1,500 3 cu bags of mini pine bark mulch and arrange for labor to apply, at a cost not to exceed \$6,963.25, to be funded from the Ornamental Refurbishment Operating budget line item.”

C. There was agreement that the Advisory Committee would meet at 2:30 PM at the Palmer Ranch Office location two weeks before the PRMA Trustee Board meeting. This would be a regularly scheduled 2nd Thursday of the month and allow sufficient time for information notice to the PRMA Board of Trustees in preparation for the monthly PRMA Trustee meeting. The monthly PRMA Trustee meeting is scheduled for the 4th Thursday of the month.

Next Advisory Committee Meetings: 8/14/2014, and 9/11/2014.

Meeting adjourned at 4:05 PM.

Respectfully submitted,
Barbara Tierney,
Secretary, PRMA

June 20, 2014

ATTACHMENT B

**PARKS REPORT FOR THE PRMPOA BOARD OF TRUSTEES
PRMA Parks Committee, Friends of Potter Park
June 26, 2014**

Several initiatives and issues are under active discussion. They concern the desire to locate a paw park on Palmer Ranch, coping with inappropriate parking at Potter Park during large swim meets, and fundraising for improvements to our parks.

Possible Location of a Paw Park on Palmer Ranch

In a meeting attended by George Tatge (Manager of Beach Parks for SC Parks and Recreation) who has a lot of experience in developing new public parks, the deficiencies of Tract 604 at McIntosh and Palmer Ranch Parkway as a potential location for a paw park were detailed. Basically, four of the five acres are wetlands leaving only one acre that is suitable for facile development. Paw parks need a minimum of two acres for development, and four acres is a much more desirable area for a paw park.

On his own initiative Mr. Tatge examined the property bounded by Catfish Creek, McIntosh Rd, and Central Sarasota Parkway as a possible site. This area is similar in size and is all upland that is suitable for easy development as a paw park. It is also readily accessible. Its location near to Potter Park is also an advantage.

It was suggested that the best approach to initiating action from Sarasota County was for members of the Parks Committees to meet with the Manager of Parks and Manager of Capital Budgets and present a proposal. We intend to follow up on this suggestion.

Swim Meets at the YMCA and Parking at Potter Park

In the previous Parks Committee report in May I reviewed the problems with parking that have been encountered over the last two years for large swim meets at the YMCA Aquatic Center. Briefly, parking overflows the YMCA pool parking area, Potter Park parking area, and the open area south of the aquatic center.

The effect of this inadequate parking space on Potter Park is two-fold. First, vehicles park in unauthorized places in the grassy areas of the park. This has resulted in damage to the Potter Park sign and is also unsafe. Second, the public parking area for the users of Potter Park have no place to park, thus denying them the opportunity to play tennis or basketball, bring their children to the playground, or use the gazebo for special occasions.

To prevent parking on the grass in the park, we proposed that the mortise fence in that area of the park be extended to prevent access to vehicles. George Tatge supported this solution and will talk with Patty Gergen to install mortise fencing in the appropriate areas.

To preserve parking for patrons of Potter Park, the YMCA and Friends of Potter Park will work together to provide volunteers to monitor the parking area designated for Potter Park when large swim meets are scheduled. The YMCA is pursuing the option of providing additional parking at Sarasota Square Mall for some very large swim meets.

Fundraising for Parks on Palmer Ranch

On Saturday August 23 Macy's in Sarasota Square Mall is sponsoring its annual Shop for a Cause day. Non-profit groups can sell tickets to this event at a cost of \$5 per ticket. This allows the purchaser to substantial discounts on Macy's merchandise. The \$5 for cost of the ticket is retained by the charitable organization. Last year we were able to make \$250 for the Friends of Palmer Ranch Parks. We hope to do better this year. Tracy Smith has graciously offered to be the contact with Macy's for this fundraiser. We hope that members of our Board of Trustees will help support us in this effort.

Respectively submitted,

Fred Falkner
Chair, Friends of Potter Park