



**UNIVERSITY PLACE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MANATEE COUNTY  
REGULAR BOARD MEETING  
SEPTEMBER 27, 2023  
4:30 P.M.**

Special District Services, Inc.  
27499 Riverview Center Boulevard, #253  
Bonita Springs, FL 33134

[www.universityplacecdd.org](http://www.universityplacecdd.org)

561.630.4922 Telephone

877.SDS.4922 Toll Free

561.630.4923 Facsimile

**AGENDA**  
**UNIVERSITY PLACE**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Hampton Inn Suites – Sarasota/Lakewood Ranch  
8565 Cooper Creek Boulevard  
Sarasota, Florida 34201  
**REGULAR BOARD MEETING**  
September 27, 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. August 23, 2023 Regular Board Meeting & Public Hearing.....Page 2
  - 2. September 13, 2023 Workshop Board Meeting Minutes.....Page 8
- G. Old Business
  - 1. Update on Gates and Securitas
  - 2. Status on Irrigation Pump Stations, Well Pumps and Main Line, Pump Replacement
  - 3. Evaluation of Costs and Benefits of Mainline Connectors for Irrigation Pump Station Redundancy
  - 4. Update on Meeting Street Turn Around
  - 5. Update on Cooper Creek Median
- H. New Business
  - 1. Consider Resolution No. 2023-13 – Adopting a Fiscal Year 2023/2024 Workshop Meeting Schedule....Page 10
  - 2. Workshop Items as Required
- I. Administrative Matters
  - 1. Financials.....Page 12
  - 2. Legal Report
  - 3. Engineer Report
- J. Board Members Comments
- K. Adjourn

Publication Date  
2023-09-15

Subcategory  
Miscellaneous Notices

UNIVERSITY PLACE  
COMMUNITY DEVELOPMENT DISTRICT  
REVISED FISCAL YEAR 2022/2023 and FISCAL YEAR 2023/2024  
REGULAR MEETING  
SCHEDULES

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the University Place Community Development District will hold Regular Meetings in Hampton Inn Suites- Sarasota/Lakewood Ranch located at 8565 Cooper Creek Boulevard, Sarasota, Florida 34201 at 4:30 p.m. on the following dates:

September 27, 2023

October 23, 2023

November 27, 2023

January 22, 2024

February 26, 2024

March 25, 2024

April 22, 2024

June 24, 2024

July 22, 2024

August 26, 2024

September 23, 2024

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the Districts website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT

[www.universityplacecdd.org](http://www.universityplacecdd.org)

Pub: Sept 15, 2023; #9268686

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
AUGUST 23, 2023**

**A. CALL TO ORDER**

The August 23, 2023, Regular Board Meeting of the University Place Community Development District (the “District”) was called to order at 4:30 p.m. at the Hampton Inn & Suites 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 August 3, 2023, and August 10, 2023, as legally required.

**C. ESTABLISH A QUORUM**

A quorum was established with the following Supervisors in attendance:

Chairperson	Tamara Cash	Present via phone
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.

A **motion** was made by Ms. Kupiec, seconded by Mr. Poole and passed unanimously allowing Ms. Cash to participate and vote by telephone.

Also present were the following:

Sandra and Arnold Rahman	Colleen Lynch
David and Vickie Francis	Doug Pewterbaugh
Roland Lascari	Kathy Sitterle
Susan Lerman	C & E Ruppert
Armand and Michalene Houze	Gary Green
June Busby	Shirley and Ric Romanoff
Michael Shacket	Frank and Karen Ingrassia
Shelby and Pat Black	

**D. ADDITIONS OR DELETIONS TO AGENDA**

There were no additions or deletions to the agenda.

## **E. PUBLIC COMMENT REGARDING NONBUDGET ITEMS**

Armand Houze noted his opposition to a wall being built. There will be landscaping issues as well as other costly issues to have one built. The survey showed 3-1 against the wall. Mr. Houze also would like have the minutes regarding his public comments from the July 19, 2023, meeting amended. Mr. Houze would like his comments to read: *"He brought up the 7 Oaks landscaping..." & the rocks brought from Cooper Creek tree circles, those for retaining mulch but removed as too hard to trim around; & ironically however, those removed rocks were placed around the 7 Oaks landscaping improvement for edging that will no differently, will require the identical trimming effort.*

June Busby, Vicki Francis and Kathy Sutterly also stated they were opposed to a wall.

## **F. APPROVAL OF MINUTES**

### **1. July 19, 2023, Regular Board Meeting**

The minutes of the July 19, 2023, Regular Board Meeting were presented for consideration.

Mr. Houze would like his comments to read: *"He brought up the 7 Oaks landscaping..." & the rocks brought from Cooper Creek tree circles, those for retaining mulch but removed as too hard to trim around; & ironically however, those removed rocks were placed around the 7 Oaks landscaping improvement for edging that will no differently, will require the identical trimming effort.*

A **motion** was then made by Ms. Broyhill, seconded by Ms. Kupiec and passed unanimously approving the minutes of the July 19, 2023, Regular Board Meeting, as amended.

### **2. August 9, 2023, Workshop**

The minutes of the August 9, 2023, Workshop were presented for consideration.

A **motion** was made by Ms. Broyhill, seconded by Ms. Kupiec and passed unanimously approving the minutes of the August 9, 2023, Workshop, as presented.

Ms. Krizen then recessed the Regular Board Meeting and opened the Public Hearing.

## **G. PUBLIC HEARING**

### **1. 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 August 3, 2023, and August 10, 2023, as legally required.

Ms. Broyhill and Ms. Cashi presented the budget to the residents. The "high water mark" that was presented in May has been decreased. The total Operations and Maintenance Assessment would be \$782,494.

### **2. Receive Public Comment on Fiscal Year 2023/2024 Final Budget**

A question was asked regarding what constituted administrative costs? Supervisor Fees, Payroll Taxes, Management, Legal, Engineering, Insurance, Legal Advertising were some examples provided.

Mr. Ruppert asked if the District was earning interest from the reserve money. Mr. Ruppert was concerned that the money was not accruing interest. Ms. Krizen explained the reserve funds were currently in a 12-month CD. When the CD matures, the money will continue to earn interest. Mr. Cohen mentioned Florida Class and suggested the District look into that as a possibility.

Mr. Romanoff questioned the insurance coverage. It was explained that there was coverage for property, liability, employees and volunteers.

A **motion** was made by Ms. Cash, seconded by Ms. Broyhill and passed unanimously closing the Public Hearing and reconvening the Regular Board Meeting.

### **3. Consider Resolution No. 2023-11 – Adopting a Fiscal Year 2023/2024 Final Budget**

Resolution No. 2023-11 was presented, entitled:

#### **RESOLUTION NO. 2023-11**

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

Mr. Meyers requested that the line item under utility read “Electricity Aerators, Fountains, Irrigation well pump” instead of utility Irrigation water.

A **motion** was made by Ms. Cash, seconded by Ms. Broyhill and passed unanimously adopting Resolution No. 2023-11, as amended.

#### **H. OLD BUSINESS**

##### **1. Update on Gates and Securitas**

Mr. Poole explained that Securitas was working on getting data from homeowners for barcoding. We anticipate an October installation date with Envera monitoring until Securitas has been installed. It was asked if the existing key fob would work or if there would be a second fob. The same company owns both and we think that one will also work.

##### **2. Status of Irrigation Pump Stations, Well Pumps and Main Line Pump Replacement**

The District has purchased UPS uninterruptable power supplies for the four major irrigation controllers. Three of them have been installed and the fourth is more complex electrical and requires rewiring. Mr. Meyers received a quote in the amount of \$475 from American Pride.

A **motion** was made by Mr. Meyers, seconded by Ms. Cash and passed unanimously authorizing American Pride to install the uninterruptable power supply for a cost of \$475.

Mr. Meyers would like to attend the Irrigation Associations Annual Conference the last week of November (1 ½ days). This would allow Mr. Meyers to develop a working relationship and research the controllers.

A **motion** was made by Ms. Cashi seconded by Mr. Poole and passed unanimously to provide a not to exceed budget of \$500 for Mr. Meyers to attend the Irrigation Associations Annual Conference in San Antonio.

Pump 1 lost the variable frequency drive, a major electronic component. It cost over \$7,000 and has been installed. The pump was out for over a month, as it took time to diagnose the problem. Ms. Cashi and Mr. Meyers approved the expenditure. All the pumps are currently working. The pumps are old and have issues, especially Pump 1.

Mr. Meyers received three quotes for new a replacement for Pump 1. Proposals were received from Hoover, Precision, and Watertronics. The major difference is Hoover has a service network with pump technicians and spare parts to decrease any down time.

A **motion** was made by Ms. Kupiec seconded by Ms. Broyhill and passed unanimously authorizing District staff to negotiate and execute a contract with Hoover to replace Pump 1 for the cost of \$72627.69.

The “Danger” signs have been delivered and will be installed by Rob by Pump 5. A resident asked if the cabinets for the pumps were locked. It was confirmed the pumps were locked with new keys. An email with pictures will be sent out to remind the residents to stay away from the pumps.

### **3. Evaluation of Costs and Benefits of Mainline Connectors for Irrigation Pump Station Redundancy**

Gary Marsh Irrigation Design Associates installed the mainlines. There was a valve on Charleston Street Mr. Meyers will bring in a specialty firm that does underground utility locations. Once it is located, there will be a slight dig to confirm. Then we would be able to get a proposal to tie Pumps 1 and 2 together, giving the pumps 30% greater life.

### **4. Update on Meeting Street Turn Around**

This project has been delayed and is expected to begin in 2 to 3 weeks.

### **5. Update on Perimeter Wall**

This item will be further discussed at the next Workshop Meeting.

### **6. Update on Cooper Creek Median**

Damage was done to the irrigation system. TLC sent a proposal. Ms. Cashi and Ms. Krizen have reached out to PCL to have the damages repaired. Mr. Meyers and Ms. Krizen will coordinate and reach back out to PCL.

## **I. NEW BUSINESS**

## **1. Consider Resolution No. 2023-12 - Adopting a Fiscal Year 2023/2024 Meeting Schedule**

Resolution No. 2023-12 was presented, entitled:

### **RESOLUTION NO. 2023-12**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

A motion was made by Ms. Kupiec, seconded by Ms. Broyhill and passed unanimously adopting Resolution No. 2023-12, amended to reflect: October and November meetings should read 2024, not 2023. The June date should be June 24, 2024, not June 25, 2024.

## **2. Workshop Items, as Required**

There were no Workshop items to come before the Board.

## **J. ADMINISTRATIVE MATTERS**

### **1. Financials**

Ms. Krizen presented the financials. There were no questions.

Ms. Krizen advised that the next meeting was scheduled for September 27, 2023, at the same location.

In an attempt to reduce the costs of the professionals, the District Manager should be the first point of contact, unless the topic has already been Board approved, such as negotiating contracts.

### **2. Legal Report**

Mr. Cohen had nothing further to report.

### **3. Engineer's Report**

There was no Engineer's Report at this time.

## **K. BOARD MEMBER COMMENTS**

There were no further comments from the Board Members.

## **L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. Broyhill, seconded by Ms. Kupiec and passed unanimously adjourning the meeting at 6:15 p.m.



**ATTESTED BY:**

---

Secretary/Assistant Secretary

---

Chairperson/Vice-Chair

University Place CDD workshop 9/13/2023

4 supervisors present: Tami Cashi, David Meyers, Bill Poole and Denise Broyhill

Several residents including Doug our handyman came, and we did not take attendance

We discussed the wall survey. Denise suggested discarding the first survey since several homeowners voted either two or three times, and there were too many votes with no addresses attached. So the vote totals cannot be considered accurate. We will approve a new survey at a future date.

David shared the contract for the new irrigation pump. He also discussed the problems with pump station 5 and difficulties to repair and maintain. He recommended getting a new for that station also and said the whole would be approximately \$75K.

David also mentioned 12 viburnum dying along Cooper Creek due to lack of water. Denise suggested planting clusia there instead as they are more drought tolerant. David will contact TLC to make sure they are doing proper maintenance in those areas.

David presented a quote from Ballenger Irrigation for \$2,484 to look into possibly connecting pumps one and two.

He also presented a quote for \$417 to fix the back gate on Honore giving access to pump station 5.

Denise asked when we can stop paying for flower basket maintenance. We need official signoff from the HOA that they are taking it over.

Denise will get a quote to replace 2 signs at the entrances of the access road.

There is an issue with children riding motorbikes very fast through the neighborhood. Tami will put together some sort of blast to the neighborhood about the safety of this.

The February 2024 meeting dates will be changed to Feb 7 (workshop), and Feb 26 (public mtg)

Doug asked if we can replace the pilots at the emergency access road entrances. They're painted black and chipped, and in disrepair. He presented a quote for about \$100/ea and we would need 8-9.

Tami updated that Meeting St construction has still not started due to additional delays. Tami also relayed that Susan Lerman asked if there is any extra fill for this project if it can be used to fill the ditch at the end of that area.

Tami is aware of a parking issue on Indigo Ridge. The website needs to be updated for easier access to filing a report on parking issues.

Tami mentioned that we need new signs for the entire neighborhood and we should look into budgeting them for next year's budget.

David asked if there have been any alternate candidates for a new reserve study. Denise, Tami and Bill agreed that this is a large expense and we'd rather spend the money on actual repairs.

Denise would like to get pricing for putting clusia shrubs along Cooper Creek and Honore possibly in lieu of not getting a perimeter wall.

Bill updated everyone on the timeline for the new gate installation. Some barrier arms need to be replaced at some point.

6:00 adjourned

**RESOLUTION NO. 2023-13**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A WORKSHOP MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for the University Place Community Development District ("District") to establish a workshop meeting schedule for fiscal year 2023/2024; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2023/2024 which is attached hereto and made a part hereof as Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT, MANTEE COUNTY, FLORIDA, AS FOLLOWS:**

**Section 1.** The above recitals are hereby adopted.

**Section 2.** The workshop meeting schedule, time and location for meetings for fiscal year 2023/2024 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 27<sup>th</sup> day of September, 2023.

**ATTEST:**

**UNIVERSITY PLACE  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

**NOTICE OF FISCAL YEAR 2023/2024 WORKSHOP SCHEDULE  
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 Workshops **at 4:30 P.M. in person** in the Community Room located at 7805 Charleston Street, Bradenton, Florida on the following dates:

**October 11, 2023  
November 8, 2023  
December 13, 2023  
January 10, 2024  
March 13, 2024  
February 7, 2024  
April 10, 2024  
May 8, 2024  
June 12, 2024  
July 10, 2024  
August 14, 2024  
September 11, 2024**

The Workshops are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Copies of the agendas for these Workshops may be obtained by contacting the District Manager by email at [mkrozen@sdsinc.org](mailto:mkrozen@sdsinc.org) or by telephone at 941 223-2475. Workshops may be continued to a date, time, and place to be specified on the record at the Workshop.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these Workshops is asked to advise the District Office at least forty-eight (48) hours prior to the Workshop by contacting the District Manager at 941-223-2475. 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 these Workshops 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**