

**UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.
MINUTES OF THE MARCH 20, 2019 MEETING OF THE
BOARD OF DIRECTORS
7805 CHARLESTON STREET, UNIVERSITY PARK, FL 34201.**

CALL TO ORDER: The meeting was called to order by Director Wilson at 6 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, Lerman, Pygott, Rahman and Murphy were present. Also present was Stephanie Curtis the Association Manager and Nicole Banks from Sunstate. Residents in attendance: Donna Mulig, Kathy Sitterle, Colleen Lynch, Loni Zeichner, Ian Davidson, Ron Murphy, Cheryl Anderson, Ben Wilson, Lorraine Gawronski, Jeffrey Latto, Michaelene Houze, Armand Houze, Shirley Romanoff, Arnold Rahman, Gerry Sheridan, Hal Sheridan, Patty Small and Brandy Wiesner.

APPROVAL OF MINUTES: A motion was made by Director Lerman and seconded by Director Murphy to approve the February 18, 2019 meeting minutes as submitted. Motion carried unanimously. A motion was made by Director Lerman and seconded by Director Rahman to approve the March 12, 2019 meeting minutes as submitted. Motion carried unanimously.

NEW BUSINESS:

A motion was made by Director Lerman and seconded by Director Wilson to add Homeowner Comments to the top of the agenda. Motion carried unanimously.

Owner, ARC Chair Kathy Sitterle, advised that the committee denied the request of the paint color on the garage door on Edmonston because of the overall darkness of the home. The committee vote was 4 against, 2 in favor.

Owner Lorraine Growonski is requesting that the Board address the issue on Meeting Street with the dog walkers not picking up after their dog. Owner Ben Wilson advised that owners are banding together to see if the culprit(s) can be caught on camera. Director Wilson advised that without further documentation the HOA will be on stand by.

Owner Michaelene Houze mentioned the deteriorating condition of the doggy stations.

Owner Patty Small advised that about 150 people attended the fashion show and over \$4k was raised for charity. She also read aloud a proposed notice to be considered for mailing to the owners regarding a homeowner directory. Director Wilson advised that the Board will be discussing a survey regarding a directory.

Owner Colleen Lynch questioned who is responsible for determining if a tree is dead. Director Lerman advised that the Apex arborist has information which he could provide to the Board sometime.

Owner Armand Houze is recommending that the dead tree in the preserve on Seven Oaks Drive be removed. Director Murphy advised that Stephanie has provided a bid to have that tree cut down.

Owner Request: ARC Disputes:

7918 Edmonston Circle: Owner Susan Lerman submitted a request that the Board review and reconsider the ARC committees decision to deny the submitted garage door color. A motion was made by Director Wilson and seconded by Director Rahman to approve the request as originally submitted. Director Lerman abstained. Motion carried. Stephanie will send the owner a letter regarding the Boards decision.

8223 Indigo Ridge Terr: Owner Laurel Barbieri submitted a request that the Board review and reconsider the ARC committees decision to deny her submitted shutter color. A motion was made by

Director Lerman and seconded by Director Wilson for the Board to table the denial and send a corrected letter to the owner which will direct her back to the ARC for reconsideration with an alternative color. Motion carried unanimously.

Board Policies: Several Board Policies were submitted for review and discussion.

- Responsibilities of the Social Committee: A proposed policy was presented and a motion was made by Director Lerman and seconded by Director Pygott to approve the policy as submitted. Motion carried unanimously. A copy of the policy is attached to and is a part of these official minutes.
- Authorization for HOA Expenses by Board & Manager: A proposed policy was presented and discussed. A motion was made by Director Wilson and seconded by Director Lerman to approve the policy as submitted. Motion carried unanimously. A copy of the policy is attached to and is a part of these official minutes.
- Use of Pool Facilities: A proposed policy was presented and reviewed. A motion was made by Director Lerman and seconded by Director Rahman to approve the proposal with one change, add the name as University Place Neighborhood Association. Motion carried unanimously. A copy of the policy is attached to and is a part of these official minutes.

OLD BUSINESS:

Landscaping:

- Spring Flowers: Two proposals were presented. GreenWorks in the amount of \$882 (including 2 yards of soil) and TLC in the amount of \$1275 (no soil). Director Lerman reviewed the proposals. There was a discussion regarding the size of the plants. A motion was made by Director Lerman and seconded by Director Rahman to approve the proposal by GreenWorks with a not to exceed \$1000 and for Director Rahman to meet with GreenWorks regarding the selection of flowers. Motion carried unanimously.
- Dead Tree Removal: Stephanie provided two proposals to remove several dead trees and some dead vines and debris in different areas of the community. Lopez Tree Service in the amount of \$2200 and Apex Tree \$2400. A motion was made by Director Wilson and seconded by Director Lerman to approve the bid from Lopez Tree Service in the amount of \$2200 as long as he can do the work within the next three weeks, otherwise, the approval will go to Apex in the same amount if the price can be met. Motion carried unanimously.
- Tree Trimming: Director Lerman led the discussion regarding community common area tree trimming and cleaning through the community. The Spanish Moss should be removed and the branches trimmed/lifted. Director Lerman made a motion to allow Apex to clean & trim ten community trees in the amount of \$1,250 as an example for future trees to be done. The motion was seconded by Director Wilson. Motion carried unanimously.
- Hedge/Berm Improvements: Map referencing the locations of the berm that need attention. Several bids were provided and discussed:
 - Edmonston Circle: Next to the Cooper Creek gate there is a large open area. A bid from TLC in the amount of \$488.15 to fill in the area with wax myrtles and cardboard palms. A motion was made by Director Wilson and seconded by Director Lerman to get another bid from GreenWorks and allow up to \$488 to improve the area. Motion carried unanimously.
 - Spring Marsh Berm: Areas behind 8004 – 8016 Spring Marsh. Two bids were submitted. GreenWorks in the amount of \$9,485 (excluding Jasmine). TLC in the amount of \$9,799.37 (including Jasmine along the fine line). Both to fill in the open spaces, cut

down Oleanders and add mulch. Director Pygott met with an owner who is recommending cutting the Viburnum hedge down approximately 2.5 feet as well as cutting the Oleanders flush to the ground, apply extra fertilizer and see if those areas come back and provide adequate coverage. The Board agreed that is a viable option and requested that Stephanie get two quotes to have that work done. The other area is the completely open sections where there are no plants. The Board is requesting two bids for just that area as well as two bids for fertilizing these areas. The topic is tabled until additional bids are received.

- Drayton Circle open spots: Tabled. No discussion at this time.
- Alston Ct dead sections of hedge: Tabled. No discussion at this time.
- Seven Oaks Pool landscaping along Indigo Ridge sidewalk area and entryway to pool. TLC provided a bid in the amount of \$14,638.52 to completely remove all existing landscaping, clean the area and install all new plants with a design to follow the Benderson type theme. The Board has asked that Director Rahman meets with GreenWorks to develop a different plan of action and get alternative ideas of what to do in those areas.

Pond 14 Aeration: Director Murphy led the discussion. Ponds Committee member, Donna Mulig talked to several different communities with ponds that looked healthy and found out what they have done. Based on suggestions from other communities Director Murphy is recommending for the grass to be allowed to grow a little longer around the lake banks to possibly avoid debris and runoff from going into the lakes and educate owners on how to help preserve the quality of our ponds. She also recommends that the Board move forward on installing aeration in pond 14. As the weather gets warmer, the algae will get worse as it has in the past. Stephanie provided the bids that were previously given by Vertex in November of 2018 the amount of \$20,170.20 and one from Lake Doctors in the amount of \$22,046.48 as well as a bid from Owens Electric in the amount of \$2,525 to gain access to power for the system. Director Murphy reviewed the finances and feels the community will remain in a comfortable financial status to move forward with the project. Chair of the Ponds Committee Cheryl Anderson agrees it needs to be done sooner rather than later. A motion was made by Director Wilson and seconded by Director Murphy to approve \$23,087.64 which includes the Vertex proposal bid, the electrical installation and the 2019 maintenance of the system. Stephanie will contact Vertex and Owens to obtain confirmation that the prices are still being honored. It was requested that Stephanie receive another electrical installation bid prior to moving forward. Motion carried unanimously.

BOARD REPORTS:

President: Director Wilson none at this time.

Treasurer: Director Murphy provided a written report which is attached to and is a part of these official minutes. She will be meeting with Northern Trust next week regarding opening an account so that future meetings can be held at Northern Trust.

Manager: Stephanie provided a written report which was provided to the Board.

COMMITTEE REPORTS:

- **Ponds:** Cheryl Anderson provided a written report which is attached to and is a part of these official minutes. Donna Mulig gathered information to help improve the health of their ponds. Nicole will forward additional information to the ponds committee.
- **Grounds:** Sandy's written report is attached and is a part of these official minutes.
- **ARC:** Stephanie provided a written report which was provided to the Board. Director Wilson announced that Tami Cashi and Ben Wilson have been appointed to the ARC Committee.
- **Hearings:** Director Murphy: none at this time.

- **Social:** Director Rahman advised that the fashion show was wonderful. The next Social Committee meeting is scheduled for April 9th. May 19th is the next Annual Summer Picnic. Director Wilson advised that there were approximately 40 people that attended the Polo Event. The St Patricks Day Parade went well. Thank you for everyone's participation. The next New Events Committee event is the 4th of July breakfast.
- **CDD Report:** Director Wilson reviewed a written report which is attached to and is a part of these official minutes.
- **County Land Use:** None at this time.

DIRECTOR COMMENTS: Director Lerman recommends that Apex is invited to a future Board meeting. Stephanie will add it to the next meeting agenda. Also, owners have signed up for pilates. Director Murphy discussed the drainage behind 8004 Spring Marsh and also requested that Stephanie begin the bidding process for resurfacing the Charleston Pool deck.

HOMEOWNER COMMENTS:

Owner Ron Murphy recommends that the homeowners become educated on debris ending up in the lake.

ADJOURNMENT: Meeting was adjourned by Director Wilson at 7:39 PM. The next meeting is TBD.

Respectfully submitted by:
Stephanie Curtis
Property Manager
Acting Secretary