



**UNIVERSITY PLACE
COMMUNITY DEVELOPMENT
DISTRICT**

**MANATEE COUNTY
REGULAR BOARD MEETING
FEBRUARY 22, 2023
4:30 P.M.**

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

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AGENDA
UNIVERSITY PLACE
COMMUNITY DEVELOPMENT DISTRICT
 Hampton Inn & Suites – Sarasota/Lakewood Ranch
 8565 Cooper Creek Boulevard
 Sarasota, Florida 34201
REGULAR BOARD MEETING
February 22, 2023
4:30 P.M.

- A. Call to Order
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- D. Additions or Deletions to Agenda
- E. Public Comments
- F. Approval of Minutes
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 - 1. Status on Irrigation Pump Stations, Well Pumps and Main Line, Pump Replacement
 - 2. Evaluation of Costs and Benefits of Mainline Connectors for Irrigation Pump Station Redundancy
 - 3. Discussion on a Proposed Authorization Schedule for Engaging a Pump Contractor
 - 4. Update on Sidewalk Drainage – Engineer
 - 5. Update on Meeting Street Turn Around – Engineer
 - 6. Update on Stone Surround – Kupiec
 - 7. Update on Perimeter Wall
 - 8. Update on Resident Gate Tower – Poole
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Published in Sarasota Herald-Tribune on February 10, 2023

Location

Sarasota County,

Notice Text

NOTICE OF BOARD MEETING

UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT p

Notice is hereby given that the Board of Supervisors (Board) of the University Place Community Development District (District) will hold a Board Meeting on February 22, 2023, at 4:30 P.M. in person in the Hampton Inn & Suites by Hilton, Sarasota/Lakewood Ranch, located at 8565 Cooper Creek Boulevard, Sarasota, Florida 34201.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. A copy of the agenda for this meeting may be obtained by contacting the District Manager by email at mkrizen@sdsinc.org or by telephone at 561-630-4922. This meeting may be continued to a date, time, and place to be specified on the record at the meeting.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at least forty-eight (48) hours prior to the meeting by contacting the District Manager at 561-630-4922. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY)/1-800-955-8770 (Voice), for aid in contacting the District Manager. Each person who decides to appeal any action taken at this meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

University Place Community Development District

UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT p

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 30, 2023**

A. CALL TO ORDER

The January 30, 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 by Hilton located at 8565 Cooper Creek Boulevard, Sarasota, Florida 34201.

B. ESTABLISH A QUORUM

A quorum was established with the following Supervisors in attendance:

Chairperson Tamara Cashi, Vice Chairman William Poole and Supervisors Sarah Kupiec, David Meyers and Denise Broyhill.

Also in attendance were Michelle Krizen of Special District Services, Inc.; District Counsel Andrew Cohen of Persson, Cohen, Mooney, Fernandez & Jackson, P.A.; and District Engineer Robert Devorik of Johnson, Mirmiran & Thompson, Inc. (JMT).

Also present were the following members of the public:

Stuart & Sally Ukman	Frank & Connie Shaffery
Ed Codelia	Arnald and Sandy Rahomon
Armand Houze	Lorraine Gawronski
David & Vickie Francis	Ric & Shirley Romanoff
Jeffery Latto	Frank & Karen Ingrassia
Garry Greene	Iliana Davis

C. ADDITIONS OR DELETIONS TO AGENDA

Two items were added to the agenda: Consider January 18, 2023, Workshop Minutes and Mr. Myers requested the addition of pump.

D. PUBLIC COMMENTS

Armand Houze noted, in addition to the sidewalk repairs, there was a sinking manhole at Charleston Street and the Edmonson intersection.

Mr. Houze walked the site with both companies. A perimeter wall there will be an additional cost because Permacast said they would do severe damage to erect a wall. The sidewalk and landscape would need to be replaced/repared in order to install the fence/wall. Signature Walls said they would remove the perimeter rocks and do minimal damage to the landscape.

The stone surround costs almost \$20,000 when they were installed and if changed to something else, we could have irregular tree surface.

E. APPROVAL OF MINUTES
1. January 18, 2023, Workshop
2. December 7, 2022, Regular Board Meeting

The January 18, 2023, Workshop minutes and the December 7, 2022, Regular Board Meeting minutes were presented for consideration.

Under Election of Officers for a Chair, the motion was seconded by Ms. Kupiec, not Mr. Kupiec. In addition, the engineer's name is spelled "Dvorak."

A **motion** was made by Ms. Cashi, seconded by Ms. Broyhill and passed unanimously approving the December 7, 2022, Regular Board Meeting minutes, as amended and the January 18, 2023, Workshop minutes, as presented.

F. OLD BUSINESS
1. Consider Ratification of Adjusted Amount for Pump

A **motion** was made by Mr. Myers, seconded by Ms. Kupiec and passed unanimously ratifying the adjusted amount for a pump for an additional \$124.84, as presented.

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

Replaced motor and pump on Pump 2; replaced submerged pump on aquifer for Pump 5. There was a break on main line fed by Pump 5, but it is now working. Over the weekend, the float failed which is a small repair and will be done shortly. The repairs for failure at Pump Station 1, check valve and bladder tank need authorization tonight.

A **motion** was made by Mr. Myers, seconded by Ms. Broyhill and passed unanimously authorizing a not to exceed amount of \$3,100 for the above noted repairs and safety features for the pumps.

3. Cost and Benefit Evaluation of Mainline Connectors for Irrigation Pump Station Redundancy

Mr. Myers asked about the cost and benefits of mainline connectors. He further indicated he would like to connect Pumps 1 and 2 to start, since it would be a small project. If this is successful, we can connect others. Mr. Dvorak explained it was not uncommon and as long as water use permits allow. This would allow for redundancy if the pumps were down. Staff gauges would help keep the District in compliance with our water use permits to ensure the District was not withdrawing more than permitted. Ms. Cashi would like a cost benefit analysis to see the benefits of connecting. A previous study was done approximately 15-16 years ago by American. The District Engineer and District Manager will look for the previous study to share with the Board.

4. Discussion on Proposed Authorization Schedule for Engaging a Pump Contractor

Mr. Myers brought up the challenges with pump repairs being that he cannot seek authorization except at Board meetings. If a pump goes down the day after a meeting, it would be a month before he can

even seek approval, causing repairs to stretch out longer than necessary. He would like District Counsel to prepare a resolution giving him authorization outside of meetings to make necessary repairs without prior Board approval. Mr. Myers suggested some costs that should be permitted and who would be authorized to sign proposals. District Counsel will prepare a resolution for consideration at the next meeting.

5. Update on Sidewalk Drainage – Engineer

Site Masters was not able to come out this month. They will be out to make repairs, which have all been previously identified. There was a curb that was damaged that can be added to the project.

A **motion** was made by Ms. Cashi, seconded by Ms. Broyhill and passed unanimously adding the sidewalk project to the previously approved sidewalk drainage project with Site Masters for a not to exceed amount of \$500.

The sinking manhole had a service ticket called in to determine if there was soil going through it. Mr. Dvorak indicated he would follow up on this matter.

6. Update on Meeting Street Turn Around – Engineer

South West Florida Management District is still looking at the permit to ensure there are no changes to the design. Mr. Dvorak will get with the surveyor to update the legal description. Mr. Dvorak stated that he put the project out to four companies, but received no bids, most likely due to the small size of the project. He will try again this month.

7. Update on Stone Surround – Kupiec

Ms. Kupiec consulted with TLC about reusing the stone surrounds, removing the landscaping in the 7 Oaks Circle removing the dead Bougainvillea and 2 damaged magnolias, adding some sod and updating the landscaping. They will also reuse the rocks in the bed on 7 Oaks. TLC explained to Ms. Kupiec that if properly edged, there would be no mulch loss. A discussion occurred and without the up-to-date financial report, no action would be taken at this time.

8. Update on Perimeter Wall

Discussion ensued and District residents were given the opportunity to ask questions. The Board will finalize a questionnaire at the February Workshop and it will be presented for consideration at the February meeting.

9. Update on Resident Gate Tower – Poole

The tower was shipped on January 20, 2023, and is awaiting installation.

G. NEW BUSINESS

1. Discussion Regarding District Task Assignments

Ms. Cashi will be the Chair and will provide oversight;
Ms. Kupiec will be in charge of landscaping;
Mr. Myers will be in charge of pumps;
Mr. Poole will be in charge of gates; and
Ms. Broyhill will be in charge of technology and minutes from the Workshops

2. Discussion Regarding District Website and E-Mails

The District currently pays Campus Suites to maintain a website and Complete IT to maintain email addresses and the domain. Both services are included in the contract with Special District Services. Complete IT and Campus Suites do not have executed contracts (draft for Campus Suites and invoices only from Complete IT). Mr. Cohen advised that if there is no signed contract, there is no contract and the District should be able to send a letter advising the companies that their services are no longer needed. If a contract appears, then the contract must be followed. The Board reached a consensus that the District Manager would send letters to both vendors advising of their termination of services.

3. Consider Resolution No. 2023-01 – Authorizing Electronic Approvals and Check Signers

Resolution No. 2023-01 was presented, entitled:

RESOLUTION NO. 2023-01

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

A **motion** was made by Ms. Kashi, seconded by Mr. Poole and passed unanimously adopting Resolution No. 2023-01, as presented.

4. Discussion Regarding RFQ for District Engineer

The District’s current engineer, Robert Dvorak, has resigned from his current firm (JMT Engineering) and he is opening his own firm focused on CDDs. JMT has already sent a notice letting the District know that they will no longer be providing their services. Mr. Dvorak will be joining BDI Engineering.

A **motion** was made by Ms. Cashi, seconded by Ms. Kupiec and passed unanimously accepting JMT Engineering’s resignation as the District’s Engineer and assigning the contract to Robert Dvorak of BDI Engineering.

4. Workshop Items, as Required

There were no additional Workshop items to address.

H. ADMINISTRATIVE MATTERS

1. Financials

Because of the transition of management from Inframark to Special District Services, Inc., and a large number of payments made this week, the up-to-date financial were not available at this time.

It was noted that the next meeting was scheduled for February 22, 2023, at 4:30 p.m.

2. Legal Report

Mr. Cohen had nothing further to report.

3. Engineer's Report

Mr. Dvorak had nothing further to report.

I. BOARD MEMBER COMMENTS

It was noted that a camera had been ordered and would be installed so that the wall can be painted and monitored.

Plant Parents basket - Ms. Krizen will get a copy of the contract.

J. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Cashi, seconded by Ms. Broyhill and passed unanimously adjourning the meeting at 6:10 p.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

**FEBRUARY 15, 2023 WORKSHOP
BOARD MEETING MINUTES**

**TO BE DISTRIBUTED
UNDER SEPARATE COVER**

RESOLUTION NO. 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING SPECIAL DISTRICT SERVICES, INC. TO ACCESS DISTRICT CHECKING/OPERATING ACCOUNTS, 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 District checking/operating accounts with Bank United and Valley Bank in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the District has appointed US Bank as Trustee, and;

WHEREAS, the Board of Supervisors (the "Board") of the District has hired Special District Services, Inc. ("SDS") to serve as District Manager, thereby authorizing SDS to access District bank accounts; 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 Tamara Cashi 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 22nd day of February, 2023.

ATTEST:

**UNIVERSITY PLACE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE DISBURSEMENT OF FUNDS FOR PAYMENT OF CERTAIN CONTINUING EXPENSES WITHOUT PRIOR APPROVAL OF THE BOARD OF SUPERVISORS; AUTHORIZING THE DISBURSEMENT OF FUNDS FOR PAYMENT OF CERTAIN NON-CONTINUING EXPENSES WITHOUT PRIOR APPROVAL OF THE BOARD OF SUPERVISORS; PROVIDING FOR A MONETARY THRESHOLD; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, University Place Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Manatee County, Florida; and

WHEREAS, section 190.011(5), Florida Statutes, authorizes the District to adopt resolutions that may be necessary for the conduct of District business; and

WHEREAS, the District's Board of Supervisors (“**Board**”) meets as necessary to conduct the business of the District, including authorizing the payment of District operating and maintenance expenses; and

WHEREAS, the Board may establish monthly, quarterly, or other meeting/workshop dates, or may cancel scheduled meetings/workshops from time to time; and

WHEREAS, to conduct the business of the District in an efficient manner, recurring, non-recurring and other disbursements for goods and services must be processed and paid in a timely manner; and

WHEREAS, the Board determines that this Resolution is in the best interest of the District and necessary for the efficient conduct of District business; the health, safety, and welfare of the residents within the District; and the preservation of District assets or facilities.

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

SECTION 1. Continuing General Expenses: The Board hereby authorizes the payment of invoices of continuing expenses that meet the following requirements:

1. The invoices must be due on or before the next scheduled meeting of the Board.
2. The invoice must be pursuant to a contract or agreement authorized by the Board.
3. The total amount paid under such contract or agreement, including the current invoice, must be equal to or less than the amount specified in the contract or agreement.

4. The invoice amount will not cause payments to exceed the adopted budget of the District.

SECTION 2. Non-Continuing General Expenses: The Board hereby authorizes the disbursement of funds for payment of invoices of non-continuing (non-pump/irrigation related) expenses that are: 1) required to provide for the health, safety, and welfare of the residents within the District; or 2) required to repair, replace due to damage, control, or maintain a District facility or asset beyond the normal, usual, or customary maintenance required for such facility or assets, pursuant to the following schedule:

1. Non-Continuing Expenses less than \$5,000 - with approval of the District Manager.
2. Non-Continuing Expenses \$5,000 or above - with approval of the District Manager and Chairperson of the Board.

SECTION 3. Non-Continuing Pump/Irrigation Expenses: The Board hereby authorizes the disbursement of funds for payment of invoices related to District pump/irrigation non-continuing expenses that are: 1) required to provide for the health, safety, and welfare of the residents within the District; or 2) required to repair, replace due to damage, control, or maintain a District pump/irrigation facility or asset beyond the normal, usual, or customary maintenance required for such facility or assets IF proposed by the District's licensed and insured pump/irrigation vendor and/or signed off by the District's Engineer, pursuant to the following schedule:

1. Non-Continuing Expenses less than \$4,000 – with additional approval of the Board Liaison currently charged with pump/irrigation responsibilities.
2. Non-Continuing Expenses \$4,000 or above but less than \$10,000.00 – with additional approval of the Board Liaison charged with pump/irrigation responsibilities and the Chairperson of the Board or Vice Chairperson in his/her absence.
3. Non-Continuing Expenses \$10,000 or above – full Board review at the next regularly scheduled meeting or an emergency special meeting if necessary and legally allowable.

SECTION 4. Any payment made pursuant to the Resolution shall be submitted to the Board at the next scheduled meeting for approval and ratification.

SECTION 5. This Resolution shall become effective immediately upon its adoption and shall amend and supersede any Resolutions in conflict therewith previously adopted by the Board.

PASSED AND ADOPTED this 21st day of February, 2023.

ATTEST:

**UNIVERSITY PLACE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Vice/Chairperson, Board of Supervisors



SITE INSPECTION SUMMARY

Date: 12-13-22

Project No.: 20-00278-001

To: University Place CDD

Project Name: University Place Control Structures

From: JMT, Inc.

Subject: University Place Control Structure Evaluations

As requested at the December 7th board meeting, an inspection was conducted by JMT to evaluate the condition of the control structures and outfalls. Rick Neidert conducted a site visit on December 13, 2022. It was observed that majority of the ponds water levels were low which is typical for this time of the year. Overall, the control structures appeared to be operating as designed and photos of each structure are shown below along with some maintenance recommendations. There were no tailwater conditions at the time of inspection and the downstream receiving waters did not appear to be backed-up or obstructed. We recommend performing an inspection during the peak of the wet season to determine the if there are tailwater conditions that need to be further investigated.



POND 1 – View of CS #UP1A. Operating normally, low water levels, monitor wing wall ends for minor erosion.

File



POND 1 – View of CS #UP1B Operating normally, low water levels, recommend removing vegetation from around CS.



POND 2 – View of CS #UP2 Operating normally, low water levels, recommend removing PVC grate from weir.



POND 3 – View of CS #UP3, Operating normally, low water level, monitor potential erosion on north side. Recommend removing metal grate in weir.



WETLAND I – View of Overgrown CS #WETI, no access, recommend removing vegetation in a 15' swath around CS.



POND 4 - View of CS #UP4. Operating normally, low water levels, monitor wing wall ends for minor erosion.



POND 5 - View of CS #UP5. Operating normally, low water levels, monitor wing wall ends for minor erosion.



POND 6 - View of CS #UP6. Operating normally, low water levels, recommend future repair for wing wall end erosion.



POND 7 - View of CS #UP7. Operating normally, low water levels.



POND 8 - View of CS #UP8. Operating normally, low water levels.



POND 9 – View of South CS #UP9. Operating normally, low water levels.



POND 9 – View of North CS #UP9-J. Operating normally, low water levels.



POND 10 – View of CS #UP10. Operating normally, low water levels, recommend removing metal grate at weir.



POND 11 – View of CS #UP11. Operating normally, low water levels, recommend removing debris from structure.



POND 12 – View of CS #UP12. Operating normally, low water levels, recommend removing metal grate at weir.



POND 13 – View of CS #UP13. Operating normally, low water levels.



POND 14 – View of CS #UP14. Operating normally, low water levels, recommend removing metal grate at weir.



POND 15 – View of CS #UP15. Operating normally, low water levels.

University Place
Community Development District

**Financial Report For
January 2023**

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**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND - MONTHLY FINANCIAL REPORT
JANUARY 2023**

	Annual Budget 10/1/22 - 9/30/23	Actual Jan-23	Year To Date Actual 10/1/22 - 1/31/23
REVENUES			
O&M Assessments	764,125	65,916	703,317
Debt Assessments	290,016	25,240	259,343
Other Income	0	0	1,359
Interest Income (GF)	9,500	0	1,901
Total Revenues	\$ 1,063,641	\$ 91,156	\$ 965,920
EXPENDITURES			
Administrative			
Payroll - Board of Supervisors	20,000	2,000	6,000
FICA Taxes	1,530	294	806
Arbitrage Rebate	600	0	0
Continuing Disclosure	1,000	0	0
Engineering	11,000	0	11,168
Management Fees	49,226	3,000	18,937
Website Fee	0	125	188
Legal Fees	5,000	2,968	12,946
Field Operations Management	3,250	500	750
Audit Fees	6,500	0	1,000
Insurance	8,891	0	8,773
Legal Advertisements	1,000	0	2,920
Miscellaneous	5,000	196	2,261
Postage and Delivery	300	0	537
Office Supplies	250	7	19
Printing & Binding	300	0	0
Dues, Licenses & Subscriptions	750	0	316
Annual District Filing Fee	175	0	175
Conference & Seminars	1,960	0	1,428
Assessment Fee - PA	11,462	0	282
Assessment Fee - TC	11,462	0	282
Trustee Fee	4,865	0	0
Assessment Cost - Miscellaneous	0	0	0
Landscaping (GF)	0	0	6,800
Irrigation Maintenance	0	18,564	25,551
Miscellaneous Maintenance	0	201	19,392
R&M - Landscaping	0	0	2,295
R&M - Common Area	0	0	4,148
Cable/Internet/Phone	0	766	1,178
Landscape	81,600	0	0
Settlement Payment	0	10,000	10,000
Other Public Safety			
Electricity	5,000	2,272	3,010
Security	75,204	6,267	31,335
Roving Patrols	2,500	0	0
Utility - Water & Sewer	498	0	102
R&M - Gatehouse	7,500	0	3,425
Reserve - Gate	7,326	0	2,864
Insurance - Other Public Safety	500	0	0

**UNIVERSITY PLACE COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND - MONTHLY FINANCIAL REPORT
JANUARY 2023**

	Annual Budget 10/1/22 - 9/30/23	Actual Jan-23	Year To Date Actual 10/1/22 - 1/31/23
Landscape			
Lawn Maintenance	0	13,283	58,772
R&M - General Landscape	15,000	0	0
R&M - Renewal & Replacement	14,000	0	193
R&M - Streetlights	500	0	668
R&M - Wetland	1,000	0	0
Reserve - Culverts	3,664	0	0
Reserve - Ponds	10,988	0	0
Irrigation Services			
Utility - Irrigation Water	28,000	0	4,443
R&M - Irrigation	40,000	0	6,702
R&M - Pump Station	40,000	0	5,682
Reserve - Irrigation	23,808	0	0
Payroll - Irrigation Staff	10,240	1,844	4,539
Payroll - Bonus Irrigation Staff	500	0	0
FICA Taxes - Irrigation Staff	822	0	0
Workers Comp - Irrigation	850	0	0
Contracts - Irrigation	77,796	0	0
Insurance - Irrigation	1,809	0	0
Roads and Street Facilities			
R&M - Roads & Alleyways	7,500	0	0
R&M - Street Sweeping	720	0	0
Reserve - Roadways	101,571	0	0
Reserve - Streetlights	1,832	0	0
Common Area			
R&M - General Common Area	18,000	0	0
Reserve - Fence/Monuments	18,311	0	0
Holiday Décor	1,500	0	0
TOTAL EXPENDITURES	\$ 743,060	\$ 62,287	\$ 259,887
REVENUES LESS EXPENDITURES	\$ 320,581	\$ 28,869	\$ 706,033
Bond Payments	269,715)	23,748)	241,745)
Balance	\$ 50,866	\$ 5,121	\$ 464,288
County Appraiser & Tax Collector Fee	20,301)	2,740)	27,276)
Discounts For Early Payments	30,565)	2,735)	37,575)
EXCESS/SHORTFALL	0	354)	399,437
Carryover From Prior Year	0	0	0
Net Excess/ (Shortfall)	\$ -	\$ 354)	\$ 399,437

Bank Balance As Of 1/31/23*	\$ 2,456,327.71
Accounts Payable As Of 1/31/23	\$ 315,669.05
Reserves As Of 1/31/23	\$ 1,625,722.55
Other Current Liabilities As Of 1/31/23	\$ 8,367.89
Other Assets As Of 1/31/23	\$ -
Accounts Receivable As Of 1/31/23	\$ -
Available Funds As Of 1/31/23	\$ 506,568.22

Bank Balance includes two \$500,000 CD's

<u>Reserves As Of 1/31/23</u>	
Operating	\$ 132,636.00
Culverts	\$ 47,770.00
Fence/Monuments	\$ 210,403.20
Gate	\$ 825.38
Irrigation System	\$ 263,788.53
Ponds	\$ 127,512.00
Roadways	\$ 826,923.45
Streetlights	\$ 15,863.99
	\$ 1,625,722.55

University Place Community Development District
Expenditures
January 2023

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
Total Expenditures					
01-1301 · Payroll - Board of Supervisors					
	01/15/2023	PR 01/18/23		supervisor fees December 2022	1,000.00
	01/23/2023	PR 01/27/23		supervisor fees 1/15/23 workshop	1,000.00
Total 01-1301 · Payroll - Board of Supervisors					<u>2,000.00</u>
01-1302 · Payroll - Irrigation Staff					
	01/15/2023	PR 01/18/23		operations payroll 12/18/22 -1/14/23)	1,618.75
	01/23/2023	PR 01/27/23		operations payroll 1/17/23 - 1/20/23)	225.00
Total 01-1302 · Payroll - Irrigation Staff					<u>1,843.75</u>
01-1303 · FICA Taxes					
	01/15/2023	PR 01/18/23		payroll taxes 1/18/23	200.33
	01/23/2023	PR 01/27/23		payroll taxes 1/27/23	93.71
Total 01-1303 · FICA Taxes					<u>294.04</u>
01-1304 · Paymaster - Processing fee					
	01/15/2023	PR 01/18/23		payroll processing fee 1/18/23	62.40
	01/23/2023	PR 01/27/23		payroll processing fee 1/27/23	62.40
Total 01-1304 · Paymaster - Processing fee					<u>124.80</u>
01-1311 · Management Fees					
	01/31/2023	2023-0101	Special District Services	Management Jan 2023	3,000.00
Total 01-1311 · Management Fees					<u>3,000.00</u>
01-1313 · Website Fee					
	01/31/2023	2023-0101	Special District Services	Website Jan 2023	125.00
Total 01-1313 · Website Fee					<u>125.00</u>
01-1315 · Legal Fees					
	01/04/2023	3029	Persson, Cohen, Mooney, Fernandez & Jacks	District Counsel Representation- Dec 2022	1,638.00
	01/31/2023	3114	Persson, Cohen, Mooney, Fernandez & Jacks	District Counsel Representation- Jan 2023	1,330.00
Total 01-1315 · Legal Fees					<u>2,968.00</u>
01-1316 · Field Operations Management					
	01/31/2023	2023-0101	Special District Services	Field Operations Management prorated	500.00
Total 01-1316 · Field Operations Management					<u>500.00</u>
01-1317 · Settlement Payment					
	01/24/2023	Settlement Pmt	Collett Law PLLC	Settlement Payment	10,000.00
Total 01-1317 · Settlement Payment					<u>10,000.00</u>
01-1512 · Miscellaneous					
	01/22/2023	19FH-6RYD-KYVR	Amazon Capital Services Inc.	SanDisk 512GB Ultra microSDXC	70.89
Total 01-1512 · Miscellaneous					<u>70.89</u>
01-1514 · Office Supplies					
	01/31/2023	2023-0101	Special District Services	Copier Dec 2022	7.05
Total 01-1514 · Office Supplies					<u>7.05</u>
01-1802 · Lawn Maintenance					
	01/31/2023	34976	Total Landscape Care Inc.	Monthly Landscape/Irrigation Management & Inspections Jan 23	13,283.00

University Place Community Development District
Expenditures
January 2023

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
Total 01-1802 · Lawn Maintenance					13,283.00
01-1808 · Irrigation Maintenance					
	01/15/2023	21271	Water Equipment Technologies	Field service with crane & crew to pull & inspect pump & motor...	9,174.81
	01/15/2023	21272	Water Equipment Technologies	Field service with crane & crew to lay 3/4" plywood across lawn.	5,500.00
	01/15/2023	21269	Water Equipment Technologies	#5 Check Valve Furnished & installed new 3" victaulic check valve...	790.00
	01/16/2023	21290	Water Equipment Technologies	Field service to check out #5 irrigation system with irrigation technician...	250.00
	01/19/2023	15544	Total Landscape Care Irrigation Inc.	Repair main line leak	866.86
	01/19/2023	15545	Total Landscape Care Irrigation Inc.	Performed Jan irrigation inspection. Made necessary repairs.....	1,025.90
	01/20/2023	15546	Total Landscape Care Irrigation Inc.	Received report from a homeowner that irrigation was continuously running.....	209.40
	01/26/2023	15558	Total Landscape Care Irrigation Inc.	Replaced bad decoder and wire	747.20
Total 01-1808 · Irrigation Maintenance					<u>18,564.17</u>
01-1814 · Electricity					
	01/03/2023	61184-59301	FPL	For: Dec 1, 2022 to Jan 3, 2023 33 days	701.91
	01/03/2023	10125-44514	FPL	For: Dec 1, 2022 to Jan 3, 2023 33 days	29.52
	01/03/2023	23503-29302	FPL	For: Dec 1, 2022 to Jan 3, 2023 33 days	687.15
	01/03/2023	28666-94512	FPL	For: Dec 1, 2022 to Jan 3, 2023 33 days	184.57
	01/03/2023	80884-58453	FPL	For: Dec 1, 2022 to Jan 3, 2023 33 days	116.63
	01/03/2023	28184-53512	FPL	For: Dec 1, 2022 to Jan 3, 2023 33 days	131.63
	01/03/2023	53322-87308	FPL	For: Dec 1, 2022 to Jan 3, 2023 33 days	420.84
Total 01-1814 · Electricity					<u>2,272.25</u>
01-1815 · Miscellaneous Maintenance					
	01/03/2023	10100	Complete I.T. Corp	Email account 30GB. Priced per user, per month. 3-yearcontract.....	104.65
	01/17/2023	6006214	Melrose Supply & Sales	MISC 7000190-005396 CLAMP ASSY FOR MINI SIGMA	95.94
Total 01-1815 · Miscellaneous Maintenance					<u>200.59</u>
Total 01-1816 · Security					
01-1816 · Security					
	01/01/2023	723110	Envera Systems	Alarm Monitoring Services Envera Kiosk System 02/01/23-02/28/23	6,267.00
Total 01-1816 · Security					<u>6,267.00</u>
Total 01-1822 · R&M - Gatehouse					6,267.00
01-1826 · Cable / Internet / Phone					
	01/04/2023	94135801721231085	Frontier Communications of Florida	Local Service from 01/13/23 to 02/12/23Account Number 841-358-0172-123108-5	170.12
	01/13/2023	94135900041116115	Frontier Communications of Florida	Local Service from 01/13/23 to 02/12/23Account Number 941-359-0009-111611-5	206.42
	01/19/2023	94135900091116115	Frontier Communications of Florida	Local Service from 01/19/23 to 02/18/23Account Number 941-359-0009-111611-5	227.73
	01/28/2023	94135853401001085	Frontier Communications of Florida	Local Service from 01/28/23 to 02/27/23Account Number 941-358-5340-100108-5	162.28
Total 01-1826 · Cable / Internet / Phone					<u>766.55</u>
Total Expenditures					<u>62,287.09</u>

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

	Annual Budget 10/1/22 - 9/30/23	Actual Jan-23	Year To Date Actual 10/1/22 - 1/31/23
Revenues			
Interest Income	0	0	2
NAV Tax Collection	269,715	23,748	248,754
Bond Prepayments	0	0	0
Total Revenues	\$ 269,715	\$ 23,748	\$ 248,756
Expenditures			
Principal Payments	207,700	0	0
Interest Payments	60,049	0	30,025
Bond Redemption	1,966	0	0
Total Expenditures	\$ 269,715	\$ -	\$ 30,025
Excess/ (Shortfall)	\$ -	\$ 23,748	\$ 218,731

Debt Service Fund Balance As Of 9/30/22	\$ 114,819.86
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Revenue Fund Balance As Of 1/31/23	\$ 57,825.49
Reserve Fund Balance As Of 1/31/23	\$ 26,971.50
A/R Non Ad Valorem Receipts Balance As Of 1/31/23	\$ 248,753.84
Total Debt Service Fund Balance As Of 1/31/23	\$ 333,550.83

Series 2022 Bond Balance As Of 1/31/23	\$ 2,382,900
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**UNIVERSITY PLACE CDD
TAX COLLECTIONS
2022-2023**

#	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
									\$ 1,054,141.00	\$764,125.00	\$ 290,016.00	\$764,125.00	\$ 290,016.00	
									\$ 980,351.00	\$710,636.00	\$269,715.00	\$710,636.00	\$ 269,715.00	\$ 269,715.00
1	1	Manatee County Tax Collector	11/17/22	NAV Taxes	\$ 3,196.14		\$ 92.14)	\$ 124.86)	\$ 2,979.14	\$ 2,291.96	\$ 904.18	\$ 2,136.00	\$ 843.14	\$ 843.14
2	2	Manatee County Tax Collector	11/23/22	NAV Taxes	\$ 23,940.43		\$ 689.48)	\$ 957.62)	\$ 22,293.33	\$ 17,315.88	\$ 6,624.55	\$ 16,127.60	\$ 6,165.73	\$ 6,165.73
3	3	Manatee County Tax Collector	12/02/22	NAV Taxes	\$ 243,801.94		\$ 7,021.49)	\$ 9,752.07)	\$ 227,028.38	\$ 180,121.69	\$ 63,680.25	\$ 167,729.32	\$ 59,299.06	\$ 59,299.06
4	4	Manatee County Tax Collector	12/19/22	NAV Taxes	\$ 608,111.00		\$ 17,513.60)	\$ 24,324.44)	\$ 566,272.96	\$ 437,687.84	\$ 170,423.16	\$ 407,574.92	\$ 158,698.04	\$ 158,698.04
5	5	Manatee County Tax Collector	01/23/23	NAV Taxes	\$ 91,155.24		\$ 2,740.33)	\$ 2,734.66)	\$ 85,680.25	\$ 65,915.71	\$ 25,239.53	\$ 61,932.38	\$ 23,747.87	\$ 23,747.87
6									\$ -					\$ -
7									\$ -					\$ -
8									\$ -					\$ -
9									\$ -					\$ -
10									\$ -					\$ -
11									\$ -					\$ -
12									\$ -					\$ -
13									\$ -					\$ -
14									\$ -					\$ -
15									\$ -					\$ -
					\$ 970,204.75	\$ -	\$ 28,057.04)	\$ 37,893.65)	\$ 904,254.06	\$ 703,333.08	\$ 266,871.67	\$ 655,500.22	\$ 248,753.84	\$ 248,753.84

Assessment Roll Total:
\$1,054,143.15

**O&M Assessment
Roll Total:**
\$764,126.04

**Debt Assessment
Roll Total:**
\$290,017.11

Note: \$1,054,141, \$764,125 and \$290,016 are 2022/2023 Budgeted assessments before discounts and fees.
\$980,351, \$710,636 and \$269,715 are 2022/2023 Budgeted assessments after discounts and fees.

\$ 970,204.75	
\$ -	\$ 904,254.06
\$ 703,333.08)	\$ 655,500.22)
\$ 266,871.67)	\$ 248,753.84)
\$ -	\$ -