

**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, October 25, 2017 at 3:30 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:

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| Richard Romanoff, Jr. | Chairman |
| Frank Ingrassia | Vice Chairman |
| Jane Lange | Assistant Secretary |
| Victoria Kahle | Assistant Secretary |
| Armand Houze | Assistant Secretary |

Also present were:

| | |
|--------------------|--------------------|
| Lynn Jackson | Operations Manager |
| Darryl Steiner | Forest Creek CDD |
| John Pigaga | Forest Creek CDD |
| Numerous Residents | |

The following is a summary of the discussions and actions taken at the October 25, 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 at 3:35 p.m. Supervisors and staff introduced themselves.

SECOND ORDER OF BUSINESS

Public Comment on Agenda Items

There being none the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the September 27, 2017 Meeting
- B. Financial Statements, Check Run Summary and Invoices as of September 30, 2017
- C. Motion to Assign Fund Balance
 - Mr. Ingrassia reviewed the fund balance with the Board.

On MOTION by Mr. Romanoff seconded by Mr. Ingrassia with all in favor, the consent agenda was approved.

FOURTH ORDER OF BUSINESS

District Manager's Report

A. Discussion of Follow-up Items

- Ms. Lynn Jackson presented Mr. Nanni's report.
- Perimeter fence inspection.
 - Ms. Jackson indicated she has been trying to locate a fence estimator as the current fence company Gate Pros is out six to eight weeks. She has contacted H and Y who are out for 13 weeks and Florida Fence, the earliest they are available is November 15th. Ms. Jackson indicated the week of November 27th she will be able to get an estimator and there is an additional six to eight weeks wait period for repair.
- Towing
 - The towing company is on hold until they receive feedback from the HOA. Members of the HOA who were present indicated they were not doing anything at the moment as they are waiting on signage.
 - Discussion ensued regarding the sign and whether it is a general sign or an FDOT sign. The Board indicated the districts' engineer had indicated an FDOT sign is needed.
 - The HOA has agreed to pay for \$200 worth of signs and place them where the CDD indicates.
 - Discussion ensued regarding putting up the signs since neither the HOA or CDD want to tow.
 - The Board decided to purchase a total of 15 to 20 signs, 12 x 12 in size at a cost of approximately \$50 a sign. Mr. Ingrassia requested they get a proposal to get a final cost for the signs.

On MOTION by Mr. Ingrassia seconded by Mr. Houze with all in favor, authorizing Lynn Jackson to work with Stephanie from the HOA to order "*no parking on this side of the street*" signs a total of 15 to 20 signs with contribution of \$200 from the HOA in the amount of not to exceed \$500 by the CDD was approved.

➤ Gate Equipment

- Mr. Romanoff questioned whether a date had been provided for the installation of the gate equipment. He was informed no, but Ms. Jackson will follow-up.

➤ Road Pavement

- Discussion ensued regarding the resealing of the roads.
- Mr. Romanoff indicated a bid was received from Driveway Maintenance for \$59,672 to seal the roads. Mr. Romanoff did not have an opportunity to review the entire proposal to ensure all that they required is within the proposal.
- He mentioned they had received an estimate from another company, Whitaker Contracting with the new process and procedure which was substantially more money but was represented as being a far superior process.
- Currently the Board does not have a recommendation from the Districts' engineer regarding the bids presented.
- The discussion on the roads have been tabled for the next meeting as a they would like to get a report comparing the products and have the district engineer present at the next meeting for further discussion.

➤ Landscaping

- Mr. Houze and Ms. Jackson went on a landscaping walk last week with Sandy from the HOA and Tom from TLC and discussed the rings around the oak trees. Ms. Jackson made a couple of phone calls to see which company provides maintenance for rings around the oak trees. TLC suggested Biological as a company who provides the requested service.
- Discussion of the issues with the size of mulch rings around the oak trees ensued. Mr. Houze will look into this issue further and obtain bids and TLC to find out how much of the cost they will share. He will present his findings to the Board.

➤ Reserves Advisors

- The CDD is ready to move on this and have picked a reserve advisory company along with the HOA, Reserve Advisors Inc., a company they have jointly used in the past.
- They are moving forward with the Reserve Advisors and this study will be done in January 2018.

➤ Fence

- Discussion ensued regarding replacing the Holly on both sides of the monument because it is so difficult, planting dwarf orange Xora was discussed.
- The discussion arose regarding the insurance and apparently they have been unsuccessful obtaining information about the driver who caused the damage. They will look to Envera to obtain the drivers' license plate information.
- Envera provided continuing education to the Board on security.

➤ Paver Re-sealer Project

- Ms. Jackson contacted Besterman Pavers and they indicated the person doing the pressure washing of the pavers has to do the sealing of the pavers as it has to be the same company. They have to pressure wash and seal at the same time.
- The Board requests that Besterman Pavers provide a bid and a timeframe. An additional bid will be obtained and the Board will be able to select the correct price and the soonest timeframe.

➤ Website Updating

- Mr. Romanoff indicates it is his understanding that this is done. However, Ms. Lange indicated at the last Board meeting she was asked to update the white paper in "Interfacing" presented by Tami and when she checked the website it was not posted yet.
- The completed items are:
 - Meeting dates
 - Updated engineer report
 - Maps
- Mr. Romanoff indicated there was a new item on the list from the workshop about aligning the lights on the monuments. Ms. Jackson contacted Roger to ensure he aligns the lights at the monuments and fixes the fence breaches.
- Ms. Jackson informed the Board the holiday decorations are scheduled and should be up before Thanksgiving.
- Ms. Jackson indicated there was a question asked about the gate if we still had Frontier/Spectrum because they had a power outage. Frontier is their main cable

provider for the gate and they have a backup with Spectrum but this was at the back gate.

- Discussion ensued regarding receipt of emails for various items sent to the Board. Only certain Board members are copied on various emails from S-T. It was suggested to send the email to all the Board members so that all are informed at the same time, and none “left out of the loop”.
- Ms. Lange asked if it is possible for Ms. Jackson to provide a list on the yearly calendar for every work project and bid they go out for on a month to month basis. As well she would also like to be listed on the calendar the expirations of contracts to ensure renewals and bids are done in a timely manner. Ms. Jackson will provide an updated UP calendar at the next meeting.

FIFTH ORDER OF BUSINESS

Old Business

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor Requests & Comments

- Mr. Romanoff discussed the email received from the HOA regarding the Honore traffic impact of the zoning coming before the Manatee Commissioners next month in regards to the building of up to 1204 new homes near the reservoir along Honore Avenue. He questioned if anyone had an opinion on this, though he was unsure whether they could speak for the entire community or write a letter as the Board.
- Ms. Lange wondered what type of impact the petition would have and whether it would be presented. This petition piggybacked off another request from another community that will be presenting some information.
- Mr. Romanoff indicated maybe the District might like to entertain a resolution in support of the HOA’s opposition to this project.

Mr. Romanoff MOVED seconded by Ms. Lange to approve the University Place CDD offer to support the HOA and its representative Terry Williams in opposition of the proposed development.

On VOICE vote with Mr. Romanoff, Mr. Ingrassia, Ms. Lange and Ms. Kahle voting Aye and Mr. Houze voting Nay, the University Place CDD offer to support the HOA and its representative Mr. Terry Williams in opposition of the proposed development was approved.

- The gates will be closed for Halloween allowing time for local children within the community.
- The next workshop is scheduled for November 15, 2017 and the next CDD meeting is scheduled for December 6, 2017.

EIGHTH ORDER OF BUSINESS

Public Comment Period

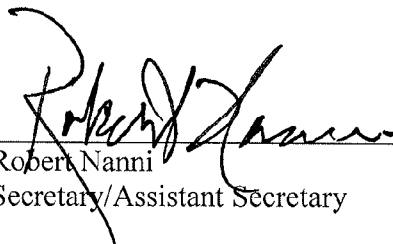
- Residents provided comments to the Board.
- Discussion ensued regarding the storm drain.

NINTH ORDER OF BUSINESS

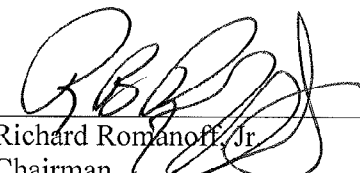
Adjournment

There being no further discussion,

On MOTION by Ms. Lange seconded by Mr. Ingrassia with all in favor, this meeting adjourned.



 Robert Nanni
 Secretary/Assistant Secretary



 Richard Romanoff, Jr.
 Chairman