

UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.
MINUTES OF AUGUST 22, 2019 MEETING OF THE
BOARD OF DIRECTORS
NORTHERN TRUST BANK COMMUNITY ROOM LWR, FL 34202

CALL TO ORDER: The meeting was called to order by Director Wilson at 9:06AM.

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, Murphy, Pygott, and Rahman were present. Also present was Nicole Banks from Sunstate Management.

APPROVAL OF MINUTES: **MOTION** made by Director Murphy and seconded by Director Lerman to approve July 31 and August 19, 2019 meeting minutes as presented. **MOTION** passed unanimously.

PRESIDENTS REPORT:

- Charleston and Seven Oaks Painting project will begin September 23
- Pavers at Charleston will begin September 30
- Annual Meeting Date – Tuesday, December 3rd at 6pm at Northern Trust Bank

TREASURERS REPORT:

- Kathryn reported from the July 31, 2019 financial statements.
- CD was renewed with a higher interest rate.

COMMITTEES:

Ponds- Pond report submitted by Kathryn. Due to rain the pond levels are high. Pond 16 is concerning. There is a home close to that pond. Pond 14 is high as well. The nature trail around pond 14 is in bad shape. This will be addressed. Alligator signs will be installed. Kathryn will send Nicole the list of locations.

Grounds- Sandy gave the report. TLC has delayed mowing due to rain. TLC is on site today.

ARC- Susan Lerman gave the report. The next ARC meeting is on Monday, September 9th at 10am. ARC request forms are available under the bulletin board at the Charleston Pool and online www.myuniversityplace.com

Social- Sandy Rahman gave the report. Next Social Event will be Oktoberfest held on October 27th. Louise will be taking over the Happy Hour at Charleston Pool, the second Friday each month. Louise is asking for a volunteer to cover in September, if someone is available, please contact Louise.

CDD- Lauren Wilson gave the report. No Meeting in July. CDD Budget planning meeting is next month on August 28th at 6:30pm.

HOMEOWNER COMMENTS:

- An owner commented that the white enclosure at Seven Oaks was damaged. Steve will repair it.
- An owner asked if the pavers will be done in time for the Social Event on 10/27.
- An owner asked if the pools would be closed while work is being done.
- An owner asked if the tree trimming will be offered to homeowners. This is scheduled for Fall.
- An owner asked if the bar codes stickers are updated on a current / regular basis.
- An owner asked about memorized license plates having access. Lauren will follow up with the CDD.
- An owner asked if Seven Oaks landscaping is planned.
- An owner asked if the ring doorbell operational.
- An owner suggested that a flag was displayed on site when someone is in the office.
- An owner suggested to have 3 days a week on site during season, and 1 day per week off season.

UNFINISHED BUSINESS:

- **On Site Office Hours-** The board discussed options. The traffic on site has been slow. An average of 1-2 residents per day. Lissa has created an A to Z handbook for residents on all the things you need to know about University Place. Susan suggested that no on site hours (with the exception of Fridays) for the month of September. This would be reviewed again at the September board meeting. Kathryn commented that not all residents are comfortable with emails and calls. Sandy suggested that an admin be hired part time to cover 2 days per week at a rate at \$15 per hour.
- **Landscaping Bids Discussion-** Brightview and Bloomings references were checked – The Isles, Sand Hill Preserve, Village Walk and Glen Eagle. The references look similar to TLC at UPHOA. University Park landscaping looks great. The vendor there is Artistree. Brightview and Bloomings references will be re-reviewed using local communities. Lauren is impressed with Brightview’s Quality Assessment Monthly Reports and Work Order System.

NEW BUSINESS:

Insurance MOTION made by Lauren, seconded by to approve the insurance renewal not to exceed \$14,232 and add flood insurance not to exceed \$500. Kathryn will sign the renewal once competitive bids are reviewed. MOTION passed unanimously.

Pool Maintenance MOTION made by Kathryn, seconded by Sandy to provide 30 day cancellation notice to Sparkle Brite and to hire Ever Blue Pools as presented in the amount of \$1,400 per month to replace Sparkle Brite as the pool maintenance contractor. MOTION passed unanimously.

Rental Application Process Lissa and Nicole will review the rental application, process and restrictions. A draft will be presented at the September board meeting.

Next Meeting Date: Thursday, September 26th at 9:30am at Northern Trust Bank

ADJOURNMENT: With no further business to discuss, Lauren Wilson adjourned the meeting at 11:13am.

Respectfully submitted by:
Nicole Banks
For the Board of Directors