

**UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.
MINUTES OF THE AUGUST 29, 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 1:30 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. Also present was Stephanie Curtis the Association Manager. Residents in attendance: Geri Sheridan, Hal Sheridan, Cheryl Anderson, Ric Romanoff, Joseph Cannova, Ernst Ruppert, Armand Houze, Michaelene Houze and Loni Zeichner.

APPROVAL OF MINUTES: A motion was made by Director Williams and seconded by Director Rahman to approve the July 25, 2018 HOA Board meeting minutes. Motion carried unanimously.

A motion was made by Director Murphy and seconded by Director Lerman to approve the July 25, 2018 HOA Board meeting minutes regarding Carriage Run sod with one correction. Motion carried unanimously.

A motion was made by Director Williams and seconded by Director Wilson to approve the August 15, 2018 HOA Board meeting minutes regarding 8115 Planters Knoll Terr as submitted. Motion carried unanimously.

NEW BUSINESS:

HOA Insurance Policy Renewal: Stephanie presented the proposal for two of the three insurance policies that are scheduled to expire in September. The total renewal cost is \$13,163.57. A motion was made by Director Murphy and seconded by Director Wilson to approve the proposal as submitted. Stephanie will process the final paper work as well as payment.

ARC Committee: There was an open discussion regarding having a workshop so that all members are clear regarding their duties and responsibilities. Stephanie will coordinate a workshop.

- Resignation of Zanith Brunda: Mrs. Brunda submitted her resignation from the ARC committee. A motion was made by Director Wilson and seconded by Director Lerman to accept the resignation. Motion carried unanimously.
- Appointment of new members: Stephanie advised that two owners have volunteered for the ARC Committee. Both have experience with being on committees. A motion was made by Director Murphy and seconded by Director Rahman to appoint Robert (Bob) Sills and Leslie Anders- Cornells to the ARC committee. Motion carried unanimously.

Hurricane Preparedness Committee: Stephanie advised that four owners have volunteered to be on the Hurricane Preparedness Committee. Stephanie has scheduled a meeting with the new committee for Thursday, August 30, 2018 at 3 PM. A motion was made by Director Wilson and seconded by Director Rahman to appoint Kim Carbonelli, Bill Bauer, Ann Kensey and Colleen Lynch to the committee as well as Director Murphy as the Board Liaison. Motion carried unanimously.

Bank Signature Cards: Stephanie presented forms that were provided by Centennial Bank regarding two CD's that require Board signature. A motion was made by Director Wilson and seconded by Director Murphy to accept the terms and conditions set forth in the agreement provided by the bank. Motion carried unanimously.

OLD BUSINESS:

Carriage Run Sod: Stephanie presented the results of the survey that was previously presented to the Carriage Run owners. The results of the survey are that owners would like to keep TLC with a small increase to get better service. Stephanie will coordinate a workshop with TLC and the Board to discuss improvements.

ARC Guidelines: Director Lerman attended the most recent ARC meeting. There was one request that generated questions regarding tree replacement requirements. She is requesting a little more time to investigate what may need to be added to the ARC guidelines regarding shade tree replacement.

BOARD REPORTS:

President: Director Wilson provided an update regarding 8115 Planters Knoll Terr and that no agreement has been reached. For further information please refer to the August 15, 2018 meeting minutes.

Treasurer: Director Murphy provided a verbal report. She advised that the budget is back on track and things have been adjusted as requested.

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

COMMITTEE REPORTS:

- **Ponds:** Cheryl Anderson is concerned with the volume of algae in pond 14 as well as the overall condition of the pond. She also mentioned the timers of the fountains have been adjusted. Director Murphy discussed a recent email from an owner regarding working with a local school to have a contest and see if the students can find a solution to the algae issue.
- **Grounds:** Director Rahman provided a verbal report discussing some of the concerns with Carriage Run are now coming to Charleston St. She has noticed brown spots on lawns. There was a discussion regarding the landscaping budget for 2018 and preparing the 2019 budget. Any upcoming projects that need attention may be included in next year's budget. There was a discussion regarding mailbox improvements.
- **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 Rahman advised the next meeting is October 2nd. The Fall Festival is October 21st. Fliers will be provided. Director Wilson advised that the Dive In Movie Night has been rescheduled for September 29th.
- **CDD Report:** Director Wilson attended the recent meet the candidate night. The budget was discussed and it will be slightly less than the "high water" budget for 2019. Parking signs are being installed at the entry gates. Lynn Jackson is no longer with Inframark. As of now, Bob Nanni is the contact person. It was noted that the CDD has received reimbursement for damages to the gate(s).
- **County Land Use Meeting:** None.

DIRECTOR COMMENTS: Director Wilson requested that Stephanie obtain a bid to add additional cameras to the Seven Oaks pool that would cover the entrances to the restrooms.

HOMEOWNER COMMENTS: Loni Zeichner questioned the status of the AMI contract. Director Wilson advised that the contract with AMI is valid through Jan 1, 2019. The Board will be meeting with another management company soon. Ernst Ruppert asked if there was more than one quote for the insurance renewal. Director Murphy confirms that there was as well as the renewal was reviewed by an outside agency to confirm that the coverage is adequate.

ADJOURNMENT: Meeting was adjourned by Director Wilson at 3:34 PM. The next HOA Board meeting is scheduled for September 19, 2018 at 1:30 PM at Advanced Management Inc., 9031 Town Center Pkway, Bradenton, Fla. 34202.

Respectfully submitted by:
Stephanie Curtis
Property Manager
Acting Secretary

Managers Report: Stephanie
August 2018

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

- 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.
- FPL paper work regarding the Association being eligible for tax free services for the pool areas was submitted.
- Worked with insurance agent regarding the proposed insurance policy renewal.
- Coordinated and attended a meeting with the Hurricane Preparedness Committee.
- 10 Broadcast Messages sent between the July and Aug Board meetings.
- Corresponding with Envera regarding vehicle decals.
- 4 new resident meetings.
- 6 pool party reservations.
- Weekly inspections of the community. Emails, phone calls and letters were sent regarding non compliance issues.
 - Emails sent:
 - Roofs: 78 Complied: 30
 - Landscaping issues: 19 Complied: 12
 - Power Wash Driveway: 11 Complied: 6
 - Power Wash Trim/Fascia: 8 Complied: 5
 - Lamp Post: 9
 - Misc: 8
 - Letters sent
 - Roofs: 41
 - Landscaping/sod: 15
 - Power Wash Driveway: 21
 - Power Wash Trim/Fascia: 3
 - Misc: 6
 - 3 Second Notices
 - 1 Final Notice

Aug 2018 ARC Report

The committee met on July 26, 2018. The following requests were processed:

- 7723 Heyward Circle: Windows & Door: Approved
- 8151 Indigo Ridge: Paver Driveway & Walkway: Approved
- 8151 Indigo Ridge: Remove Oak /New Landscaping: Denied as requested. Different replacement tree selection required.
- 7710 Edmonston Cir: Paint Home: Approved
- 8020 Spring Marsh: Paint Front Door: Approved
- 7804 Edmonston Cir: Remove Oak Tree, New Sod & Add Hedge: Approved
- 8014 Planters Knoll: Paint Home: Approved
- 7620 Drayton Circle: Install Generator: Approved
- 8014 Planters Knoll: Screen Lanai: Approved
- 7603 Charleston St: Planter/Landscaping: Approved

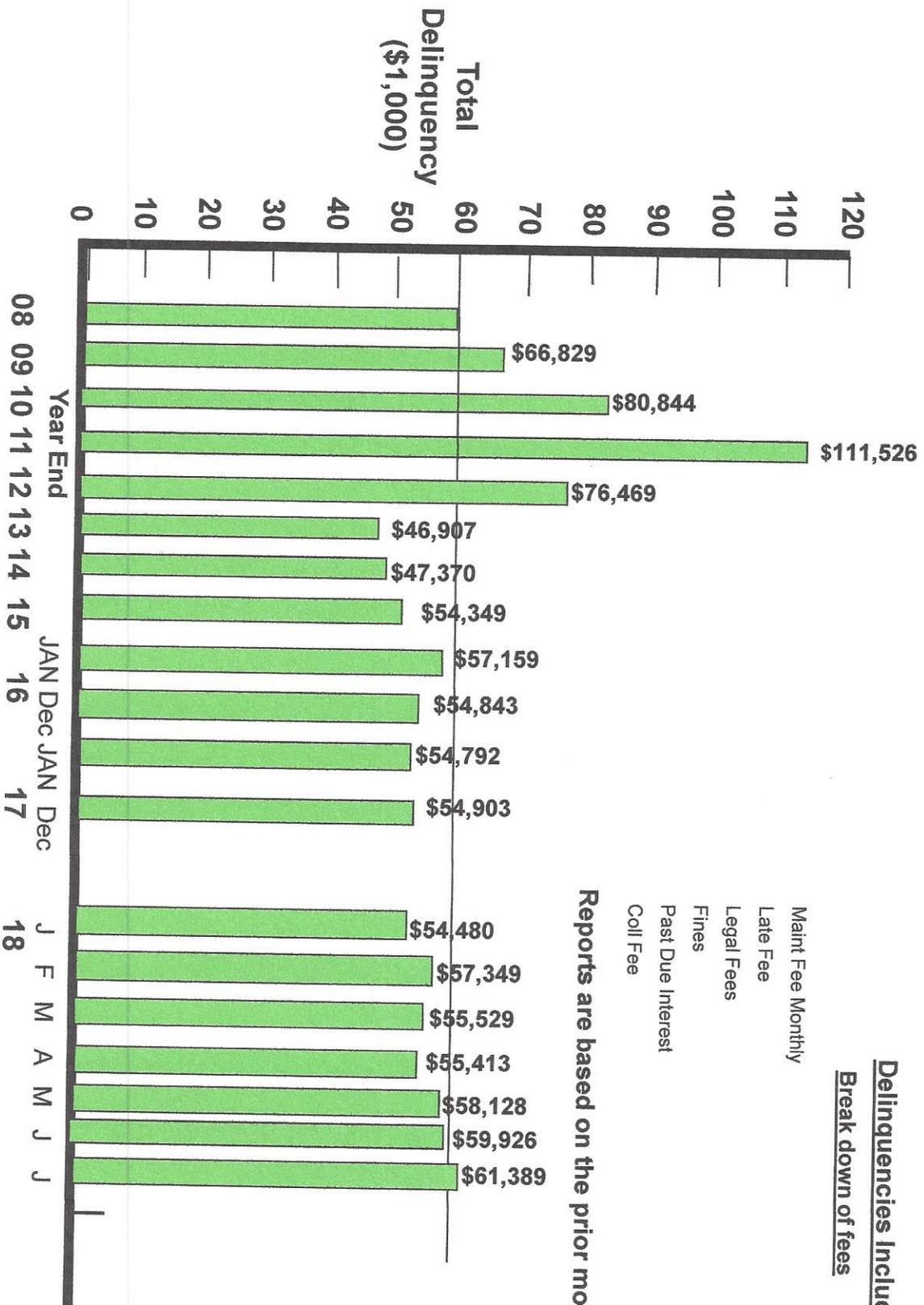
Aug 2018 Hearings Committee Report

No meeting during the month of Aug.

Respectfully submitted by:

Stephanie Curtis

Aug 2018 Delinquency Chart



Reports are based on the prior months numbers.