

PARK PLACE VILLAS CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

MONDAY, MARCH 20, 2017 at 3:00 p.m.

**At the offices of Sunstate Association Management Services Group
5602 Marquesas Circle, Sarasota, Florida 34233**

DRAFT MINUTES

CALL TO ORDER: The meeting was called to order by Dean at 3pm.

QUORUM: A quorum was established with Dean, Steve, Tony, Jean and Johnnie present. Also present were Michelle Thibeault and Nicole Banks of Sunstate Management and Mike Mehan of Sarasota County Utilities.

MOTION made by Steve, seconded by Johnnie, to move Old Business A. to the top of the agenda so that Mike Mehan can provide an update on Autumn of Sarasota – Phase II Plan.

Autumn of Sarasota – Phase II Plan - Update – Mike Mehan

Mike stated that the Site and Development Plans for approval were submitted to the county in December 2016. They have also submitted utilities unofficially. The county is requiring a bar screen to be installed. Automatic or manual are acceptable. Autumn requested to install it at the county manhole. The county denied that request. As attached to these corporate records, Mike reviewed the map with the Board with specifics. The purpose of the bar screen is to catch items that are flushed that should not be. This is to prevent harm to the system. This will need a waste water and utility county permits. There will be no new connections for waste water.

Per the county, this area is not scheduled to be resurfaced or have the pot holes repaired. Per the paving and drainage plan, there is only an apron for the new entrance listed. Mike will provide the contact information for the engineer for Site and Development regarding any concerns regarding the damage to roads that may occur from all of the heavy equipment and construction.

MINUTES: MOTION made by Tony, seconded by Steve to waive the reading of the February 23, 2017 minutes and approve as presented. MOTION passed unanimously.

Treasurer's Report:

- As attached to these corporate records, Steve reported from the February 28, 2017 financial statements.
- Sunstate will coordinate the April 1st 2017 invoices to be mailed to all owners and a reminder that the payment to be sent to Sunstate.
- Unrestricted Funds to be renamed to Capital Improvements in the Reserve Account. This will be on the April agenda for the Board.

Committee Reports:

Landscape- Bonnie Planeaux

- As attached to these corporate records, Bonnie Planeaux prepared a report.

Old Business:

- The second notice of mailer for the Annual Membership Meeting package was mailed March 10th by Sunstate Management. This package included the 2017/18 Budget. The reserve schedule will be printed for the Annual Meeting, March 27, 2017.
- Sunstate will email a reminder to owners to complete and return their proxy.
- There are four board members that submitted their intent and will be on the board of directors. The fifth available seat can be appointed by the Board at the Organizational Meeting, immediately following the Annual Meeting on March 2, 2017.
- **Irrigation** – The pump station has been securely anchored. Lattice around the Doghouse has been put up and painted.
- **Property Maintenance Repairs/Projects**

Roof Cleaning – the quote from Expert Services was received in the amount of \$4,500. This will be a low pressure algaecide chemical cleaning. Sunstate will get two additional bids.

Gutter Cleaning- This will be completed before the roofs are cleaned. Sunstate will obtain three bids.

Tree Trimming- The budget still has \$900 remaining funds for tree trimming. The Board discussed getting more of the trees trimmed. Nicole will schedule a meeting Hilario.

Fence Reinforcement- The area near the back gate has panels that need to be reinforced.

Security Lighting- Investigate the options for well placed solar lights / motion sensors.

Lake level – the level has been lowered 3 inches.

Drainage Issue- 3101, 09, 13, 17 – Contact Brian Sterling. He has the original Storm Drainage Plans.

Recessed area behind #3166 & between #3162 and lift station – This area needs to be filled in and re-graded.

Owner's Telephone Directory- Sunstate will prepare a package for members to update their information so that an owner's directory can be printed.

Comcast- Auto-renewal, contract ends December 2017. 90 day notice is required.

NEW BUSINESS:

- **Pool Leak / Pool Company / Tech Schedule**- The two pool leaks have been fixed with epoxy. One was in the skimmer basket and one near the light. The pool weekly maintenance service will be on Monday and Friday.
- **Periodic Sprinkler Head Survey**- Monthly, Earth Works has the irrigation checked. The Board may set up a committee to check sprinkler heads in more detail on a quarterly basis.

OWNER COMMENTS:

NEXT MEETING: The next Board of Directors Meeting will be on Monday, April 24 at 1pm.

ADJOURNMENT: With no further business to discuss, Dean adjourned the meeting at 5:15pm.

Respectively Submitted,

Nicole Banks

Nicole Banks, CAM
Sunstate Management
For the Board of Directors