

**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, September 26, 2018 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
Brandon Romine	Field Supervisor

The following is a summary of the discussions and actions taken at the September 26, 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 Comments on Agenda Items

- None.
- Mr. Nanni introduced Brandon Romine as the field supervisor for University Place to the Board. He provided a brief synopsis of Mr. Romine and his role with the CDD. Mr. Nanni informed the Board that Mr. Romine will be responsible for the landscape and barrier gates and arms related items.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

- A. **Minutes of the August 22, 2018 Meeting**
- B. **Financial Statements, Check Run Summary and Invoices as of August 31, 2018**

On MOTION by Mr. Ingrassia seconded by Ms. Lange with all in favor, the consent agenda was approved as presented. 5-0

FOURTH ORDER OF BUSINESS

District Manager's Report

A. Discussion of Follow-up Items

- Mr. Nanni reviewed and discussed the project list items.
- Discussion ensued regarding the streetlight and street sign poles being painted.
- Mr. Nanni provided the process for non-payment of fines for hitting the barrier arms and/or gates.
 - After three notifications a letter is then sent by the District Counsel.
 - If no response within the time period allotted, then it goes to small claims court.
 - For damaging the barrier arm or gate the fine is \$125.
 - For replacement of the barrier arm the fine is \$300.
- Discussion ensued regarding the sweep cleaners and seeing what can be done about the mineral deposits that come up through the cracks on the road and a high water table situation.
- Mr. Nanni contacted Gorilla Clean, a pressure washing company to do a test on Edmonson Circle. They tried with just high pressure water then with water and chlorine and finally with water and an industrial degreaser but the brown stain could not be removed. However, 80-85% of the white mineral deposits did. It was suggested to have the brown stain chemically analyzed. Mr. Nanni emailed Amy of Whittaker regarding the HIA5 on the road but has not receive a response back to date.
- Jack Knowlton was contacted by phone and email regarding the table issue. However, Mr. Nanni feels that Mr. Knowlton has passed this onto the drainage department in his company to deal with this. Mr. Nanni will follow-up.
- Discussion ensued regarding the Honoree barrier arm. Mr. Houze questioned Mr. Nanni if they were out to do the repair or just reported that it works. It was stated they had come out to do the repair back at the end of August. Mr. Houze said it appears the red bar is working but when it goes up it does not blink green so he believes something else is going on.

- Discussion ensued regarding replacement of the street signs. University Place currently has gold letters on a black background. Mr. Romanoff stated all the signs need to be replaced to the style currently used in University Place.
- Mr. Nanni met with Envera on September 21st and they informed him they do not have the ability to give on-demand service. They informed him that they sub contract to Gate Pro and Action Security. Mr. Nanni has contacted Action Security and explained to them the type of service the District is needing, that is, they would be a backup, available during holidays and if there are issues during the day. However, Mr. Nanni has not heard back from Action Security.
- During a walk through with TLC it was noted there is a leaning tree at the seven oak pool. TLC will inform them if this should be tied up or removed.
- Discussion ensued regarding post orders with Envera. It was recommended to provide Mr. Romines' phone number as the second call.
- If Action Security can provide a proposal fairly quickly, then when they can make a change for the post order, it would be a one-time change.
- Mr. Romanoff provided an update of the discussion they had at the meeting with Envera. It was suggested that the District is not charging enough when the gate is struck. Currently the District charges \$125 for minor damage strikes and \$300 for major damage strikes. He was informed there are some communities charging \$500 and as much as \$1,000 for a gate strike.
- A resident questioned whether the District charged attorney fees along with the damage strike fees. It was discussed this is not currently done but going forward will be implemented.
- Further discussion ensued regarding having the letter change to reflect the attorney's fee as well should include the cost of small claims court in the letter.
- Mr. Nanni has a request from Stephanie of the HOA regarding trees near a pond on Tree Island Road. The trees needed to be trimmed/cut one of them coming over a residents' house. He responded and informed Stephanie that anything over a residents' property, the homeowner has the right to trim at the property line. However, he received an email response that Mr. Houze was taking care of this.

- Mr. Nanni stated the precedent by the Board is whenever a Board member gets involved in something like this they need to get approval from the Board to spend whatever money it is for what they are doing.
- Mr. Ingrassia clarified that at a HOA meeting there was some talk about these trees. There was some involvement about it in the workshop about them and they did discuss there was some trimming that needed to be done. They assigned Mr. Houze to determine what those were, he did it, and it is well within the authority to authorize payment for, so they did and it needs to be ratified at a meeting.

On MOTION by Mr. Houze seconded by Ms. Lange with all in favor, to hire Louis Lopez to trim the five trees in the amount of not to exceed \$300 was approved. 5-0

B. Arbitrage Rebate Report

- This report states the District does not have a tax liability for 2017.

On MOTION by Mr. Ingrassia seconded by Ms. Kahle with all in favor, the acceptance of the arbitrate rebate report and the pricing in the amount of \$600 a year from Tax Solution was approved. 5-0

Let the record reflect, Mr. Ingrassia left the 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

- Mr. Romanoff discussed the making of an application to SWFWMD about lowering their water table and the fact there has been no response in a month or two months is disturbing. He wonders if Inframark did not get with them or whether they dropped the ball, but they need the ball picked up. Because by the time they get something

going it will be too late for this years' rainy season. Mr. Romanoff would like to make this a high priority follow-up item.

SEVENTH ORDER OF BUSINESS

Supervisor Requests & Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Public Comment Period

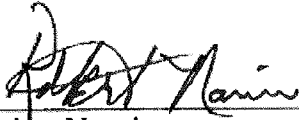
- Comments were received.
- Since they are still getting a lot of rain, is the irrigation system turned off. Mr. Romanoff made the request that if they ever turn it off or when it is turned back on that a community broadcast be made.

NINTH ORDER OF BUSINESS

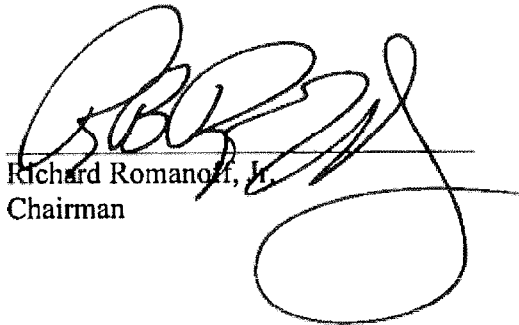
Adjournment

There being no further discussion,

On MOTION by Ms. Kahle seconded by Mr. Houze with all in favor, the meeting adjourned. 5-0



Robert Nanni
Secretary/Assistant Secretary



Richard Romanoff, Jr.
Chairman