

**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, January 23, 2019 at 3:37 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:

Frank Ingrassia	Chairman
Jane Lange	Vice Chairman
Lauren Kessler	Assistant Secretary
Armand Houze	Assistant Secretary

Also present were:

Robert Nanni	District Manager
Brandon Romine	Field Manager

*The following is a summary of the discussions and actions taken at the January 23, 2019 University Place Community Development District's Board of Supervisors of Meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

- Mr. Ingrassia called the meeting to order. Supervisors introduced themselves, a quorum was established.

**SECOND ORDER OF BUSINESS**

**Public Comment on Agenda Items**

- None.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Minutes of the December 5, 2018 Meeting**

- Mr. Ingrassia asked if there were any corrections, omissions, deletions to the minutes. Corrections regarding TLC testing of the pump cycles by house groupings were made and will become part of the final record.

On MOTION by Mr. Houze seconded by Mr. Ingrassia with all in favor, the minutes of December 5, 2018 were approved as amended. 4-0
---

**B. Financial Statements, Check Run Summary and Invoices as of November 30, 2018**

- **Assumed inclusion in the acceptance of Minutes, Statements, et al.**

**FOURTH ORDER OF BUSINESS**

**District Manager's Report**

**B. Discussion of Planters Knoll Speed Bump**

- Mr. Ingrassia received a letter regarding the speed bump from resident Frank Bibbins. A copy was provided to the Board. Mr. Ingrassia read the letter aloud.
- Discussion ensued regarding speed bumps and the location placement of the speed bump proposed on Planters Knoll.
- Several residents voiced their disapproval of the speed bump and about not being notified before the vote. Mr. Ingrassia noted receipt of several emails, both for and against the speed bump, and that the decision had already been voted upon and approved, 4-1, after considering comments of the residents who appeared to speak for the bump.
- Mr. Ingrassia further stated that the Board cannot poll the community about every decision made; It is simply not feasible.
- Mr. Ingrassia reminded all that CDD meetings are open to the residents and announced well in advance. He also acknowledged that it takes time to get the minutes on the web site, so he has instructed the web administrator to start placing a summary page of all decisions the Board makes during a meeting on the CDD website until the minutes are published.
- Mr. Ingrassia recommended letting the District Engineer decide the optimal location of the speed bump on Planters Knoll.

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

- No Parking Signs - Mr. Nanni reported the no parking signs have been installed. Looking into what happened to a missing pole and finding decorative caps to go on top of the poles. A Board discussion ensued regarding the signs, their height, use of the pole space, etc. The Board decided to have the supervisors go around the community to view the signs to determine if there are any changes that need to be made.
- Changes to Post Orders – Mr. Nanni reported new post orders were sent to the Board on January 14, 2019. The post orders are in compliance with what the Board previously discussed in the meetings.

- Barrier Arm Knock Off Letters – Mr. Nanni reported he called two collection agencies, but they did not answer. Will look into finding a collection agency to aid the District. Barrier arm LED lights are on top of the barrier arms instead of the bottom at the Cooper Creek Exit, wrapped in plastic/foam in order to prevent them from getting crushed, just like the top lights. We will see which version (top or bottom) fares better.
- Honore Barrier Arm – Mr. Ingrassia stated the Honore gate needs to operate independently from the arms, so we can close the swing gates when the Arms are out of service.

Common area grounds – Mr. Ingrassia reported they are waiting for an explanation from TLC and their fertilization counterpart. Tammy of Biologics was supposed to write a dissertation about the grounds: how often they should be watered, the type of fertilizer to use, etc.-- need to follow up with Rich (TLC) and Tammy. Mr. Ingrassia related that the Irrigation schedule is now reduced to 75% watering time from previous cycles, in order to cut down on fungus and dollar weed, etc., Our request for 3 shorter watering days was summarily rejected by SWFTMD.

- Pressure Wash and Reseal Pavers – Mr. Nanni reported curb and sidewalk pressure washing is complete.
- Street Lamps – Mr. Ingrassia stated that Mr. Pewterbaugh (onsite maintenance) has completed the street lamp bulb replacements, and that they are all the same color.

**FIFTH ORDER OF BUSINESS**

**Old Business**

- Mr. Nanni reported that our contractor Whitacre is monitoring road surface, including stones in the aggregate that affect the HA5 coating. They are waiting on Whitacre to send documentation that they will monitor the road, and if it gets worse it will get taken care of through the warranty.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

None

**B. Engineer**

Mr. Nanni asked the Board to keep in mind the District Engineer Jack Knowlton is working on a big project (non-UP related).

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests & Comments**

- Mr. Houze commented the chain linked fence, approximately 50 feet north of the Honore monument, needs to be reinstalled back up to the post. Stated that trees are pushing the fence near the Fire Station.
- Ms. Kessler informed the Board from a HOA standpoint, they do not have an official inventory list of which trees are HOA vs. CDD. She distributed a preliminary mapping.
- Ms. Lange commented on the shrubs. She wants the CDD to consider adding another row of bushes along Honore before the county widens the roads.
- Ms. Kessler commented that there are some down and dead trees on the Nature Trail that TLC needs to remove.
- Mr. Ingrassia commented he would like to solicit proposals for irrigation pump maintenance companies to maintain the District’s irrigation pumps via sealed competitive bids, and asked Mr. Nanni to begin the process.

**EIGHTH ORDER OF BUSINESS**

**Public Comment Period**

- Comments were received.

**NINTH ORDER OF BUSINESS**

**Adjournment**

There being no further discussion,

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



Robert Nanni  
Secretary/Assistant Secretary



Frank Ingrassia  
Chairman