

**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, May 23, 2018 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:

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

Also present were:

Robert Nanni	District Manager
Lynn Jackson	Operations Manager
Several HOA Board members and residents	

*The following is a summary of the discussions and actions taken at the May 23, 2018 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 and called the roll.

**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 April 25, 2018 Meeting**
- B. **Financial Statements, Check Run Summary and Invoices as of April 30, 2018**

On MOTION by Mr. Ingrassia seconded by Ms. Lange with all in favor, the consent agenda was approved as presented. 4-0
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**FOURTH ORDER OF BUSINESS**

**District Manager's Report**

- A. **Discussion of Project List Items**
  - **Reserve Advisors**

- The final payment for Reserve Advisors was released contingent upon the fact they have six months to make changes to the report. The deliverables (modifiable Reserve spreadsheets) are in process.
- Mr. Ingrassia questioned if there was a timeframe when they expect to have these deliverables in hand. Ms. Jackson informed him next week.
- **Parking Signs**
  - The need for extra signs was discussed at the workshop and the consensus was to approve it and get it done.
  - Ms. Jackson presented the map of where the signs will be located. Discussion ensued regarding the location of the signs. The signs will say “no parking”. She was asked to purchase poles for these signs. She was told if she is unable to obtain the poles from the sign company she should purchase them from Alro Metals. She should order anodized three-inch aluminum posts with caps. This project will be completed in approximately 30 days.
- **Pressure Wash and Reseal Pavers**
  - This is going to start on Sunday and Kathryn Murphy of the HOA is going to send an email to the residents with the schedule. This project will take a couple of weeks.
- **Black Vinyl Coated PVC Chain Link Fence**
  - Board consensus was that the black vinyl coated chain link fence looks great. All of Cooper Creek is complete and most of the Honore fence line is also done.
- **Volunteer Traffic Units**
  - Mr. Romanoff stated he still does not have a commitment on this as yet but he is continuing to pursue this.
- **Budget Preparation**
  - Mr. Ingrassia will present the high-water mark budget today since Mr. Houze is not present for today’s meeting.
- **Storm Water Gutters**
  - This will be done next month after the pavers have been completed.
  - Doug Pewterbaugh was introduced to the Board as the new handyman for the district.
- **Streetlight and Street Sign Poles Being Painted**

- This work will be continued by Doug Pewterbaugh.
- **Pedestrian Gate and Fence**
  - Mr. Pewterbaugh fixed the pedestrian gate. He stated the middle hinge is now gone and he does not know if it will hold with the other two. They come in pairs so he will have to purchase a pair of them.
- **Ashley Circle Berm**
  - This was discussed at the workshop and the decision was to rip it all out and get it fixed. They have received a quote from TLC for \$3,000 for removal of all the trees and this includes rental of a backhoe, \$3,600 to install similar trees and \$300 to bringing the irrigation in.
  - Ms. Kahle stated they decided the \$3,600 was for Oaks and Palms and Mr. Houze was going to get another bid for Wax Myrtles. It will be seven-gallons of Wax Myrtle and Mr. Romanoff stated the Wax Myrtles will not exceed \$7000.
  - Mr. Ingrassia would like to add an item to the worklist. He noticed every slight fissure or crack in the road is filled with water. Mr. Romanoff stated the water table has risen from the rain. Mr. Ingrassia questioned whether this is a potential problem that will interfere with the integrity of the road which they just had resealed? Mr. Ingrassia stated they need to have the engineer look at this.
  - Ms. Jackson stated Mr. Houze wanted her to mention something because of these arms of the gate getting hit. He wanted to know what would happen if as you go in the arms go up first and then the swing gates open after. She called Envera and they informed her they do not recommend this because if the swing gate gets hit it will be thousands of dollars to repair, especially since theirs are steel and not aluminum.
- B. Report on Number of Registered Voters**
  - Mr. Nanni presented the letter from the County which reported the number of registered voters as being 644 in the University Place community.
  - Mr. Romanoff questioned with regards to registration and voting has anyone applied for the seats which are coming available this summer.

- Mr. Nanni stated no one has said anything to him but this is something that they would have to do through the Supervisor of Elections. Mr. Romanoff stated as of yesterday on the Supervisor of Elections website there was no one registered for available seats at University Place.

**C. Distribution of the Proposed Fiscal Year 2019 Budget and Consideration of Resolution 2018-02 Approving the Budget and Setting the Public Hearing**

- Mr. Ingrassia presented the 2019 High Water Mark budget on behalf of Mr. Houze in his absence.
- This is referred to as the High Water Mark budget because once submitted this budget cannot be any higher than this amount. The FINAL budget will be prepared and presented in August, when firmer costs are anticipated.
- Mr. Ingrassia reviewed the major adjustments this year to the budget with the Board. The major change is increased costs for Reserves, as a result of the recently completed study.
  - The adopted budget last year was \$701,313 and this year they are submitting a budget of \$733,604, which is \$24,301 more than last year.
  - This results in a 2% increase in the assessment. If they had to wind up with this as their final budget, people will be paying between \$41 and \$63 more this year than last year. The final numbers are expected to change in August.
  - Mr. Ingrassia reviewed the non-ad valorem for each neighborhood and it changes by neighborhood.
  - He reviewed the old and new bond and showed the interest on those bonds.
  - Ms. Kahle will prepare the letter to send with the trim notice to the residents. The letter will accompany the High Water Mark budget delivered to the residents, explaining that it is not the final budget, and that more changes are likely.

On MOTION by Mr. Romanoff seconded by Mr. Ingrassia with all in favor, Resolution 2018-02 approving the budget for fiscal year 2019 and setting the public hearing for August 22, 2018 at 3:30 was adopted. 4-0

**D. Discussion of Agreements Regarding Water Management Permits**

- The HOA has sent a letter to the Board asking them to revisit the water management permit process and amend the agreement they have with the HOA. Mr. Romanoff is not opposed, but not comfortable amending on his own: this is something which should be reviewed by the attorney before being approved by the Board.
- Mr. Romanoff will send a copy of the letter to Mr. Cohen for his review and input.

**FIFTH ORDER OF BUSINESS**

**Old Business**

There being none, the next item followed.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

- Mr. Romanoff read a letter received from the attorney dated May 9, 2018 and read it for the record.
  - *Pursuant to our fee agreement with the University Place Community Development District, our hourly rate is adjusted annually on October 1, 2018 by the CPI established for the preceding year in February. We are providing a reminder now in order that the District will have ample time to consider what if any effect on the CPI has upon the Districts' next years' budget. The CPI is 2.21% which would reflect an increase of \$5.50 per hour. Thank you for your assistance we value our continued working relationship with you and the District. Should you have any questions, please feel free to contact.*

**B. Engineer**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests & Comments**

- Mr. Romanoff stated he received a letter from Steve Hellman of Green Street (all CDD board members did). The resident wrote a letter to the Board but not the management company (Inframark). Mr. Romanoff read the letter to the board, the gist of which was requesting a meeting of realtors in the area to discuss how to increase property values for sellers in UP. Mr. Romanoff stated after receiving this letter, he took it upon himself to reach out to a few of the realtors that do business in our community, and sent Mr. Hellman's letter and asked for their input.

- The summation of input he received is that although there may be a perception our properties are undervalued in sales they do not feel this to be true.
- Our community is maturing, our homes are at a point where kitchens need to be remodeled and updated. Roofs are coming of age and may need replacements soon and those factors play a role in the prices being offered.
- That is the synopsis of what he received back as to why our prices are where they are at. We are competing not with other communities as much as we are competing with the new developments. The developers are building at lower prices than what ours were. So you can find a value in similar homes, similar size in brand new communities at a lower price.
- He did not find a great willingness on the part of the realtors to make a statement to these things since this is how they make their living, nor to meet with other "competition".
- Further discussion ensued regarding the real estate within the neighborhood.
- Mr. Romanoff shared that Shelly Slifstein, a longtime resident, passed away earlier this week. His obituary was in the Herald Tribune this morning.

**EIGHTH ORDER OF BUSINESS**

**Public Comment Period**

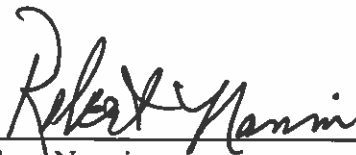
- No comments were received.

**NINTH ORDER OF BUSINESS**

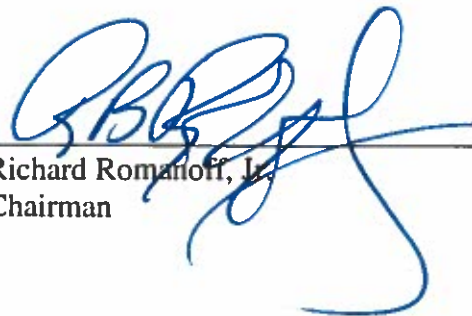
**Adjournment**

There being no further discussion,

On MOTION by Ms. Kahle seconded by Mr. Ingrassia with all in favor, the meeting adjourned. 4-0



Robert Nanni  
Secretary/Assistant Secretary



Richard Romanoff, Jr.  
Chairman