

**MINUTES OF MEETING
UNIVERSITY PLACE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the University Place Community Development District was held Wednesday, June 24, 2015 at 3:30 p.m. in the Community Room of the Northern Trust Bank; 6320 Venture Drive; Lakewood Ranch, Florida 34202.

Present and constituting a quorum were:

Richard Romanoff, Jr.	Chairman
Frank Ingrassia	Vice Chairman
Jane Lange	Assistant Secretary
Tamara Cashi	Assistant Secretary
Victoria Kahle	Assistant Secretary

Also present were:

Robert Nanni	District Manager
Andrew Cohen	District Counsel
Lynn Jackson	Operations Manager
Nick Mastro	University Place Neighborhood Association
Numerous Residents	

*The following is a summary of the discussions and actions taken at the June 24, 2015
University Place Community Development District's Board of Supervisors Meeting.*

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Romanoff called the meeting to order; Mr. Nanni called the roll.

SECOND ORDER OF BUSINESS

Public Comment on Agenda Items

Hearing no comments from the public, the next order of business followed.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the May 27, 2015 Meeting**
- B. Financial Statements, Check Run Summary and Invoices as of May 31, 2015**

Mr. Romanoff stated each Board member received a copy of the Consent Agenda, which includes the Minutes of the May 27, 2015 Meeting, the Financial Statements, Check Run Summary and Invoices as of May 31, 2015; and requested any additions, corrections or deletions.

There not being any,

On MOTION by Ms. Cashi seconded by Ms. Kahle with all in favor, the Consent Agenda which includes the Minutes of the May 27, 2015 Meeting, the Financial Statements, Check Run Summary and Invoices as of May 31, 2015 were approved.

FOURTH ORDER OF BUSINESS

District Manager's Report

- A. Discussion of Follow-Up Items**

The project list was discussed.

- The Interlocal Agreement is in the hands of a Manatee County Traffic Engineer. He is looking at all documents which were submitted and providing feedback. Mr. Nanni was told the Board is getting close to having this item on their agenda. The "Out of Cycle" letter from the Sheriff's office is being reviewed as this item is outside of their budget cycle. There were some landscape comments, which are being handled by Mr. Nanni and Ms. Jackson. The HOA will present something to the CDD at a future meeting.
- Two spare gate arms were ordered by Ms. Jackson. The shipping was free. The arms are currently in the gatehouse.
- Ms. Jackson provided samples for replacement of the entry pavers. New pavers will also get dirty. The oil stains will not come out. They need to be removed right away. Sealing will help this problem. All pavers will be replaced, not just the stained ones. Sealing is an extra cost in the amount of approximately \$1,000 when the pavers are first put in and \$1,500 each year thereafter. Mr. Ingrassia recommended the Board accept Besterman Hardscapes quote which was significantly lower than the other one.

Mr. Ingrassia MOVED to accept the quote from Besterman Hardscapes in the amount of \$21,352 to install new pavers at the front entrance; and Ms. Kahle seconded the motion.

- Mr. Romanoff recommends accepting the quote and if, for some reason, it costs more, it is within the District Manager's authority to accept it. If it costs more, the Board may ratify it. The Board selected the color, Oak Run. These costs should be allocated into this year's budget.

There being no further discussion,

On VOICE vote with all in favor, the prior motion was approved as discussed.

- The review of the SWFWMD irrigation permit monitoring with TLC was discussed. TLC has no connection to the permit. Staff is close to the maximum on a couple of different readings. Mr. Nanni recommended against adding some irrigation areas to the property. Staff can use capacity from the permit to get the irrigation going. It will cost approximately \$7,500 to refurbish the well and approximately \$15,000 to refurbish the pump station. Anything pumping out of the lake requires a SWFWMD permit.
 - *Mr. Romanoff stated for the record, as our community was built, Neal was extremely astute in most everything he did and our irrigation system was built with a plan to avoid SWFMD scrutiny by staying underneath the threshold and instead of having one master irrigation system, we have six and Neal was successful in getting that done. When we acquired the water rights and the irrigation system in the HOA, we ran up against that because SWFWMD wants to aggregate all that and we were able at that time, to have SWFWMD go along with us to keep all of the six separate, rather than have them aggregate it like they normally would. Our costs to meet SWFWMD requirements if they were to ever aggregate our permit would be extensive in monitoring and control costs among other things. I know we want to avoid that. We also know that when this was built, our system was pretty well maxed out because he went right up to the edge to stay under*

the permitting requirements and in SWFWMD's world that was 100,000 gallons per day. The pump is permitted separately. From that pump, we could get an additional 100,000 gallons per day, but right now it is not connected to anything we need irrigated. When constructed, the pump station was built and Neal had to provide that to the county to irrigate the median strip along Honore, outside of the community. When the county abandoned it, and the CDD took it back, it was owned by the CDD, which had to maintain it and provide it, but now that they are not using it, the CDD re-acquired it from the county, but it does not work. The CDD can repair it.

- Mr. Romanoff suggested taking the water supply and transport the water to the areas to be irrigated. One other possibility is to work with SWFWMD, abandon that well and drill a new well closer to wherever the water is to be used, and relocate it. The cost to re-build the well was approximately \$15,000.
- Mr. Ingrassia asked Mr. Mastro to make a definitive list of exactly what the HOA would like to irrigate in order to determine where to put the pump as well as costs.
- The logo which was broken off the gate is in the process of being repaired. This item should be added back to the list.
- The Florida Extension Service visit is to take place in November and should be added back to the list.
- The storm water repair is not yet complete.
- Sidewalk repairs are not yet complete. A cost estimate is needed for the catch basins. There are funds in the reserve for this.
- Mr. Romanoff would like the items on the project list to be annotated with the correct dates.
- The Project List will be distributed for the Workshop; at which time it will be updated and sent to the Board prior to the meeting.

- Ms. Jackson has asked C Squared for a schedule for repair of the gutters. An insurance certificate was received. C Squared should enter by the back gate when they do the work.
- Ms. Jackson was given permission to close the entrance when the pavers are being replaced and leave the exit open with cones when the pavers are done.
- B. Discussion of Migration to an Electronic Format for Supervisors**
 - This item is near completion. Mr. Vega is available for any questions or concerns. All Board members have a separate e-mail address for CDD business only. There is an annual fee for Severn Trent Services to maintain the website.
 - Mr. Romanoff would like to establish a drop box account for records. Mr. Nanni will check with Mr. Vega on this item.
 - Mr. Romanoff requested letting all constituents know about the new e-mail addresses.
- C. Discussion of Options for the Website**
 - The website is being finalized. Mr. Nanni will find out when the site will be up and running.
- D. Questions and Comments on the Proposed Fiscal Year 2016 Budget**
 - Funds for sidewalk and culvert work are under the Roadway Reserve. Culverts do not need to be replaced at this time.
 - Sealing of the pavers needs to be considered in the budget. Sealing of the roads should get rolled into the same reserve. Back pavers will be done next year.
 - Fences and monuments should be under the R&M Reserve.

FIFTH ORDER OF BUSINESS

Old Business

There being no old business to discuss, the next order of business followed.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Consideration of Engagement Letter with Persson & Cohen, P.A. for District Attorney Services

Mr. Cohen presented an engagement letter for District Attorney Services; a copy of which is attached hereto and made part of the public record.

- The District is billed on a 30-day interval.

- CPI did not increase this year.

There being no further discussion,

On MOTION by Mr. Ingrassia seconded by Ms. Cashi with all in favor, the Engagement Letter from Persson & Cohen, P.A. for District Attorney Services was approved.

B. Engineer

There being no engineer present or any issues for discussion, the next order of business followed.

SEVENTH ORDER OF BUSINESS

Supervisor Requests & Comments

- Mr. Ingrassia asked for clarification as to what should be added to the reserve schedule. Mr. Ingrassia has the following information:
 - Replacing pavers every 15 years.
 - Adding back pavers.
 - New option to seal the pavers every year.
 - Back pavers will be replaced in 2018.
- Mr. Romanoff reminded residents that if they see anything out of place, the Board should be e-mailed a copy of the correspondence to Severn Trent.

EIGHTH ORDER OF BUSINESS

Public Comment Period

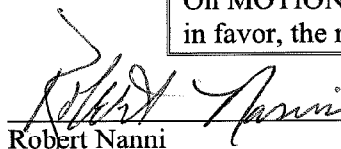
- A resident brought up an issue with Pond #14. The water level is extremely low. The pump is functional according to Mr. Romanoff, but Mr. Lange will check on this and verify it is working properly.
- sidewalk areas need to be cleaned up of pieces of concrete.

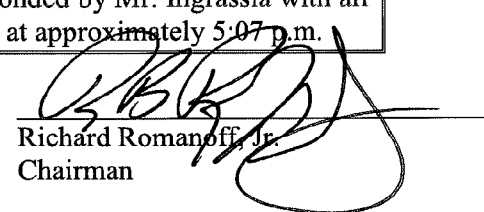
NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Romanoff seconded by Mr. Ingrassia with all in favor, the meeting was adjourned at approximately 5:07 p.m.


 Robert Nanni
 Secretary


 Richard Romanoff, Jr.
 Chairman