

UNIVERSITY PARK PLACE BOARD MEETING

Thursday, January 28, 2022

NEW APPOINTEES TO THE BOARD:

Morgan Piper- Registered Nurse- Fifth- board member
Christopher Tunnell -Rice Professor- Treasurer
Chesley Krohn- President

CONTINUING:

Ruth Webb-Montessori Teacher- Vice President
Pat Baker- Real Estate Broker- Secretary

LOCATION: The meeting took place at 5353 Institute Ln #3, Houston, Texas 77005
Chesley Krohn, President, called the meeting to order at 5:30 p.m. All members and Sandi Sepulveda, Pro Concept Mgmt Rep. were in attendance.

MINUTES: The minutes were read and approved by the members, and was seconded by Ruth Webb and stand approved as read.

FINANCIALS: Board members reviewed the financials balance sheet, total assets, reserves and current total liabilities and equity. Sandi reported that collections are good, with one delinquent HOA assessment. It was also decided that a certified letter will be sent to the homeowner of #2 with a request for re-imburement (\$10,000) caused by damages from a mal-functioning washing machine. The total cost \$10,000 was paid with community funds for repairs.

The board will have our attorneys prepare two documents requiring home owner that chooses to have appliances(washer/dryers) in their units to show proof of a home owners Insurance policy which should cover financial damages resulting from poorly installed or old and outdated appliances. The second document will require that homeowners show proof of Tenant Insurance policy throughout the duration of the lease, if the unit is being leased.

APG&E USAGE: The December electrical usage bill \$2,270.00 and January usage bill is \$2,691.73

OLD BUSINESS: Wrought Iron work is still in progress.

Azaleas will be planted in the Institute Courtyard in front of unit 6 in spring of 2022.

The 5 keypad gate locks are on order for the Institute property. (pending).

Dora property lighting issues are being worked on- in progress.

Some Lights covers are still needed at the Institute property. Most have been repaired/ replaced.

NEW BUSINESS: Sandi reported that our WEB site should be up and running by the end of February. Once all is done, residents will be able to log onto the site for any and all information, updates, outages, emergencies etc. Residents will also be able to post concerns and ask questions.

Once the key pads are installed each resident will get the codes.

REMINDERS: NO one is allowed in the pool after 10:00 pm. There was an incident two weeks ago where at least 10 young women CLIMBED over the fence, because they had no pool key to enter the pool area. When a resident went out to their balcony to ask them to stop with the loud noise they noticed that they were in the pool. When they were ask which of them lived here, they quickly climbed back over the fence and left the premise. When we see or hear possible outsiders/nonresidents/ trespassers on the property after hours, please call the police.(another reason for the gate keypads).

Sandi will have the company workers monitor the rodent bait traps at the Institute property. If they are no longer needed they will be removed.

The Pest Control service is now being done on a quarterly basis, the next date for services will be March 3, 2022.

REMINDER: Please remember to lock the laundry room doors upon leaving each time. Thank you.

The Waiver of Wright of First Refusal was signed by the President. Unit #7 sold for \$220,134 (2 bed rooms -1 bath).

PENDING BIDS:

Painting of entrance doors, wood shutter replacement, painting of wood shutters. Total for both properties: \$15,701.49 Work to be completed by Jerry Perkins & Associates

The continuing board members are thrilled to WELCOME our new board members and is happy that they have joined our team/board, and will help us make and keep our properties beautiful and marketable.

OWNERS; EFFECTIVE September 1, 2021, Landlords will now have to provide proof that their tenants/occupants have received copies of University Park Place Rules/Regulations or Bi-Laws prior to getting a Lease Waiver of Right of First Refusal signed by the President.

CONTINUED REMINDERS:

We continue to encourage all residents to follow University Park Place By-Law notices that are placed in the laundry room and bulletin board.

Pet Poop City Ordinance -Pick up after your Pet

Lock Doors to Laundry Room after leaving (each time)

No items are to be hung or draped over railings or from ceilings

Trash/garbage days are Only -Mon, Wed, Fri (bagged & put out)

The meeting adjourned at 6:45pm

NEXT MEETING: Thursday, February 24, 2022 at 5:30 p.m. Institute Courtyard

Minutes prepared by: Pat Baker, Secretary