

**UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.  
MONDAY, FEBRUARY 18, 2019 at Charleston Pool**

**APPROVED MINUTES**

**Call Meeting to Order:** Lauren Wilson called the meeting to order at 11am.

**Determination of a Quorum:** A quorum was present with all five directors present; President; Lauren Wilson, Vice President; Susan Lerman Treasurer; Kathryn Murphy, Secretary; Sandy Rahman and Director; Lissa Pygott. Also present were Stephanie Curtis and Nicole Banks of Sunstate Management.

**Proper Meeting Notice:** The agenda and ARC guidelines were mailed to each owner 14 days in advance in accordance with the associations governing documents and FL ST 720.

**Approval of Previous Meeting Minutes:** **MOTION** made by Sandy, seconded by Lissa to approve the January 23, 2019 and February 1, 2019 meeting minutes as presented. MOTION passed unanimously.

**Presentation from Boyd & Boyd Insurance Agent, Russ Dozeman**

- Russ reviewed the association's coverage. A summary was provided to each board member.
- Russ recommended flood insurance. Flood insurance would be in the retention ponds caused flooding. Otherwise, pipes, pools etc., would be covered by hazard coverage.
- Russ confirmed that alcohol at an event is permitted if there is no charge for it.
- The 2% deductible is per coverage item.
- Professional lessons are excluded by coverage. The professional would need to have liability insurance.
- For Offsite Events, a one-day event insurance policy is available.
- Kathryn asked about employee coverages. UP does not have any employees or coverage for employees.
- Kathryn asked about tree coverage. Russ confirmed that tree insurance is very expensive.
- Lauren asked if a HOA tree falls on a CDD fence, who pays for it. Russ confirmed CDD coverage would be primary.
- Russ provided a trip and fall inspection packet for the board to review and complete.

**Officer Reports**

- **President's Report: No Report**
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- **Treasurer's Report: No Report**
  - **The January 31, 2019 financial statements are not yet available.**

## Committees

- **Ponds:** Cheryl Anderson/Director Kathryn Murphy/Stephanie Curtis, CAM
  - Upon visual inspection, Cheryl reported that the ponds are in good condition.
- **Grounds:** Director Sandy Rahman
  - Sandy provided a mailbox project update. Sandy provided the report to Stephanie for follow up.
  - Sandy met with Tom from TLC Landscaping. Included in the packets are estimates for review and approval.
- **ARC:** Director Susan Lerman
  - The proposed 2019 ARC guidelines were mailed to the community.
- **Hearings:** Director Kathryn Murphy
  - No Report.
- **Social:** Directors Sandy Rahman/ Lauren Wilson
  - The Valentine Party was a success. Sandy thanked the volunteers.
  - Garage Sale – March 2<sup>nd</sup> \$7 to participate.
  - Fashion Show- March 9<sup>th</sup> \$38 per ticket and all proceeds are donated to charity.
  - New Events-
    - Sarasota Polo Grounds on Sunday, February 23<sup>rd</sup>- Gates open at 10am, Match starts at 1pm.
    - St. Patrick's Day Parade – Saturday, March 16<sup>th</sup> at 10am.
- **CDD:** Director Lauren Wilson
  - Speed bump at Planters Knoll will be installed. The engineer is confirming proper placement.
  - Additional Speed limit signs are being installed.

## Homeowner Comments

- Owner asked about the 22ft. setbacks in the revised ARC guidelines. Owner suggested that the fence be located at the survey mark. Susan confirmed that this was not changed from the original guideline documents.
- Owner asked on an update on Carriage Run re-sodding. The Board previously decided based on the landscaper's recommendation that re-sodding may not be a good solution.
- An owner commented that no progress is happening with Carriage Run soil/ turf issues.
- An owner commented that artificial turf is prohibited. The owner believes that this conflicts with FL ST. The owner will submit this document for Board and or attorney review. Lissa Pygott confirmed that artificial sod does not fall under Florida Friendly Landscaping.
- An owner suggested that house numbers are visible.
- An owner asked if flags are considered signs.

### **New Business:**

- Insurance Review with Agent and Recommended Policies
  - The board and owners discussed establishing a policy.
    - **MOTION** made by Lauren, seconded by Lissa to approve Pilates at the Pool with Instructor, Susan Lerman providing a copy of her insurance naming the association as the named insured. **MOTION** passed 4 in favor, 1 abstained. Susan will draft the policy.
  - **MOTION** made by Susan, seconded by to purchase a one-day event policy to cover the fashion show at Sarasota Yacht Club. This policy would be paid from the insurance budgeted line item. **MOTION** passed unanimously.
  - Stephanie will contact Russ for flood information and recommendations for Board review.
- Adoption of Proposed Draft ARC Guidelines
  - Kathryn submitted grammatical corrections. House number clarification will be added to permit house numbers to be moved for visibility. **MOTION** made by Susan, seconded by Sandy with noted corrections. **MOTION** passed unanimously.

### **Unfinished Business:**

- Hedge/Berm Improvements- The board reviewed the estimates provided by TLC.
  - Lauren suggested that a HOA / CDD workshop be scheduled to review the map.
  - The board would like a photo of area and proposal with estimates in the future.
  - **A- MOTION** made by Susan, seconded by Kathryn to approve TLC estimate for \$500 at 7930 Edmonston. **MOTION** passed unanimously.
  - **B- MOTION** made by Susan, seconded by Kathryn to approve TLC estimate for 7-gallon hedge line behind 8004-8016 not to exceed \$1,815. **MOTION** passed unanimously.
  - **C-** Tabled for the board to re-evaluate this area. Stephanie will obtain a quote from TLC for entire oleander removal.
  - **D-** Tabled to confirm if property is CDD or HOA.
  - **E –** Tabled to have the estimate separated out.
- **Mailbox Update-** Handymen, Steve Higbee and Fred Bussiere have the lead. The other vendor that Stephanie mentioned at the January meeting, has denied the project.

**Next Meeting will be held on Wednesday, March 20<sup>th</sup>, 2019 at 6pm, location TBD.**

**Adjournment:** With no further business to discuss, Lauren Wilson adjourned the meeting at 1:08pm.

Respectfully Submitted by:

Nicole Banks, CAM  
Sunstate Management  
For The Board of Directors of University Place Neighborhood Association Inc.