

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

Thursday, May 28, 2015 - 3:00 P.M.

Covenant Life Presbyterian Church – Music Room
8490 McIntosh Road, Sarasota, Florida 34238

MINUTES

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

Trustees absent: Steve Anderson, Fred Falkner, and Bob Holzman.

PRMA Staff Attended: Rick Barth, Tracy Smith and Marianne Swan.

Resident Members Attended: Floyd Smiley, Arielle; Lydia Moretti, Vintage Grand; Judy and Thomas Moses, Hamptons; Don McKee, Marbella; Rozalind Brack, Palmer Square West; Curtis Gilroy, Turtle Rock; James Wedin, VillageWalk; Dave Watts, Huntington Pointe; and Stephen Engber, Botanica.

- I. **Convene/Quorum** – Meeting convened at 3:00 P.M. by Garry Wharton. A quorum was declared.
- II. **Special Guest – Commissioner Alan Maio:** Mr. Maio presented a “State of the County” report to the Trustees and guests at the meeting. Sarasota County has a comprehensive call center, which may be reached at (941) 861-5000. Mr. Maio also provided his email account: amaio@scgov.net.
- III. **Minutes of the previous meetings:**
 - a. Board of Trustees – February 26, 2015 – approved as circulated.
 - b. Organizational Meeting of the Board of Trustees – March 26, 2015: approved as amended.
 - c. Special Meeting of the Board of Trustees – May 8, 2015. Approved as circulated.
- IV. **President’s Report:** Garry Wharton reported on two additional requests for Temporary Reuse Agreements for the Master Association reuse line on McIntosh. Requests will be similar in nature to the agreement prepared for Taylor Morrison/Cobblestone. At this time, the requests will be prepared for the July 23rd meeting agenda; however, if agreement is needed before then, a special meeting of the board will need to be called. Garry Wharton asked the Trustees if there was a consensus in asking the County to install a four-way STOP sign system at this intersection of Central Sarasota Parkway and Honore Avenue until such time as the roundabout is installed. By show of hands there was a unanimous consensus to request this 4-Way STOP Sign installation. Garry Wharton will relay this information to Commissioner Maio.
- V. **Financial Report: Rob O’Connor**
Rob O’Connor provided the financial report for the period ended April 30, 2015.
- VI. **Committee/Management Reports:**
The following reports were distributed to Trustees prior to the meeting. Garry Wharton asked for comments or questions:
 - a. Management Report. No comments/questions.
 - b. Grounds Report. No comments/questions.
 - c. Advisory Committee. No comments/questions.
 - d. Parks Committee: No comments/questions.
 - e. Community Center Ad Hoc Team. No comments/questions.
 - f. Website/Communications Ad Hoc Team. No comments/questions.
- VII. **Old Business**
There was no old business to discuss.
- VIII. **New Business:**
 - a. Enhancement Project: Tracy Smith presented the Enhancement Project via descriptive diagrams on poster boards, with Advisory Committee recommendation distributed to the Trustees, prior to the meeting. **Motion by R. Seifert, 2nd by L. Katz for the Board of Trustees to approve the landscape enhancements as shown on the attached plans from Borden Landscape, numbered as follows:**
 - **L-1 Typical Planting Beds Along McIntosh Rd, Central Sarasota Parkway and Honore Ave.**
 - **L-1 McIntosh Road Landscape Enhancements**
 - **L-1 Stoneybrook Nature Trail**
 - **L-1 Tract 605 Nature Trail**

Total cost of the enhancement project is \$121,886. Discussion: Rick Barth clarified that the recommendation was based on costs received from Bloomings Landscape and American Irrigation. Based on the limits of Florida Statutes 720, the association is not required to obtain bids for this project; however, should the Board desire bids, this can be completed. Consensus of the board was that bidding was not necessary. **Unanimous Approval. Motion passed.**

- b. Entry Paver Replacement – Central Sarasota Parkway/US 41. **Motion by B. Mills, 2nd by C. Leetzow for the Board of Trustees to accept the agreement between the Master Association and R. Webber, Inc. for replacement of entry pavers located at the Central Sarasota Parkway/US41 entrance, at a cost of \$57,469.00.** Discussion. **Unanimous Approval. Motion passed.**
- c. Master Association Employee Reviews: **Motion by B. Tierney, 2nd by K. Harris to approve utilization of the Evaluation Forms for Master Association employees: Community Manager, Grounds Manager and Administrative Assistant: further, stipulate to be completed by the Master Association officers during the month of June 2015.** Discussion: G. Wharton invited the Trustees to give input to the evaluations to the PRMA officers by June 5, 2015. **Unanimous Approval. Motion passed.**
- d. **Motion by K. Harris, 2nd by C. Leetzow to approve the agreement with Sarasota Web Design at a cost of \$3,000; further, approve comprehensive hosting and ongoing support for a \$30 per month fee. Unanimous approval. Motion passed.**
- e. **Motion by G. Wharton, 2nd by C. Leetzow to appoint Marianne Swan as a member of the Website/Communications Ad Hoc Team. Unanimous approval. Motion passed.**

IX. Community Representatives/Trustees – Discussion:

- a. Cathy Leetzow (Isles of Sarasota) asked the Board to contact the county regarding cleaning up the area that had been recently trimmed by the County on the east side of McIntosh Road from Palmer Ranch Parkway East to the Culverhouse Nature Park entrance. Tracy reported that proposals are being sought to clean up and maintain this area.
- b. Floyd Smiley (Arielle) asked if PRMA could provide a list of email addresses for the PRMA Community Presidents for the purpose of letting the Presidents know about an upcoming Community Association Institute meeting in February 2016 on “building a community”. Tracy commented, in accordance with Florida Statutes 720, PRMA could provide name and mailing address only. If presidents are interested in the upcoming workshop, please let Tracy know.
- c. Rozalind Brack (Palmer Square West) asked the PRMA for help in improving the appearance of the Westfield Sarasota Square Mall (WSM). Ms. Brack understands that the WSM is not part of Palmer Ranch; however, WSM appearance reflects on Palmer Ranch property as a whole. Item tasked to PRMA staff.

X. Board of Trustees Meeting Schedule – All Board Meetings held at Covenant Life Church, 8490 McIntosh Road, Sarasota, FL.

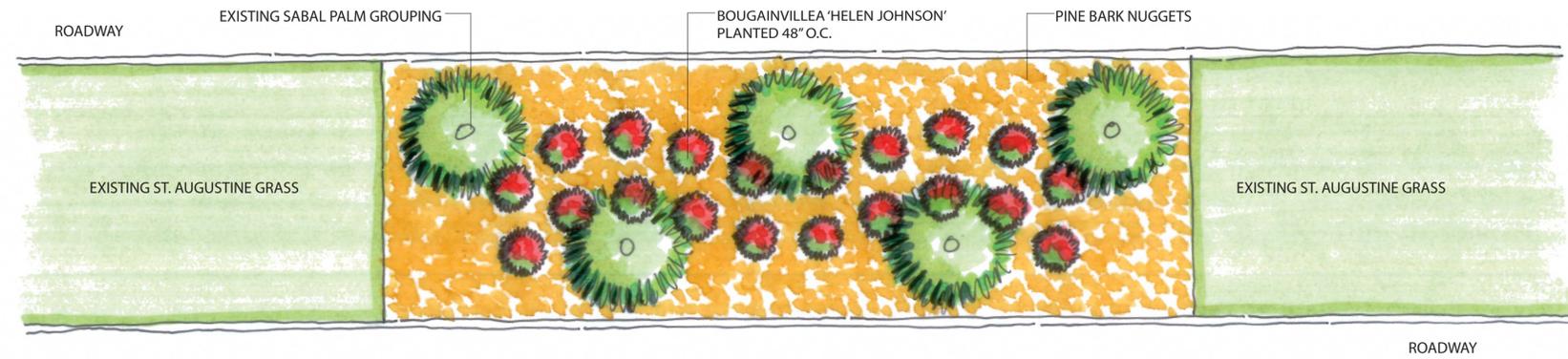
- a. Thursday, July 23, 2015 – 3 PM. B. Tierney unavailable to attend; Tracy will take the minutes
- b. Thursday, September 24, 2015 – 3 PM.
- c. Thursday, November 19, 2105 – 3 PM

XI. Adjourn:

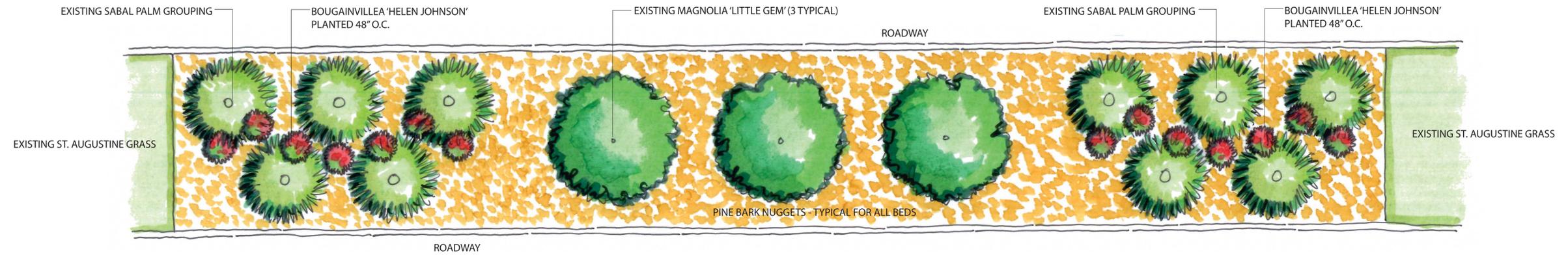
Motion by R. Seifert, 2nd by S. Ambrecht to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 4:55 PM.

Respectfully submitted,

Barbara Tierney, Board Secretary
Palmer Ranch Master Property Owners Association



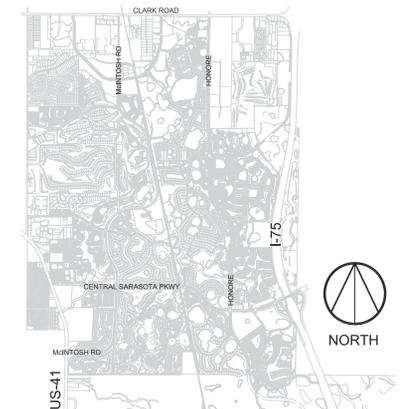
TYPICAL SABAL PALM & BOUGAINVILLEA GROUPING
ALONG McINTOSH AND CENTRAL SARASOTA PARKWAY
SCALE: 1" = 5'-0"



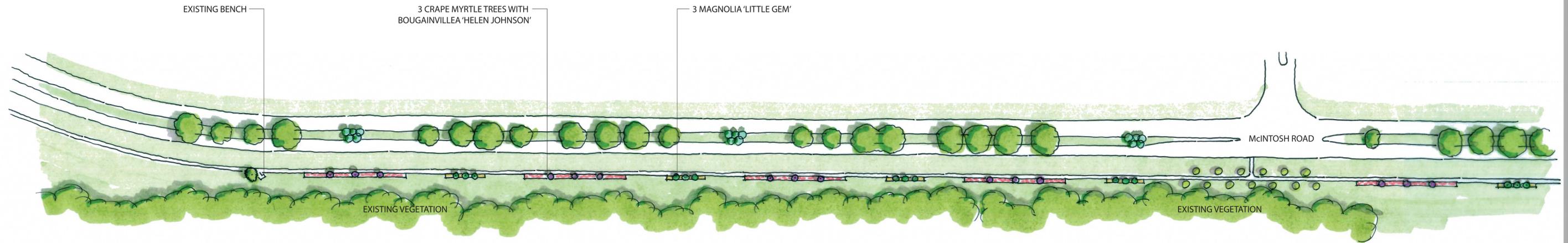
TYPICAL SABAL PALM AND MAGNOLIA PLANTING BEDS
ALONG HONORE AVENUE
SCALE: 1" = 5'-0"



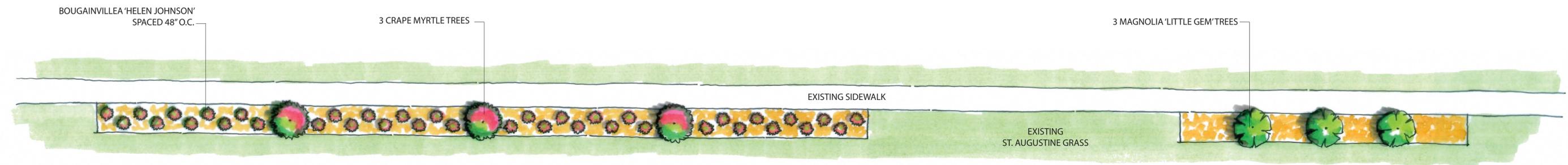
Bougainvillea 'Helen Johnson'



KEY MAP



McINTOSH ROAD LANDSCAPE ENHANCEMENTS
SCALE: 1" = 80'-0"



ENLARGEMENT OF TYPICAL PLANTING BEDS
SCALE: 1" = 10'-0"



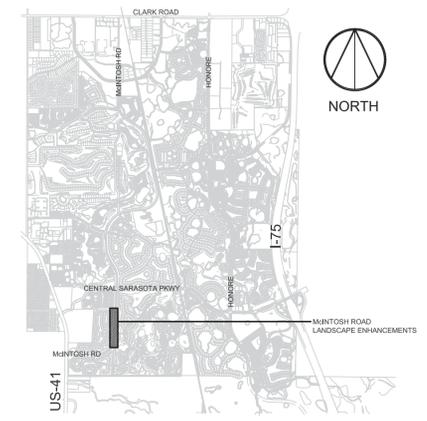
Magnolia 'Little Gem'



Bougainvillea 'Helen Johnson'

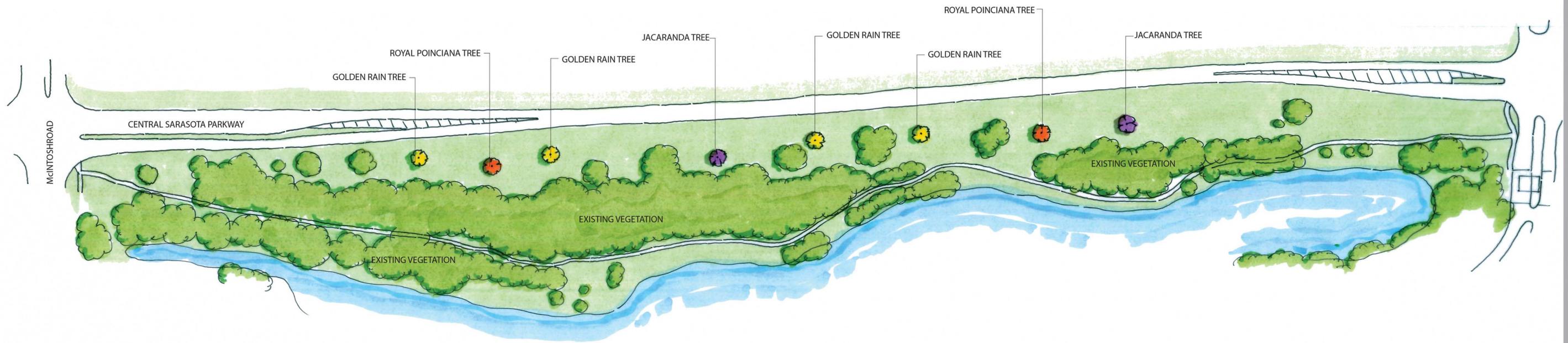


Crape Myrtle 'Tuscarora'



KEY MAP





STONEYBROOK NATURE TRAIL / CENTRAL SARASOTA PARKWAY
CANOPY TREE ADDITIONS

SCALE: 1" = 80'-0"



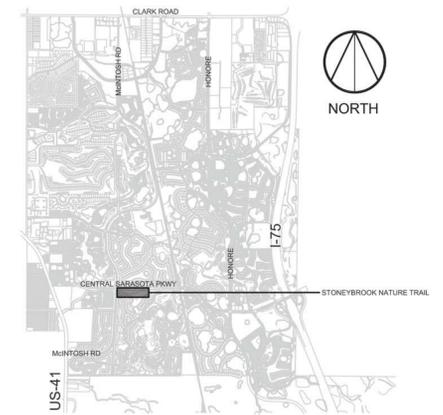
Golden Rain Tree



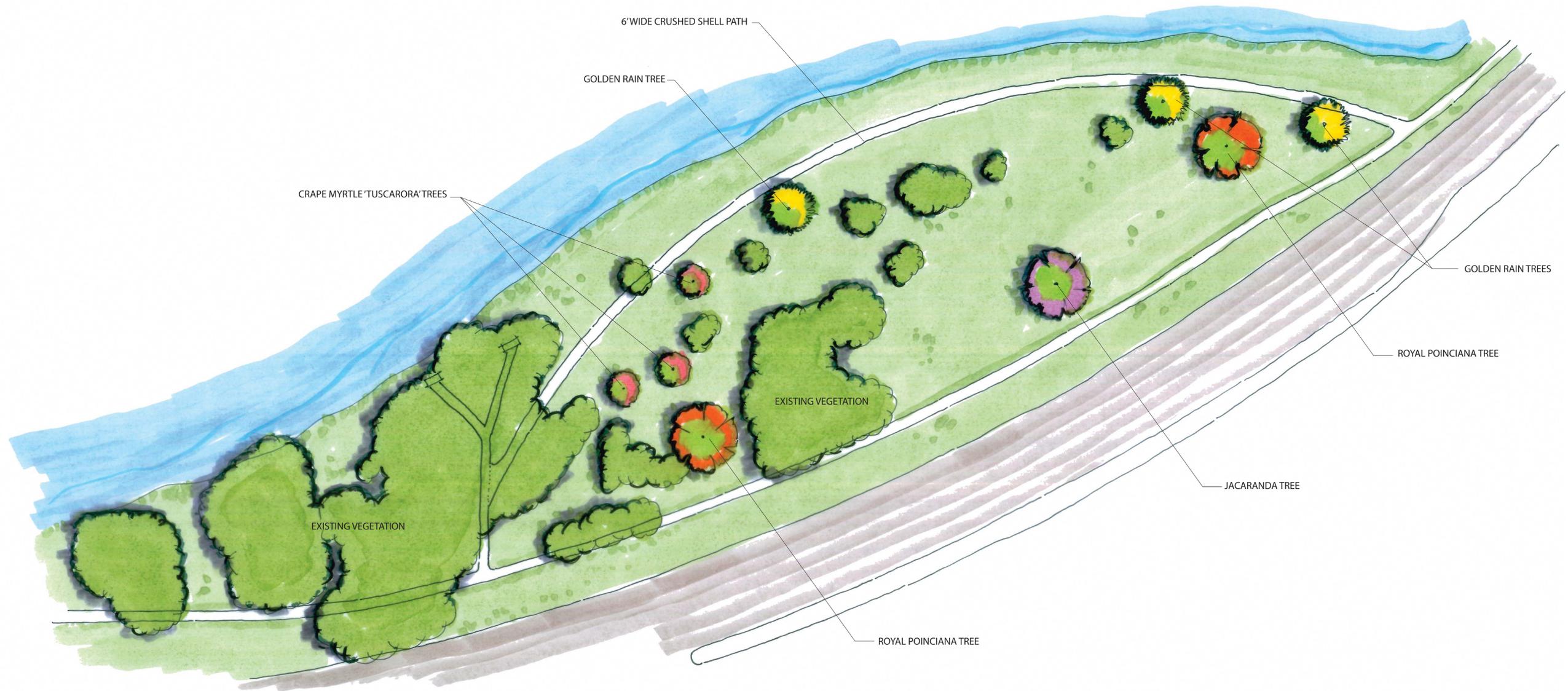
Jacaranda



Royal Poinciana



KEY MAP



McINTOSH ROAD - TRACT 605 NATURE TRAIL
CANOPY TREE ADDITIONS
SCALE: 1" = 30'-0"



Golden Rain Tree



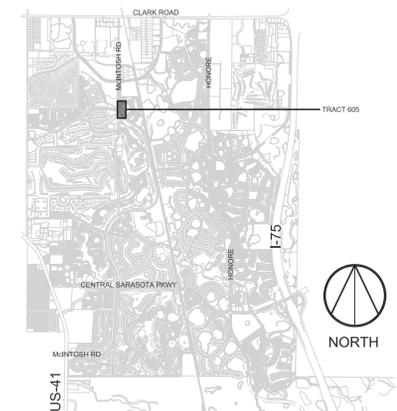
Jacaranda



Royal Poinciana



Crape Myrtle 'Tuscarora'



KEY MAP