

**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, December 14, 2016 and called to order at 3:41 p.m. in the Community Room of the Northern Trust Bank, located at 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
Armand Houze	Assistant Secretary
Victoria Kahle	Assistant Secretary

Also present were:

Robert Nanni	District Manager
Andrew Cohen	District Counsel
Lynn Jackson	Operations Manager
Tamara Cashi	Past Assistant Secretary
Numerous Residents	

The following is a summary of the discussions and actions taken at the December 14, 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

Organizational Matters

- A. Oath of Office for Newly Elected Supervisors Via General Election (Mr. Armand Houze – Seat 2, Mr. Frank Ingrassia – Seat 4 and Ms. Victoria Kahle – Seat 5)**

Mr. Nanni administered the Oath of Office to Mr. Armand Houze, Mr. Frank Ingrassia and Ms. Victoria Kahle; copies of the signed Oaths are attached hereto as part of the public record.

- B. Election of Officers – Resolution 2017-01**

Mr. Ingrassia MOVED to nominate Mr. Richard Romanoff, Jr. to remain as Chairman; and Ms. Kahle seconded the nomination. There being no further nominations with all in favor, Mr. Richard Romanoff, Jr. was re-appointed as Chairman.

Mr. Romanoff MOVED to nominate Mr. Frank Ingrassia to remain as Vice Chairman; and Ms. Kahle seconded the nomination. There being no further nominations with all in favor, Mr. Frank Ingrassia was re-appointed as Vice Chairman.

On MOTION by Mr. Romanoff seconded by Mr. Ingrassia with all in favor, Resolution 2017-01, Designating Officers of the District, with Mr. Richard Romanoff, Jr. to remain as Chairman; Mr. Frank Ingrassia to remain as Vice Chairman; Mr. Robert Nanni to remain as Secretary; Mr. Stephen Bloom to remain as Treasurer; Mr. Robert Koncar to remain as Assistant Treasurer; Ms. Jane Lange and Ms. Victoria Kahle to remain as Assistant Secretaries; and Mr. Armand Houze to be appointed as Assistant Secretary, was adopted.

FOURTH ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the October 26, 2016 Meeting**
- B. Financial Statements, Check Run Summary and Invoices as of October 31, 2016**

Mr. Romanoff stated each Board member received a copy of the Consent Agenda, which includes the Minutes of the October 26, 2016 Meeting and the Financial Statements, Check Run Summary and Invoices as of October 31, 2016; and requested any additions, corrections or deletions.

Ms. Kahle MOVED to approve the Consent Agenda which includes the Minutes of the October 26, 2016 Meeting and the Financial Statements, Check Run Summary and Invoices as of October 31, 2016; and Mr. Romanoff seconded the motion.

- Mr. Ingrassia discussed insurance charges. Mr. Nanni will provide a detailed analysis of all insurance charges which the CDD carries. It will be noted on the Project List and discussed at the next Workshop.

There being no further discussion,

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

FIFTH ORDER OF BUSINESS

District Manager’s Report

A. Discussion of Follow-up Items

- The County Commission gave approval to vacate the right-of-way at the Meeting Street Gate. The fence will be a continuation of Riva Trace’s fence without a gate. The roadway on the Riva Trace side will be removed and landscaping will be installed. As a result, a *No Outlet* sign is needed at the beginning of Meeting Street, consistent with the rest of the community. The sign on Coates Row may be removed and used here, since Coates Row has a turnaround. This item may be omitted from the list.
- The pressure washing should be done before Christmas.
- Item Three (crosswalk striping) may be removed from the list.
- Ms. Jackson will determine how much rebar is needed, and will order more in the new year to shore up fencing in lieu of replacement.
- Everything is fine with the holiday decorations.
- The three planters will be relocated at the end of Meeting Street on Friday.
- Item Eight (add parking rules to Envera welcome message) should be removed from the list.

B. Termination of Dissemination Agreement with Prager & Co., LLC

C. Consideration of Agreement with Severn Trent Services for Dissemination Agent Services

- Prager & Co., LLC has decided not to be involved with District business.

- The budget will not change if Severn Trent manages this process and the fee will remain the same at \$1,000.
- The District Attorney made some modifications to the Agreement.
- The Trustee distributes funds to the bondholder through U.S. Bank.

On MOTION by Mr. Ingrassia seconded by Ms. Lange with all in favor, Termination of Dissemination Agreement with Prager & Co., LLC was accepted; and the Agreement with Severn Trent Environmental Services, Inc. for Dissemination Agent Services was approved.

D. Consideration of Resolution 2017-02 Implementing a Parking Policy

- An individual resident created a survey which was taken by a group of 42 residents on the Next Door social media site, and 70% or 29 people were opposed to cars being towed. The resident who conducted the survey would like to see if the Board would wish to revise any language in the proposed parking policy.*

*The statement attached hereto is as submitted by the District Manager on behalf of the presenter at the meeting and not necessarily the viewpoint of the CDD nor does the CDD necessarily agree with the veracity of the statement.

Mr. Romanoff stated for the record, the Boards in University Place do not recognize social media, in particular, Next Door, as a vehicle of communication with us.

Mr. Cohen proceeded to address this agenda item.

- Mr. Cohen incorporated the language for the street parking regulations into the proposed policy and Resolution.
- The CDD would post signage at the entrance to the community regarding the policy. The towing company will supply the signage at their cost and they do the towing at no cost to the CDD.
- This was last discussed in February 2015 in a joint meeting with the HOA Board of Directors at which time both the HOA and CDD agreed upon the parking regulations to exist within the community.
- Ms. Lange commented this is a lot of work for a towing policy. Mr. Cohen commented an easier procedure can be prepared.

- Mr. Ingrassia is against the towing policy because this community does not dictate that type of enforcement. The proposed policy is very negative.
- Ms. Kahle is also against the proposed policy, as the parking situation has improved since signage was posted.
- Mr. Ingrassia suggested getting together with the HOA to set up a series of parking penalties instead. Mr. Cohen commented the CDD cannot penalize, but the HOA can have this enforcement power.
- Mr. Ingrassia recommended deferring a decision on the Parking Violation/Towing Resolution until such time as the CDD meets with the HOA.

Mr. Ingrassia MOVED to defer a decision regarding Resolution 2017-02, Implementing a Parking Policy; Providing a Severability Clause; and Providing an Effective Date, until such time as the CDD discusses with the HOA imposing penalties of a similar nature with regards to the current parking problems; and Ms. Lange seconded the motion.

- The Board is not ready to decide on a date to adopt the Resolution.
- Mr. Ingrassia suggested the CDD can tag the offenders and present results to the HOA.
- One CDD Board member may attend the HOA meeting and raise the issue. If two or more Board members attend, the meeting will have to be noticed as a joint meeting.

There being no further discussion,

On VOICE vote with Mr. Ingrassia, Ms. Kahle and Mr. Houze voting aye; and Mr. Romanoff and Ms. Lange voting nay, the prior motion was approved.

- This issue will be deferred for further discussion at the February 22, 2017 meeting; at which time the CDD may want to set up a joint meeting with the HOA.
- The HOA will have to prepare the policy with the penalties. The CDD would delegate authority to the HOA to prepare a policy.

SIXTH ORDER OF BUSINESS

Old Business

- Mr. Nanni commented there was minor discussion with regards to the District going out for an RFP for management services. There is a great deal of expense and time associated with this. Mr. Nanni offered to prepare a report representing how Severn Trent is handling the District. Mr. Ingrassia suggested they may hold a workshop in the near future to discuss this.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no report, the next item followed.

B. Engineer

- Ms. Jackson commented the safety bump signs are on order, but posts are not needed at this time. All safety bumps have been checked and are in compliance with FDOT and MUTCD (Manual on Traffic Control Devices) standards.

EIGHTH ORDER OF BUSINESS

Supervisor Requests & Comments

- Ms. Lange requested that HOA and CDD responsibilities listed on the website be reviewed and corrected as needed.

NINTH ORDER OF BUSINESS

Public Comment Period

- A resident commented on the proposed towing policy. Mr. Romanoff commented safety is the most important aspect of this issue.
- Mr. Terry Williams commented on security at the Meeting Street Gate.
- Ms. Kathryn Murphy commented that tag recognition at the visitors gate is working well.

TENTH ORDER OF BUSINESS

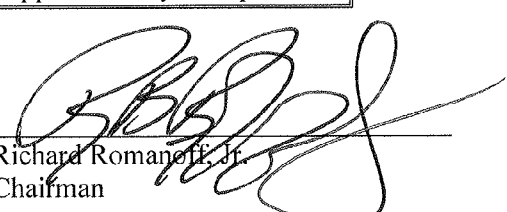
Adjournment

There being no further business,

On MOTION by Mr. Ingrassia seconded by Mr. Romanoff with all in favor, the meeting was adjourned at approximately 4:39 p.m.



 Robert Nanni
 Secretary



 Richard Romanoff, Jr.
 Chairman