The Board of Supervisors of the University Square Community Development District held a Regular Meeting on May 9, 2019 at 11:45 a.m., at Miromar Development Corporation, 10801 Corkscrew Road, Suite 305, Estero, Florida 34928.

**Present and constituting a quorum were:**

- Tim Byal, Chair
- Jeffery Staner, Vice Chair
- Rich Pomeroy, Assistant Secretary
- Mark Geschwendt, Assistant Secretary

**Also present was:**

- Chuck Adams, District Manager

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 12:04 p.m. Supervisors Byal, Staner, Pomeroy and Geschwendt were present, in person. Supervisor Elgin was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisors, Jeffery Staner [Seat 1], Tim Byal [Seat 2] and Mark Geschwendt [Seat 3] (the following to be provided in a separate package)**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to the newly elected Supervisors. He provided the following items:

A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

B. **Membership, Obligations and Responsibilities**

C. **Financial Disclosure Forms**
FOURTH ORDER OF BUSINESS

Consideration of Resolution 2019-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes; Providing a Severability Clause; Providing for Conflict and Providing an Effective Date.

Mr. Adams presented Resolution 2019-01 and recapped the Landowners’ Election results as follows:

Seat 1  Jeffery Staner  82 Votes  Two-year Term
Seat 2  Tim Byal  83 Votes  Four-year Term
Seat 3  Mark Geschwendt  83 Votes  Four-year Term

On MOTION by Mr. Byal and seconded by Pomeroy, with all in favor, Resolution 2019-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes; Providing a Severability Clause; Providing for Conflict and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Michael Elgin, Seat 4; term expires November, 2020

Mr. Adams presented Mr. Elgin’s resignation letter.

On MOTION by Mr. Staner and seconded by Mr. Geschwendt, with all in favor, the resignation of Mr. Michael Elgin from Seat 4, was accepted.

SIXTH ORDER OF BUSINESS

Consider Appointment to Vacant Seat 4

• Administration of Oath of Office to Newly Appointed Supervisor
This item was deferred to the next meeting.

SEVENTH ORDER OF BUSINESS

Mr. Adams presented Resolution 2019-02 for the Board’s consideration. Mr. Byal nominated the current slate of officers as follows:

- Chair: Jeffery Staner
- Vice Chair: Tim Byal
- Secretary: Chuck Adams
- Assistant Secretary: Mark Geschwendt
- Assistant Secretary: Rich Pomeroy
- Assistant Secretary: Vacant
- Assistant Secretary: Craig Wrathell
- Treasurer: Craig Wrathell
- Assistant Treasurer: Jeff Pinder

No other nominations were made.

On MOTION by Mr. Byal and seconded by Mr. Geschwendt, with all in favor, Resolution 2019-02, Electing the Officers of the District; Providing For Conflict; and Providing an Effective Date was adopted.

EIGHTH ORDER OF BUSINESS

Mr. Adams presented Resolution 2019-03. He reviewed the proposed Fiscal Year 2020 budget and noted that there is very little change year over year, as would be expected. All District roadways were previously re-milled, asphalted and re-striped. With regard to the Assessment Schedules, research was ongoing regarding streamlining the parcel assessments.
On MOTION by Mr. Staner and seconded by Pomeroy, with all in favor, Resolution 2019-03, Approving Proposed Budgets for Fiscal Year 2019/2020 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 8, 2019 at 11:45 a.m. at Miromar Development Corporation, 10801 Corkscrew Road, Suite 305, Estero, Florida 33928; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS
Acceptance of Unaudited Financial Statements as of March 31, 2019

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2019.

TENTH ORDER OF BUSINESS
Approval of Minutes

A. August 9, 2018 Public Hearing and Regular Meeting

Mr. Adams presented the August 9, 2018 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Staner and seconded by Mr. Geschwendt, with all in favor, the August 9, 2018 Public Hearing and Regular Meeting Minutes, as presented, were approved.

B. November 8, 2018 Landowners’ Meeting

Mr. Adams presented the November 8, 2018 Landowners’ Meeting Minutes.

On MOTION by Mr. Byal and seconded by Mr. Staner, with all in favor, the November 8, 2018 Landowners’ Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS
Staff Reports

A. District Counsel: Coleman Yovanovich Koester

There being no report, the next item followed.

B. District Engineer: Hole Montes, Inc.

There being no report, the next item followed.

C. District Manager: Wrathell, Hunt and Associates, LLC

i. 0 Registered Voters in District as of April 15, 2019
There were no registered voters residing within the District as of April 15, 2019.

ii. **NEXT MEETING DATE: August 8, 2019 at 11:45 a.m.**

The next meeting will be held on August 8, 2019 at 11:45 a.m.

**TWELFTH ORDER OF BUSINESS**

**Supervisors’ Requests**

Mr. Staner asked whether work was completed to bring the CDD website into compliance with the Americans with Disabilities Act (ADA) requirements. Mr. Adams replied affirmatively.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business to discuss, the meeting adjourned.

On MOTION by Mr. Staner and seconded by Geschwendt, with all in favor, the meeting adjourned at approximately 12:13 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]