



**UNIVERSITY PLACE
COMMUNITY DEVELOPMENT
DISTRICT**

**MANATEE COUNTY
REGULAR BOARD MEETING
JUNE 28, 2023
4:30 P.M.**

Special District Services, Inc.
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AGENDA
UNIVERSITY PLACE
COMMUNITY DEVELOPMENT DISTRICT
Hampton Inn and Suites
8565 Cooper Creek Blvd.
Sarasota, Florida 34201
REGULAR BOARD MEETING
June 28, 2023
4:30 P.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Public Comments
- F. Approval of Minutes
 - 1. May 24, 2023 Regular Board Meeting Minutes.....Page 2
 - 2. June 14, 2023 Workshop Board Meeting Minutes.....Page 8
- G. Old Business
 - 1. Status on Irrigation Pump Stations, Well Pumps and Main Line, Pump Replacement
 - 2. Evaluation of Costs and Benefits of Mainline Connectors for Irrigation Pump Station Redundancy
 - 3. Update on Sidewalk Drainage
 - 4. Update on Meeting Street Turn Around
 - 5. Update on 7 Oaks Landscaping
 - 6. Update on Perimeter Wall
 - 7. Update on Resident Gate Tower
 - 8. Discussion Regarding Replacement Sign for Inside Exit of the Honore Gate
 - 9. Update on Roadway Depression Remediation
 - 10. Update on Cooper Creek Median
- H. New Business
 - 1. Workshop Items as Required
- I. Administrative Matters
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 - 2. Legal Report
 - 3. Engineer Report
- J. Board Members Comments
- K. Adjourn

**NOTICE OF BOARD MEETING
UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the Board of Supervisors ("Board") of the University Place Community Development District ("District") will hold a Board Meeting on **June 28, 2023, at 4:30 P.M. in person** in the Hampton Inn Suites- Sarasota/Lakewood Ranch located at 8565 Cooper Creek Boulevard, Sarasota, Florida 34201.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. A copy of the agenda for this meeting may be obtained by contacting the District Manager by email at mkrozen@sdsinc.org or by telephone at 941-223-2475. This meeting may be continued to a date, time, and place to be specified on the record at the meeting.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at least forty-eight (48) hours prior to the meeting by contacting the District Manager at 561-630-4922. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY)/1-800-955-8770 (Voice), for aid in contacting the District Manager.

Each person who decides to appeal any action taken at this meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

University Place Community Development District

UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT

PUBLISH: SARASOTA HERALD TRIBUNE 06/16/23

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MAY 24, 2023**

A. CALL TO ORDER

The May 24, 2023, Regular Board Meeting of the University Place Community Development District (the “District”) was called to order at 4:32 p.m. at the Hampton Inn & Suites by Hilton – Sarasota/Lakewood Ranch located at 8565 Cooper Creek Boulevard, Sarasota, Florida 34201.

B. PROOF OF PUBLICATION

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in the *Sarasota Herald-Tribune* on April 22, 2023, as legally required.

C. ESTABLISH A QUORUM

A quorum was established with the following Supervisors in attendance:

Chairperson	Tamara Cashi	Present
Vice Chairman	William Poole	Present
Supervisor	Sarah Kupiec	Present
Supervisor	David Meyers	Present
Supervisor	Denise Broyhill	Present

Staff in attendance included the following:

District Manager	Michelle Krizen	Special District Services, Inc.
District Counsel	Andrew Cohen	Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
District Engineer	Robert Dvorak	BDI Engineering

Also present were the following:

Sandra Rahman	Bill Cowdright
Kathy Sitterle	Ernst Ruppert
David and Vickie Francis	Michaelene and Armand Houze
Frank and Karen Ingrassia	Mike and Sandy Otchet

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

E. PUBLIC COMMENT

Kathy Sitterle asked some questions regarding the wall discussion. How many houses? Who would pay? Would it be a violation of current policy? Ms. Cash explained that the Board was still on a fact finding mission to answer those questions, as well as determine the interests of the community.

Armond Houze noted that the roadway depression was possibly a county responsibility. The District Engineer clarified that the county had been notified and it was deemed a District responsibility. Mr. Houze noted he was against the stone surround removal and stated if we look in the 2018/2019 minutes, we will routinely see comments expressing dissatisfaction with the way the area looked. Mr. Houze also explained that when he was Chairman, he explored the wall with several companies. He is against the wall because it will do damage to the property and landscaping.

Frank Ingrassia asked who created the budget? He offered to share the spreadsheet he used when he was on the Board.

F. APPROVAL OF MINUTES

1. May 3, 2023, Regular Board Meeting

The minutes of the May 3, 2023, Regular Board Meeting were presented for consideration.

Mr. Cohen requested that Section 4 read: "Due to an oversight, the property was supposed to be deeded to the CDD, but an easement was prepared."

A **motion** was then made by Ms. Broyhill, seconded by Ms. Cash and passed unanimously approving the minutes of the May 3, 2023, Regular Board Meeting, as amended.

2. May 10, 2023, Workshop

The minutes of the May 10, 2023, Workshop were presented for consideration.

A **motion** was made by Ms. Cash, seconded by Ms. Broyhill and passed unanimously approving the minutes of the May 10, 2023, Workshop, as presented.

G. PRESENTATION BY ENVERA SYSTEMS

Jeff and Kim were present to talk about Envera Systems. This is the current system that has been in use since 2009. University Place has between 7,300 and 7,800 monthly visitors. There is real time monitoring with virtual gate guards. The Board liked the location of the camera to provide a better view. The camera installation would include all infrastructure required to place the cameras.

H. OLD BUSINESS

1. Status of Irrigation Pump Stations, Well Pumps and Mainline Pump Replacement

Mr. Meyers noticed that the filters at Pumps 1, 3 and 5 were currently sitting horizontally, not vertically, as is necessary for optimal pump function. Mr. Meyers requested \$2,142.87 to have W.E.T. replumb the filters. Ms. Cash asked if these would need replacement when the pumps are upgraded in the future. Mr. Meyers stated the filter would remain and attach to the new pump.

A **motion** was made by Ms. Cashi, seconded by Ms. Broyhill and passed unanimously authorizing \$2,142.87 to Water Equipment Technologies to replumb the filters at Pumps 1, 3 and 5.

Mr. Meyers advised of a resident with 4 small children fishing on Ponds 4 and 7, which are adjacent to Pump Station 5. The pump station has industrial equipment and high voltage. This is a dangerous area. Mr. Meyers requested a discussion regarding HOA/CDD policy regarding resident and recreational activities. Mr. Cohen stated the CDD could construct a fence or post signage. The CDD has no ability to fine for trespassing. Since this is an isolated incident, the Board reached a consensus to start with an educational e-blast to share with the community. Mr. Meyers will prepare a draft to share at the workshop. If there are further issues, the Board will then discuss the next steps.

2. Evaluation of Costs and Benefits of Mainline Connectors for Irrigation Pump Station Redundancy

Mr. Meyers had no updates at this time.

3. Update on Sidewalk Drainage – Engineer

This is scheduled to begin next week.

4. Update on Meeting Street Turn Around – Engineer

Mr. Cohen advised that the title search had been received today and would be shared with the HOA counsel. Mr. Cohen will draft an agreement after reviewing the tile search, assuming no issues are noted.

A **motion** was made by Ms. Kupiec, seconded by Ms. Broyhill and passed unanimously authorizing the Chairman to accept the deed of conveyance from the HOA when advised by District Counsel.

After acceptance, the District Engineer will coordinate the start date of the project.

5. Update on Stone Surround Removal and Landscaping – Kupiec

The Board was advised that they were still waiting on a start date for this project.

6. Update on Perimeter Wall

Ms. Kupiec is still working on a few items. The survey will be forwarded to Nicole to send out on May 31, 2023, which will be submitted by June 7, 2023. The results will be shared at the Workshop.

7. Update on Resident Gate Tower – Poole

Recently there have been several issue of the gates coming down. Sarasota Gate Access has installed a virtual loop. The gate strike notifications from Envera only work about 60% of the time. Sarasota Gate Access has requested they are the only ones making changes.

8. Discussion Regarding Replacement Sign for Inside Exit of the Honore Gate

The new pole is in place and the sign will be added shortly.

Mr. Meyers requested a letter for Doug to be able to recycle the old signs. The recycling location requires authorization. Ms. Krizen will provide a letter.

9. Update on Roadway Depression Remediation

This project is scheduled to begin on June 5, 2023.

10. Update on Cooper Creek Median

There was no update on this item at this time.

I. NEW BUSINESS

1. Consider Resolution No. 2023-10 – Adopting a Fiscal Year 2023/2024 Proposed Budget

Resolution No. 2023-10 was presented, entitled:

RESOLUTION NO. 2023-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; AND PROVIDING AN EFFECTIVE DATE.

Mr. Meyers requested the Board obtain a reserve study to look at the long-term infrastructure to accurately build reserves.

This budget is a high-water mark. There was discussion regarding some of the areas with increases such as legal and engineering. There was no internet previously budgeted, and the proposed budget includes a line item for \$7,000. The Board will continue to look at the budget and areas that can be adjusted.

A **motion** was made by Ms. Cashi, seconded by Ms. Kupiec and passed unanimously adopting Resolution No. 2023-10, as presented, setting the Public Hearing for August 23, 2023.

2. Update on Credit Card Users

Mr. Meyers requested his name be added as a credit card holder. He often purchases items for the pumps at a discounted price rather than purchasing from the vendors. Having to do this causes him to pay sales tax as well as wait for reimbursement from the District. Having a card would allow Mr. Meyers to make the necessary purchases without using his personal funds. Mr. Meyers would need to provide receipts to the management company.

A **motion** was made by Ms. Cashi, seconded by Ms. Kupiec and passed unanimously authorizing the management company to add David Meyers to the District's credit card.

3. Workshop Items, as Required

Pant Parents - Ms. Broyhill advised that the HOA owns the baskets and nothing will be decided without further discussion with the HOA.

Security Company decision -

Mr. Poole reviewed the process the Board has taken to select a company. Over the past year, the Board has discussed at Workshops and Board meetings. They have narrowed it down to Envera and Securitas. Both companies made presentations at recent Board meeting. Selecting Securitas the District owns the Kios, unlike Envera, who rents the Kios. The costs are essentially the same. A discussion ensued.

Mr. Ingrassia stated that the community had used Envera for years, why would the Board look to change companies? We know them and the product provided based on a presentation. Mr. Poole stated that for the past year he has been researching and vetting companies, which is how the District got to the final two options.

A **motion** was made by Mr. Poole, seconded by Ms. Broyhill and passed unanimously authorizing Bill Poole to work with District staff, accept Securitas proposal, and schedule the installation. Mr. Poole will also request a camera placement change.

J. ADMINISTRATIVE MATTERS

1. Financials

Mr. Meyers noticed the report showed R & M pump station with a Year To Date Actual from 10/1/22 - 4/30/23 of \$12,301. His accounting showed the amount of \$17,185.99 for the same period. He contacted me before the meeting with that information and I was able to determine the following:

There are three Water Equipment Technologies invoices (#21269 -\$790, #21271 - \$9,174.81, #21423 - \$500) that are currently coded to R&M – Irrigation). We can switch these to Irrigation Pump expense in time for the next meeting.

There are two items currently being coded to Irrigation Pump that are not on the list provided by Mr. Meyers (a charge for \$73.56 from Home Depot for padlocks and a line item of \$5,608.43 – which was provided by the prior manager – we do not know what this amount consists of). We can switch these to R&M – Irrigation.

Mr. Meyers had no further questions and will look to see the adjustments are made prior to the June meeting.

2. Legal Report

Mr. Cohen had nothing further to report.

3. Engineer's Report

Mr. Dvorak had nothing further to report at this time.

K. BOARD MEMBER COMMENTS

Ms. Krizen noted that there was a Frontier account that is either misnamed or misassigned. She is working with the HOA and Board Members to identify the use of the line. The account is in the HOA name however, the CDD has paid the bill since 2008.

Mr. Poole requested the HOA handyman, Rob, paint the pole and iron gates before the new systems is installed.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Kupiec, seconded by Ms. Broyhill and passed unanimously adjourning the meeting at 6:23 p.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

CDD Workshop Jun 14 2023

Board members present: David, Denise, Bill

Residents: Armand Houze, Colleen Lynch, Sandy Bussiere

Denise gave an update on her meeting with Permacast walls. The total estimate for Cooper Creek and Honore is approximately (this is a very rough estimate) \$1.2-\$1.5 million. She did not get three quotes because their most basic level of wall covers all of our needs: noise reduction, ballistic protection, impenetrable to car crashes, etc. The wall can be on posts ten feet apart or twenty feet apart. The 20 feet apart wall is less expensive but it is harder to go around trees. But the trees can be cut if necessary. The quote is for the 10 feet sectioned wall. The less expensive wall would be about \$225K-\$275K less.

Denise worked with the HOA to identify trees that need to be trimmed on CDD property, but a resident removed the tapes twice. We don't know if they will be tagged again.

David is contacting 3 companies for pump quotes Watertronics, Percision Pumping Systems, and Hoover Pumps.

He is also working on getting a proposal to interconnect the main lines

Regarding the hanging baskets, When the irrigation is down, the baskets are also down, and sometimes might be down for several weeks. Connecting the pumps would help this. Also, there are bubblers in the baskets which can get clogged. We are waiting to see what the HOA decides to do about the baskets before making any irrigation changes.

There was an outage at pump station 4 - a part has been replaced.

Pump station 1 (Charleston) needs to have the filter put vertically, but it is too close to electrical lines so things will have to be replumbed and relocated to meet county requirements.

Regarding ponds, David would like a 5 year moratorium on stocking carp so that we can remove the grates which are a threat to flooding the neighborhood in a severe weather event.

David looked at the service meters that run the irrigation and noticed that the HOA fountains and lights are running off of CDD electricity for thousands of dollars a year. He recommends that we have this measured so we can allocate expenses from the HOA.

Regarding the Frontier line at the gatehouse, we are waiting for Securitas to begin installation and see if that line is needed before cancelling it.

David discussed getting the Honore security camera moved out of the median strip farther. Bill said that Michelle said it wouldn't be monitoring CDD property and we couldn't do it. Also, it would completely change the price quote from Securitas. We discussed removing some lower landscaping under the palm trees there to resolve the view issue.

David also recommended that we send a letter to the handyman Doug to not do unauthorized work, like sealing the road or changing the gate status as examples.

Colleen asked if we could get the crosswalks painted because of speeders. It was agreed that the speeders will still speed regardless of the paint.

David mentioned that TLC zooms through the waterline between ponds 4 and 7 and breaks off the heads. He is considering putting a PVC line in the ground with regular heads.

Bill reported that Envira will continue to monitor the gates until Securitas takes over.
Colleen asked that we look at the Honore pedestrian gate which seems to be sticking.