



**UNIVERSITY PLACE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MANATEE COUNTY  
REGULAR BOARD MEETING  
NOVEMBER 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**  
November 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. October 23, 2023 Regular Board Meeting.....Page 2
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  - 1. Update on Gates and Securitas
  - 2. Status on Irrigation Pump Stations, Well Pumps and Main Line, Pump Replacement
  - 3. Update on Mainline Connectors
  - 4. Update on Meeting Street Turn Around
  - 5. Update on Cooper Creek Median
- H. New Business
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- I. Administrative Matters
  - 1. Financials.....Page 11
  - 2. Legal Report
  - 3. Engineer Report
- J. Board Members Comments
- K. Adjourn

# LOCALiQ

The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune

PO Box 631244 Cincinnati, OH 45263-1244

## PROOF OF PUBLICATION

Laura Archer  
University Place Comm & Dev District c/o Special District Srv, Inc.  
2501 Burns RD # A  
Palm Beach Gardens FL 33410-5207

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Herald-Tribune, published in Sarasota County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of Sarasota County, Florida, or in a newspaper by print in the issues of, on:

09/15/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/15/2023

Legal Clerk

Notary, State of WI, County of Brown

3/17/27

My commission expires

Publication Cost: \$214.50

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1

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KAITLYN FELTY  
Notary Public  
State of Wisconsin

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 District's 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  
Pub: Sept 15, 2023; #9268686

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 23, 2023**

**A. CALL TO ORDER**

The October 23, 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 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 September 29, 2023, as part of the District’s Fiscal Year 2023/2024 Meeting Schedule, 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 Engineer	Robert Dvorak	BDI Engineering

Also present were those indicated on the attendance sign-in sheet.

**D. ADDITIONS OR DELETIONS TO AGENDA**

There were no additions or deletions to the agenda.

**E. PUBLIC COMMENT**

Armand Houze requested an update on some landscape issues. He also expressed his desire to not have a wall built.

Several other residents asked questions or stated opinions regarding a wall.

**F. APPROVAL OF MINUTES**

**1. September 27, 2023, Regular Board Meeting**

The minutes of the September 27, 2023, Regular Board Meeting were presented for consideration.

A **motion** was made by Mr. Poole, seconded by Ms. Cash and passed unanimously approving the minutes of the September 27, 2023, Regular Board Meeting, as presented.

## **2. October 11, 2023, Workshop Meeting**

The minutes of the October 11, 2023, Workshop were presented for consideration.

Under Armand Houze's comments it should read "Honore Gate" not "Honore bate".

Under the section regarding David Meyers: "pump s" should read as "pumps".

A **motion** was made by Ms. Broyhill, seconded by Ms. Cash and passed unanimously approving the minutes of the October 11, 2023, Workshop, as amended.

## **G. OLD BUSINESS**

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

An email went out to residents today with information for training and logging into the system. The iron swing gates will soon be controlled individually. The app will have the option to notify you via text or email when an approved visitor goes through the gate.

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

All 9 pumps are currently running, there has only been 1 outage in the past month at Pump Station 5. The new pump for Pump Station 1 is scheduled for an early December install. There will be a crew out prior to salvaging any parts from the pump that can be reused. A concrete pad installation is required prior to the installation of the new pump station. In order to create a good base for the concrete pad, some roots will need to be removed.

A **motion** was made by Ms. Cash, seconded by Ms. Kupiec and passed unanimously authorizing a not to exceed amount of \$700 to TLC to prepare the area for a concrete pad by removing the roots.

A **motion** was made by Ms. Kupiec, seconded by Ms. Broyhill and passed unanimously authorizing Freedom Fence to repair the small swing gate in the amount of \$404.49.

### **3. Update on Mainline Connectors**

The connector has been located. The connection is currently a 2" pipe and would need to be a 4" pipe in order to have the correct flow to irrigate. There is a unknown distance between the connection and the T with the reducer.

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

The work is currently underway; two weeks ago the first side was poured. The second side is deeper and requires a pump for completion. There are a few oak trees that will need to be cut so that the area can be used as intended. Ms. Kupiec will meet with TLC to coordinate. The District Engineer will be doing a walk through before the District makes final payment.

## 5. Update on Cooper Creek Median

TLC has followed up with a letter stating that TLC explained to PCL there would be damages and PLC would be responsible for them. Ms. Krizen will share the pictures and letter from TLC with PCL and try to coordinate an agreement. Mr. Meyers has been working on an “economy plan” that would rework the existing irrigation to cover the area. This is currently at a cost of \$585.93 and would have additional fees. The Board reached consensus to not authorize any spending, since the responsibility lies with PLC.

The TLC contracts for irrigation and landscaping are scheduled to be renewed annually. This will be due in November. There is currently a clause regarding work not specified in the contract but is necessary. Mr. Meyers would like that statement to be updated to require the Board liaison and District Manager be notified when work is needed. There was also discussion regarding the contract length, updating annually versus extending it a few years. A consensus of the Board was reached to present the extended length of the contract and adding the direction for TLC to contact the District Manager and Board liaison to District Counsel to be considered in the contract updates.

## H. NEW BUSINESS

### 1. Consider Resolution No. 2023-14 - Adopting a Fiscal Year 2022/2023 Amended Budget

Resolution No. 2023-14 was presented, entitled:

#### RESOLUTION NO. 2023-14

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Ms. Broyhill, seconded by Ms. Cashi and passed unanimously adopting Resolution No. 2023-14, as presented.

### 2. Workshop Items, as Required

Ms. Kupiec discussed the ditch at Planters Knoll. Mr. Dvorak has indicated that this was an HOA issue. Ms. Cashi will advise the HOA to seek resolution. Mr. Romanoff said a study had been done by Jack Nolton with American Engineering confirming this.

Ms. Cashi discussed the Noise Committee Meeting and the berm on 75. There will be an updated noise study in 2028.

The wall survey was discussed. It is a simple two question survey that will be sent out by the HOA through Survey Monkey. For residents that do not use email, surveys will be made available at the pool. Some residents discussed the possibility of using the tubes. Unfortunately there was no one available to distribute the surveys. Surveys will be due November 3.

## I. ADMINISTRATIVE MATTERS

**1. Financials**

The financials were presented by Ms. Krizen. There were no questions from the Board Members.

The next meeting is scheduled for November 27, 2023.

**2. Legal Report**

There was no Legal Report at this time.

**3. Engineer's Report**

Mr. Dvorak had nothing further to report but was available for questions.

**J. BOARD MEMBER COMMENTS**

There were no comments from the Board Members.

**K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. Kupiec, seconded by Mr. Poole and passed unanimously adjourning the meeting at 5:57 p.m.

**ATTESTED BY:**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice-Chair

3 supervisors present: Bill Poole, David Meyers, Denise Broyhill

Ed and Lorraine Allen (residents across the street from Meeting St turn around) said that an unqualified/unlicensed contractor moved their Backflow and the county meter without permission. They're now being told it won't be fixed until the 20th of this month, and the county gave them a deadline until the 27th to get it fixed properly. Denise felt this was too close to the deadline, in case something isn't right. The residents said without water, they would have to move out and charge hotel expense to the CDD. There are at least 70 approved backflow contractors listed with Manatee County, and we should be able to find someone to correct this sooner. A few residents mentioned using Casey's who has a very fast response time (this is the backflow contractor Denise is familiar with also and they are usually priced well under the others.) How's It Flowing is another one used commonly in the neighborhood. Also regarding that same resident, their landscaping was torn up and will need to be replaced.

Denise reported on the wall survey - approximately 8%-9% of residents approved the wall construction. She suggested we drop the idea as it isn't supported by the neighborhood. The survey yielded that 35% of the neighborhood support planting clusia along the fences, and another approximately up to another 15% would support it based on comments on the surveys, if they had pricing provided. Denise said that Tami suggested since it wasn't in the budget for this year, that we look at it again in the spring or summer possibly as part of the budget for the following year. David mentioned that the viburnum would brow better if they had water and annual fertilization. Denise felt that clusia would still be a good option because they don't need either water or fertilization.

Bill gave updates on the Securitas installation. There have been a lot of questions and issues getting the most recent decals to work. The HOA/Sunstate are saying that they can't keep up with the workload this is generating. Denise offered to help input the data and get everyone working until it levels off.

Bill updated that the visitor arm will be down (operational) starting on Monday the 13th. There is still a part needed for the barrier swing gates. For now, when issuing key fobs, the HOA will have to ask if the residents want access to both the pools and gates.

David showed a rusted electrical outlet box that he thinks could fail in bad weather situations. Bill said Securitas said it would be resolved with an outdoor outlet cover. Bill will follow up with Securitas about a possible replacement box.

A resident asked if we could get a phone number that Securitas calls out on so they could add it to phone contacts and it wouldn't come through as an unknown number. Bill is asking about that.

David updated on pumps - there was an outage on pump station 4. The cost of a controller is about \$100. Pump Station 3 was oscillating, and the fix for that is about \$500. There is still the irrigation issue along Cooper Creek median strip. The meeting with PCL is next week. The total for repairing the damage is \$1,003.39. The pump for the station next to the Charleston pool is scheduled to be delivered early December.

Regarding tree trimming, the old (expired) contract with TLC does cover trimming the trees. Do we need to sign a new contract with them so we can get this completed? David has addenda he wants added to that contract and suggested making it 3 years.

Regarding the plant baskets - David mentioned that we can't control the irrigation adequately and feels it is a losing battle to continue to irrigate them. He mentioned planting the plants in the ground. Even with volunteers, it is not working. The cost would be enormous to put sensors in the baskets to water them how they need to be watered and with the basket lining and contents.



**FIRST ADDENDUM TO THE IRRIGATION MAINTENANCE SERVICES  
AGREEMENT FOR UNIVERSITY PLACE COMMUNITY DEVELOPMENT**

**THIS FIRST ADDENDUM TO THE IRRIGATION MAINTENANCE SERVICES AGREEMENT BY AND BETWEEN UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT AND TOTAL LANDSCAPE CARE, INC.**, (the "Addendum"), is made and entered into effective as of the \_\_\_ day of \_\_\_\_\_, 2023 by and between the UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, with an address of c/o Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410 (the "District") and TOTAL LANDSCAPE CARE, INC., with an address of 6751 26<sup>th</sup> Court East, Sarasota, Florida 34243 (the "Contractor").

**WHEREAS**, the District was established for the purpose of financing, funding, planning, establishing, acquiring, constructing, or reconstructing, enlarging, or extending, equipping, operating, and maintaining systems and facilities for certain infrastructure improvements; and

**WHEREAS**, the District is responsible for the irrigation maintenance for certain areas within and around the District; and

**WHEREAS**, the District and the Contractor entered into an Irrigation Maintenance Services Agreement on or about November 1, 2021 ("Irrigation Agreement"), incorporated by reference herein; and

**WHEREAS**, the parties now desire to amend the Irrigation Agreement language in Article III to extend the contract term; and

**WHEREAS**, the parties further wish to amend the Irrigation Agreement to change the language in Article II, Section 1; and

**WHEREAS**, the District and the Contractor each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of the parties hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree as follows:

1. The Irrigation Agreement is hereby revised in Article III to confirm and extend the original term of agreement. The original term of one (1) year unless terminated earlier as provided for in the Irrigation Agreement and extended for one (1) year terms is amended to a three (3) year term to begin with the execution of this Addendum, such that the termination date (unless extended) is October 31, 2024. The parties, by signature below acknowledge continuous operation of

the Irrigation Agreement as amended and waive any arguments of any lapse in the Irrigation Agreement terms.

2. Article II, Section 1 of the Irrigation Agreement is amended to read, “Should any work and/or services be required which are not specified in this Contract or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Contract. Contractor will notify the District’s board liaison and the District’s management prior to work commencing. Contractor will contact the liaison and District management of the work performed in emergency situations as time permits.”
  
3. In the event of conflict between the provisions of this Addendum and the Irrigation Agreement, the provisions of this Addendum shall control. Except as previously and hereby modified by the parties, the terms, and conditions of the Irrigation Agreement are ratified, and confirmed. Contractor, to the extent such documentation has not already been provided, shall provide updated insurance certificates for all insurance required by the Irrigation Agreement. The validity, interpretation, and enforcement of this Addendum and of the rights and obligations of the parties hereto shall be governed by and construed and interpreted in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the parties have made and executed this Addendum as of the day and year last written below.

**Total Landscape Care, Inc.**

**University Place Community  
Development District**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**FIRST ADDENDUM TO THE LANDSCAPE MAINTENANCE SERVICES  
AGREEMENT FOR UNIVERSITY PLACE COMMUNITY DEVELOPMENT**

**THIS FIRST ADDENDUM TO THE LANDSCAPE MAINTENANCE SERVICES AGREEMENT BY AND BETWEEN UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT AND TOTAL LANDSCAPE CARE, INC.**, (the "Addendum"), is made and entered into effective as of the \_\_\_ day of \_\_\_\_\_, 2023 by and between the UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, with an address of c/o Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410 (the "District") and TOTAL LANDSCAPE CARE, INC., with an address of 6751 26<sup>th</sup> Court East, Sarasota, Florida 34243 (the "Contractor").

**WHEREAS**, the District was established for the purpose of financing, funding, planning, establishing, acquiring, constructing, or reconstructing, enlarging, or extending, equipping, operating, and maintaining systems and facilities for certain infrastructure improvements; and

**WHEREAS**, the District is responsible for the landscape maintenance for certain areas within and around the District; and

**WHEREAS**, the District and the Contractor entered into a Landscape Maintenance Services Agreement on or about November 1, 2021 ("Landscape Agreement"), incorporated by reference herein; and

**WHEREAS**, the parties now desire to amend the Landscape Agreement language in Article III to extend the contract term; and

**WHEREAS**, the parties further wish to amend the Landscape Agreement to change the language in Article II, Section 1; and

**WHEREAS**, the District and the Contractor each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of the parties hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree as follows:

1. The Landscape Agreement is hereby revised in Article III to confirm and extend the original term of agreement. The original term of one (1) year unless terminated earlier as provided for in the Landscape Agreement and extended for one (1) year terms is amended to a three (3) year term to begin with the execution of this Addendum, such that the termination date (unless extended) is October 31, 2024. The parties, by signature below acknowledge continuous operation of

the Landscape Agreement as amended and waive any arguments of any lapse in the Landscape Agreement terms.

2. Article II, Section 1 of the Landscape Agreement is amended to read, "Should any work and/or services be required which are not specified in this Contract or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Contract. Contractor will notify the District's board liaison and the District's management prior to work commencing. Contractor will contact the liaison and District management of the work performed in emergency situations as time permits."
  
3. In the event of conflict between the provisions of this Addendum and the Landscape Agreement, the provisions of this Addendum shall control. Except as previously and hereby modified by the parties, the terms and conditions of the Landscape Agreement are ratified and confirmed. Contractor, to the extent such documentation has not already been provided, shall provide updated insurance certificates for all insurance required by the Landscape Agreement. The validity, interpretation, and enforcement of this Addendum and of the rights and obligations of the parties hereto shall be governed by and construed and interpreted in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the parties have made and executed this Addendum as of the day and year last written below.

**Total Landscape Care, Inc.**

**University Place Community  
Development District**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

University Place  
Community Development District

**Financial Report For  
October 2023**

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**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
OCTOBER 2023**

	Annual Budget 10/1/23 - 9/30/24	Actual Oct-23	Year To Date Actual 10/1/23 - 10/31/23
<b>REVENUES</b>			
O&M Assessments	782,494	0	0
Debt Assessments	290,016	0	0
Other Revenue	0	0	0
Interest Income	9,500	6,737	6,737
<b>Total Revenues</b>	<b>\$ 1,082,010</b>	<b>\$ 6,737</b>	<b>\$ 6,737</b>
<b>EXPENDITURES</b>			
<b>Administrative</b>			
Payroll - Board of Supervisors	20,000	2,000	2,000
FICA Taxes	1,530	153	153
Arbitrage Rebate	600	0	0
Continuing Disclosure	1,000	0	0
Engineering	20,000	3,535	3,535
Management Fees	36,000	3,000	3,000
Website Fee	1,500	125	125
Legal Fees	20,000	1,514	1,514
Field Operations Management	6,000	500	500
Assessment Roll	4,000	0	0
Audit Fees	6,800	0	0
Insurance	10,900	11,323	11,323
Legal Advertisements	2,000	0	0
Miscellaneous	5,000	305	305
Postage and Delivery	600	26	26
Office Supplies	400	6	6
Printing & Binding	0	0	0
Dues, Licenses & Subscriptions	500	175	175
Annual District Filing Fee	0	0	0
Conference & Seminars	1,960	0	0
Trustee Fee	4,865	0	0
Cable/Internet/Phone	7,000	1,023	1,023
Settlement Payment	0	0	0
Paymaster - Processing fee	0	131	131
Bank Service Charges	0	39	39
Administrative Contingency	1,000	0	0
<b>Other Public Safety</b>			
Electricity	13,000	448	448
Security	75,600	0	0
Roving Patrols	0	0	0
Utility - Water & Sewer	486	711	711
R&M - Gatehouse	5,000	0	0
Gate - Contingency/Reserve	7,326	4,450	4,450
Miscellaneous Maintenance	1,000	1,399	1,399
Insurance - Other Public Safety	0	0	0
Gate System With Security Monitoring	0	0	0

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
OCTOBER 2023**

	Annual Budget 10/1/23 - 9/30/24	Actual Oct-23	Year To Date Actual 10/1/23 - 10/31/23
<b>Landscape</b>			
Contracts - Landscape Maintenance	84,050	6,896	6,896
R&M - General Landscape	10,000	0	0
R&M - Renewal & Replacement	2,500	0	0
R&M - Streetlights	500	0	0
R&M - Wetland	500	0	0
Reserve - Culverts	3,664	0	0
Reserve - Ponds	10,988	0	0
<b>Irrigation Services</b>			
Contracts - Irrigation	80,130	6,483	6,483
Utility - Irrigation Water	24,000	3,147	3,147
R&M - Irrigation	40,000	3,913	3,913
R&M - Pump Station	35,000	500	500
Reserve - Irrigation	23,808	0	0
Payroll - Irrigation Staff	10,233	1,869	1,869
Payroll - Bonus Irrigation Staff	500	0	0
FICA Taxes - Irrigation Staff	845	143	143
Workers Comp - Irrigation	0	0	0
Insurance - Irrigation	0	0	0
<b>Roads and Street Facilities</b>			
R&M - Roads & Alleyways	20,000	0	0
R&M - Street Sweeping	720	0	0
Roadways - Contingency/Reserve	101,571	10,560	10,560
Reserve - Streetlights	1,832	0	0
<b>Common Area</b>			
R&M - General Common Area	13,000	0	0
Reserve - Fence/Monuments	18,311	0	0
Holiday Décor	1,000	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 737,219</b>	<b>\$ 64,374</b>	<b>\$ 64,374</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 344,791</b>	<b>\$ (57,637)</b>	<b>\$ (57,637)</b>
Bond Payments	(269,715)	-	-
<b>Balance</b>	<b>\$ 75,076</b>	<b>\$ (57,637)</b>	<b>\$ (57,637)</b>
County Appraiser & Tax Collector Fee	(32,283)	0	0
Discounts For Early Payments	(42,793)	0	0
<b>EXCESS/SHORTFALL</b>	<b>0</b>	<b>(57,637)</b>	<b>(57,637)</b>
Carryover From Prior Year	0	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (57,637)</b>	<b>\$ (57,637)</b>

<b>Bank Balance As Of 10/31/23*</b>	<b>\$ 1,670,128.65</b>
<b>Accounts Payable As Of 10/31/23</b>	<b>\$ 33,670.60</b>
<b>Reserves As Of 10/31/23</b>	<b>\$ 1,620,953.98</b>
<b>Other Current Liabilities As Of 10/31/23</b>	<b>\$ -</b>
<b>Other Assets As Of 10/31/23</b>	<b>\$ -</b>
<b>Accounts Receivable As Of 10/31/23</b>	<b>\$ 4,089.61</b>
<b>Available Funds As Of 10/31/23</b>	<b>\$ 19,593.68</b>

\*Bank Balance includes Money Market Account.

<u>Reserves As Of 10/31/23</u>	
Operating	\$ 57,636.00
Culverts	\$ 51,434.00
Fence/Monuments	\$ 228,714.20
Gate	\$ -
Irrigation System	\$ 262,176.84
Ponds	\$ 138,500.00
Roadways	\$ 864,796.95
Streetlights	\$ 17,695.99
	<b>\$ 1,620,953.98</b>



**University Place Community Development District**  
**Expenditures**  
**October 2023**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>Expenditures</b>					
<b>01-1301 · Payroll - Board of Supervisors</b>					
	10/17/2023	PR 10/20/23		Supervisor payroll meeting 10/11/23	1,000.00
	10/31/2023	PR 11/03/23		Supervisor payroll meeting 10/23/23	1,000.00
Total 01-1301 · Payroll - Board of Supervisors					<u>2,000.00</u>
<b>01-1302 · Payroll - Irrigation Staff</b>					
	10/17/2023	PR 10/20/23		Operations staff 9/30/23 - 10/13/23	1,200.00
	10/31/2023	PR 11/03/23		Operations staff 10/14/23 - 10/27/23	668.75
Total 01-1302 · Payroll - Irrigation Staff					<u>1,868.75</u>
<b>01-1303 · FICA Taxes</b>					
	10/17/2023	PR 10/20/23		Supervisor payroll taxes 10/20/23	76.50
	10/31/2023	PR 11/03/23		Supervisor payroll taxes 11/03/23	76.50
Total 01-1303 · FICA Taxes					<u>153.00</u>
<b>01-1304 · Paymaster - Processing fee</b>					
	10/17/2023	PR 10/20/23		payroll processing fee 10/20/23	62.40
	10/31/2023	PR 11/03/23		payroll processing fee 11/03/23	68.25
Total 01-1304 · Paymaster - Processing fee					<u>130.65</u>
<b>01-1310 · Engineering</b>					
	10/27/2023	1272	Brietic Dvorak, Inc	Oct 2023 Project Manager [Oct 6 - Oct 27] Senior Inspector [Oct 10 - Oct 27]	3,535.00
Total 01-1310 · Engineering					<u>3,535.00</u>
<b>01-1311 · Management Fees</b>					
	10/31/2023	2023-1329	Special District Services	Management Fee Oct 2023	3,000.00
Total 01-1311 · Management Fees					<u>3,000.00</u>
<b>01-1313 · Website Fee</b>					
	10/31/2023	2023-1329	Special District Services	Website Fee Oct 2023	125.00
Total 01-1313 · Website Fee					<u>125.00</u>
<b>01-1315 · Legal Fees</b>					
	10/30/2023	4324	Persson, Cohen, Mooney, Fernandez & Jacks	District Counsel Representation- Oct 2023	1,514.10
Total 01-1315 · Legal Fees					<u>1,514.10</u>
<b>01-1316 · Field Operations Management</b>					
	10/31/2023	2023-1329	Special District Services	Field Operations Management	500.00
Total 01-1316 · Field Operations Management					<u>500.00</u>
<b>01-1333 · FICA Taxes - Irrigation Svcs</b>					
	10/17/2023	PR 10/20/23		operations payroll taxes 10/20/23	91.80
	10/31/2023	PR 11/03/23		operations payroll taxes 11/03/23	51.16
Total 01-1333 · FICA Taxes - Irrigation Svcs					<u>142.96</u>

**University Place Community Development District  
Expenditures  
October 2023**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>01-1450 · Insurance</b>					
	10/01/2023	20019	Egis Insurance Advisors	Renew Policy #100123943 10/01/2023-10/01/2024	10,473.00
	10/01/2023	20020	Egis Insurance Advisors	Policy #WC100123943 10/01/23-10/01/24 FIA WC Workers Compensation - New business	850.00
Total 01-1450 · Insurance					<u>11,323.00</u>
<b>01-1511 · Bank Service Charges</b>					
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	Service Charge	39.00
Total 01-1511 · Bank Service Charges					<u>39.00</u>
<b>01-1512 · Miscellaneous</b>					
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	Meeting Room Fee HAMPTON INN	200.00
	10/31/2023	2023-1329	Special District Services	Travel Sept 2023	104.80
Total 01-1512 · Miscellaneous					<u>304.80</u>
<b>01-1513 · Postage and Delivery</b>					
	10/31/2023	2023-1329	Special District Services	FedEx Sept 2023	25.76
Total 01-1513 · Postage and Delivery					<u>25.76</u>
<b>01-1514 · Office Supplies</b>					
	10/31/2023	2023-1329	Special District Services	Copier Sept 2023	6.30
Total 01-1514 · Office Supplies					<u>6.30</u>
<b>01-1540 · Dues, License &amp; Subscriptions</b>					
	10/02/2023	88506	Department of Economic Opportunity	Fiscal Year 2023 2024 Special District State Fee Invoice	175.00
Total 01-1540 · Dues, License & Subscriptions					<u>175.00</u>
<b>01-1802 · Contracts-Landscape Maintenance</b>					
	10/01/2023	202330	Total Landscape Care Inc.	Monthly Landscape Maintenance	6,800.00
	10/02/2023	INV00426558	Plant Parents	October 2023 Horticultural Services - Exterior	96.00
Total 01-1802 · Contracts-Landscape Maintenance					<u>6,896.00</u>
<b>01-1806 · Contracts-Irrigation</b>					
	10/01/2023	202330	Total Landscape Care Inc.	Monthly Irrigation Management	6,483.00
Total 01-1806 · Contracts-Irrigation					<u>6,483.00</u>
<b>01-1808 · R&amp;M Irrigation</b>					
	10/19/2023	16361	Total Landscape Care Irrigation Inc.	Replace broken rotor in the median island on Cooper Creek	108.00
	10/19/2023	23507	Ballenger Irrigation	Irrigation Repairs Gate Valve Locating	2,484.00
	10/23/2023	16366	Total Landscape Care Irrigation Inc.	Replace bad decoder	253.59
	10/24/2023	16376	Total Landscape Care Irrigation Inc.	Check for leak at Charleston Pool. Replaced valve.	329.10
	10/24/2023	16377	Total Landscape Care Irrigation Inc.	Check irrigation along Honore. Installed additional drip line	185.73
	10/31/2023	16383	Total Landscape Care Irrigation Inc.	Meet w/Dave Meyers to review proposal for irrigation needs in the cooper creek median	27.00
	10/31/2023	16385	Total Landscape Care Irrigation Inc.	Irrigation repairs in the Cooper Creekmedian island. Added additional heads	417.46
	10/31/2023	16384	Total Landscape Care Irrigation Inc.	Replace broken rotor in the Cooper Creek median island	108.00
Total 01-1808 · R&M Irrigation					<u>3,912.88</u>

**University Place Community Development District**  
**Expenditures**  
**October 2023**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>01-1814 · Electricity</b>					
	10/02/2023	10125-44514	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	28.28
	10/02/2023	28666-94512	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	154.23
	10/02/2023	80884-58453	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	76.30
	10/02/2023	10125-44514	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	28.50
	10/02/2023	28666-94512	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	160.20
Total 01-1814 · Electricity					<u>447.51</u>
<b>01-1815 · Miscellaneous Maintenance</b>					
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	Rocnyx	10.00
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	Return cord for pylons	-6.66
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	GRAINGER	-28.30
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	GRAINGER	-28.30
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	GRAINGER	-6.93
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	MANATEE COUNTY LANDFIL BRADENTON FL	30.50
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	GRAINGER	448.40
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	THE HOME DEPOT	41.92
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	GRAINGER	6.93
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	LOWES	36.48
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	GRAINGER	6.48
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	AMZN Mktp US*T13QX1XD2 Amzn.com/bill WA	101.97
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	IN *AMERICAN PRIDE ELE 941-9200875 FL	475.00
	10/03/2023	4798 5103 7719 0281	Bank United Credit Card	SOUTHWES 5262203900281 800-435-9792 TX	311.96
Total 01-1815 · Miscellaneous Maintenance					<u>1,399.45</u>
<b>01-1817 · Utility - Irrigation</b>					
	10/02/2023	28184-53512	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	196.61
	10/02/2023	23503-29302	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	955.73
	10/02/2023	61184-59301	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	915.48
	10/02/2023	85676-20409	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	25.66
	10/02/2023	61184-59301	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	1,053.94
Total 01-1817 · Utility - Irrigation					<u>3,147.42</u>
<b>01-1818 · Utility - Water &amp; Sewer</b>					
	10/02/2023	53322-87308	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	492.65
	10/02/2023	28184-53512	FPL	For: Sep 1, 2023 to Oct 2, 2023 (31 days)	218.79
Total 01-1818 · Utility - Water & Sewer					<u>711.44</u>
<b>01-1824 · R&amp;M - Pump Station</b>					
	10/06/2023	22863	Water Equipment Technologies	Pump Station #5	500.00
Total 01-1824 · R&M - Pump Station					<u>500.00</u>

**University Place Community Development District  
Expenditures  
October 2023**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>01-1826 · Cable / Internet / Phone</b>					
	10/04/2023	94135801721231085	Frontier Communication Acct#1231085	Account Number 941-358-0172-123108-5	467.82
	10/13/2023	94135900041116115	Frontier Communication Acct#41116115	Account Number 941-359-0004-111611-5 Local Service from 10/13/23 to 11/12/23	194.51
	10/19/2023	94135900091116115	Frontier Communication Acct#91116115	Account Number 941-359-0004-111611-5 Local Service from 10/19/23 to 11/18/23	215.51
	10/28/2023	94135853401001085	Frontier Communication Acct#1001085	Acct#941-358-5340-100108-5 Local Service from 10/28/23 to 11/27/23	145.06
Total 01-1826 · Cable / Internet / Phone					<u>1,022.90</u>
<b>01-1832 · Roadways - Contingency/Reserve</b>					
	10/12/2023	101223-1	Site Masters of Florida, LLC	Meeting Street - Turnaround - Work Commenced 10/9/23	10,560.00
Total 01-1832 · Roadways - Contingency/Reserve					<u>10,560.00</u>
<b>01-1833 · Gate - Contingency/Reserve</b>					
	10/27/2023	23-2138	Sarasota Gate Access	REMOUNT THE BARRIER ARM TOWERS	4,450.00
Total 01-1833 · Gate - Contingency/Reserve					<u>4,450.00</u>
<b>Total Expenditures</b>					<b><u>64,373.92</u></b>

**University Place CDD**  
**Debt Service (Series 2022) Profit & Loss Report October 2023**

	<b>Annual Budget 10/1/23 - 9/30/24</b>	<b>Actual Oct-23</b>	<b>Year To Date Actual 10/1/23 - 10/31/23</b>
<b>Revenues</b>			
Interest Income	100	528	528
NAV Tax Collection	269,715	0	0
Bond Prepayments	0	0	0
<b>Total Revenues</b>	<b>\$ 269,815</b>	<b>\$ 528</b>	<b>\$ 528</b>
<b>Expenditures</b>			
Principal Payments	214,900	0	0
Interest Payments	52,107	0	0
Bond Redemption	2,808	0	0
<b>Total Expenditures</b>	<b>\$ 269,815</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 528</b>	<b>\$ 528</b>

Debt Service Fund Balance As Of 9/30/23	\$ 121,611.92
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Revenue Fund Balance As Of 10/31/23	\$ 95,168.71
Reserve Fund Balance As Of 10/31/23	\$ 26,971.50
A/R Non Ad Valorem Receipts Balance As Of 10/31/23	\$ -
<b>Total Debt Service Fund Balance As Of 10/31/23</b>	<b>\$ 122,140.21</b>

Series 2022 Bond Balance As Of 10/31/23	\$ 2,175,200
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**UNIVERSITY PLACE CDD  
TAX COLLECTIONS  
2023-2024**

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Commissions Paid	Discount	Net From Tax Collector	O & M Assessment Income (Before Discounts & Fee)	Debt Assessment Income (Before Discounts & Fee)	O & M Assessment Income (After Discounts & Fee)	Debt Assessment Income (After Discounts & Fee)	Debt Assessments Paid to Trustee
									\$ 1,074,510.00	\$784,494.00	\$ 290,016.00	\$784,494.00	\$ 290,016.00	
									\$ 997,434.00	\$727,719.00	\$269,715.00	\$727,719.00	\$ 269,715.00	\$ 269,715.00
1		NO ACTIVITY							\$ -					
2									\$ -					
3									\$ -					
4									\$ -					
5									\$ -					
6									\$ -					
7									\$ -					
8									\$ -					
9									\$ -					
10									\$ -					
11									\$ -					
12									\$ -					\$ -
13									\$ -					\$ -
14									\$ -					\$ -
					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Assessment Roll Total:  
\$1,072,511.13

O&M Assessment  
Roll Total:  
\$782,494.02

Debt Assessment  
Roll Total:  
\$290,017.11

Note: \$1,074,510, \$784,494 and \$290,016 are 2023/2024 Budgeted assessments before discounts and fees.  
\$997,434, \$727,719 and \$269,715 are 2023/2024 Budgeted assessments after discounts and fees.

\$	-		
\$	-	\$	-
\$	-	\$	-
\$	-	\$	-
\$	-	\$	-