

**Palmer Ranch Master Property Owners Association, Inc.**  
**Board of Trustees Meeting**  
July 25, 2019  
**MINUTES**

A meeting of the Board of Trustees of Palmer Ranch Master Property Owners Association, Inc., was held on July 25, 2019 at Covenant Life Church, 8490 McIntosh Road, Sarasota, Florida 34238.

Trustees present: Bob Swan, Carol Auricchio, Dick Beitel, Garry Wharton, Chris Meyer, Lee Katz, Nicholas Spina, Peggy Wells, Rob O'Connor, Steve Anderson, Steve Jeantet, Rhonda Kapusta, Ernie Withers and Andrea Suarez.

Trustees absent: Joel Schemmel and Mike Hoelzer.

Representatives present: Darren Kaufman from Arbor Lakes; Marianne Bundra from Cobblestone; Sandra O'Hehir-Keir from Pinestone; Bob Swan from Prestancia; Chris Albright from Silver Oak Estates; Denise Etten from Stonebridge; Al Gryczka from Vineyards at Silver Oak; Rhonda Kapusta from Evalyn Sadlier Jones YMCA, Steve Jeantet from Covenant Life Church; Steve Anderson from Palmer Ranch Executive Office Center; Andrea Suarez from Palmer Park of Commerce and Palmer Park Plaza.

Resident members present: Len Bundra from Cobblestone; Pamela Paschall from Sandhill Preserve and Kathrin Harris from Turtle Rock.

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

**Convene/ Confirmation of Quorum**

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

**Minutes of Previous Meetings**

There being no changes or corrections, the minutes of the May 23, 2019 Board of Trustees meeting were approved as distributed.

**Financial Report**

Tracy Smith provided a recap of the unaudited financial statements for the period ending June 30, 2019.

**Reports**

With the exception of the President's Report and Ad Hoc Committee Report, all 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 Garry Wharton
- B. Management Report - Comments provided by Tracy Smith
- C. Grounds Report - Comments provided by Sue Ambrecht
- D. Advisory Committee - Comments provided by Bob Swan
- E. Ad Hoc Committee – Report provided by Dick Beitel, which included the Ad Hoc Committee's recommendation. Motion by Chris Meyer, seconded by Peggy Wells, to postpone discussion on the committee's recommendation until the next Board Meeting. Following discussion, the motion passed unanimously.

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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- F. Community Relations Committee - Comments provided by Rob O'Connor
- G. Palmer Ranch Watershed/Natural Assets Committee - Comments were provided by Tracy Smith

**Old Business**

- A. Other  
There was no old business to discuss.

**New Business**

- A. Cyber Insurance  
The Board accepted the recommendation of the Advisory Committee to not pursue Cyber Insurance coverage at this time.
  
- B. 2020-2021 Grounds Maintenance Contracts  
Motion by Steve Jeantet, seconded by Rob O'Connor to award two (2) calendar year contracts to:
  - Bloomings Landscape & Turf Management - Ornamental Maintenance – two-year contract, commencing on January 1, 2020, in the amount of \$221,760.00 per calendar year. Operating funds account #60710
  - Bloomings Landscape & Turf Management - Turf Maintenance - two-year contract, commencing on January 1, 2020, in the amount of \$344,547.00 per calendar year. Operating funds account #60730
  - Bloomings Landscape & Turf Management - Fertilization & Pest Control - two-year contract, commencing on January 1, 2020, in the amount of \$193,745.00 per calendar year. Operating funds account #60750
  - Bloomings Landscape & Turf Management - Dedicated Landscape Personnel - two-year contract, commencing on January 1, 2020, in the amount of \$46,200.00 per calendar year. Operating funds account #60710
  - Bloomings Landscape & Turf Management - Irrigation Maintenance – Area B - two-year contract, commencing on January 1, 2020, in the amount of \$37,787.00 per calendar year. Operating funds account #60760
  - American Irrigation, LLC - Irrigation Maintenance – Area C - two-year contract, commencing on January 1, 2020, in the amount of \$33,840.00 per calendar year. Operating funds account #60760
  - Irrigation Design Associates, Inc. - Irrigation Maintenance – Area A - two-year contract, commencing on January 1, 2020, in the amount of \$34,335.00 per calendar year. Operating funds account #60760

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- Aquatic Conservation, Inc. - Aquatic Weed Control - two-year contract, commencing on January 1, 2020, in the amount of \$169,200.00 per calendar year. Operating funds account #60780

Following discussion, the motion passed unanimously.

- C. Enhancement Project – Tract 603 – NW McIntosh Road / Palmer Ranch Parkway West  
Motion by Ernie Withers, seconded by Rob O'Connor, to proceed with the enhancement project at Tract 603 – NW McIntosh Road / Palmer Ranch Parkway West in accordance with the Landscape Plans prepared by Gause & Associates and to authorize the following expenses:
- \$1,630.00 for tine raking & filing holes (Joe Cooper/Aquatic Conservation, Inc.)
  - \$7,318.04 for irrigation installation (Irrigation Design Associates)
  - \$30,454.00 for landscape with B&B trees that are at least 15' tall. (Bloomings Landscape & Turf Management, Inc.)

Following discussion, the motion passed unanimously.

- D. Enhancement Project – Central Sarasota Parkway / Honore Avenue Roundabout  
Motion by Bob Swan, seconded by Lee Katz, to proceed with the Central Sarasota Parkway / Honore Avenue Roundabout Enhancement Project as noted on the Landscape and Irrigation Plans prepared by Gause & Associates dated March 11, 2019 and Electrical Plans prepared by David D. Patton, Jr. dated April 10, 2019 and to authorize the work as shown on the proposals from Irrigation Design Associates, dated March 1, 2019 in the amount of \$7,454.00; Bloomings Landscape & Turf Management, Inc. dated January 21, 2019 in the amount of \$15,638.40 and Owens Electric, Inc. dated January 17, 2019 in the amount of \$4,690.00. Motion includes proceeding with reconnecting of the irrigation main lines that were destroyed by the construction of the roundabout, as part of this project. Following discussion, the motion passed unanimously.

E. Other

The Declarant-Trustee presented material to the Board, which will be discussed at the next board meeting.

There was no other business to discuss.

**Community Representative Discussion**

Discussion ensued on the following topics:

- Recent announcement of the closure of the Evalyn Sadlier Jones YMCA branch
- Maintenance of the grounds at PPOC / Hajoca
- Arbor Lakes – Proposed easement
- Proposed development north of Arbor Lakes

**Meeting Schedule**

The following meetings are scheduled to begin at 3pm at Covenant Life Church, 8490 McIntosh Road, Sarasota, FL 34238

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- September 26, 2019 – Board Meeting
- November 21, 2019 – Board Meeting

**Adjourn**

There being no further business to discuss, motion was made by Dick Beitel, seconded by Rob O'Connor, to adjourn the meeting. Meeting adjourned at 4:35pm.

Respectfully submitted,

Lee Katz  
Secretary