

**UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.
MINUTES OF THE JULY 25, 2018 MEETING OF THE
BOARD OF DIRECTORS
ADVANCED MANAGEMENT INC.
9031 TOWN CENTER PARKWAY, BRADENTON, FL 34202**

CALL TO ORDER: The meeting was called to order by Director Wilson at 1:39 PM.

DETERMINATION OF QUORUM AND PROPER MEETING NOTICE: Proper notice was posted and the meeting notice was confirmed to be consistent with the Florida Statutes and the Association documents. Directors Wilson, Williams, Rahman, Lerman and Murphy were present. Residents in attendance: Christa Williams, Ron Murphy, Donna Mulig, Geri Sheridan, Hal Sheridan, Cheryl Anderson, Loni Zeichner, Armand Houze, Michaelene Houze, Patty Small and JoAnn Cannova.

APPROVAL OF MINUTES: A motion was made by Director Williams and seconded by Director Murphy to approve the June 20, 2018 meeting minutes with one correction. Motion carried unanimously.

NEW BUSINESS:

Committee Guidelines/Responsibilities: Director Murphy presented a document regarding the responsibilities of the ARC and Hearings Committees. A motion was made by Director Lerman and seconded by Director Rahman to approve the committee responsibility documents with one change to the ARC document. Motion carried unanimously.

Signature Cards: Stephanie presented the document from Centennial Bank to approve the new bank signature cards. A motion was made by Director Wilson and seconded by Director Lerman to approve the new signature cards as presented. Motion carried unanimously. Stephanie will complete the processing with AMI and the bank.

Refurbishment of the Charleston Pool Furniture: Now that there is an abundance of patio furniture at the Charleston pool, there was a brief discussion regarding the condition of the furniture and if it should be sent for refurbishing or disposed of until a certain number of chairs are met. It was decided that when the loungers break they will be stored. An evaluation of the use of the furniture at future social events will be done and a decision will be made at a later meeting.

Carriage Run Sod: There was a brief discussion regarding the condition of the sod throughout Carriage Run. Director Murphy presented a survey that allowed three options for owners of Carriage Run to vote on matters regarding the TLC contract. Director Wilson reminded owners in attendance that there is a meeting later today at the Charleston Pool at 5:30 PM to further discuss options.

Management Contract: Director Murphy and Director Wilson have researched other local management companies. Director Murphy discussed the cost of the current AMI contract in comparison to other management companies that have both equal options and/or better options for less cost. She also discussed a proposal of interest that was submitted by a company by the name of Sunstate Management. There was a discussion of not renewing the AMI contract and moving to another company. A motion was made by Director Lerman and seconded by Director Murphy to schedule a meeting with AMI to be held within the next ten days to discuss concerns, as well as submit a 60 day notice to AMI in the event the Board does agree to change management companies. Director Wilson, Murphy, Rahman and Lerman are in favor of the motion. Director Williams voted against. Motion carried.

OLD BUSINESS:

None.

BOARD REPORTS:

President: Director Wilson advised the Board that the owner of 8115 Planters Knoll has reached out to her requesting a meeting with the Board to discuss his past due account. Director Wilson stated that she advised the owner that he could attend the July 25th Board meeting to address the Board; however, the agenda for that meeting had already been set and posted. Director Wilson asked the other Board members if they are willing and/or available to meet with the owner. There was a discussion regarding the recent settlement offer from February 2018, which was not approved/signed by the owner. There was also a discussion regarding Board members availability. With such short notice it was agreed up on that the Board would not meet again with the owner prior to the next Board meeting scheduled for August 29, 2018. Director Wilson agreed she would respond to the owner to advise him of the Board's decision.

Treasurer: Director Murphy's written report is attached to and is a part of these official minutes.

Manager: Stephanie provided a written report which is attached to and is a part of these official minutes.

COMMITTEE REPORTS:

- **Ponds:** Cheryl Anderson mentioned her concern with the algae bloom in pond 14. Stephanie will submit a request for treatment of the littoral shelf via boat. Stephanie also mentioned that the Lilly pads that were previously in the small pond on Charleston Street, near the speed table are expected to return.
- **Grounds:** Director Rahman advised that she felt the grounds appearance has been improving. The one thing noted was weeds at the Seven Oaks pool. Stephanie advised that she had sent pictures to TLC the day before and the weeds will be treated within the next day or so.
- **ARC:** Stephanie provided a written report which is attached to and is a part of these official minutes.
- **Hearings:** Stephanie provided a written report which is attached to and is a part of these official minutes.
- **Social:** Director Lerman advised that the next Social Committee meeting is scheduled in October. The newest addition of the Kindness Rock Garden was well received at the 4th of July event. The next scheduled event is the Dive In Movie night on Aug 25th.
- **CDD Report:** Director Murphy's written report is attached to and is a part of these official minutes. Director Murphy advised that the CDD Meet the Candidate night is scheduled for Aug. 22nd at 6:30 pm at Northern Trust Bank.
- **County Land Use Meeting:** Director Lerman advised that there has not been a recent meeting and that the 600 home development proposed by Taylor Morrison is being processed and will more than likely be approved.

DIRECTOR COMMENTS: **HOMEOWNER COMMENTS:** Armand Houze discussed the mulch issue at the pools and feels that the Board should consider looking into grates. Stephanie will look into it, as it was looked into several years ago.

ADJOURNMENT: Meeting was adjourned by Director Wilson at 4:01 PM. The next HOA Board meeting is pending location, but currently scheduled for Aug 29th at 2:30 pm. Director Wilson will be checking the availability at the Braden River Library.

Respectfully submitted by:
Stephanie Curtis, Property Manager

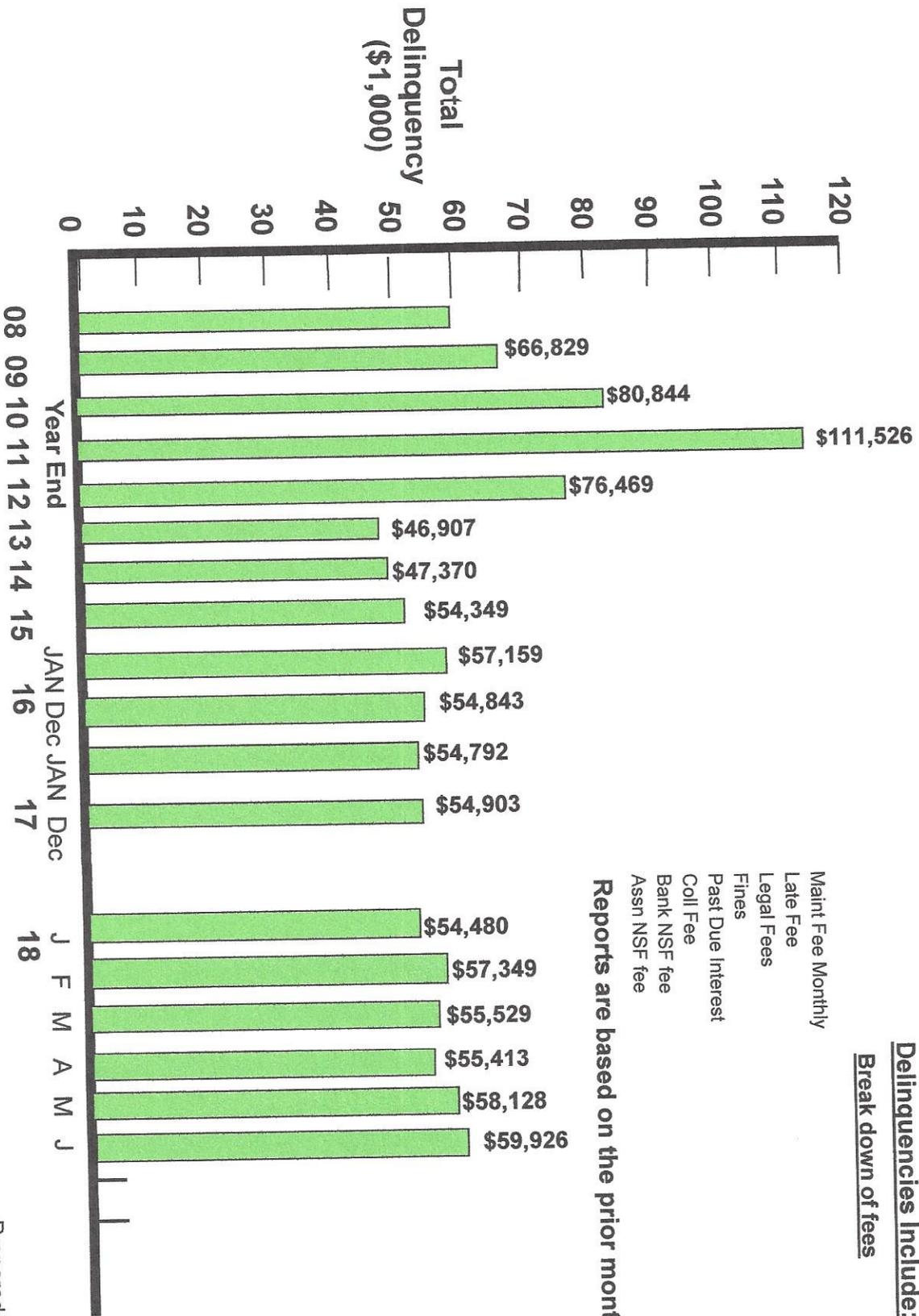
Managers Report: Stephanie
July 2018

- Meetings with the following vendors continue:
 - TLC
 - Aquatics
 - Vertex
 - Sparkle Brite
 - Fitness Services
 - Onsite Maintenance (Fred)
 - Onsite Cleaning Personal (Sandy)
 - Besterman Hardscapes

- Attended and provided meeting minutes for Board and Committee Meetings.
- All bulletin boards have been updated.
- Communicated with both attorneys regarding foreclosures, possible HOA filing foreclosure and over all collection efforts. Updates have been provided to the Board.
- Worked with AMI regarding accounts payable/receivable and all bookkeeping matters.
- Collection emails and phone calls made to accounts past due.
- See attached committee reports regarding the ARC and Hearings committee meetings.
- 12 Broadcast Messages sent between the June and July Board meetings.
- Weekly inspections of the community. Emails, phone calls and letters were sent regarding non compliance issues. Many issues have been lawn and landscaping. A roofing inspection has been completed, owners are being contacted.
- Corresponding with Envera regarding vehicle decals.
- 3 new resident meetings.
- Pool operational permits have been renewed.
- Seven Oaks additional pool furniture has been delivered.
- Additional fido station has been installed at the end of Meeting Street (trail entrance).
- Trash can has been installed at the playground.
- Meeting with Turf Masters regarding Carriage Run sod.
- New orange barricades have been ordered for the emergency road.
- Weekly inspections of the community. Emails, phone calls and letters were sent regarding non compliance issues.
 - 4 landscaping
 - 78 dirty roof
 - 12 dirty driveway
 - 6 lawn (poor sod)
 - 5 trim tree
 - 2 moldy landscaping bricks
 - 7 lamp post needs attention
 - 3 miscellaneous (many items)

- 2 Second Notices
- 1 Final Notice

July 2018 Delinquency Chart



Prepared by Stephanie

July 2018 ARC Report

The committee is scheduled to meet in July 26th.

July 2018 Hearings Committee Report

No meeting during the month of July.

Respectfully submitted by:

Stephanie Curtis

CDD Meeting Notes June 27, 2018

6 letters have been sent out to people who have knocked down the gate arms. \$1,100 in fees is outstanding.

The pavers at the gate entrances are full of water and can't be worked on. The pavers that were put in there are temporary. The Sarasota Home Services, the company doing the power washing and resealing had their equipment stolen, which is why they haven't completed the job.

It's time to get bids for pressure washing the sidewalks, etc.

The Wax Myrtle is being installed on Ashley Circle where a hedge was damaged by the hurricane.

The gate actuators/motors are going to be replaced. The ones at the Honore entrance have been replaced but the rest need to be replaced too. There are 6 in total that are being replaced.

Painting of street signs is underway.

Florida Division of Emergency Management has requested that all counties, cities, educational districts, special districts, etc sign a mutual aid agreement to provide for the rapid deployment of people, equipment and supplies in case of an emergency. We don't have the people or equipment to provide much help, but could benefit by receiving help.

There will be a "Meet the Candidate" segment at the next CDD meeting which is August 22nd at 6:30pm at Northern Trust.

HOA Treasurer's Report July 25th

Budget:

- \$5,700 over budget through June. At this time last year we were \$1,200 under budget.

Why?

Not concerning -

- \$6,879 in preserve clean out and swale maintenance, zero last year. Usually billed at year end.
- \$1,000 more in exercise equipment repair and maintenance.
- \$933 for new network card.
- \$2,300 more in landscaping and \$3,200 in tree trimming than at this time last year.
- \$4,600 for financial review which equals budget for the year. Only \$2,100 last year.

Investigating -

- \$2,300 more in legal fees that haven't been charged back to homeowner yet.
- \$4,200 more in pool heating.

Centennial Bank Changes:

There are two ways to protect our assets and keep them insured - CDARS (Certificate of Deposit Account Registry Service) and ICS (Insured Cash Sweep). With both CDARS and ICS money is sent to different member banks in amounts less than the \$250,000 FDIC limit using one account. CDARS have a low interest rate and penalties for early withdrawal. ICS money is liquid and is moved without penalty. UP is now using ICS instead of CDARS I.

Operating Assets –

- Checking account – No changes.
- Insurance CD – Cashed in the \$30,577 CD and transferred \$10,000 to reserves. The rest went back into a 2 year CD at 2% instead of 0.45%.
- CDAR – \$101,000 cashed in July 19th and moved to ICS making 1.5% instead of 0.35%.
- Carriage Run CD - \$7,034 left as is for now. Making 0.7%.

Reserve Assets –

- Money Market - \$73,000 remained the same; making 1%.
- CDs (2) – cashed in and now making 2% instead of 0.45%. Approximately \$98, 225.
- CDARS (2) – cashed in and paid the penalty (about 0.58% or \$1,920 for both). \$328,000 moved to ICS where it will make 1.5%.