

**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, January 25, 2017 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
Victoria Kahle	Assistant Secretary
Armand Houze	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 January 25, 2017 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. Mr. Romanoff read the Agenda into the record.

SECOND ORDER OF BUSINESS **Public Comment on Agenda Items**

- Mr. Mina Ajrab requested submission of a survey regarding residents desire to have benefits and costs for at least three gate security options before April to May, 2017 into the record.
 - *The Exhibits attached hereto are as submitted by the presenter at the meeting and not necessarily the viewpoint of the CDD, nor does the CDD*

necessarily agree with the veracity of the content therein. Such Exhibits are attached hereto solely to reflect the record of the information presented at the subject Meeting.

- It was also noted that the CDD has already been considering several new gate options and discussing same in workshops.
- The point was again made that the CDD does not monitor the neighborhood website, *Next Door*, and that any activities or suggestions posted there are not within the awareness of the CDD.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

A. Minutes of the December 14, 2016 Meeting

Mr. Romanoff stated each Board member received a copy of the Minutes of the December 14, 2016 Meeting, and requested any additions, corrections or deletions.

There not being any,

On MOTION by Ms. Kahle seconded by Ms. Lange with all in favor, the Minutes of the December 14, 2016 Meeting, were approved.

B. Financial Statements, Check Run Summary and Invoices as of December 31, 2016

Mr. Romanoff stated each Board member received a copy of the Financial Statements, Check Run Summary and Invoices as of December 31, 2016, and requested any additions, corrections or deletions.

There not being any,

On MOTION by Mr. Ingrassia seconded by Mr. Houze with all in favor, the Financial Statements, Check Run Summary and Invoices as of December 31, 2016, were approved.

FOURTH ORDER OF BUSINESS

District Manager's Report

A. Discussion of Follow-up Items

- On December 1, 2016, the Manatee County Commission approved vacation of the right-of-way at the Meeting Street gate. Riva Trace will remove asphalt, install landscaping, remove gates and finish the permanent wall. Four feet of asphalt has

been removed. Ms. Jackson has tried to contact the Riva Trace Field Manager, but has not heard back. Mr. Romanoff has been in contact with Medallion, and they expect to have the work done within the next 30 days. There will be an eight-foot buffer of plantings along the space. The gate will be removed and the fence extended. The wind screen fencing will be removed.

- Mr. Nanni discussed the insurance information, which he e-mailed to the Board. Mr. Nanni will get responses to any specific questions from the Coral Springs office. Sovereign Immunity coverage has been increased.
- The white papers were discussed. The original document had sentences in red which were previously approved that way and sent to Severn Trent for the website.
- The sidewalk repairs were discussed. The sidewalks on Cooper Street and Honore are currently being looked at. Ms. Jackson confirmed with the District Engineer that these are county sidewalks. All sidewalks have been pressure washed. Mr. Ingrassia commented that anything adjacent to the road should have been cleaned and the work should have been done in a more expedient manner. The agreement will be updated. This should typically be done prior to Thanksgiving. Ms. Jackson will remind them there is to be no smoking in the work area.
- Staff will do a walk-through around the perimeter fence to determine which gates are being pried open, and they will install rebar in every second area.
- The *No Outlet* sign for Meeting Street was ordered.
- Ms. Jackson presented photos of the first part of the fence along Cooper Creek and a photo of the Jasmine, which was replaced with new Jasmine. It will cost approximately \$300 to \$400 to remove the remaining dead Jasmine.
- A resident sent a letter with photos of lightning damage. She would like plants replaced in the area.
- The HOA is having a meeting on February 1, 2017 to discuss implementing fines instead of towing of illegally parked vehicles. Once they come to a conclusion, there likely will be a joint meeting with the CDD Board to discuss this topic in tandem. The CDD Board and the HOA Board should discuss alternatives to the plan of towing vehicles which are illegally parked.
- The Cooper Creek entrance arm on the visitors' side was adjusted.

- Residents would like an access control system for the two pedestrian gates at Honore which tie into the HOA pools. Ms. Jackson spoke to a representative from Florida Communications. There would need to be four readers on either side of the pedestrian gates, one for entering and the other for exiting each.
- The Envera contract will expire in May. The Board discussed new gate options at length. The Board will ask management to prepare an RFP for gate services. Mr. Romanoff indicated that although the roads are public, there is controlled access into the community.
 - Mr. Eric Gustafson volunteered his time if the Board was interested in developing a contract advisory committee to help review existing contracts.
- The TLC contract was discussed. The contract was rewritten to 12 pages by Legal Counsel.

Ms. Kahle MOVED to approve the four-page original contract with TLC for Landscape Services; and Mr. Houze seconded the motion.

- Mr. Romanoff suggested appointing a committee, comprised of Mr. Ingrassia and Mr. Houze to review and merge the two contracts into one.
- The Board is concerned that a simple review turned into a completely rewritten agreement, which was not the intention.
- Mr. Romanoff amended his suggestion to have Mr. Houze work on the contract alone, since two Board members would have constituted a meeting (requiring notice), to which he was amenable.

On VOICE vote with none in favor, the prior motion failed and Mr. Houze will merge the two agreements into one.

- Trimming of Palm Trees was discussed. Mr. Luis Lopez, who has been trimming the Oak Trees does not have insurance, so another vendor will handle this.
- Ms. Jackson should forward the "To Do List" from the Workshop to the Board after modifications from post-Workshop updates, and prior to the regular Board meetings.

- The Board should be notified of any pump problems in University Place.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no attorney present or any issues for discussion, the next item followed.

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. Romanoff received an e-mail from Ms. Irene Roginski, a resident, indicating she has landscaping issues around her property. The e-mail was forwarded to Mr. Nanni and Ms. Jackson. Most of the items in her e-mail are HOA issues, as the e-mail originally came from Ms. Curtis.
- The green space on Heyward Circle belongs to the HOA. Mr. Terry Williams commented that TLC donated an additional large tree for that space and it is being irrigated.
- Mr. Romanoff acknowledged three HOA Board members in attendance.
- Mr. Ingrassia noticed a lot of wear and tear on the gate arm equipment. Perhaps some of the equipment needs to be replaced. Gatepro is another vendor which can also make these types of repairs.
- Mr. Romanoff commented that Roger, (our on-site maintenance person), suggested a safety bump at both the residents' and visitors' entrance on Cooper Creek. This concept was previously discussed and discarded. The pavers would have to be drilled, which is not a good idea.

EIGHTH ORDER OF BUSINESS

Public Comment Period

- A resident noticed that the gate at the visitors' entrance remains open after the vehicle passes for 10 to 15 seconds. Ms. Jackson indicated it was repaired and corrected.
- Mr. Gustafson was told the Board is not presently seeking the services of a new engineer.

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- Mr. Gustafson was told only the District Attorney can seek the services of a new management company along with the Board, not the current management company.

NINTH ORDER OF BUSINESS


Adjournment

There being no further business,

On MOTION by Mr. Ingrassia seconded by Ms. Lange with all in favor, the meeting was adjourned at approximately 5:04 p.m.



Robert Nanni
Secretary



Richard Romanoff, Jr.
Chairman