

HERITAGE PINES CONDOMINIUM ASSOCIATION

4501 Manatee Ave W

Box 290

Bradenton Florida 34209

Jan 31 2021

PRESIDENTS REPORT AND UPDATE ON HERITAGE PINES CONDO ASSOC .FOR 2021

The annual meeting was held on Nov.18, 2020 and the following are the Board Members:

President	Paul Spenceley
Vice president	Carol Rominger
Sec treasurer	MaryAnn Brockman
Director	Nate Patton
Director	Dominick Lozano

Again, we had a good 2020 with much accomplished. We replaced 12 roofs , 14 buildings painted, and the pine trees on 79 th. St. W. removed. We will now be able to keep the growth controlled. We did not get to the landscaping sample for the fronts of the buildings, but will try this year.

Front gutters are being placed on all buildings as they get painted and this decision will keep repairs at a minimum.

A new lawn care company began in Dec 2020 and from comments I have received, the area is looking much better as they are doing a much more thorough job on trimming and edging.

This year we are going to address some of the problems differently. We feel the owners of the units need to be checking their property and make certain the tenants are following the rules they were given before move in. So as owners please check your units as violations will be sent via email or mail.

There still is some details of the application process that is not being done so following is the step by step procedure Also if you have a property manager , we need to know who they are and we will send the procedure to them.

# 1 Once the applicant has seen the unit and is interested, the applicant is filled out completely.

# 2 The application with the fee is mailed to or taken to Sunshine Managed Association Network and at the same time the application is emailed to me by the owner or the applicant, and when received I will call them to see if they would even qualify, and discuss the rules of the community, go over the application, and ask questions needed in order to qualify. This is done in order to speed up the process of approval.

# 3 If we feel they will qualify, the report is run. An owner can have their own credit report done also if they wish.

# 4 Once I receive the report from the management company, I discuss the report with other board members for their opinion and approval.

# 5 If approved, we will share the information with the owner.

# 6 Once approved - The owner is to prepare an annual lease with all parties 18 years and over notated on the lease and email me a copy. When copy is received an Approval letter will be emailed to the owner , Sunshine Managed Associations Network of the approval and now the applicant can occupy the unit.

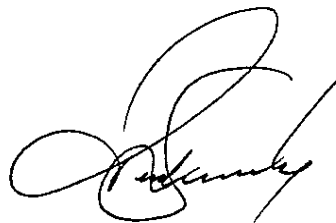
# 7 Leases need to be renewed on a yearly basis and a front page of the lease with the update information emailed to me,as we are keeping a record on all rentals .

# 8 My email is [spenceley@comcast.net](mailto:spenceley@comcast.net)

Please - if you have any questions or ideas for the community email me or call me!

Sincerely,

Paul Spenceley  
President-Heritage Pines Condominium Association

A handwritten signature in black ink, appearing to read 'Paul Spenceley', written in a cursive style.

Paul Spenceley

941 447 6234  
[spenceley@comcast.net](mailto:spenceley@comcast.net)