

**UNIVERSITY PARK COMMUNITY ASSOCIATION INC.
(UPCAI)**

(<https://www.upcai-fl.com>)

University Park

**Report from the
Board of Directors**

**Annual Meeting
December 17, 2020**

UPCAI Board of Directors - 2020 Annual Report

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UPCAI Board of Directors - 2020 Annual Report

FROM THE PRESIDENT

Dear Residents and Homeowners,

This is our annual report to you as your first resident elected Board. We hope that you will find the report informative about our Association's work, the initial challenges in taking control of our large and mature Community, and that it showcases why University Park is such a special place.

Since turnover to homeowner control in December 2019, your volunteer Board and its committees have been hard at work on a broad range of subjects and action on complex matters. As you will see from the plans for 2021, this initial review may take another year to complete. In this work, we are guided by these broad goals:

Building ...

- a collective sense of Community, caring and involvement.
- management and governance geared to serve the interests of homeowners.

Moving the Association's property management from ...

- a developer and family-business style to a structured, disciplined and process-driven model.
- a break-fix approach to a planned and pro-active maintenance program integrated into our financial planning.

The COVID-19 pandemic is an unprecedented and severe healthcare challenge for everyone and will continue well into 2021. Thank you for your outstanding response in 2020 to this as a community. Please keep the mask, hand washing and social distancing efforts going until the vaccines come to our collective rescue. The Club has felt the significant impact where Laurie Evans and her team have done a fantastic job in continually adapting and keeping things going. The COVID-19 restrictions have, however, slowed down what we had hoped to achieve during our first year in charge.

A goal for all HOAs is to protect and enhance the property values of their members. After three years of turbulence and major change in University Park the market now looks for stability and advancement from us. I hope you find the real-estate market summary included in this report encouraging. In University Park we have a valuable land asset in an exceptional location that may not yet have achieved full-market appreciation. The Strategic Mission agreed this year with the Recreation District Board will serve as a guide for the direction to follow here and to measure success over the years to come.

Our pool of talented volunteers continues to be critical to our success in University Park. This year, I would like to single out the "heroic" work of members of the Infrastructure and Finance Committees. We are also recognizing, for the first time, past outstanding volunteers in our "Volunteer Wall of Fame". Sadly, some of these wonderful individuals are no longer with us. All these volunteers - our friends and neighbors - gave the gift of their time, exceptional knowledge and years of experience to tackle our particular challenges. Today, together with our PBM management team it enables University Park to continue to lift its horizons perhaps well-beyond other local communities.

Thank you for your feedback and support during 2020. We look forward to continuing to serve you.



President, UPCA
December 3, 2020

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BOARD OF DIRECTORS – 2020



John Whyte
President



John Barry III
Vice-President



Bill Lockhorn
Treasurer



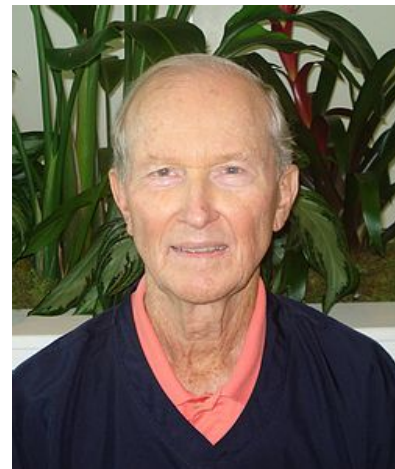
Peter Conway
Secretary



Tom Christopher



Peggy Lowndes



Pat Thompson

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POST-TURNOVER STATE OF UPCA

John Barry

Your Board and its Committees, as many of you with long-distance families and friends, have become adept at the art of ZOOMING. Covid-19 has forced all of us into new rhythms of how to accomplish the task of governing and decision making on your behalf. It seems that keeping ZOOM schedules have become an integral part of our daily life.

As we approach year-end, your Neighborhood Chair will tell you that the Finance Committee has been working hard to bring a new focus on the Neighborhood budget process. Besides this significant event, the Chairs have been tasked with evaluating the best way to finance Parcel 7, work with the Infrastructure Committee to finance our Sewer System and finance refurbishing of the ex-Sales Office - the soon to be UPCA Offices.

For those of you who have watched the Infrastructure Committee ZOOM meetings and workshops, it becomes evident we are fortunate to have a dedicated group of engineers. The year-long process of grasping what we must deal with regarding our sewer and water systems has been and is an enormous undertaking. The collaboration between our Finance Team and our Infrastructure Team make us all proud.

Your Safety and Access Control Committee have been working diligently to continue its overwatch of those areas that affect our roads, perimeter and Gatehouse operations. This year's significant import is the re-invigoration of our CERT team and its integration into this Committee.

At the end of last year, the Board authorized the re-introduction of the Chair Council model. This group of dedicated Neighborhood leaders is essential as the link between you and the Board. As a Board, we rely upon their collective views and input as we make decisions on your behalf. Please use this conduit to its fullest extent by sharing your opinions with your Chair.

As in the past, University Park is well known for its generosity to the Community outside our gates. Our Outreach Committee is always researching for worthy not-for-profit groups to garner our support. Because of your generosity, we have had another successful year for those less advantaged than you that need our help.

Why does University Park have a look and feel that we all prize and makes visitors want to look at living here? It's primarily due to our ALC Committee. This group of dedicated residents works extremely hard to maintain established standards throughout the Community. They are a resource for you about Florida friendly plantings, color palettes for your home exterior, and many more facets of why we look good. The application process has been dramatically streamlined and will continue to improve.

A critical part of this past year's behind the scenes work has been several groups' work. The more visible group has been the hard work of our Election Committee. Through their diligence and study, we have been able to establish Electronic Voting for you, our Residents. This is an exciting step forward to enable you all to be heard in guiding your Board in making essential decisions directly for you. The less apparent yeoman work is still a work in progress, and that is the total re-write of our Governing Documents. At this time, we are awaiting our General Counsel's review to bring us into compliance with Florida Statute 720, the State law that governs HOAs. As your Board, we feel that we have a responsibility to get this right and know you feel the same way.

As a Board we would like to thank all the men and women (see Exhibit 1) who have given many hours of their time, energy, and expertise to help the Board make the informed decisions that are necessary to make sure we continue to keep University Park a wonderful place to live.

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WORKING WITH THE RECREATION DISTRICT

John Whyte

UPCAI and UPRD are "sister" organizations that represent and are funded substantially by the same people in University Park. They are governed by different Florida Statutes and enable us to take the best advantage of these mostly tax-exempt structures. See Exhibit 2 for the split of responsibilities between UPCA and UPRD.

- **UPCAI** is the "HOA" for University Park. It is a Florida not-for-profit corporation operating principally under Statute 720, the Homeowners' Association Act.
 - **UPRD** is the owner of the Club. As a Florida Recreation District established under Statute 418 it is governed by the Charter in its enabling Manatee County Ordinance. It is subject to the Florida open government "Sunshine Law".
- PBM LLC** is a management company owned by UPCA. It has a contract with UPRD to operate the Club. Led by General Manager Laurie Evans PBM provides services to UPCA and UPRD and there is a high level of coordination.

We understand that having three operating entities in University Park - UPRD, UPCA and PBM - may be confusing. Still there are sound reasons for this that benefit us as members, residents or homeowners. UPCA and UPRD are closely tied by a Mutual Cooperation Agreement (MCA) that sets-out their primary business relationship and details cooperation in a number of key areas.

Relationships between UPCA and UPRD are excellent, given the RD Board's considerable restrictions under Florida Sunshine Law and the defensive posture of attorneys. The PBM Management Committee meetings (see page 9) have included discussions, as required in the MCA, of key issues for each Board, operational matters of common interest and longer-term plans. We also thank RD Chairmen Bob Wood and Steve Ludmerer and Supervisor Nancy Kopnisky for their efforts in 2020 to keep all University Park "on the same page".

Strategy & Marketing

In March, we agreed a joint Strategic Mission with the UPRD Board of Supervisors. As part of the agreed brand strategy, the three Trademarks below were filed with the USPTO by UPCA and will be licensed to UPRD when the registrations are completed. In doing so, both Boards recognize the importance of a unified market-facing strategy for all University Park and we expect to announce our joint marketing plan in the first half of 2021.

UNIVERSITY PARK

UNIVERSITY PARK COUNTRY CLUB

UNIVERSITY PARK GRILLE & CAFÉ

The Club launched its strategic review process earlier this year and, based on focus group feedback, has now moved to the long-range master plan stage. We will work closely on this with Club management, the master planner, and our colleagues on the RD Board. The Club's immediate and longer-term success is vitally important to us all, and we must work together on planning the future of University Park.

Land transfers

This summer, UPRD transferred the previous sales office building and land to UPCA as they no longer had use for it. We are presently planning the repurposing of this building as the "home" of our Association and anticipate that the necessary internal remodeling will occur in 2021.



In October UPRD assigned to UPCA its 2-year Option to Purchase the vacant land known as Parcel 7, as they no longer had interest in it. This option was included in the November 2019 Club Purchase & Sale Agreement, with a \$1 million fixed price. A detailed presentation on Parcel 7 was made available to the Chair Council and all homeowners in October. The Board is presently discussing the potential purchase of this land with the owners.



Elections

The separate Election Committees have collaborated closely over the last few months to eliminate duplication of effort, share information on electronic voting and help ensure that any confusion was kept to a minimum.

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TRENDS IN UNIVERSITY PARK HOME RE-SALES

Mike Moore & Joe Conroy

One of the priorities of the UPCA Board has been to re-establish a strong connection with top local realtors. Given the substantial changes taking place, realtors were looking for confirmation that University Park could continue to compete in the area's premium re-sales market given Club ownership changes, new bond assessments and the Community 's turnover to resident control.

2020 has proven to be a robust market for University Park re-sales, and the outlook for 2021 is even better. Here is a comparison of home re-sales in University Park over 2017 – 2020 YTD.

	2017	2018	2019	2020 YTD thru November
Sales Volume	77	81	69	77 (93 YE est.)
Price Range	\$245,000 - \$1,500,000	\$220,000 - \$1,450,000	\$235,000 - \$2,100,000	\$267,500 - \$1,362,500
Median Sale Price	\$580,000	\$470,000	\$480,000	\$526,000
Media Sale \$/AC/S	\$223	\$195	\$194	\$208
Avg. Sale Price	\$627,505	\$518,181	\$527,129	\$557,162
Avg. Sale \$/AC/S	\$223	\$199	\$199	\$208

(Data: Michael Moore)

Following a strong 2Q continued momentum carried into a very strong November producing 11 sales compared to 3 last year. Currently there are 17 sales pending with 16 expected to close in December. We estimate total UP home sales in 2020 will reach 93 if all homes under contract close, an almost 35% increase over 2019. Manatee and Sarasota single home sales are currently up 23% for 2020.

Macro trends

Tracking the real estate market's ebbs and flows often reveals swings that can defy property owners' timing. But, there is overwhelming evidence that we have transitioned to a seller's market.

1. [A US economic recovery](#) - Although still clouded in political uncertainty, the US economy is inching back to pre-pandemic levels. The outlook for 2021 is for renewed economic growth in the US. It is likely new lockdowns in Europe and elsewhere will harm world economies.
2. [A surge in buyers](#) - There is an undeniable new surge in buyers from northern and western states, with the primary beneficiaries being Texas, Tennessee, and Florida. Simultaneously, the inventory of new and existing homes is inadequate to meet demand, supporting upward price pressure. International buyers are currently down as a percent due to travel restrictions, although this should improve in 2021.
3. [Historically low-interest rates](#) - Another factor is the historically low-interest rates, which may last for the foreseeable future as the US attempts to regain its economic footings from pandemic lockdowns.

2021 Realtor initiatives

There will be several Board-sponsored initiatives to reinforce our relationships with realtors.

- A new Realtor Information Package highlighting our unique lifestyle attributes for prospective buyers with vignettes on our diverse 32 neighborhoods will soon be available in print and online.
- A dedicated link will be added on the UPCA web site for realtors.
- An outreach program to realtors with targeted realtor meetings in the Park will be instituted.

2020-21: A seller's market

While a high-growth, macro-market can lift all ships, our 2020 results provide ample evidence that University Park continues to compete in the southwest Florida region as a unique, premium location alternative for home buyers. Continual improvements in the Club amenities and stability in the community-at-large will only strengthen our position in what will continue to be a competitive seller's market.

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PARK BOULEVARD MANAGEMENT LLC



General Manager's Report

Laurie Evans, with Curtis Nickerson

In a year filled with unexpected challenges with no previous playbook, it was also a learning year for PBM management and staff as we worked alongside UPCA I to meet new goals established by the Board, to provide information and guidance where appropriate, and implement new policies. The groundwork laid in 2020 will provide a solid base for improved productivity and achievement of goals for 2021.

2020 Achievements

Water Management

A major new 10-year Water Use Permit (WUP) was approved by SWFWMD, an outstanding effort and achievement for University Park, under the direction of Curtis Nickerson. As part of the WUP implementation, new automated meters have been installed and specific wells have been back-plugged and repaired as required by SFWMD. A review of all irrigation pump stations is in process to enable future micro/drip irrigation.



Accounting

Monthly financial reports are now produced by the 10th of month and include spreadsheets with consolidated and Neighborhood financial information. We are processing the “*opt-in consent for electronic communications*” forms for quarterly assessment statements. This year the annual budgeting process has included considerably more neighborhood and finance committee involvement. We also assisted the Finance and Infrastructure Committees in a complete review of all reserve schedules including all Neighborhood reserves.

Architectural & Landscape Committee

We assisted the ALC in streamlining and simplifying the approval process, and all applications are now being attached to resident files in Yardi.

Gatehouse Operations

An operations review exposed unnecessary expense of printed passes, as all guests and visitors are quickly logged and residents are notified when guests/vendors arrive, if that option is chosen in DwellingLive. New gate staff uniforms were issued to improve overall first impressions to the Park.

Communications

PBM staff assisted in developing and distributing the new UP-to-Date e-newsletter, the joint communication campaign for the RD and UPCA I elections, the emergency First Alert emails and the digital Realtor Package.

Staff and Management

We hired a new HR Director (Linda Somma) and a Director of Finance (John Fetsick) to fill the position vacated by Ron Tobin. We are actively recruiting an Outside Operations Manager to assist Curtis Nickerson and added an admin assistant to provide additional support for Gatehouse Operations and to process ALC applications.

Issues for 2021

1. Continuing to manage the ongoing COVID-19 situation to keep residents and members safe.
2. Implementation of Yardi Rent Café (property software) that will also enable Chairs and homeowners to submit service order requests.
3. GPS mapping of the property.
4. Website review and redesign to include single landing page for the HOA, RD and Club.
5. Rebranding and marketing, jointly with both Boards.
6. Implementation of electronic quarterly assessment statement distribution.
7. Renovation of the former-Sales Office, with new purpose and protocols.
8. Continue to meet the challenges of staff recruitment and retention.
9. Work with the Board to improve joint communications.

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PBM Management Committee

Bruce Mantia, Chair

Park Boulevard Management LLC (PBM) has an Executive team comprised of the General Manager, Deputy General Manager and Director of Finance. This Executive team has full, exclusive and complete authority and discretion to make all decisions affecting matters within the ordinary course of business of PBM, subject only to the Management Committee's directives. The three-person Management Committee is appointed by the UPCA Board, with one member being nominated by the UPRD Board. The Executive team provides regular oral or written reports to the Management Committee and the Boards of UPCA and the UPRD. The Committee has full, exclusive and complete authority and discretion to hire, terminate, compensate, supervise and direct the Executive team.

In 2020, the Management Committee met at least quarterly. Diverse subjects such as mission statements and strategies for UPCA and the UPRD were discussed. Areas of focus included executive management's organizational reporting structure, and developing key performance indicators to measure successful strategy and operational implementation. The need to develop executive, staff and team performance management processes and key performance metrics consistent with the stated mission and strategy was explored. Also, the COVID-19 crisis required constant communications to help ensure that residents and staff of University Park were informed of the latest local developments and precautionary recommendations.

Outstanding issues include the following:

- Assist in coordinating the work of the UPRD master planning and strategic planning efforts with UPCA and stakeholders.
- Develop and implement a succession plan for PBM's key team leadership roles.

Challenges for 2021 include working with PBM executives to:

- Develop management performance metrics for management roles.
- Develop a "balanced scorecard" to include homeowner, member, guest, and staff satisfaction measures; financial, operational, and other measures as considered necessary.
- Provide an orientation program for UPCA and UPRD Boards.

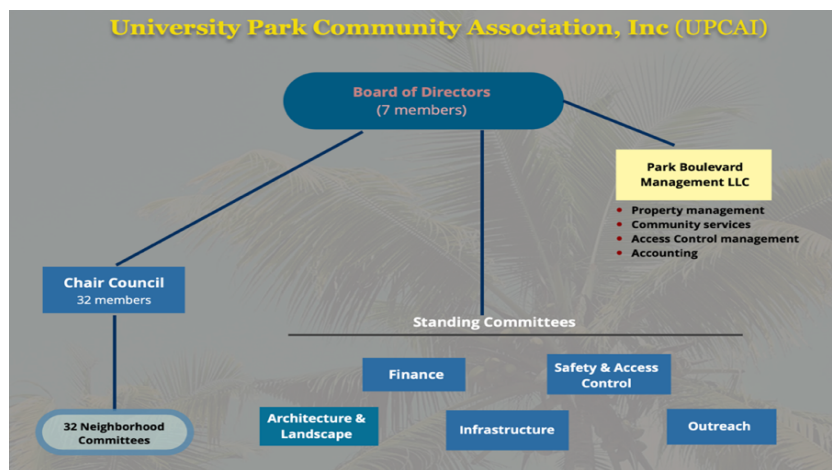
THE COMMITTEES

This chart from our web site at www.upcai-fl.com shows the committee structure.

Each Committee is either led by a Board member or has a Board member as its sponsor/liaison.

Other information about these committees and minutes of their meetings can also be seen on this web site.

Note: This site will be reconstructed in 2021 as part of an integrated Web presence with the Club and UPRD.



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CHAIR COUNCIL

John Barry, with Kris Pizzi & Rich Tennenbaum

Year in Review

At the first meeting of the new UPCA Board on December 17, 2019, the former UPAC was disbanded, and the Board established the Chair Council, comprised of the Chairperson of each of our 32 neighborhoods. This group of men and women were elected by their neighborhood committees. The Chair Council established their leadership by a plurality vote, and Dick Tuley was elected Chair, and Kristine Pizzi was elected as Vice-Chair. The Chair Council, after much discussion, voted on and adopted a set of bylaws approved by the Board. Due to Dick Tuley's resignation the bylaws were immediately put to the test, and a new election was held. Kristine Pizzi was elected as Chair, and Dr. Richard Tennenbaum was elected as Vice Chairman.

COVID-19 has played a big part in the governance of UPCA over the last eight months, but the Chair Council was able to execute its Board mandate to be the **Heart-Beat of the Community** and to debate and make recommendations to the Board. The Chair Council was presented with a host of issues from:

- Park Boulevard Management (PBM) monthly reports.
- Finance Committee and its engagement with Neighborhood Committees regarding annual budgets.
- Support of the Infrastructure Committee with their Sewer Systems presentation and recommendation to go it alone.
- Understanding the voting model for elections and voting will require necessary changes to our CCR's to accomplish this outcome. Thanks to these actions, all our residents can now participate in direct vote for their HOA Board of Directors.
- A new Neighborhood manual, completely updated and including a Best Practices section.

Many other discussions take place during our open meetings, and each Chair takes this information back to their Neighborhood. Each resident is expected to communicate their concerns or questions to their Chair. An educated resident base is essential to the proper governance of our Community.

Plans for 2021

Next year the Chair Council will continue to focus on our role as liaison between UP residents and the UPCA Board and all the Board Committees. To be more effective, we will:

- Evaluate better ways to gain more engagement from all UP residents.
- Develop and conduct more efficient Chair Council meetings.
- Educate and empower all Neighborhood Chairs.

FINANCE & ACCOUNTING

Bill Lockhorn, with the Finance Committee

The newly reorganized Finance Committee set out in the year of transition after turnover to focus on six specific Initiatives. This report defines the status of each activity.

1. All financial statements were analyzed and results of the analysis reported to the Board. Through October Operations expenses were well under budget while revenue was on target with receivables at acceptable levels. Generation of financial reports moved from end of the month to tenth of the month to accelerate review and any corrections required. In cooperation with PBM and the Infrastructure Committee every material reserve category was reviewed and adjustments made to replacement cost and useful life.
2. Due to current yields on fixed-income investments the Reserve Portfolio was transferred to Vanguard (lower expense ratios) and restructured. Ninety-five percent of the investments are turning over in 2020. The Investment Policy was revised and a team of four volunteers with investment experience was established to manage the portfolio. Priorities are safety, stability, and liquidity, followed by yield.

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3. The Committee assisted in preparing the annual Operating and Reserve budgets by preparing a draft budget and comparing that to management's budget and subsequently reaching agreement between PBM staff and the Finance and Infrastructure Committees (as relates to the sewer system). Neighborhoods were involved more than ever before with Operations and their Reserve Schedules. The draft budget will be sent to the Board for final review with complete data and strong neighborhood involvement. It will be completed on time and earlier than last year.
4. Proposed insurance programs based on recommendations from our general agent and volunteer community insurance professionals were reviewed. Cyber and pollution coverage were added. A plan to appraise asset values and bring insurance coverages to current replacement cost has been completed.
5. A review of UPCA financial policies was completed ensuring the adequacy of internal controls and the integrity of the financial statements.
6. Our 2020 auditor was considered and recommended to the Board.

To complement this Board Annual Report, we will present early in 2021 a Financial Management Report on the unaudited Association results for 2020.

2021 Plans

The Committee will continue to perform and enhance the six items listed above. Specific areas targeted are:

1. Continue organization efforts started in 2020 with individual responsibilities assigned to each Committee member. One member will analyze income statements, one member handles Reserve Schedule analysis, one member handles balance sheet review and auditor work, one member handles neighborhood interface and is on the team analyzing investment opportunities, one member heads the investment team manages portfolio work and interfaces with the infrastructure committee on lift station work.
2. Focus on Operations expense and identify areas to improve productivity. For example, in 2020 we created an analytical and tracking tool for the annual bid process for landscaping and irrigation. This gives neighborhoods additional information to help better analyze this largest neighborhood expense.
3. Enhance Accounting Policy documents governing UPCA Accounting practices.
4. Search for synergy leading to productivity enhancements with the RD.

LEGAL & GOVERNANCE

Pete Conway and Pat Thompson, with Janette Gatesy

Role of Secretary to the Board - We reviewed and revised the Secretary's function and processes to assure compliance with FI Ch 720. The role is similar to a corporate board secretary and key in managing an HOA's affairs. Responsibilities include notification of members of regular and special Board meetings and meetings of the Association, and being responsible for preparation and retention of Board-approved minutes of those meetings. The Secretary also coordinates all legal and potential liability matters for the Board, all record-keeping for UPCA and documents on the UPCA Web site. Jennifer Everingham, an employee of Park Boulevard Management, is the Assistant Secretary.

Elections

The Board, in February, established an Election Committee under the leadership of Janette Gatesy. This Committee immediately began preparation for election of four Directors in December 2020, including online electronic voting. Their work involved reviewing applications from nine vendors, leading to the selection and approval of Vote-Now to provide this service for 2020. This on-line voting option has required extensive preparation including presentations to the Chair Council and Board as the process became more apparent.

These discussions led to a Board decision in the summer that UPCA would implement a "one-lot, one vote" basis for its elections. Executing this directive required amendments to the governing documents by the Voting

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Members in October 2020. The Election Committee and Board Secretary are in the process of assuring that all owners have the opportunity to cast one vote for each lot for four candidates in the December 17 election.



General Counsel

In June, the President asked a team of residents to assist the Board Secretary search for new legal Counsel for UPCA. The team identified Telese McKay, a specialist HOA attorney of the law firm Icard, Merrill, Cullis, Timm, Furen & Ginsburg, P.A. as an exceptional candidate. Ms. McKay (photo opposite) was appointed General Counsel for University Park Community Association, Inc. at a special meeting of the Board on July 29, 2020.

Governing Documents

The affairs of UPCA are managed according to the rules in its governing documents and applicable Florida law. These governing documents include the Articles of Incorporation, Bylaws, and Declaration of Covenants, Conditions and Restrictions (CCR's). The documents have guided the homeowners of UPCA since its formation in 1992. These governing documents now need to be amended to reflect a homeowner-directed HOA.

Pat Thompson led a team to complete a detailed review of our governance documents, that had been started in 2019. With the assistance of Dick Tuley and Lou Marquet, Pat developed suggested extensive edits of the CCR's and provided these to the Chair Council through August 2020. Full, up-to-date compliance with Florida Ch 720 The Homeowners' Act has been an essential part of this review. The complete draft documents were delivered to our new General Counsel and her comments and approved drafts should be available for Board review in early 2021 and after that for community-wide discussion conducted over a reasonable time-frame.

In early 2021, the Board will also consider a Compliance and Covenant Enforcement Policy and formation of a related Hearing Committee in line with Florida Statute 720.305(2).

SAFETY & ACCESS CONTROL

John Barry, with Gio Cantarella & David Cohen

2020 Achievements

1. The Committee conducted a Town Hall Meeting on "Medical Myths and Tips" with resident Dr. Marc Loundy. The planned second gathering was cancelled due to Covid-19 restrictions.
2. A traffic safety review at two intersections: Boulevard/Ashdown Forest was completed. new stop signs on Glen Eagles, east and west-Boulevard at Ashdown Forest. After approval
3. A Drone Policy was developed. After Chair Counsel discussion this was approved by the Board in January.
4. Fostered adding a Community broadcast channel with Comcast (Ch. 195).
5. We contributed articles to the new "UP to Date" e-Newsletter on hurricane matters and general safety. We also contributed to the Club's publications and the "First Alert" weather bulletins.
6. CERT was realigned under the Safety & Access Control Committee:



Glen Eagles/Collingwood Court and The Park The result was a 4-way stop intersection with bound, and a southbound stop sign on The Park by the Board both stop signs were installed.



- Eliminated the 'idle & dormant' 501(c)3 structure (by 12/31/2020).
- Re-established active volunteers and a 5-zone leadership structure.
- Convened 'all hands' meetings via Zoom.
- Updated extensive CERT supplies as needed and redistributed to zones.
- Purchased one additional AED for zone deployment.
- Re-established liaison with other area CERT groups.

7. Strengthened relationships with Manatee County Fire & Rescue and the Office of Emergency Preparedness.

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Objectives for 2021

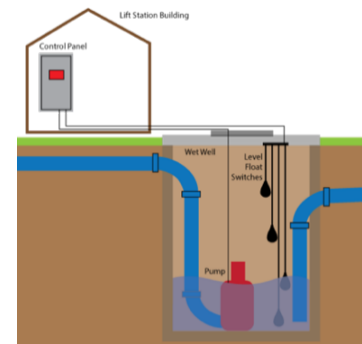
1. Conduct at least two Town Hall meetings for the community: "Safety and Hurricane Preparedness" and "Medical Myths and Tips" the sequel. (Possibly Virtual).
2. Continue to support PBM management and to input to the CCR revision drafts.
3. Support the PBM implementation of access control procedures and vendor verification for entry, and provide advice and assistance to PBM in all safety and access matters.
4. Research mitigation elements (cameras/other methods) to ensure road user safety. Develop speed limit recommendations for the Board, based on fact-based data when available.
5. Implement CERT policies and procedures to disseminate disaster preparedness information and support homeowner and resident safety during disaster events. control funding and expenditures. Initiate training programs. Relocate all CERT equipment to University Park.
6. Continue to support the "UP to Date" Newsletter with informative articles.
7. Support the implementation of a Comcast Community TV channel.

INFRASTRUCTURE SYSTEMS

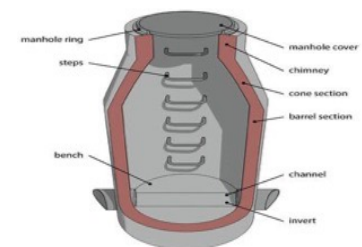
Tom Christopher, with the Infrastructure Committee

2020 Achievements of the Infrastructure Committee

1. Worked closely with the Finance Committee to re-establish the estimated lives of all reserve items – roads, lift stations, entry gates, etc. based on currently available industry information.
 - We improved the accuracy of our reserve calculations.
 - Werner Baumgartner's program to establish three categories of road types by the amount of use in the Community resulted in a significant reduction in their financial reserve requirement.
2. Conducted an in-depth strategic analysis of lift station long term infrastructure requirements, including a detailed evaluation of the Manatee County Turnover option.
 - Each of the seven lift stations' performance and equipment was examined in detail, and a year-by-year analysis of operational and reserve spending was performed.
 - The specific lift system upgrade requirements from Manatee County were thoroughly examined, component by component.
 - A detailed analysis of the lift station system's future upgrade and repair requirements was developed using standard industry practices. A cash flow and risk analysis definitively showed that management of the lift stations by PBM with UPCA I vendor support was the best option for system reliability and cost-effectiveness.
 - David Van Brunt, Hanford Gross and Larry Fairchild were instrumental in the high quality of this analysis.
3. Prepared the specifications for 14.7 miles of gravity flow piping and 409 manholes to support PBM's RFQ process and vendor selection for the first full inspection of piping and manholes, since installation before 2000.
 - Larry Fairchild developed the detailed inspection plan.
 - The resulting significant project was on schedule and under budget.
4. Developed a new process for reserve spending with the Finance Committee that ensures proper operational life analysis and cost-benefit evaluations.
5. Expanded Committee capabilities by adding volunteers with substantial engineering experience to provide more detailed equipment and system evaluations in support of PBM maintenance and repair challenges.



Lift station diagram



Manhole diagram

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2021 Objectives

1. We will sponsor a detailed inspection and analysis of the lift stations' wet well liners and adjust the long-term maintenance program, schedule of events to optimize repair and upgrade costs based on the results.
2. On a continuing basis, we will provide relevant engineering analyses when required to support the ongoing PBM management of the University Park infrastructure maintenance and repair issues.
3. In support of PBM, we will oversee the 2021 first phase of manhole repairs to ensure the necessary quality of repairs, cost-effective work practices, and optimized activities.
4. The Committee will reorganize individual mandates for committee members to ensure more precise communication lines and responsibilities for specific repair and replacement issues. This will bring primary responsibility as a sponsor for one of the eight central University Park infrastructure systems, including record keeping, reserve life, and operational cost analysis, recommended maintenance practices, vendors, and monitoring of industry best practices. This will improve the clarity and timeliness of our support to PBM for their maintenance and repair issues.
5. We will work in concert with PBM to optimize water usage and costs of the irrigation systems. Additionally, an updated summary of SWFWMD permitted pond maintenance, and cleanup practices will be developed. In parallel with this, a "reeducation" of algae issues will be organized to address resident concerns of cost and aesthetics and presented to Neighborhood chairs for their information.

LANDSCAPING & ARCHITECTURE

Pete Conway, with Kathy Bondur

The Architecture and Landscape Committee met weekly on Fridays throughout 2020 - because of the COVID pandemic most meetings were via Zoom. Almost 500 applications were received this year from homeowners and each application was discussed, approved/disapproved or more information requested. The Committee is to be commended for its dedication and attention to detail in this crucial part of maintaining the unique look & feel of University Park. Most applications fell into one of these eleven categories:

Painting	Hurricane shutters	Re-Roof	Landscape changes
Driveway/walkway	New Windows	Lanai/pool	Front door/garage door
Trim golf course views	Generator	Tree removal	

The Committee also worked with several Neighborhood Committees during the year to advise and approve plans for the replanting or upgrades of their Common Areas.

The Committee started reviewing and updating all the existing architecture & landscape guidance, criteria, and standard documents and expects to complete this process in spring 2021. The updated documents will be discussed with the Chair Council before being presented to the Board for final approval. Homeowners will be encouraged to share their thoughts and comments on these documents through their Neighborhood Chair.

2021 Plans

1. The Committee will prepare recommendations for Board consideration on the improvement, repair and future use of the Rotunda and viewing deck on Park Boulevard.
2. Long term water conservation is an essential issue for University Park and the Committee has been asked by the Board to work with the Infrastructure Committee and PBM management to develop long-term plans and policy for Board consideration.
3. The Board will consider developing landscape master plans with experienced landscape architects for the long-term management of our Association's common land. We will coordinate this closely with UPRD and Club management, particularly regarding the master plan for the Club.

SOCIAL FABRIC & OUTREACH

Peggy Lowndes, with Linda Versluis

Outreach Committee

To exceed is the overriding fund-raising goal of our Outreach Committee. It's all about giving, contributing and helping those who cannot help themselves, allowing our Community to support charities in the Sarasota/Bradenton area that serve those in need. Doing so demonstrates our community's care and concern for our neighbors in need.



During this year, the Committee organized three Covid-friendly fund-raising campaigns - one received matching funds - focusing on children's school needs (*see photo opposite*) and a dramatic shortage of food for the hungry during the pandemic.

In 2021 The Committee will continue quarterly support for four local charities that have been the cornerstone of their efforts since its inception 16 years ago. It will also work with Communications to increase community awareness of each charitable event and create targeted Public Relations efforts to reach the surrounding areas.

Social Fabric

This is what binds us together. Each Community develops its own set of social threads to meet the various situations and defines the Community's culture. The way the values are understood and applied by each individual and how members of the Community relate to each other sets the tone for how the Community will react to different situations and how each of its members fits within the whole. We are just starting our work to enhance our social fabric so residents can make more friends, be more involved, happy, and inspired to keep their Community as a positive and pleasant place to live and where people trust and rely upon one another.

Our "weaver" is often someone who invites neighbors over for dinner or organizes neighborhood caroling during the holidays. It's the kind of person who thinks it's not quite right if they don't know the eight neighbors closest to them and they resolve to do something about it. We will continue to explore how to bring different groups of community members together to share common goals and shared interests.

Communication

Significant communication matters. It is the cornerstone of harmony in our Community and the deepening of community ties. Our residents need and rely on consistent, clear information and response from their Board, Chairperson, and PBM for issues from upcoming social events to new policies.

Our primary tools to enable an ongoing flow of community conversations are our UPCA Website and the new e-newsletter "Up to Date". Our priority in early 2021 is to leverage our University Park online presence with a reconstructed combined website in collaboration with Club Management and UPRD. Until then, our existing website has the flexibility to handle our Board election and provide relevant community information.

For the first time, we introduced a bi-monthly online e-newsletter titled "Up to Date." Launched with a resident name contest, the document "flips" for easy reading and features columns by your Board, its committees, community updates, and "life" in our HOA. We will continue the challenge of looking for innovative ways to stay in touch with residents, stimulate readership, and cultivate an engaged community.



UPCAI Board of Directors - 2020 Annual Report

EXHIBIT 1 - The People

Park Boulevard Management LLC

Executive team

General Manager - Laurie Evans
Director of Property & Facilities - Curtis Nickerson
Director of Finance - John Fetsick

UPCAI management team

Operations Manager - vacant
Operations Assist. Manager. - Fidel Villegas
Accounting Manager - Beverly Latine
Association Manager - Steve Hatton
Assistant Board secretary - Jennifer Everingham
Gate operations supervisor - Kathy Allan
Administrative assistant - Sandy Lee
12 gate staff

Management Committee

Bruce Mantia - Chair, John Whyte & Bob Wood

Outreach Committee

Linda Versluis, Chair
Andrea Anderson, Tom Knubel, Paula LaPierre,
Sandy McClure, Julie Moser & Dan Rex

Safety & Access Control Committee

Gio Cantarella & David Cohen, Co-Chairs
Paul Gibson, Janette Gatesy, Alan Gersman,
Larry Newman & Steve Sayer
CERT: Eileen Cantarella - Coordinator, team of
zone leaders & trained volunteers.

Marketing coordination

Gio Cantarella

Chair Council

Kris Pizzi, Wentworth, Chair
Rich Tennenbaum, Stanhope, Vice-Chair
Albemarle, John Bondur
Ascot, David Yankowitz
Boltons, Lars Lundholm
Chelsea, Jeff Sebeika
Devonshire Place, Janette Gatesy
Eaton Place, Ken Burghy
Grosvenor Gardens, Joe Kotey
Hampton Green, David Van Brunt
Heathfield, David Cohen
Henley, Michelle Glower
Highgate, Ivan Rubin
Hyde Park, Christine Beck
Kenwood Park, Elaine Kulbako
Knightsbridge, Constance Bennett
Langley Park, Timothy Ryan
Lansdowne Crescent, Gio Cantarella
Lennox Gardens, Glenn Cooper
Marlow, Doug Cassman
Mayfair, Bill Mutryn
Notting Hill, Olaf Maly
Regents Park, Maria Meredith
Richmond Park, Jim Case
St. James Park, Toby Morrison
St. John's Wood, Judith O'Donnell
Sloane Gardens, Gail Filipelli
Virginia Water, David George
Warwick Gardens, Steve Cerjan
Whitebridge Court, Cynthia Quick
Wilton Crescent, Jack Siegel
Wimbledon, Len Goldstein

Our Volunteers (December, 2020)

Architecture & Landscape Committee

Kathy Bondur, Chair
Sara Hans, Christine Lukowitsch, Lynda Morrison,
Robert Neal & Emery Tapley

Election Committee

Janette Gatesy, Chair
Jim Freedman & Greg Selep

Finance Committee

Bill Lockhorn, Chair
Bob Allen, Steve Cerjan, Dick Crouch, John Fricke
David Heagerty, Lars Lundholm & Cathie Schaffer

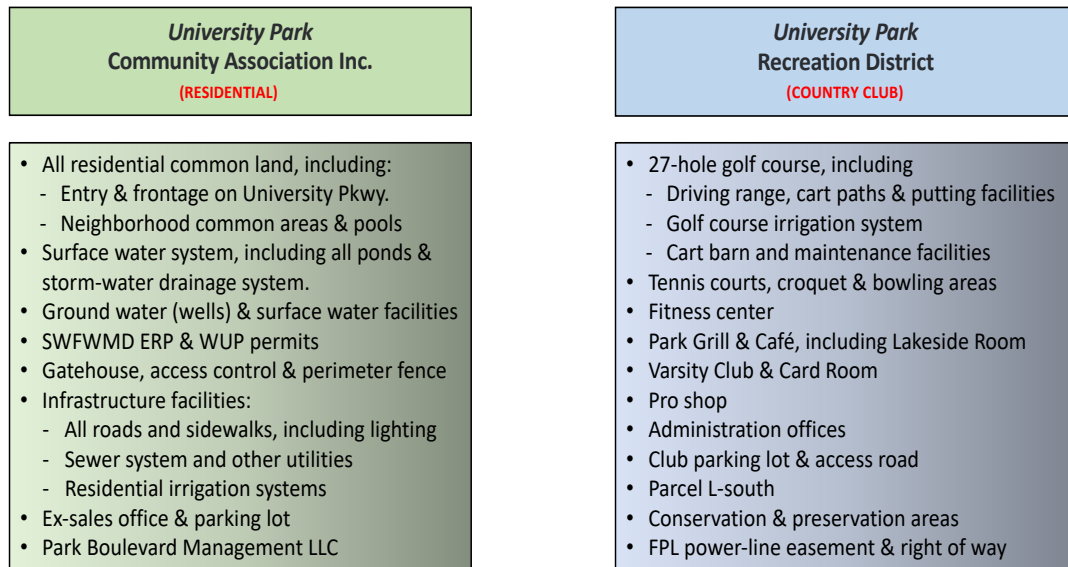
Infrastructure Committee

Tom Christopher, Chair
Werner Baumgartner, Larry Fairchild, Hanford
Gross, David Heagerty, Olaf Maly, Chuck Marzullo
& David Van Brunt

UPCAI Board of Directors - 2020 Annual Report

EXHIBIT 2 - The Organization

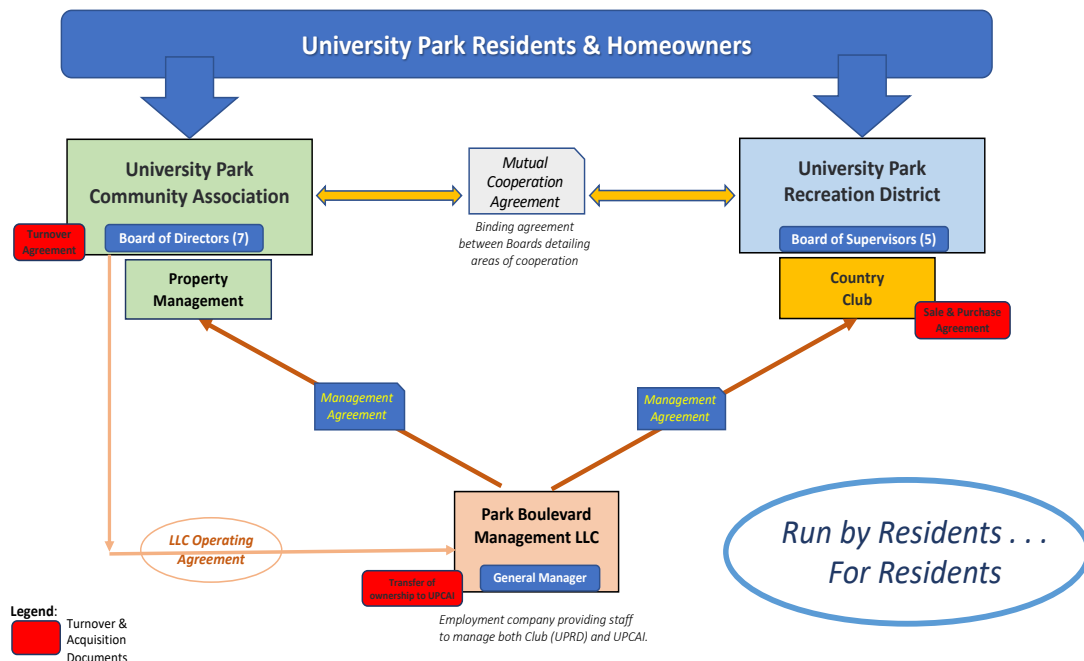
One University Park . . . Two Inter-dependent Parts



**One Strategic Mission – Managed by 2 Separate Boards,
linked by a Mutual Cooperation Agreement**

3

How UP Works . . . Organization & Agreements



4

UPCAI Board of Directors - 2020 Annual Report

EXHIBIT 3 - The Map

University Park - approximately 1,000 acres of prime residential and country club development.



Map- Google Earth