

**MINUTES OF MEETING  
UNIVERSITY SQUARE  
COMMUNITY DEVELOPMENT DISTRICT**

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
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**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**

- i. Form 1: Statement of Financial Interests
  - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests
  - iii. Form 1F: Final Statement of Financial Interests
- D. Form 8B – Memorandum of Voting Conflict

**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**

**Consideration of Resolution 2019-02, Electing the Officers of the District; Providing For Conflict; and Providing an Effective Date**

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**

**Consideration of Resolution 2019-03, Approving Proposed Budgets for Fiscal Year 2019/2020 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date**

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]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair