

**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 22, 2016 at 3:30 p.m. in the Community Room; 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

Also present were:

Robert Nanni	District Manager
Lynn Jackson	Operations Manager
Numerous Residents	

*The following is a summary of the discussions and actions taken at the June 22, 2016
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. Supervisors and staff introduced themselves.

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 25, 2016 Meeting**
- B. Financial Statements, Check Run Summary and Invoices as of May 31, 2016**

Mr. Romanoff stated each Board member received a copy of the Consent Agenda, which includes the Minutes of the May 25, 2016 Meeting and the Financial Statements, Check Run Summary and Invoices as of May 31, 2016; and requested any additions, corrections or deletions.

There not being any,

On MOTION by Mr. Ingrassia seconded by Ms. Lange with all in favor, the Consent Agenda, which includes the Minutes of the May 25, 2016 Meeting and the Financial Statements, Check Run Summary and Invoices as of May 31, 2016 were approved.

FOURTH ORDER OF BUSINESS

District Manager's Report

- A. Discussion of Follow-Up Items**
 - The Meeting Street Gate was discussed. There were discussions between EMS and the developer about closing the opening. However, this cannot be done. The Gate now needs to be brought into compliance and must be presented before the County Commission. Mr. Nanni will continue to update the follow-up report in this regard.
 - Items two through five will be deleted.
 - Item six will be deleted as nothing can be done until construction is complete, at which time it will be addressed.
 - The parking violation stickers have not been distributed.
 - The landscape walk-through should be done on the second Wednesday of the month. Ms. Jackson will check with TLC to ensure this can be done.
 - Speed bumps were discussed. The District Engineer should provide an expert opinion as to where the speed bumps should be installed. Installation of sand bags was discussed. Installation of speed bumps over pavers was considered. The Board is not in favor of this, as it may look terrible. There do not need to be any speed bumps at the two entrances, just at Sea Island and Charleston. There will be a total of one crosswalk and two speed bumps, both at three inches.

- The advertisement for the landscaping bid has been placed. The Board does not believe the advertisement was clear, but Ms. Jackson and Mr. Nanni clarified the ad was placed correctly.
- There are ongoing issues with the Microsoft 365 extension. Ms. Jackson can provide the Board information regarding help available at the Microsoft store in the mall.
- The assessment letter was discussed. Mr. Romanoff believes the letter should reflect a tax assessment throughout, as opposed to just an assessment.

On MOTION by Mr. Romanoff seconded by Ms. Lange with all in favor, the assessment letter was approved as amended to include the word, "Tax" with "Assessment."

- The irrigation map has been included on the website.
- Relative to combining the CDD and HOA Boards, Ms. Jackson is aware that there is one District which has CDD and HOA Board members. This is possible, but not recommended. Mr. Romanoff recently attended a meeting of the Cheval West CDD and submitted a report of the meeting; a copy of which is attached hereto and made part of the public record.
- Action Security will synchronize the swing gates.
- B. Questions and Comments on the Proposed Fiscal Year 2017 Budget**
- Mr. Ingrassia commented on the budget. The *high water mark* has already been set. The following changes have been made:
 - Some expense items have been reclassified as reserves.
 - The amount of \$2,250 has been allocated for roads and alleyways.
 - There are to be a number of improvements to the gatehouse, approximately \$1,600 which includes new gutters and cameras.
 - The irrigation system has had a number of repairs.
 - The total budget for 2016 was \$640,612. The Fiscal Year 2017 budget will likely be \$685,638, which is more than 2016, but less than 2015.
 - There will be a slight increase in management services.
 - There will be an increase in Public Safety for roving patrols.

- There may be a 5% increase in landscaping based on the bids received.
- There may be a 10% increase in insurance.
- There will be an increase in R&M-Irrigation and R&M-Pump Station. The pump stations are in need of repair.
- Ms. Jackson was directed to distribute the latest copy of the Budget to the Board in an Excel format.
- There is an increase in General-Common Areas.
- There are still 27 to 28 years remaining on the debt. Approximately \$3.2 Million is owed, all of which are part of the Tax Assessment, except for those owners who have paid off their portion of the bonds.

FIFTH ORDER OF BUSINESS

Old Business

- Ms. Lange asked about the irrigation at the corner of Cooper Creek and Honore in which the Board believed it may be crossing over to Savannah Reserve. Ms. Jackson will follow up with Mr. Knowlton to determine whether or not plans in this regard exist.
- Mr. Knowlton was supposed to contact an Aquatics Engineer for the aquifer.
- A measuring device for the flow meter at the pond needs to be installed.
- Mr. Romanoff commented that Seats One, Four and Five are pending and have not connected to Microsoft 365.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. Attorney**
- B. Engineer**

There being no reports, the next order of business followed.

SEVENTH ORDER OF BUSINESS

Supervisor Requests & Comments

- Mr. Romanoff commented that there are three Seats up for election, Seats Two, Four and Five, occupied by Ms. Cashi, Mr. Ingrassia and Ms. Kahle. The qualifying period ends this Friday. Anyone interested should apply for one of the Seats. One person is running for Ms. Cashi's Seat, Mr. Ingrassia and Ms. Kahle have re-applied for their Seats. Ms. Cashi is not running again.

- There will be no CDD meeting in July. The next meeting is August 24, 2016 at 6:30 p.m. at which time the Board will make a complete presentation of the budget and it will be finalized and adopted.
- Ms. Jackson would like to have an advertisement for Mr. Frank Lange’s position when he retires. There will be an e-mail blast advertising the position. The Board will review the job description.

EIGHTH ORDER OF BUSINESS

Public Comment Period


- Mr. Lange discussed the lights which shine on the monuments. The lights were replaced. Mr. Lange would like to remove the two outside lights as they are just reflecting on the bushes and not the monument itself. The lights are needed, as this area is extremely dark. Ms. Jackson will direct TLC to trim the bushes.
- A resident noticed the fence around the perimeter at Honore is in poor condition. Mr. Lange will attach new pickets on the fence. Ms. Lange requested rebar be attached at each new picket.
- A resident, Ms. Donna Mulig, complimented the look of the website.
- Ms. Mulig is concerned with the District Engineer following up on projects. The Board is in agreement with this concern. Ms. Jackson assured the Board he does not bill unless he does work for the CDD. The Board may want to solicit bids for a new District Engineer.
- Ms. Jackson reviewed the bid process for the landscaper.

NINTH ORDER OF BUSINESS

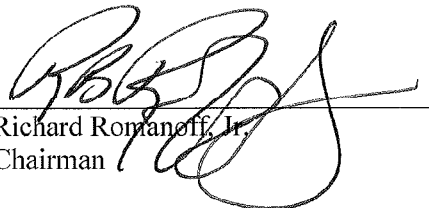
Adjournment

There being no further business,

On MOTION by Mr. Romanoff seconded by Mr. Ingrassia with all in favor, the meeting was adjourned at approximately 4:56 p.m.



Robert Nanni
Secretary



Richard Romanoff, Jr.
Chairman