

**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, August 23, 2017 at 6:30 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
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 August 23, 2017 University Place Community Development District's Board of Supervisors of 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

- Mr. Mina Ajrab made the following comments:
 - Estimates from the gate motors are missing from the June minutes.
 - Audio recordings should be uploaded to the website.
 - The lowest bid from OSA Global was excluded from the list of potential live greeters.

- There is a discrepancy on the agenda and he asked for an explanation as to the reason for next week’s meeting.
- Mr. Romanoff should recuse himself from voting on the budget due to the fact his company is a recipient of general funds.
- The Board responds: Prices for the gate motors were unavailable and still under negotiation at the time the June meeting took place; audio recording uploads are impractical, and the Board already decided several years ago to use “Summary” minutes rather than “Verbatim;” OSA bid was excluded because they had no local gate attendants employed; the reason for next week’s meeting is because Severn Trent did not get the meeting notice published in time; Mr. Romanoff owns EMS, which services pump stations, a known fact disclosed annually in the minutes. The budget does not allocate funds to specific companies: only general Repair & Maintenance. Alternate bids are also periodically gathered, and Mr. Romanoff does not have approval authority over any significant payments to EMS.

THIRD ORDER OF BUSINESS **Approval of the Consent Agenda**

- A. Minutes of the June 28, 2017 Meeting**
- B. Financial Statements, Check Run Summary and Invoices as of July 31, 2017**

Mr. Romanoff stated each Board member received a copy of the Consent Agenda, which includes the Minutes of the June 28, 2017 Meeting, and the Financial Statements, Check Run Summary and Invoices as of July 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 June 28, 2017 Meeting, which covers all matters discussed at the meeting as opposed to anything discussed before the meeting or known after the meeting, and the Financial Statements, Check Run Summary and Invoices as of July 31, 2017, were approved.

FOURTH ORDER OF BUSINESS **Discussion of Fiscal Year 2018 Budget**

- Mr. Nanni indicated the Public Hearing for adoption of the budget will be opened and continued to Wednesday, August 30, 2017 at 6:30 p.m. This will be done via motion.

On MOTION by Mr. Romanoff seconded by Mr. Ingrassia with all in favor, the Public Hearing to consider adoption of the Fiscal Year 2018 Budget was opened.

- Mr. Houze, with Mr. Ingrassia presented a visual slide show of the budget.
- The following items are anticipated for next year:
 - The new barrier gate arms.
 - Some emergency road repaving.
 - Re-sealing of the roads.
- The HOA will participate with the CDD in the Reserve Study, which will be undertaken in January.
- Mr. Nanni discussed a memorandum to the Board regarding the Final Summary of Gate Attendant Survey, a copy of which is attached hereto and made part of the public record.
- Renewal and replacement of landscaping was discussed.
- Public safety will be increased due to the new gates.
- Irrigation has been increased, as well as insurance.
- The Reserve Study item was decreased.
- The budget will decrease if unmanned gates are used instead of manned gates. Mr. Ingrassia presented the differences for each community.

Mr. Ingrassia stated for the record, I must point out to Severn Trent some people complained about being charged a fee to look up how much the bond payoff is. I will note that complaint in the record because I think it is a legitimate complaint to pay \$75, and they have a whole total of 21 residents paying it off. I do not think you made much money on it, so I do not know that you should charge for that little information.

- Mr. Nanni discussed the method in which residents receive this information. The charge will include an estoppel letter, as Severn Trent accepts responsibility to forward that money to the Bond Trustee. However, if you just want to determine whether you want to pursue a payoff, that is free.
- Mr. Houze defined “Reserves” for the benefit of those who are not aware.
- The budget will be adopted next week.

- Manned gates were discussed.
- A resident is concerned with the rate of speed down Charleston Street and security issues.
- Ms. Tami Cashi commented on OSA Global, which is her husband's company.
- Mrs. Karen Ingrassia commented that giving your driver's license to a security guard at a manned gate may cause concerns about privacy.
- Mr. Ajrab commented in favor of the manned gates.
- Ms. Darlene Ray commented on the budget increase. She suggested having the study done first. Mr. Ingrassia commented that Reserves must be spent on specific projects.
- The CDD must follow the recommendations of the 2009 Reserve Study, until the new one is done.
- Mr. Mark Bell was told the upcoming budget is on the website for public viewing.
- Ms. Sandra Rahman discussed security issues. She is not in favor of a manned gate. She gave some suggestions, such as a local town watch for members of the community, or a contract with the police department.
- Ms. Patricia Kiehn wants to know how much 3% of an increase is to an owner and was told \$61.58 for Indigo Ridge.
- Mr. Ingrassia requested any residents let the Board know what should be done with regards to manning of the gates.
- Ms. Helene Davis wants to know if Ms. Curtis can send an email blast asking for residents to respond whether there should be a greeter, even though this was already done.
- Ms. Sheryl Dixon is happy with Envera. She recommended someone check whether there have been more break-ins, since Envera has taken over. Mr. Romanoff commented this community has one of the lowest crime rates in the county.

Mr. Romanoff stated for the record, as some people were starting to leave, I just wanted to take an opportunity while I had a full house to make comment on something that was said earlier. As you may be able to appreciate that Mr. Ajrab attempts to marginalize my role here on the Board, he brought up the question of the fact that I am a contractor for the community. The

company that I own is in the pump and motor repair business and through competitive bidding, we have secured the contract from University Place. We give you the best prices that we give anyone we do work for, and the fact that I am here notwithstanding. It is something that on an annual basis I do make an effort to make sure at these meetings that we make that point clear. Anything which has to do with pump and motor repair issues is something that if the Board needed to vote on, it is something I do abstain from because I have a personal interest in it. On advice of Counsel, and under all the ethics rules, I do not have anything to do directly as a Board member in voting on those issues. Those are handled by my other Board members, but it has been done through competitive bidding. You should all be aware of it. We have been doing it for years. The company has been here in Sarasota since 1924. This is the kind of stuff that we do. The fact that I live here, in my opinion at least, you get extra service and extra attention, but notwithstanding, it is important that you know we disclose it, it has never been a secret and we try to make sure everyone is aware of it at least on an annual basis. I just felt I needed to make that point.

Mr. Ingrassia stated for the record, you need to add one more point. As the Chairman of the CDD Board, he often has to approve various expenses. However, any expenses over a nominal amount which have to do with his company do not go to him. They go to me. Sometimes I will say, "get me another bid. I just want to compare and do some spot checks and see..." The last few times we have done that and it has been twice what EMS is charging, so I feel comfortable with the fact we are getting rock bottom prices and I have verified this myself with Severn Trent. Do be aware that Mr. Romanoff does not sign his own invoices or write his own checks. We must verify that independently.

Mr. Houze stated for the record, and I heard at the beginning of the meeting, I thought I heard Mr. Ajrab mention that Mr. Romanoff should recuse himself from voting on this budget. That is not necessary because all the costs in this budget surrounding irrigation and pumps and wells, has to be done, no matter who does it. Mr. Romanoff voting on the entire budget which includes that stuff, he may do it or he may not do it, but the reality is that it has to be done.

- *Mr. Romanoff asked the audience for a show of hands as to whether the CDD should increase costs and secure gate attendants on a part-time basis. There were three individuals in favor.*

- Mr. Romanoff asked the audience for a show of hands of those who are opposed to this and wanting to leave the gates as is. For the record, anyone can check the sign-in sheets for the number of those opposed.
- One individual is undecided.

There being no further comments from the public,

On MOTION by Mr. Romanoff, seconded by Mr. Ingrassia, with all in favor, the Public Hearing to consider adoption of the Fiscal Year 2018 Budget was recessed and will continue Wednesday, August 30, 2017 at 6:30 p.m. in the Community Room of the Northern Trust Bank, located at 6320 Venture Drive, Lakewood Ranch, Florida 34202.

- Envera still needs to be addressed.
- The budget without manned gates was accepted by the Board.
- Mr. Romanoff encouraged the Board to look over the budget over the next week to determine whether anything can be done to reduce it by under 3%. Mr. Ingrassia suggested not increasing reserves for gates. It should be put back where it was and have it based on the new Reserve Study.

FIFTH ORDER OF BUSINESS

District Manager's Report

B. Fiscal Year 2018 Meeting Schedule

- The second Tuesday in December is the first day of Hanukah. Mr. Ingrassia would like to move the December 13th meeting to the first Wednesday, December 6, 2017 at 3:30 p.m., and move the December 6th Workshop to August 15th to give the Board more time to review next year's budget.

On MOTION by Mr. Ingrassia seconded by Ms. Lange with all in favor, the Fiscal Year 2018 Meeting Schedule was accepted as amended to move the December 13, 2017 Meeting to Wednesday, December 6, 2017 and move the December 6, 2017 Workshop to Wednesday, August 15, 2018 at 3:30 p.m. in the Community Room of the Northern Trust Bank, located at 6320 Venture Drive, Lakewood Ranch, Florida 34202.

A. Discussion of Follow-Up Items

- Mr. Ingrassia received samples of signs from the HOA. The HOA will let the CDD know where they want to post them using existing poles. Mr. Knowlton will determine whether the signs are DOT-compatible. The signs should be reflective.
- Ms. Lange suggested signs which state, *Please Drive Like Your Children Live Here*. The Board thinks this is a good idea.

C. Acceptance of the Arbitrage Rebate Report with LLS Tax Solutions Inc. for the Series 2008 Special Assessment Refunding and Improvement Bonds

There being no comments or questions,

On MOTION by Mr. Ingrassia seconded by Ms. Lange with all in favor, the Arbitrage Rebate Report with LLS Tax Solutions Inc. for the Series 2008 Special Assessment Refunding and Improvement Bonds, was accepted.

D. Ratification of Service Agreement to SWFWMD with the University Place Neighborhood Association, Inc. for Maintenance of the Aquifer Wells

- This has already been signed by everyone.

On MOTION by Mr. Ingrassia seconded by Mr. Houze with all in favor, the Service Agreement to SWFWMD with the University Place Neighborhood Association, Inc. for Maintenance of the Aquifer Wells, was ratified.

SIXTH ORDER OF BUSINESS

Old Business

There being no old business to discuss, the next order of business followed.

SEVENTH ORDER OF BUSINESS

Staff Reports

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

There being no reports, the fifth order of business followed again.

FIFTH ORDER OF BUSINESS

District Manager's Report (Continued)

A. Discussion of Follow-Up Items (Continued)

- The gate has to be re-installed at the perimeter on Honore. The gate was removed because it was always left open, and staff wanted to close it. However, TLC does their monthly inspections in this area and therefore, the gate needs to be left there. It should always be locked.

- The towing issue is tabled pending how well the signs work.
- The gate arms will be replaced next week.
- Mr. Knowlton is going to submit a specification regarding re-sealing of the roads. He will also submit bids to the Board. Mr. Nanni will have Mr. Knowlton attend the September meeting to discuss this and present bids.
- A small obstruction was detected in Pond #14 when the company went through the process of reaming the well prior to it being capped. It was cleared easily. SWFWMD scoped the well and submitted a report giving an opinion stating all well ills have been cured. The pump should be installed and tested, at which time SWFWMD will refund the difference of what they spent and a new well will not have to be drilled. Mr. Romanoff will be on site to check the pond every day. TLC does not need to do anything, just avoid cutting the pipes.
- Ms. Kahle is working on the camera issue. Notices should be sent to anyone who crashes the gate and breaks the arm off. The payment would be \$195.

EIGHTH ORDER OF BUSINESS

Supervisor Requests & Comments

- Mr. Ingrassia and Mr. Houze should submit an e-mail indicating the correct numbers for manned versus un-manned gates. Mr. Ingrassia will prepare the e-mail.
- Mr. Romanoff inquired about the fence repairs. The insurance company should pay for the repairs. The issue with the accident has been taken care of. Ms. Jackson will follow up.
- The landscape repairs at the accident site on Honore and Cooper Creek were supposed to be done last week. Ms. Jackson will follow up with TLC.
- The bush at the Cooper Creek entrance needs to be straightened. Unfortunately, it grew in that direction. Mr. Ingrassia suggests trimming it. The bush needs to be tied up again.

NINTH ORDER OF BUSINESS

Public Comment Period

Hearing no comments from the public, the next order of business followed.

August 23, 2017


University Place CDD

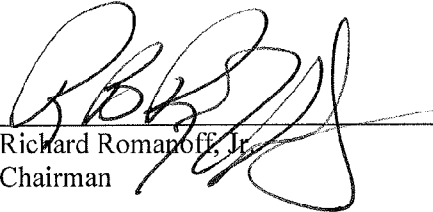
TENTH ORDER OF BUSINESS

Continuation

There being no further discussion,

On MOTION by Ms. Lange seconded by Mr. Houze with all in favor, this meeting was recessed and will reconvene Wednesday, August 30, 2017 at 6:30 p.m. in the Community Room of the Northern Trust Bank, located at 6320 Venture Drive, Lakewood Ranch, Florida 34202.


Robert Nanni
Secretary


Richard Romanoff, Jr.
Chairman