

**UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.
MINUTES OF THE SEPTEMBER 24, 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, Ernst Ruppert, Armand Houze, Michaelene Houze. Josh McGarry from Aquatic Systems was present to discuss pond 14.

APPROVAL OF MINUTES:

- A motion was made by Director Williams and seconded by Director Lerman to approve the August 29, 2018, HOA Board meeting minutes. Motion carried unanimously.
- A motion was made by Director Lerman and seconded by Director Rahman to approve the September 12, 2018, HOA Board meeting minutes regarding management company. Motion carried unanimously.
- A motion was made by Director Murphy and seconded by Director Rahman to approve the September 13, 2018, HOA Board meeting minutes regarding TLC. Motion carried unanimously.

NEW BUSINESS:

Fitness Center:

- **Preventative Maintenance Contract:** Stephanie presented a renewal contract for the preventative maintenance of the fitness center equipment. Fitness Services provided a quote in the amount of \$1605.00 for quarterly maintenance of the fitness equipment. A motion was made by Director Wilson and seconded by Director Lerman to approve the proposed contract as submitted. Motion carried.
- **Rowing Machine:** The rowing machine screen has been broken. Stephanie has researched options for a protection device to prevent the damage in the future. Her searches were unsuccessful but will continue. Fitness Services has presented a proposal to replace several items on different pieces of equipment including the screen for the rowing machine. Motion made by Director Wilson and seconded by Director Williams to approve the expense of a new screen for the rowing machine only. Other items seem to be cosmetic and not necessary at this time. Motion carried unanimously.

Painting of Pool Buildings: Director Wilson led the discussion regarding painting both pool buildings. A bid from Certa Pro Painters was provided. Stephanie has reached out to Siesta Key Décor as well as Your-Way Custom Painting. She is anticipating bids for the next meeting.

Pond 14: Stephanie introduced Josh McGarry from Aquatic Systems. He discussed the algae concerns with pond 14. Hydrilla is one of the major issues with this pond. The normal chemical that is used cannot be used in this pond due to the side effects to the recently planted plants as well as the effect it would have on the lawns via the irrigation system (water being pumped from this lake). He recommends increasing the grass eating Carp as well as aeration. It was stocked with 178 carp in March.

The littoral shelf is where the algae is being produced. Aquatic Systems is increasing the number of visits to University Place in an effort to get ahead of the issue for next year. He recommends adding an additional visit for just that pond to focus more on that entire pond. Josh will also contact the state to have the state do an assessment to allow the community additional carp. Aquatic Systems also supplied a bid for aeration. Stephanie will reach out to additional vendors regarding opinions and a bid for an aeration system for pond 14.

Non Compliance/Violation Notices: Stephanie presented examples of the current noncompliance notices that are being sent. Stephanie reviewed example violation notices that are sent to owners. The Board agreed that the letters being sent are appropriate and not too harsh. There were suggestions regarding adding dates of original notices as well as refer to the fining in the governing documents.

Schedule 2019 Budget Meeting: There was an open discussion amongst the Board regarding scheduling the October budget meeting. The Budget meeting is scheduled for October 17th at 6 pm at the Charleston Pool.

Security Camera Proposal: Director Wilson presented information regarding a new and improved security camera system. Stephanie is working with the current vendor to obtain prices for additional cameras. She anticipates a bid prior to the next meeting.

2018 Audit/Review: Stephanie provided a proposal from Menchinger & Tyack for both a year financial review as well as an audit. This matter will be addressed at the October board meeting.

OLD BUSINESS:

ARC Guidelines: Director Lerman will report back to the Board regarding possible changes in addition to the items that have already been approved. She is looking into some conflicts regarding tree replacement. The ARC committee will be meeting later this week to review guidelines and discuss duties and responsibilities.

BOARD REPORTS:

President: None at this time.

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:** Please see notes above.
- **Grounds:** Director Rahman and a few others met with TLC and inspected the common area grounds. Things appear to be improving. No anticipated projects until 2019.
- **ARC:** Stephanie provided a written report which is attached to and is a part of these official minutes. Stephanie advised that there is an ARC workshop scheduled for Sept 28th.
- **Hearings:** Stephanie provided a written report which is attached to and is a part of these official minutes.
- **Social:** Director Rahman advised that the Social Committee had a meeting coming up in October. The next event they have scheduled is the Fall Fest on October 21st. Director Wilson discussed the Dive in Movie night being rescheduled for September 29th as well as the upcoming Tailgate party at the Seven Oaks Pool on October 12th.
- **CDD Report:** None at this time.
- **County Land Use:** Director Lerman advised that the property on the east side of Honore Ave. and Lockwood Ridge has been approved for developing. She will continue to watch the agenda for the Tara Bridge discussions.

DIRECTOR COMMENTS: Director Murphy mentioned that University Park has not been turned over from the developer and that they are in the process of redoing their Governing Documents. Someone from University Park reached out to Ron to discuss how we handled redoing the Governing Documents and getting a copy of them. Stephanie recommended having them go to the county to get the documents.

HOMEOWNER COMMENTS:

ADJOURNMENT: Meeting was adjourned by Director Wilson at 3:37 PM. The next HOA Board meeting is scheduled for October 17, 2018, at 6 PM at Charleston Pool, University Park, and FI 34201

Respectfully submitted by:

Stephanie Curtis
Property Manager
Acting Secretary

Managers Report: Stephanie
September 2018

- Meetings with the following vendors continue:
 - TLC
 - Aquatics
 - Vertex
 - Sparkle Brite
 - Fitness Services
 - Onsite Maintenance (Fred)
 - Onsite Cleaning Personal (Sandy)
 - Pye Barker (Cameras)
 - Lake Doctors (Pond 14)
 - Florida Patio
 - Certa Pro Painters
 - Lopez Tree Service
 - Pro Wash
- 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.
- Coordinated and attended a meeting with the Hurricane Preparedness Committee.
- 7 Broadcast Messages sent between the July and Aug Board meetings.
- Corresponding with Envera regarding vehicle decals.
- 2 new resident meetings.
- 2 pool party reservations.
- Weekly inspections of the community. Emails, phone calls and letters were sent regarding non compliance issues.
 - 1st Notices sent
 - Roofs: 14
 - Landscaping/sod: 9
 - Power Wash Driveway: 8
 - Rotten Fascia: 4
 - Misc: 4
 - Second Notices
 - Roofs: 18
 - Power Wash Driveway: 5
 - Landscaping: 3
 - Final Notice
 - Landscaping/sod: 2
 - Power Wash Driveway: 1
 - Many emails sent as reminders regarding dirty driveways. Notices will be sent to those who don't clean their driveway or roof once the community power washing project is complete.

Sept 2018 ARC Report

The committee met on September 7, 2018. The following requests were processed:

- 7452 Sea Island: Lawn and Landscaping: Approved
- 8206 Indigo Ridge: Paint: Approved
- 7624 Charleston St: Remove Oak: Approved. Replacement approval pending.
- 8131 Coates Row: Replacing Windows: Approved once specs for new windows is submitted.
- 8009 Coates Row: Paint: Approved
- 7718 Edmonston Cir: Paint Garage Doors: Approved
- 8151 Indigo Ridge: Tree replacement: Denied. Must plant a canopy tree from the approved county list.
- 7914 Edmonston Cir: Tree removal: Approved. Replacement tree decision is pending.

Sept 2018 Hearings Committee Report

No meeting during the month of Sept.

Respectfully submitted by:

Stephanie Curtis

Sept 2018 Delinquency Chart

Delinquencies Include:

Break down of fees

Maint Fee Monthly	14,154.30
Late Fee	2,568.50
Legal Fees	34,882.02
Fines	2,000.00
Past Due Interest	7,804.46
Coll Fee	30.00
Vacant Lot Mowing	45.00

Reports are based on the prior months numbers.

