

Palmer Ranch Master Property Owners Association  
Trustee Meeting  
Thursday, October 23, 2014 - 3:00.P.M.  
Covenant Life Church - Room 134  
8490 McIntosh Road, Sarasota, Florida 34238

### Minutes

#### **Trustees Attended, Palmer Ranch Master Association (PRMA):**

Sue Ambrecht, Steve Anderson, Fred Falkner, Kathrin Harris, Bob Holzman, Steve Jeantet, Lee Katz, Bob Mills, Rob O'Connor, Russell Seifert, Barbara Tierney, and Garry Wharton.

**Trustees absent:** Fred Amazon, Laura Gilbert, and Cathy Leetzow.

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

**Resident Members Attended:** Phillip Arsenault, Deer Creek; Carol Vartanian, Stonebridge; David Watts, Huntington Pointe; and Peggy Wells, Village Walk.

**I. Convene/Quorum:** Meeting convened at 3:02 PM by Rob O'Connor. A quorum was declared. Rob thanked Marianne Swan for the homemade treats.

#### **II. Minutes of previous meeting:**

A. Meeting of the Board of Trustees - September 25, 2014:

**Motion by Kathrin Harris; 2<sup>nd</sup> Russ Seifert, to accept the minutes of the Meeting of the Board of Trustees, Palmer Ranch Master Association (PRMA) - September 25, 2014 as presented. Unanimous approval. Motion Passed.**

**III. President's Report:** Rob O'Connor welcomed the attendees. He noted Tracy Smith would facilitate the "workshop". In the interest of time, the reports sent to all Trustees by email were to be reviewed by the Trustees accordingly. These included the Financial Report for September, Management, Grounds and Advisory Committee reports.

**IV. Board Orientation:** Tracy Smith: Grounds - Part 2. Tracy distributed several documents explaining the Grounds Team, The Master Association being a contractor for Sarasota County, Turf Refurbishments, types of trees planted on Palmer Ranch, Rain Gauge monitoring, Reuse Irrigation, Aquatic Weed Control, and a Project Status Worksheet. Rob thanked Tracy for her presentation.

#### **V. Financial Report:**

A. Financial Statement for period ending September 30, 2014: The report was distributed by Tracy Smith to the Trustees via email for review. Bob Mills reported that the PRMA finances are in good standing.

**VI. Committee/Management Reports:** Tracy Smith sent the following reports via email to the Trustees for their review: Maintenance Report, Grounds Report, and Advisory Committee Report.

## VII. Old Business:

### A. Central Sarasota Parkway (CSP) – Legacy Trail Crossing:

Garry Wharton reported that he met with the County Engineer to discuss the intersection of CSP and Legacy Trail and ideas for improvement. There is money in the County budget for a solution. The cost is approximately \$12,500. A “user activated button” would turn on a flashing **STOP pedestrian crossing** sign for motorists on CSP to allow walkers and bikers to cross from one side of the trail to the other. There is no specified date, as yet, to install this new system. The County would be conducting an education program for trail users and motorists traveling CSP. Rob O’Connor thanked Garry Wharton for his work on this issue.

## VIII. New Business:

### A. Enhancement Project – Sarasota Square Boulevard median:

Kathrin Harris addressed a draft of an enhancement project motion, dated October 23, 2014, to be reviewed by the Trustees. Kathrin requested that the proposed motion be separated into two separate motions as she had a concern about planting Bismarck palms to replace the diseased East Palatka Holly Trees.

**Motion by Kathrin Harris; 2<sup>nd</sup> Russell Seifert, to approve the removal of eight diseased East Palatka Holly Trees (two groups of four trees) in the median on Sarasota Square Boulevard between McIntosh Road and Prestancia Boulevard.**

**Discussion. Unanimous approval. Motion Passed.**

The Trustees then discussed the choice of trees to replace the East Palatka Holly Trees. There was consensus by the Trustees to postpone the choice of the replacement trees and research other tree species (e.g. Crape Myrtle, Foxtail Palm, etc.) and present information and a motion at the November Trustees meeting.

### B. Palmer Ranch Master Association Bank Use:

Bob Mills explained that five banks are currently being used by PRMA. Some are inconveniently located to the PRMA office. PRMA will maintain the Sun Trust Bank account.

**Motion by Bob Mills; 2<sup>nd</sup> K. Harris, to move that PRMA change banks for the following accounts:**

**Northern Trust Operating Account (checking); move to Branch Bank & Trust (BB&T);**

**Bank of America Operating Account (checking); move to BB&T;**

**Northern Trust Reserves (checking); move to BB&T;**

**Northern Trust Reserves CD (year ending in October); move to BB&T;**

**Wells Fargo Reserves Money Market; move to BB&T;**

**Chase Bank CD (one year CD maturing in October); move to BB&T.**

**Discussion. Unanimous approval. Motion Passed.**

PRMA will utilize two banks, BB&T and SunTrust. There is ~~\$250,000 FDIC protection through CDARS for all the accounts at BB&T.~~ **Funds parked in CDARS are FDIC protected up to \$250,000 per account, even when total deposits at BB&T exceed \$250,000.**

### C. Combined PRMA Office Building/Community Center: Bob Mills:

**Motion by Bob Mills; 2<sup>nd</sup> Steve Anderson, that the Palmer Ranch Master Property Owners Association, Inc. Board of Trustees create an Ad Hoc Team for the purpose of developing a**

**plan for the possible construction of an office/community center building on a site which would be located on Palmer Ranch. This facility would provide space for the office needs of the Palmer Ranch Owners Association, Inc., meeting rooms, a location for group activities and could be used for any other purpose(s) as determined by the Board of Trustees. Further, adding that the Ad Hoc Team shall have the authority to spend an amount not to exceed \$5,000.00 for professional/consulting fees to aid in creating this plan. This shall be funded thru our budgeted operating account #60630 - Consulting Fees. In addition, the following named individuals shall be named initially to this team:**

- Robert Mills, Huntington Pointe**
- Robert O'Connor, Stoneybrook Golf & Country Club**
- Garry Wharton, Silver Oak**
- Fred Falkner, Vineyards of Silver Oak**
- Phillip Arsenault, Deer Creek (Volunteered for the ad hoc Team at the meeting).**
- Tracy Smith, Palmer Ranch Master Association**
- Rick Barth, Palmer Ranch Master Association**

**Discussion. Unanimous approval. Motion Passed.**

#### **IX. Community Representatives – Discussion:**

Dave Watts, Huntington Pointe, commented that he is in favor of the office/community center building concept. Rob O'Connor commented that approximately one half of the homeowners on Palmer Ranch do not have a community center.

Phillip Arsenault, Deer Creek, asked if Palmer Ranch Master Association has “bad debt reserves”. Tracy Smith answered that PRMA does not budget for bad debt reserves.

**X. Springfest:** Rob O'Connor commented on the need for support from PRMA. Some Trustees are already volunteering.

**XI. Workshop:** Rob O'Connor reviewed the Dream Team purpose. Tracy Smith explained the Dream Team Rules, process, and asked that each table designate a “team leader”. Each teams documented its ideas and input. Tracy collected the information to compile it in a document. *See Attachment from the Workshop: Board Workshop with Grid (xls)*

#### **XII. Adjournment**

**Motion by Steve Anderson; 2<sup>nd</sup> Lee Katz, to adjourn the meeting. Unanimous approval. Motion Passed.**

**Meeting adjourned at 4:35 PM.**

Respectfully Submitted,  
Barbara Tierney, Secretary  
Palmer Ranch Master Association  
October 25, 2014