

**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, February 22, 2017 at 3:30 p.m. in the Community Room; 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
Lynn Jackson	Operations Manager
Numerous Residents	

The following is a summary of the discussions and actions taken at the February 22, 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.

SECOND ORDER OF BUSINESS

Public Comment on Agenda Items

- A resident will address the safety bumps later in the meeting.
- The TLC contract will be discussed today.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the January 25, 2017 Meeting**
- B. Financial Statements, Check Run Summary and Invoices as of January 31, 2017**

Mr. Romanoff stated each Board member received a copy of the Consent Agenda, which includes the Minutes of the January 25, 2017 Meeting and the Financial Statements, Check Run Summary and Invoices as of January 31, 2017, and requested any additions, corrections or deletions.

Mr. Ingrassia MOVED to approve the Consent Agenda which includes the Minutes of the January 25, 2017 Meeting and the Financial Statements, Check Run Summary and Invoices as of January 31, 2017; and Ms. Kahle seconded the motion.

- The Frontier bill was discussed. There are numerous charges and the service is slow. There are three bills associated with this account and Mr. Ingrassia would like more clarification.
- Some of the electric bills were high. The usage from last year increased significantly on a specific meter. Perhaps there is something wrong with the meter or the pump. However, the pumps are checked on a monthly basis. Ms. Jackson presented and discussed a spreadsheet of all FPL charges; a copy of which is attached hereto and made part of the public record. Mr. Ingrassia would like further investigation regarding this issue. The descriptions on the spreadsheet may have to be updated.
- The aquifers were discussed.
- Staff will check all of these invoices.

There being no further discussion,

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

FOURTH ORDER OF BUSINESS

District Manager's Report

- B. Acceptance of the Audit for Fiscal Year 2016**
- The Audit indicates there are no negative issues and it is considered a *clean* Audit.
- The Chairman must execute the AFR.

Mr. Romanoff MOVED to accept the Audit for the Fiscal Year ended September 30, 2016 and authorize the Chairman to execute the AFR; and Ms. Kahle seconded the motion.

- Mr. Nanni clarified this is the same report which was sent with the Agenda Package.
- Mr. Houze would like to abstain from voting since he was not on the Board at the time the report was being prepared. Mr. Nanni explained the factors involved with abstaining, and it was decided this was not necessary.

There being no further discussion,

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

A. Discussion of Follow-Up Items

- The Meeting Street Gate issue will be removed from the list.
- Mr. Nanni has been trying to contact gate maintenance operators to solicit RFPs. Mr. Ingrassia suggested Mr. Nanni find out what gate maintenance company Lakewood Ranch, Rosedale and University Park uses. There have been a few complaints associated with Envera. Mr. Ingrassia recommended staff check with Critical System Solutions. This has to be determined by May.
- Ms. Jackson will meet with Action Security on Friday, February 24, 2017 at 9:30 a.m., and she requested Mr. Houze attend the sidewalk inspection which is scheduled around noon.
- Ms. Jackson is waiting for Sign Masters to sign off on the *No Outlet* sign.
- The issue regarding the towing company will be addressed with the HOA in a joint meeting scheduled for the next CDD meeting at the April 26th meeting.
- Ms. Jackson will meet with Action Security on Friday, after which she will meet with Gate Pros.
- Ms. Jackson has collected \$255 to date from September for gate arm incidents.
- Pedestrian locks will be discussed with the HOA at the April Meeting.

Mr. Romanoff discussed items he would like added to the Project List.

- A resident sent information regarding a request to apply for a sound wall from the expansion of I-75. Mr. Romanoff suggested the District should approach the FDOT

about this expansion. Mr. Nanni suggested a letter be sent by Mr. Knowlton, since it is an engineering issue.

- There is an ongoing problem with postal deliveries throughout the community. Mr. Romanoff contacted Mr. Marty Buckman’s office, which has received all complaints and is working to get this issue improved. He was told remedial training was provided to the delivery person, which should improve the service. The District is not seeing an improvement. Residents are not receiving their prescriptions.
- Cigarettes are being thrown into the brush, which may cause a fire. Photos should be taken in order to identify who is doing this.

The TLC contract was discussed.

- Mr. Houze went through aspects of the contract.
- There are no issues with the long form of the contract, but it is difficult to read.
- The paragraph on deficiencies needs to be included in the final contract.
- Any draft changes made by the attorney will cost the CDD more money.

Mr. Romanoff MOVED to accept the CDD’s contract with TLC for landscaping services; and Mr. Houze seconded the motion.

- TLC is willing to sign the CDD’s version of the contract.

There being no further discussion,

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

SIXTH ORDER OF BUSINESS

Staff Reports

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

- Mr. Romanoff indicated the District’s attorney as well as the HOA attorney should attend the joint meeting, scheduled for April 26, 2017 at 3:30 p.m.
- The following items should be on the Agenda:
 - Parking Enforcement
 - Sound Barrier
 - Pedestrian Lots

- Condition of Ponds/Pond Erosion
 - Mr. Knowlton should provide a report on the condition of the ponds. Once the Board examines the report, it will be determined whether or not Mr. Knowlton should attend. The report should be submitted early to give the Board time to review it.

FIFTH ORDER OF BUSINESS

Old Business

Mr. Kevin Maloney, a resident, discussed the safety bumps.

- He is not in favor of these safety bumps, as his vehicles are unable to get over them. He commented the safety bumps are causing damage to vehicles which drive over them. Mr. Ingrassia suggested he should check the height of the second bump to determine whether it is higher than the others. Mr. Maloney was told to use the back gate until the Board determines that something should be done.
- Mr. Ingrassia suggested the engineer may be able to flatten some safety bumps to make it easier for vehicles to drive over them.

EIGHTH ORDER OF BUSINESS

Public Comment Period

- A resident discussed the gate. He does not believe the vehicles are being checked. He was told that once a vehicle enters one time, the license plate reader has it memorized.
- The bond was discussed. Mr. Ingrassia will send the resident contact information to determine the amount for his home. He can contact Manatee County Works for additional information.
- The pond pumps were addressed.
- A resident suggested contacting Ms. Curtis and have AMI weigh in on the gates, as they handle several communities.

SEVENTH ORDER OF BUSINESS

Supervisor Requests & Comments

- Mr. Ingrassia commented on the safety bumps and indicated this needs to be looked at.

February 22, 2017

University Place CDD

EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Kahle seconded by Mr. Ingrassia with all in favor, the meeting was adjourned at approximately 5:10 p.m.



Robert Nanni
Secretary



Richard Romanoff, Jr.
Chairman