

Palmer Ranch Master Property Owners Association, Inc.
Meeting of the Board of Trustees
MINUTES
July 22, 2021

A Meeting of the Board of Trustees of Palmer Ranch Master Property Owners Association, Inc. was held at 3:00pm on July 22, 2021 via ZOOM.

Trustees present: Bob Swan, Carol Auricchio, Charles Reith, Chris Meyer, Garry Wharton, Ginny McGee, Lee Katz, Nicholas Spina, Peggy Wells, William Altman, Lisa Meskil and Tami Lansdell.

Trustee(s) absent: None.

Community Representatives present: Bob Baarson, Vineyards at Silver Oak; Elizabeth Miller, TPC Prestancia; Johanna Lampert, Cobblestone; Kristine Soderman, Plaza de Flores; Mark Newcombe, Silver Oak Estates; Mike Holland, Isles of Sarasota; Randy Huffman, Palmer Square West.

Members present: Ken Natoli, Isles of Sarasota.

Palmer Ranch Master Association staff in attendance: Tracy Smith, Sue Ambrecht and Carrie Augusto.

Convene/Confirmation of Quorum

President Lee Katz convened the meeting at 3:00pm, following confirmation of a quorum.

Minutes of Previous Meeting

There being no changes or corrections, the minutes of the May 20, 2021 Meeting of the Board of Trustees were approved as distributed.

Financial Report for the Period Ending June 30, 2021

Tracy Smith presented the unaudited financial statement for the period ending June 30, 2021.

Reports

With the exception of the President's Report, reports were provided to the Board prior to the meeting. Each report was referenced and opportunity to provide updates or ask questions was given.

- A. President's Report – Comments provided by Lee Katz
- B. Management & Community Development Reports - Comments provided by Tracy Smith.
- C. Grounds Report - Comments provided by Sue Ambrecht.
- D. Advisory Committee Report - Comments provided by Garry Wharton
- E. Palmer Ranch Watershed/Natural Assets Committee - Comments were provided by Tracy Smith.

Old Business

A. UPDATE: Honore Avenue Phase V / Bay Street Extension Landscape & Irrigation Enhancement Project

Tracy provided an update on this project.

B. UPDATE: Request from Mr. George Rodriguez

It was noted for the record that Mr. Rodriguez was not willing to accept being responsible for unknown costs and has withdrawn his request.

C. Other

There was no other old business to discuss.

Palmer Ranch Master Association – Mission Statement

'Our mission is to enhance and maintain the aesthetic quality of Palmer Ranch and to preserve the overall unique identity and sense of community.'

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New Business

A. 2022-2023 Grounds Maintenance Contracts

Motion by Garry Wharton, seconded by Carol Auricchio, to award the following grounds contracts to:

- Blooming's Landscape & Turf Management, Inc.
 - Ornamental Maintenance – two-year contract, commencing on January 1, 2022, in the amount of \$232,912.00 per calendar year.
 - Turf Maintenance - two-year contract, commencing on January 1, 2022, in the amount of \$407,167.20 per calendar year.
 - Fertilization & Pest Control - two-year contract, commencing on January 1, 2022, in the amount of \$180,576.00 per calendar year.
 - Dedicated Landscape Personnel - two-year contract, commencing on January 1, 2022, in the amount of \$53,900.00 per calendar year.
 - Irrigation Maintenance – Area B - two-year contract, commencing on January 1, 2022, in the amount of \$38,556.00 per calendar year.

- American Irrigation, LLC
 - Irrigation Maintenance – Area C - two-year contract, commencing on January 1, 2022, in the amount of \$33,840.00 per calendar year.

- Irrigation Design Associates, Inc.
 - Irrigation Maintenance – Area A - two-year contract, commencing on January 1, 2022, in the amount of \$39,083.04 per calendar year.

Following discussion, the motion passed unanimously.

B. Enhancement Project: Entry Wall Refurbishment

Motion by Bill Altman, seconded by Chris Meyer, to move forward with the entry wall enhancement project to match the look to the new monument signs at Palmer Ranch Pkwy/Beneva, Sawyer Loop/Clark, Sarasota Square/Beneva, McIntosh/US 41 at a cost of \$65,878.13. Following discussion, the motion passed unanimously.

C. Revised Employee Benefits

Motion by Peggy Wells, seconded by Garry Wharton, to adopt the revised Employee Benefits, as amended, effective immediately. Following discussion, the motion passed unanimously.

D. Part-Time Administrative Assistant for the PRMA Office

Motion by Carol Auricchio, seconded by Chris Meyer, to approve the hiring of a Part Time Administrative Assistant for the PRMA office through Express Employment Professionals, on a temporary to permanent basis, to begin working as early as August 1, 2021. Following discussion, the motion passed unanimously.

E. Shared Use Agreement – Irrigation Pond

Motion by Garry Wharton, seconded by Carol Auricchio, to approve a Reclaimed Water Shared Use Agreement between Palmer Ranch Master Property Owners Association, Inc. and Promenade Estates Community Association, Inc., Forestar (USA) Real Estate Group, Inc. and McCann Holdings, LTD for the Bay Street / Honore Avenue Irrigation Pond. Following discussion, the motion passed unanimously.

F. Community Emergency Response Training (CERT)

Motion by Chris Meyer, seconded by Garry Wharton, for the Palmer Ranch Master Association to take steps (1) to encourage community members to enroll in Community Emergency Response Team (“CERT”)

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training, and (2) to support communication and cooperation between existing and future CERT members and groups within Palmer Ranch, including the following:

- Publicize the availability of CERT training to members of the Palmer Ranch community.
- Facilitate contact between existing CERT groups within Palmer Ranch and support increased communication and cooperation between such groups.
- Make funds available, not to exceed \$1,500.00 in a calendar year, to provide “CERT Kits” to members of the Palmer Ranch community who complete CERT training.
- Explore with existing CERT groups within Palmer Ranch the possible acquisition of additional equipment and resources for coordinated use by CERT groups within Palmer Ranch.

Following discussion, the motion passed unanimously.

G. Other

Carol inquired about the feedback received on the two *What is the Palmer Ranch Master Association* articles that had been published in the monthly *On the Ranch Newsletter*. Tracy responded that two members had contacted the office to ask questions after having read the articles.

There was no other new business to discuss.

Community Representative Discussion

Randy Huffman from Palmer Square West, who was attending his first Master Association Board of Trustees meeting, expressed appreciation for the work of the Board and for the efforts they made to support the CERT efforts.

Board of Trustees Meeting Schedule

The following is the meeting schedule for the remainder of the 2021 calendar year:

- A. Board Meeting – Thursday, September 23rd – 3pm
- B. Board Meeting- Thursday, November 18th – 3pm

Adjourn

There being no further business to discuss, motion was made by Garry Wharton, seconded by Carol Auricchio, to adjourn the meeting. Meeting adjourned at 3:51pm.

Respectfully submitted,

Peggy Wells
Secretary