



**UNIVERSITY PLACE
COMMUNITY DEVELOPMENT
DISTRICT**

**MANATEE COUNTY
REGULAR BOARD MEETING
DECEMBER 2, 2024
4:30 P.M.**

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

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
December 2, 2024
4:30 P.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Administer the Oath of Office for Denise Broyhill and Elisabeth Pygott
- D. Establish Quorum
- E. Acceptance of Resignation of John Barry and Appointment to Seat 4.....Page 2
- F. Review Board Member Responsibilities
- G. Election of Officers
 - Chairman
 - Vice Chairman
 - Secretary/Treasurer
 - Assistant Secretaries
- H. Additions or Deletions to Agenda
- I. Public Comments
- J. Discussion of District Management Services.....Page 3
- K. Approval of Minutes
 - 1. October 23, 2024 Workshop Meeting.....Page 4
 - 2. October 28, 2024 Regular Board Meeting.....Page 5
 - 3. November 13, 2024 Workshop Meeting.....Page 9
- L. Old Business
 - 1. Update on Gates and Securitas
 - 2. Status on Irrigation Pump Stations, Well Pumps and Main Line, Pump Replacement
 - 3. Power Management
- M. New Business
 - 1. Consider Resolution No. 2024-07 – Authorizing Electronic Approvals and Check Signers.....Page 10
 - 2. Consider Resolution No. 2024-08 – Election of Officers.....Page 11
 - 3. Consider Approval of Estimate for Repair of Irrigation Wiring and Replacement of Irrigation Wiring Vaults.....Page 12
 - 4. Consider Approval of Estimate for Repair Parts for the Five Amiad Pump Filtration Units.....Page 13
 - 5. Consider Approval of Estimate for Replacing Service Entrance Service Panel and Installation of Surge Protective Device.....Page 14
 - 6. Workshop Items as Required
- N. Administrative Matters
 - 1. Financials.....Page 15
 - 2. Legal Report

3. Engineer Report

O. Board Members Comments

P. Adjourn

UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024/2025

REGULAR MEETING SCHEDULE

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:

October 28, 2024

December 2, 2024

January 14, 2025

February 24, 2025

March 24, 2025

April 28, 2025

May 19, 2025

June 23, 2025

July 28, 2025

August 25, 2025

September 29, 2025

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

October 18, 2024 (10673424)

From: [JOHN BARRY](#)
To: [Michelle Krizen](#)
Subject: Seat four UP CDD
Date: Tuesday, November 12, 2024 11:17:38 AM

Michelle, I am writing to let you know that due to a change of circumstances, I will not be serving on the CDD Board. We are moving shortly. I just mentioned this to Denise.
John Barry

**Special District Services
2501 A Burns Road
Palm Beach Gardens, Florida 33410**

November 13, 2024

Via Electronic Mail

Mr. Andrew Cohen
6853 Energy Ct
Lakewood Ranch, Florida 34240
Seat5@universityplacecdd.org

Dear Mr. Cohen

As you are aware, the Board of Supervisors of the University Place Community Development District currently has an Agreement for Services Management with Special District Services.

In accordance with Section VI, of that certain *Agreement For Services Management*, dated October 31, 2022 by and between Special District Services and the District, this letter shall serve as written notice of Special District Services termination of the Agreement. Such termination shall be effective as of: i) 11:59 P.M. on January 12, 2025; or ii) such earlier date as determined by the Board at a duly noticed public meeting.

Please feel free to contact me at 561-630-4922 or twodraska@sdsinc.org should you have any questions.

Best,



Todd Wodraska

cc: Tamara Cash, District Chair, (via e-mail)

University Place CDD workshop 10/23/24

All supervisory present plus district manager Michelle Krizen: Tami Cashi, David Meyers, Bill Poole, Sarah Hartz, Denise Broyhill

Michelle updated that the documentation has been sent to FEMA to apply for aid. She informed the board that site inspections are required which will involve costs. We need to show proof of loss, etc. We cannot expect funds this fiscal year. Some things we can seek aid for include some debris removal, fence repairs, signs, possibly guardrail. All repairs need to be bid out and show we tried to get 3 bids. David added that 2 sections of the concrete wall behind Coates Row/Harleston also need to be repaired - mostly the top concrete caps. He also said the culverts are now full and will need to be cleared.

Bill gave gate updates. The swing exit gates will be closed during the day while repairs are made to the gate arms.

The board is considering getting a new management company because of ongoing issues with SDS. Some things are not done in a timely fashion and other services are not functional or are not available at all. We would like SDS to review the following issues and address if they can make corrections.

Emails have not worked properly for 2 years and we have no IT support for that.

We have been told we can't have a bulletin board page on the website for announcements to residents that can be updated regularly so we don't have to keep sending out blasts through the HOA.

We need to be able to accept credit card payments on the website for gate decals with the payments going through PayPal or Stripe

There has to be improved accounting - the allocation of invoices is often incorrect

When invoices are incorrectly allocated, it takes months to get corrected

The invoice approval process is not working correctly as vendors are saying it is taking much too long to receive payment for goods and services

SDS often is unsure of basic legalities and we have to run every single thing through our attorney, which runs up legal fees

The SDS finance department disapproving our budget was unnecessary and unwarranted.

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 28, 2024**

A. CALL TO ORDER

The October 28, 2024, Regular Board Meeting of the University Place Community Development District (the “District”) was called to order at 4:34 p.m. at the Courtyard Marriott located 8305 Tourist Center Drive, 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 October 18, 2024, with the meeting location of the Hampton Inn & Suites – Sarasota/Lakewood Ranch located at 8565 Cooper Creek Boulevard, Sarasota, Florida 34201, as legally required. Since the publication of the legal advertisement, the meeting venue changed to the Courtyard Marriott located at 8305 Tourist Center Drive, Sarasota, Florida 34201, which was noted on the District’s website, was sent to the residents of the District as an e-mail blast and a sign was displayed at the original location directing people to the new location. The meeting started late to accommodate for this change in venue.

C. ESTABLISH A QUORUM

A quorum was established with the following Supervisors in attendance:

Chairperson	Tamara Cash	Present
Vice Chairman	William Poole	Absent
Supervisor	Sarah Kupiec	Absent
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
District Engineer	Robert Dvorak	BDI Engineer

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

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

E. PUBLIC COMMENT

There was no public comment at this time.

F. APPROVAL OF MINUTES

1. September 23, 2024, Regular Board Meeting

The minutes of the September 23, 2024 Regular Board Meeting were presented for consideration.

A **motion** was made by Ms. Cash, seconded by Ms. Broyhill and passed unanimously approving the minutes of the September 23, 2024, Regular Board Meeting, as presented.

It was noted that the minutes of the October 23, 2024, Workshop would be presented for consideration at the December 2, 2024, meeting.

G. OLD BUSINESS

1. Update on Gates and Securitas

Ms. Krizen read the following update from Bill Poole:

COOPER CREEK Gates:

- Greg worked on Friday to get all of the LEDS installed on the backside of all barrier arms.
- He got the iron swing gates setup for the timer to close (7pm-7am)
- The new stoplight for visitors will be installed in 2 weeks.
- The new lift master replacement towers for the exit barrier arms will be replaced in 3 weeks.
 - In the meantime, we plan to close the iron swing gates 24/7 until this is done. Exit only.
- The new resident barrier arm will be replaced in 3 weeks.

HONORE GATES:

- Functioning, however, the Board should decide if it is necessary to have the iron swing gates closed all of the time. We went over why at the Workshop.
- Greg could put them on the same schedule as Cooper Creek. Closed 7pm-7am.

A **motion** was made by Ms. Cash, seconded by Mr. Meyers and passed unanimously to arrange to put the Honore gates on the same schedule as Cooper Creek.

Mr. Meyers requested a plan for transition since Mr. Poole will be leaving the Board. Ms. Krizen explained that Mr. Poole and she had discussed creating a one-page sheet summarizing all the vital details as well as reaching out to the new Board Members. Further discussion will take place at the Workshop.

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

Mr. Meyers reported the total spent for R&M for pumps as of August 30, 2024, was \$13,001, the lowest in years. Mr. Meyers attributes this to the modernization of the system and the replacing of the pumps. The pumps were shut down for Hurricane Milton and when powered back on, two filtration solenoid failed. The repairs have been made and the pumps are now running properly. W.E.T. is scheduled to make a repair to the control line next week.

The Hoover maintenance contract was included in the purchase price for the first year. There is a contract for maintenance in the amount of \$2,290 annually for the maintenance on Pump 1 for consideration.

This was included in the budget for this year. There is an automatic renewal included in the contract, unless cancelled 30 days prior.

A **motion** was made by Ms. Cashi, seconded by Ms. Broyhill and passed unanimously authorizing Mr. Meyers to execute the contract with Hoover for a maintenance contract in the amount of \$2,290.

3. Power Management

Surge protectors have been purchased and two are scheduled for installation this month. The other two will be scheduled at a later date.

4. Update on Mainline Connectors

This project is still on hold due to wet ground conditions and other tasks of higher priority.

H. NEW BUSINESS

1. Consider Resolution No. 2024-06 – Adopting a Fiscal Year 2023/2024 Amended Budget

Resolution No. 2024-06 was presented, entitled:

RESOLUTION NO. 2024-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Ms. Krizen explained that approving an amended budget was a statutory requirement that provides an overview of how the expenses would do versus the actual expenses.

A **motion** was made by Ms. Cashi, seconded by Ms. Broyhill and passed unanimously adopting Resolution No. 2024-06 – Adopting a Fiscal Year 2023/2024 Amended Budget, as presented.

2. Discussion Regarding Hurricane Damage

Post-storm damage inventory to date includes tree removal, fence damages and a light post. There is a post-storm build-up of silt in the culverts. The guardrail is damaged and taped off. Mr. Meyers will confirm the guardrail is a County responsibility. The FEMA process has started in case there is a claim. The trees have been removed by TLC and Doug is documenting his hours for hurricane recovery. Mr. Meyers has reached out for a fence quote, which will be submitted to insurance, if applicable.

3. Workshop Items, as Required

Ms. Cashi reported during the Workshop that there had been discussion of pursuing other management firms. Mr. Cohen explained there was not a requirement to go out for an RFP but that was an option. The Board does not wish to pursue a formal RFP at this time but will start interviewing other management companies.

I. ADMINISTRATIVE MATTERS

1. Financials

The financials were shared with the Board. There were no questions from the Board Members.

Ms. Krizen asked the Board about holiday decorations that are put up by Doug. Last year approximately 50 hours were allocated to that task. Ms. Kupiec will reach out to see if there is an alternative for this, otherwise Doug will proceed with putting up the holiday decorations.

Ms. Krizen explained that Bill and Tammy’s seats expire two weeks after the election, November 19th. The board and members of the public expressed their appreciation to both retiring members for their years of service. The Workshop on November 13th will be their last meeting.

The next board meeting is scheduled for December 2, 2024, at the Hampton Inn Suites – Sarasota/Lakewood Ranch located at 8565 Cooper Creek Boulevard.

2. Engineer’s Report

Mr. Dvorak will get proposals to clean out the crossings so the water can flow. The inlet top replacement requote to show the cost per inlet top has been delayed due to the hurricane.

J. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Broyhill, seconded by Ms. Cashi and passed unanimously adjourning the meeting at 5:18 p.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

University Place CDD Workshop November 13, 2024

Board Members Present: Tami Cashi (via phone), Bill Poole, David Meyers, Sarah Hartz, Denise Broyhill

David updated the board on the pumps' status.

Bill gave updates on the gates.

The board discussed filling the vacancy at the next public meeting.

Michelle Krizen delivered SDS's notice terminating the agreement effective January 12, 2025.

RESOLUTION NO. 2024-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The University Place Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Michelle Krizen and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

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

Section 1. The above recitals are hereby adopted.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signatures of two (2) of the six (6) signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

PASSED, ADOPTED and becomes EFFECTIVE this 2nd day of December, 2024.

ATTEST:

**UNIVERSITY PLACE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

RESOLUTION 2024-08

A RESOLUTION ELECTING OFFICERS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the University Place Community Development District at a regular business meeting held December 2 2024 following the General Election desires to elect the below recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons were appointed to the offices shown, to wit:

_____ Chairperson
_____ Vice Chairperson
_____ Secretary
_____ Treasurer
_____ Assistant Treasurer
_____ Assistant Secretary
_____ Assistant Secretary
_____ Assistant Secretary

PASSED AND ADOPTED THIS, 2nd DAY OF DECEMBER 2024.

Chairperson

Secretary

Total Landscape Care Irrigation, Inc.

3905 65th St. E.
Bradenton, FL 34208

Voice: 941-752-6388
Fax:

PROPOSAL

Proposal Number: 2714
Proposal Date: Oct 14, 2024
Complete By: Oct 14, 2024
Page: 1

To:
University Place CDD SDS - The Oaks Center 2501A Burns Rd Palm Beach Gardens, FL 33410

Ship To:
University Place CDD University Park, FL 34201

Customer ID	PO Number	Sales Rep Name
UPCDD		
Customer Contact	Shipping Method	Payment Terms
Sylvia Bethal	Airborne	Net Due

Quantity	Item	Description	Unit Price	Amount
		Replaced the old connections on pump station 5. Replace broken valve boxes.		
4.00	VB 12x20x12	12" X 20" X 12" Valve Box	62.04	248.16
2.00	IMVBS12X20X6	12" X 20" X 12" Valve Box Green Top	35.00	70.00
85.00	WIRE SPLICE 3M	3M DBR waterproof wire splice	4.05	344.25
1.00		Misc : Damage wire, fittings.	250.00	250.00
6.00	LABOR-RPR	hours at \$60.00 per hour for repairs	60.00	360.00
Subtotal				1,272.41
Sales Tax				
Freight				0.00
TOTAL PROPOSAL AMOUNT				1,272.41



H813-SARASOTA-HDI
 1550 SARASOTA CENTER BLVD
 SARASOTA, FL 34240-7885
 Phone 941-371-4221
 Fax 941-377-8471

Quotation

THIS IS NOT AN INVOICE

QUOTE #	6N003859
LOCATION	H813
DATE	10/29/24
PAGE	1 of 1

BILL TO

H55889
 UNIVERSITY PLACE COMMUNITY DEVE
 2501 BURNS RD STE A
 PALM BEACH GARDENS, FL 33410-5

SHIP TO

UNIVERSITY PLACE COMMUNITY DEVE
 2501 BURNS RD STE A
 PALM BEACH GARDENS, FL 33410-5

QUOTE DATE 10/28/24	EXPIRE DATE 11/27/24	REQUIRED DATE	REFERENCE NUMBER	PAYMENT TERMS CTR: CHECK OK
WRITTEN BY S FRED GOLDSTEIN(H813)			CONTACT DAVID MEYERS	SHIP VIA PICK UP
FREIGHT TERMS IN/OUTBOUND			JOB NUMBER	SALES REP H813/

PRODUCT/DESCRIPTION	QUANTITY	PRICE	U/M	EXTENSION
*AMA-MISC 700194-000083 3" MINI SIGMA SPARE PARTS KIT	1	406.25	EA	406.25
*AMA-MISC 720103-000813 SOLENOID LATCH BERMAD S982	2	156.25	EA	312.50
*AMA-MISC 700103-001749 ADI-P DC KIT PKG	1	609.38	EA	609.38
*AMA-MISC 720502-000020 CONTROL TUBE 8MM	6	8.82	EA	52.92

MERCHANDISE TOTAL	HANDLING	MISC CHARGE	TAX	FREIGHT	QUOTE TOTAL
1,381.05	0.00	0.00	0.00	0.00	1,381.05

Accepted:

By: _____
 Date: _____



***“We are part of the answer,
Not part of the problem.”***

Proposal

TO: University Place Community Development		Date: 11/22/24
2501 Burns Rd, Suite A Palms beach Gardens, FL. 33410		RE: Meter/Panel combo replacement
Attn: David Meyers Email: David.p.meyers@gmail.com	Ph: 650 823 3333	From: David Rojas
Quote # 4936	Ext:	EC-13012683

SCOPE OF INSTALLATION

- 1. Remove existing all-in-one meter panel.**
- 2. Install New 200A all-in-one meter panel.**
- 3. Install (1) 30A 2P Type Br breaker and (4) 20A 1P Type BR breaker in the panel.**
- 4. Make connections as necessary.**
- 5. Install customer provided Surge Protection Device next to panel and connect wiring to the 30A 2P breaker.**
- 6. All work to meet and/or exceed the National Electrical Code.**
- 7. All work to be completed during normal business hours.**
- 8. Any additional work that is requested will be billed at an additional cost above the cost of this proposal.**

Total Cost with Labor and Material: \$2,485.27

**Please call if you have any questions or if you would like to discuss this proposal.
Ph-941-355-8822 or Email: drojas@windemuller.com
Thank-You!**

Payment Terms: 100% net 30 days upon completion.

All materials guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman’s Compensation insurance. In the event it is necessary for Windemuller Technical Services to seek to enforce the terms hereof, Windemuller Technical Services shall be entitled to recover reasonable attorney’s fees and court costs through trial and all appeals. This proposal is good for 30 days from the issue date above. Any penetrations that require waterproofing are not the responsibility of Windemuller Technical Services and all repairs should be made by others.

**** ACCEPTANCE OF PROPOSAL ****

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. By signature hereon, the individual signing this contract in any representative capacity as an officer of any corporate entity, also agrees to personally guarantee the obligations to Windemuller Technical Services

Signature: _____ Title _____ Date of Acceptance: _____

**1611 Northgate Blvd • Sarasota, Florida 34234 • (941) 355-8822 • Fax (941) 359-1219
www.windemuller.com**

University Place
Community Development District

**Financial Report For
October 2024**

CONTENTS

TABLE OF CONTENTS

1 & 2	General Fund Monthly Financial Report - October 2024
3 - 4	Expenditures: October 2024
5	Debt Service Fund Monthly Financial Report - October 2024

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
OCTOBER 2024**

	Annual Budget 10/1/24 - 9/30/25	Actual Oct-24	Year To Date Actual 10/1/24 - 10/31/24
REVENUES			
O&M Assessments	856,332	0	0
Debt Assessments	290,016	0	0
Other Revenue	0	0	0
Interest Income	12,000	0	0
Total Revenues	\$ 1,158,348	\$ -	\$ -
EXPENDITURES			
Administrative			
Payroll - Board of Supervisors	20,000	1,000	1,000
FICA Taxes	1,530	77	77
Arbitrage Rebate	0	0	0
Continuing Disclosure	350	0	0
Engineering	25,000	1,875	1,875
Management Fees	37,080	3,090	3,090
Website Fee	1,500	125	125
Legal Fees	12,500	0	0
Field Operations Management	6,000	500	500
Assessment Roll	4,000	0	0
Audit Fees	6,800	0	0
Insurance	11,625	11,158	11,158
Legal Advertisements	500	0	0
Miscellaneous	5,000	56	56
Postage and Delivery	900	43	43
Office Supplies	550	23	23
Printing & Binding	0	0	0
Dues, Licenses & Subscriptions	300	175	175
Annual District Filing Fee	0	0	0
Conference & Seminars	2,000	0	0
Trustee Fee	4,600	0	0
Cable/Internet/Phone	8,000	778	778
Paymaster - Processing fee	0	79	79
Bank Service Charges	0	0	0
Administrative Contingency	1,000	0	0
Signs	0	0	0
Merchant Bankcard Fees	0	0	0
Other Public Safety			
Electricity	10,700	0	0
Security	85,000	6,329	6,329
Roving Patrols	0	0	0
Utility - Water & Sewer	1,870	455	455
R&M - Gatehouse	2,500	0	0
Gate - Contingency/Reserve	12,000	0	0
Miscellaneous Maintenance	1,000	224	224
Insurance - Other Public Safety	0	0	0

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
OCTOBER 2024**

	Annual Budget 10/1/24 - 9/30/25	Actual Oct-24	Year To Date Actual 10/1/24 - 10/31/24
Landscape			
Contracts - Landscape Maintenance	84,050	6,800	6,800
R&M - General Landscape	0	0	0
R&M - Renewal & Replacement	75,000	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
Irrigation Services			
Contracts - Irrigation	80,130	6,483	6,483
Utility - Irrigation Water	24,000	616	616
R&M - Irrigation	40,000	0	0
R&M - Pump Station	35,000	0	0
Contingency/Reserve - Irrigation	32,000	0	0
Payroll - Irrigation Staff	10,500	1,275	1,275
Payroll - Bonus Irrigation Staff	500	0	0
FICA Taxes - Irrigation Staff	918	97	97
Workers Comp - Irrigation	900	1,500	1,500
Roads and Street Facilities			
R&M - Roads & Alleyways	10,000	0	0
R&M - Street Sweeping	720	0	0
Roadways - Contingency/Reserve	101,571	0	0
Reserve - Streetlights	1,832	0	0
Common Area			
R&M - General Common Area	14,000	0	0
Fence/Monuments - Contingency/Reserve	18,311	0	0
Holiday Décor	1,000	0	0
TOTAL EXPENDITURES	\$ 808,389	\$ 42,758	\$ 42,758
REVENUES LESS EXPENDITURES	\$ 349,959	\$ (42,758)	\$ (42,758)
Bond Payments	(269,715)	-	-
Balance	\$ 80,244	\$ (42,758)	\$ (42,758)
County Appraiser & Tax Collector Fee	(34,505)	0	0
Discounts For Early Payments	(45,739)	0	0
EXCESS/SHORTFALL	0	(42,758)	(42,758)
Carryover From Prior Year	0	0	0
Net Excess/ (Shortfall)	\$ -	\$ (42,758)	\$ (42,758)
Bank Balance As Of 10/31/24*	\$ 1,791,308.09	Reserves As Of 10/31/24	
Accounts Payable As Of 10/31/24	\$ 49,517.85	Operating \$	75,000.00
Reserves As Of 10/31/24	\$ 1,601,540.54	Culverts \$	51,434.00
Other Current Liabilities As Of 10/31/24	\$ -	Fence/Monuments \$	247,025.20
Other Assets As Of 10/31/24	\$ -	Gate \$	-
Accounts Receivable As Of 10/31/24	\$ 2,693.39	Irrigation System \$	147,222.40
Available Funds As Of 10/31/24	\$ 142,943.09	Ponds \$	138,500.00
		Roadways \$	924,662.95
		Streetlights \$	17,695.99
		\$	1,601,540.54

*Bank Balance includes Money Market Account.

University Place Community Development District
Expenditures
October 2024

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
Expenditures					
01-1301 · Payroll - Board of Supervisors					
	10/29/2024	PR 11/01/24		Supervisor payroll meeting 10/23/24 check date 11/01/24 (Cashl, Meyers, Kupiec, Broyhill)	1,000.00
Total 01-1301 · Payroll - Board of Supervisors					<u>1,000.00</u>
01-1302 · Payroll - Irrigation Staff					
	10/15/2024	PR 10/14/24		Operations staff 09/28/24- 10/11/24	375.00
	10/29/2024	PR 11/01/24		Operations staff 10/12/24 - 10/25/24	900.00
Total 01-1302 · Payroll - Irrigation Staff					<u>1,275.00</u>
01-1303 · FICA Taxes					
	10/29/2024	PR 11/01/24		Payroll tax 11/01/24	76.50
Total 01-1303 · FICA Taxes					<u>76.50</u>
01-1304 · Paymaster - Processing fee					
	10/15/2024	PR 10/14/24		payroll processing fee 10/18/24	34.83
	10/29/2024	PR 11/01/24		payroll processing fee 10/04/24	44.36
Total 01-1304 · Paymaster - Processing fee					<u>79.19</u>
01-1310 · Engineering					
	10/31/2024	1682	Brietic Dvorak, Inc	Engineering Services Oct 2024	1,875.00
Total 01-1310 · Engineering					<u>1,875.00</u>
01-1311 · Management Fees					
	10/31/2024	2024-1493	Special District Services	Management Fee Oct 2024	3,090.00
Total 01-1311 · Management Fees					<u>3,090.00</u>
01-1313 · Website Fee					
	10/31/2024	2024-1493	Special District Services	Website Oct 2024	125.00
Total 01-1313 · Website Fee					<u>125.00</u>
01-1316 · Field Operations Management					
	10/31/2024	2024-1493	Special District Services	Field Operations Management	500.00
Total 01-1316 · Field Operations Management					<u>500.00</u>
01-1333 · FICA Taxes - Irrigation Srvc					
	10/15/2024	PR 10/14/24		operations payroll taxes 10/18/24	28.69
	10/29/2024	PR 11/01/24		operations payroll taxes 11/01/24	68.85
Total 01-1333 · FICA Taxes - Irrigation Srvc					<u>97.54</u>
01-1450 · Insurance					
	10/01/2024	25659	Egis Insurance Advisors	Policy #WC100124943 10/01/2024-10/01/2025FIA WC	1,500.00
	10/01/2024	25388	Egis Insurance Advisors	Policy #100124943 10/01/2024-10/01/2025Florida Insurance Alliance	11,158.00
Total 01-1450 · Insurance					<u>12,658.00</u>
01-1512 · Miscellaneous					
	10/31/2024	2024-1493	Special District Services	Travel Sept 2024	56.28
Total 01-1512 · Miscellaneous					<u>56.28</u>
01-1513 · Postage and Delivery					
	10/31/2024	2024-1493	Special District Services	FedEx Sept 2024	42.94
Total 01-1513 · Postage and Delivery					<u>42.94</u>

University Place Community Development District
Expenditures
October 2024

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
01-1514 · Office Supplies					
	10/31/2024	2024-1493	Special District Services	Copier Sept 2024	14.85
	10/31/2024	2024-1493	Special District Services	Meeting Books Sept 2024	8.00
Total 01-1514 · Office Supplies					<u>22.85</u>
01-1540 · Dues, License & Subscriptions					
	10/01/2024	90542	Florida Commerce	Fiscal Year 2024 - 2025 Special District State Fee	175.00
Total 01-1540 · Dues, License & Subscriptions					<u>175.00</u>
01-1802 · Contracts-Landscape Maintenance					
	10/01/2024	202432	Total Landscape Care Inc.	Landscape	6,800.00
Total 01-1802 · Contracts-Landscape Maintenance					<u>6,800.00</u>
01-1806 · Contracts-Irrigation					
	10/01/2024	202432	Total Landscape Care Inc.	Irrigation	6,483.00
Total 01-1806 · Contracts-Irrigation					<u>6,483.00</u>
01-1815 · Miscellaneous Maintenance					
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	RECONYX	10.00
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	AMZN	9.99
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	HOME DEPOT	-13.63
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	HOME DEPOT	41.73
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	HOME DEPOT	29.97
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	HOME DEPOT	29.99
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	HOME DEPOT	6.97
	10/03/2024	4798 5103 7719 0281	BankUnited Credit Card	balance	108.82
Total 01-1815 · Miscellaneous Maintenance					<u>223.84</u>
01-1816 · Security					
	10/31/2024	11930022	Securitas Security Services USA, Inc.	Invoice Period 10/01/2024 - 10/31/2024	6,328.85
Total 01-1816 · Security					<u>6,328.85</u>
01-1817 · Utility - Irrigation					
	10/01/2024	28184-53512	FPL	For: Sep 3, 2024 to Oct 1, 2024 (28 days)	207.38
	10/01/2024	61184-59301	FPL	For: Sep 3, 2024 to Oct 1, 2024 (28 days)	408.18
Total 01-1817 · Utility - Irrigation					<u>615.56</u>
01-1818 · Utility - Water & Sewer					
	10/01/2024	53322-87308	FPL	For: Sep 3, 2024 to Oct 1, 2024 (28 days)	455.05
Total 01-1818 · Utility - Water & Sewer					<u>455.05</u>
01-1826 · Cable / Internet / Phone					
	10/13/2024	94135900041116115	Frontier Communication Acct#41116115	Account Number 941-359-0004-111611-5 Local Service from 10/13/24 to 11/12/24	172.28
	10/17/2024	2062830101724	Spectrum Acct#2830	Account Number: 8337 12 013 2062830 Service from 10/17/24 through 11/16/24	113.94
	10/17/2024	2098578101724	Spectrum Acct#8578	Account Number: 8337 12 013 2098578 Service from 10/17/24 through 11/16/24	113.94
	10/19/2024	94135900091116115	Frontier Communication Acct#91116115	Account Number 941-359-0009-111611-5 Local Service from 10/19/24 to 11/18/24	10.64
	10/28/2024	94135853401001085	Frontier Communication Acct#1001085	Acct#941-358-5340-100108-5Local Service from 10/28/24 to 11/27/24	367.57
Total 01-1826 · Cable / Internet / Phone					<u>778.37</u>
Total Expenditures					<u>42,757.97</u>

**University Place CDD
Debt Service (Series 2022) Profit & Loss Report October 2024**

	Annual Budget 10/1/24 - 9/30/25	Actual Oct-24	Year To Date Actual 10/1/24 - 10/31/24
Revenues			
Interest Income	400	551	551
NAV Tax Collection	269,715	0	0
Bond Prepayments	0	0	0
Total Revenues	\$ 270,115	\$ 551	\$ 551
Expenditures			
Principal Payments	217,000	0	0
Interest Payments	46,665	0	0
Bond Redemption	6,450	0	0
Total Expenditures	\$ 270,115	\$ -	\$ -
Excess/ (Shortfall)	\$ -	\$ 551	\$ 551

Debt Service Fund Balance As Of 9/30/24	\$ 133,174.63
---	---------------

Revenue Fund Balance As Of 10/31/24	\$ 106,753.78
Reserve Fund Balance As Of 10/31/24	\$ 26,971.50
A/R Non Ad Valorem Receipts Balance As Of 10/31/24	\$ -
Total Debt Service Fund Balance As Of 10/31/24	\$ 133,725.28

Series 2022 Bond Balance As Of 10/31/24	\$ 1,960,300
---	--------------