

**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 28, 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
Victoria Kahle	Assistant Secretary
Armand Houze	Assistant Secretary

Also present were:

Robert Nanni	District Manager
Lynn Jackson	Operations Manager
Nathan Varn	Envera
Numerous Residents	

*The following is a summary of the discussions and actions taken at the June 28, 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 and a quorum was established.

- Mr. Nanni would like to add the Envera Presentation to the Agenda.

There being no further requests,

On MOTION by Ms. Lange seconded by Mr. Romanoff with all in favor, the amendment to the Agenda for this meeting was approved.
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**A. Envera Presentation**

- Mr. Varn discussed barrier arms, which are the gate arms that go up and down. They can determine whether the arm is up from their office in Sarasota. They open fast and use less energy. Their video cameras can tell if a gate arm has been hit and the person who hit it. The new barrier arms also have LED lighting.
- They propose eight arms to replace the current arms, two of which must be 15 feet. The Board discussed location of gate arms.
- Fewer moving parts mean fewer problems.
- The Board believes the price is high, but is in favor of purchasing them.
- Mr. Romanoff would like to be able to roll the purchase into a better price, which may be able to become part of the contract. He asked Mr. Varn to review the costs again.
- The LED lights may be damaged upon impact, requiring replacement of the LED lights only, but not the entire gate arm. The arms can be purchased without the LED lighting, but the cost difference is nominal.

**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 24, 2017 Meeting**

**B. Financial Statements, Check Run Summary and Invoices as of May 31, 2017**

Mr. Romanoff stated each Board member received a copy of the Consent Agenda, which includes the Minutes of the May 24, 2017 Meeting and the Financial Statements, Check Run Summary and Invoices as of May 31, 2017, and requested any additions, corrections or deletions.

There being none,

On MOTION by Mr. Ingrassia seconded by Ms. Kahle with all in favor, the Consent Agenda, which includes the Minutes of the May 24, 2017 Meeting and the Financial Statements, Check Run Summary and Invoices as of May 31, 2017, was approved.

**FOURTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Discussion of Follow-up Items**

- The main gate on Honore still needs to be removed.
- Sitemasters will be here tomorrow to re-size the new safety bumps properly.
- The towing company issue is still a discussion in process with the HOA.
- Ms. Jackson will present prices for the new gate arms as soon as she receives a modified proposal from Envera.
- Pump station #2 will be replaced tomorrow if it is not too wet in the area.
- Ms. Jackson was told by SWFWMD they would work on the permits today for Pond #14.
- Computer issues were discussed.
- The sidewalk repairs by the county are almost done.
- The median was mowed.
- The maintenance person (Roger) was on vacation and we asked Mr. Lange to cover things while he was away.
- The trees around the outside the perimeter fence had a nice mulched area, but it needs to be re-sodded.
- Pond #8 needs new bushes along the Honore fence.

**B. Discussion of the Fiscal Year 2018 Budget**

Mr. Ingrassia reviewed the budget.

- Further adjustments can be made which will keep or lower the total cost to residents. However, this is the high-water mark budget -- it cannot be increased.
- There are several costs associated with the gates: replacing the gate arms (see above) would be done from Reserves, not the main budget; maintenance for them is the only budget item this year.
- This Budget represents a 9.6% increase in its highest form.
- Mr. Romanoff asked the Board to seriously consider scheduling the asphalt re-nourishment plan for the roads, which includes sealing. Cracks are propagating. He requested the Board consider getting bids for this project to be completed by the end of the year. Resurfacing should be done before power washing. The work will be paid for through Reserves.

- The Reserve Study should be done as soon as possible. Ms. Jackson will make the HOA aware of this to determine whether they want to participate in this effort. Mr. Ingrassia advised that the HOA should do this as a joint effort with the CDD to save money.
- The Envera contract was discussed. The CDD is considering having greeters at the main gate only for 12-hour shifts. In addition, the Envera system will continue to be maintained. Adding the greeters is one of the significant cost items in this year's budget (about \$38,000), if we move forward with this plan AS IS. The HOA is in favor of keeping Envera.

*Mr. Romanoff stated for the record, anyone who has comments about this, it is important that they make those comments to our Board in advance of this final agenda and approval process. We have e-mails set up through our website with all Seat 1 through Seat 5 at Universityplacecdd.org. Send to one, send to all, but let us know how you feel. It could affect the way we vote. We represent the residents, so please tell us your thoughts.*

**FIFTH ORDER OF BUSINESS**

**Old Business**

- An HOA member indicated that the one area of Charleston Street landscaping looks bad because of the Oak Tree roots. Sidewalks are starting to lift. From the CDD side, the Board needs to be concerned with the sidewalk and see what the bid is to bring irrigation to this area.
- The landscaping in the area in front of Ms. Curtis's office needs to be refreshed.
- The exercise room should be ready by the end of July (from the HOA).
- The Reserve Study was discussed further; it was last done in 2009.

<p>On MOTION by Mr. Ingrassia seconded by Mr. Houze with all in favor, the CDD shall enter into an Agreement with Reserve Advisors to have a Reserve Study prepared for the Board's consideration, with a request to the HOA to determine whether or not they wish to participate in this effort.</p>
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- Ms. Lange requested the HOA consider purchasing *No Parking* signs in a joint effort with the CDD to share costs. This will become an action item.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

- A. Attorney
- B. Engineer

There being no reports or issues for discussion, the next order of business followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests & Comments**

- The Pond #15 pump is scheduled to be installed tomorrow, weather permitting.
- Mr. Ingrassia reminded everyone to attend the next meeting prepared to discuss any issues or concerns regarding the Budget.

**EIGHTH ORDER OF BUSINESS**

**Public Comment Period**


- Ms. Karen Ingrassia had some questions for the East County Observer reporter in attendance.

**NINTH ORDER OF BUSINESS**

**Adjournment**

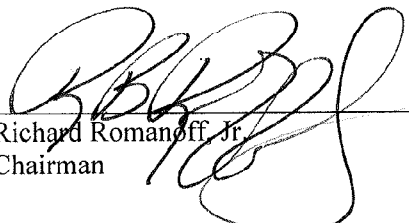
There being no further business,

On MOTION by Mr. Ingrassia seconded by Ms. Kahle with all in favor, the meeting was adjourned at approximately 4:32 p.m.




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Robert Nanni  
Secretary




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Richard Romanoff, Jr.  
Chairman

Letter from homeowners (Bishops - 7708 Heyward Circle) to be read at 8/23 CDD meeting:

A bit of background, we've lived in the neighborhood for about 5 years, and feel our CDD costs are pretty high (they are 15% of our monthly payment).

### **Budget**

We have reviewed the tentative budget on the CDD website. We would like to ask that the CDD budget be as fiscally responsible as possible with our spending, while maintaining the safety and quality of our community. We are proponents of a live guard at the gate, but not at the cost of higher CDD monthly costs to the owners. However, as a casual observer of the CDD and community interaction, we feel people have simply taken a side and will defend that position based on politics and the way things are said. **I'd like to challenge us to get out of that mindset. At the end of the day, we all have the same desires - to protect our property values, maintain our quality of life, and spend our money wisely.**

I would like the board to sincerely look into a budget that would not raise already high costs and serve the wishes of the community. Determining whether to man the gates again or stick with a non-guard option will have opinions on both sides. However, if it's presented as only an option where the price will be increased, you will get votes against it for cost only. Where else could we cut costs and allow for this, assuming the majority of our community wishes to have a manned gate?

### **CDD Bond Payoff**

In an effort to find a way to reduce our monthly expenses, we've recently contacted Trent Severn to request information on a quote to pay down our CDD fees. I was told on the phone that the only option to pay down would be to pay off the bond portion and to get a quote the cost would be \$75 (for the administrative costs associated with processing a written request). This seems excessive to charge a fee for this information. If Trent Severn supports our CDD, residents should not have to pay to gather information.

### **Pedestrian Gates**

I have mentioned this at a previous CDD meeting, but will repeat it. It does our community no good to have a secured gate and then keep our pedestrian gate unlocked. I have suggested using FOBs like we do at the pool, and was told in a meeting that "our kids would lose them". I disagree, and find that a simple dismissal of the request. I have also heard that we used to have a keypad and those were continually destroyed.

**In closing, I'd like to suggest the CDD find a way to survey the residents with objective questions and answers to hear what the community's needs are, and meet the needs of the people living here. With a focus on priority items, we can maintain an acceptable budget and spend the money accordingly. Our goal should always be to keep our CDD costs as low as possible to maintain our property values (higher CDDs = less interest in buying homes in UP as the monthly expense is higher than equivalent priced homes in lower CDD communities).**

Thank you again for allowing us to send this in "virtually".

Shelly & Jason Bishop