

Palmer Ranch Master Property Owners Association, Inc.
Board of Trustees Meeting
MINUTES
July, 27, 2017

A meeting of the Board of Trustees of Palmer Ranch Master Property Owners Association, Inc. was held July 27, 2017, at Covenant Life Presbyterian Church, 8490 McIntosh Road, Sarasota, Florida 34238.

Trustees present: Sue Ambrecht, Garry Wharton, Rob O'Connor, Lee Katz, Cathy Leetzow, Kathrin Harris, Bob Holzman, Aaron Herschberger, Nicholas Spina and Peggy Wells.

Trustees absent: Claudia Brooks, Joel Schemmel, Steve Anderson, Dick Beitel and Steve Jeantet.

Representatives present: John Hockenberry of Silver Oak, Henry Warren of Hamptons, Robert Stickney of Isles of Sarasota, Carol Auricchio of Mira Lago, Curt Gilroy of Turtle Rock, Nicholas Spina of Wellington Chase, Bob Holzman of TPC Prestancia, Aaron Herschberger of Evalyn Sadler Jones YMCA, and Sue Ambrecht of Palmer Park of Commerce.

Resident members present: Justin Trent of Promenade, Diane Delricci of Sandhill Preserve, Janet Geronimo of Sandhill Preserve, John Cleary of Wellington Chase, Brian Wachtel of Sandhill Preserve, Bill Harding of Sandhill Preserve, Dave Walter of Promenade and Fred Falkner of Glenridge.

Palmer Ranch Master Association staff in attendance: Tracy Smith, Carrie Agosto and Randy Lycke.

Special Presentation – Oscar Scherer State Park

Before the meeting was convened, Tony Clements and Sabrina Cummings of Oscar Scherer State Park, discussed upcoming and ongoing events, recreational opportunities and land management techniques used by the park.

Convene/confirmation of Quorum

Rob O'Connor, President, brought the meeting to order at 3:30pm, following confirmation of a quorum.

Minutes of previous meeting

There being no changes or additions to the minutes of the May 18, 2017 meeting of the Board of Trustees, they were considered approved as distributed.

Financial Report

Tracy provided a recap of the financial statements for the period ending June 30, 2017.

President's Report

Rob O'Connor talked of the new residential developments; staffing needs for the future; and building relationships (Mote Marine, Oscar Scherer State Park, Audubon, etc.).

Committee/Management Report

The following reports were distributed to board members prior to the meeting. Opportunity was given to ask questions and/or provide a brief recap of each report.

- A. Management Report - comments provided by Tracy Smith

- B. Grounds Report - comments provided by Randy Lycke
- C. Advisory Committee - comments provided by Garry Wharton
- D. Community Center Ad Hoc Team - comments provided by Garry Wharton
- E. Community Relations Committee - comments provided by Rob O'Connor
- F. Palmer Ranch Watershed/ Natural Assets Committee - comments provided by Rob O'Connor

Old Business

- A. Community Manager Salary Adjustment
A motion was made by Rob O'Connor and second by Garry Wharton to give Tracy Smith a 6% increase in her salary. The motion was approved unanimously.
- B. Other
There was no other old business to discuss.

New Business

- A. Appointment to the Community Relations Committee
Motion was brought by Rob O'Connor and second by Peggy Wells, to appoint Richard Beitel to the Community Relations Committee, until the next Annual Members Meeting. Motion carried unanimously.
- B. Board Resolution-Estoppel Certificates
Motion was brought by Kathrin Harris and second by Nicholas Spina, to approve the attached resolution to authorize the preparation of estoppel certificates on behalf of Palmer Ranch Master Property Owners Association, Inc. Motion carried unanimously.
- C. 2018-2019 Grounds Maintenance Contracts
Motion was brought by Kathrin Harris and second by Cathy Leetzow to award two (2) calendar year Master Association contracts to:
 - Bloomings Landscape & Turf Management - Ornamental Maintenance – two year contract, commencing on January 1, 2018, in the amount of \$202,250.00 per calendar year. Operating funds account #60710
 - Bloomings Landscape & Turf Management - Turf Maintenance - two year contract, commencing on January 1, 2018, in the amount of \$342,250.00 per calendar year. Operating funds account #60730
 - Bloomings Landscape & Turf Management - Fertilization & Pest Control - two year contract, commencing on January 1, 2018, in the amount of \$187,500.00 per calendar year. Operating funds account #60750
 - Bloomings Landscape & Turf Management - Dedicated Landscape Personnel - two year contract, commencing on January 1, 2018, in the amount of \$44,750.00 per calendar year. Operating funds account #60710
 - Bloomings Landscape & Turf Management - Irrigation Maintenance – Area B - two year contract, commencing on January 1, 2018, in the amount of \$35,988.00 per calendar year. Operating funds account #60760

- American Irrigation, LLC - Irrigation Maintenance – Area C - two year contract, commencing on January 1, 2018, in the amount of \$28,800.00 per calendar year. Operating funds account #60760
- Irrigation Design Associates, Inc. - Irrigation Maintenance – Area A - two year contract, commencing on January 1, 2018, in the amount of \$33,354.00 per calendar year. Operating funds account #60760
- Aquatic Conservation, Inc. - Aquatic Weed Control - two year contract, commencing on January 1, 2018, in the amount of \$157,080.00 per calendar year. Operating funds account #60780

Motion carried unanimously.

- D. Enhancement Project-Palmer Ranch Parkway West Invasive & Exotic Material Removal Motion by Kathrin Harris, second by Sue Ambrecht, to proceed with the Palmer Ranch Parkway Land Reclamation Project as noted on proposal from Aquatic Conservation, Inc. (ACI), together with ACI quotes 9400 and 9401, dated July 10, 2017. Project cost of \$10,600.00, to be funded by Operating Funds Enhancement Line Item #61310. Motion carried unanimously.
- E. Other
There was no other new business to discuss.

Community Representatives Discussion

John Hockenberry from Silver Oak asked for clarification on the number of homes anticipated to be built on Palmer Ranch in the coming years.

Meeting Schedule

The following board meetings will be held at Covenant Life Church, 8490 McIntosh Road, Sarasota: Thursday, September 28th- 3pm; Thursday, November 16th- 3pm

Adjourn

Motion by Peggy Wells and second by Sue Ambrecht to adjourn the meeting. There being no further business to discuss, the meeting was adjourned at 4:15pm.

Respectfully submitted,

Leatrice Katz
Secretary

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALMER RANCH MASTER PROPERTY OWNERS ASSOCIATION, INC. ("ASSOCIATION") TO AUTHORIZE PREPARATION OF ESTOPPEL CERTIFICATES ON BEHALF OF THE PALMER RANCH MASTER PROPERTY OWNERS ASSOCIATION, INC.

BE IT HEREBY RESOLVED, by the Board of Trustees of the Association, as follows:

SECTION 1. In accordance with Section 720.30851, Florida Statutes, as amended, Palmer Ranch Master Property Owners Association, Inc. is responsible for providing estoppel certificates.

SECTION 2. The Association authorizes the attached Estoppel Certificate (Certificate) form be provided, upon request for same;

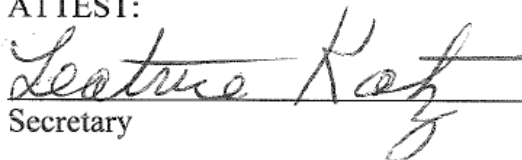
SECTION 3. The Association authorizes any Association Board Member, Association Officer, Association Community Manager and the Association Administrative Assistant to prepare and sign the Certificate, and provide same to the requesting party within 10 days of receipt of request for same.

SECTION 4. As a result, the Board of Trustees hereby authorizes a charge of \$125.00 per Certificate (Fee); the Fee will due and payable upon the requestor's receipt of the Certificate, and shall become a charge against the property.

ADOPTED by the Board of Trustees this 27th day of July, 2017.

By: 
Robert O'Connor, President

ATTEST:


Secretary