

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT
DISTRICT**

May 11, 2023

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

University Square Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-free: (877) 276-0889

May 4, 2023

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
University Square Community Development District

Dear Board Members:

The Board of Supervisors of the University Square Community Development District will hold a Regular Meeting on May 11, 2023 at 12:00 p.m., at the offices of Miromar Development Corporation, 10801 Corkscrew Road, Suite 305, Estero, Florida 33928. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Supervisor Mark Geschwendt [Seat 3] (*the following to be provided in a separate package*)
 - 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
4. Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing For an Effective Date
5. Consider Appointment to Fill Unexpired Term of Seat 2 [Term Expires November 2026] and Seat 4 [Term Expires November 2024]
 - Administration of Oath of Office

6. Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date
7. Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
8. Consideration of Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
9. Consideration of Resolution 2023-05, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date
10. Acceptance of Unaudited Financial Statements as of March 31, 2023
11. Approval of Minutes
 - A. September 8, 2022 Public Hearing and Regular Meeting
 - B. November 15, 2022 Landowners' Meeting
12. Staff Reports
 - A. District Counsel: *Coleman Yovanovich Koester*
 - B. District Engineer: *Hole Montes, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- 0 Registered Voters in District as of April 15, 2023
- NEXT MEETING DATE: August 10, 2023 at 12:00 PM
 - QUORUM CHECK

SEAT 1	JEFFERY STANER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	MARK GESCHWENDT	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	RICH POMEROY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

13. Supervisors' Requests

14. Public Comments

15. Adjournment

If you have any questions, please do not hesitate to contact me at 239-464-7114.

Sincerely,



Chesley "Chuck" E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS’ ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), *FLORIDA STATUTES*, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the University Square 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 Lee County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District’s creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

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

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

No Nomination	Seat 2	0 Votes
Mark Geschwendt	Seat 3	55 Votes
No Nomination	Seat 4	0 Votes

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following term of office:

No Nomination	Seat 2	4-Year Term
Mark Geschwendt	Seat 3	4-Year Term
No Nomination	Seat 4	2-Year Term

3. **EFFECTIVE DATE.** This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 11th day of May, 2023.

Attest:

**UNIVERSITY SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the University Square Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District desires to designate certain Officers of the District.

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

SECTION 1. _____ is appointed Chair.

SECTION 2. _____ is appointed Vice Chair.

SECTION 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Craig Wrathell is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

PASSED AND ADOPTED this 11th day of May, 2023.

ATTEST:

**UNIVERSITY SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the University Square Community Development District ("**District**") prior to June 15, 2023, a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: August 10, 2023

HOUR: 12:00 PM

LOCATION: Miromar Development Corporation
10801 Corkscrew Road, Suite 305
Estero, Florida 33928

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Lee County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 11TH DAY OF MAY, 2023.

ATTEST:

**UNIVERSITY SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Proposed Budget

Exhibit A: Fiscal Year 2023/2024 Proposed Budget

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024**

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
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**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023			Total Actual & Projected	Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Projected through 9/30/2023		
REVENUES					
Assessment levy: on-roll - gross	\$ 82,892				\$ 82,898
Allowable discounts - revenue reserve	(3,316)				(3,316)
Assessment levy: on-roll - net	79,576	\$ 79,596	\$ -	\$ 79,596	79,582
Interest and miscellaneous	150	12	138	150	150
Total Revenues	<u>79,726</u>	<u>79,608</u>	<u>138</u>	<u>79,746</u>	<u>79,732</u>
EXPENDITURES					
Professional & Administrative Fees					
Supervisors' fees	2,000	-	2,000	2,000	2,000
FICA	306	-	306	306	306
Management/recording	33,500	16,750	16,750	33,500	33,500
Legal	5,000	413	2,500	2,913	5,000
Engineering fees	1,500	815	685	1,500	1,500
Audit	5,800	-	5,800	5,800	5,800
Assessment roll preparation	11,500	11,500	-	11,500	11,500
Trustee fees	4,080	4,080	-	4,080	4,080
Arbitrage rebate calculation	500	-	500	500	500
Bank fees	550	-	550	550	550
Postage	300	40	260	300	300
Printing & binding	500	250	250	500	500
Legal advertising	750	710	40	750	750
Annual district filing fee	175	175	-	175	175
Insurance	7,300	6,918	-	6,918	7,300
Website	705	-	705	705	705
ADA website maintenance	210	-	210	210	210
Contingencies	1,000	268	500	768	1,000
Total professional & administrative fees	<u>75,676</u>	<u>41,919</u>	<u>31,056</u>	<u>72,975</u>	<u>75,676</u>
Field operations					
Repairs and maintenance	4,000	6,459	2,000	8,459	4,000
Total field operations	<u>4,000</u>	<u>6,459</u>	<u>2,000</u>	<u>8,459</u>	<u>4,000</u>
Other fees and charges					
Property appraiser	20	-	20	20	20
Tax collector	30	20	10	30	36
Total other fees and charges	<u>50</u>	<u>20</u>	<u>30</u>	<u>50</u>	<u>56</u>
Total expenditures	<u>79,726</u>	<u>48,398</u>	<u>33,086</u>	<u>81,484</u>	<u>79,732</u>
Net increase/(decrease) of fund balance	-	31,210	(32,948)	(1,738)	-
Fund balance - beginning (unaudited)	125,371	93,998	125,208	93,998	92,260
Fund balance - ending					
Assigned					
Working capital	40,000	40,000	-	40,000	40,000
Disaster recovery	85,000	85,000	-	52,260	52,260
Unassigned	371	208	92,260	-	-
Fund balance - ending (projected)	<u>\$ 125,371</u>	<u>\$ 125,208</u>	<u>\$ 92,260</u>	<u>\$ 92,260</u>	<u>\$ 92,260</u>

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional services

Supervisors' fees	\$ 2,000
<p style="padding-left: 20px;">Statutorily set at \$200 (plus applicable taxes) for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The District anticipates six meetings during the fiscal year.</p>	
FICA	306
Management/recording	33,500
<p style="padding-left: 20px;">Wrathell, Hunt and Associates, LLC specializes in managing Community Development Districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, administer the issuance of tax exempt bond financings, and finally operate and maintain the assets of the</p>	
Legal	5,000
<p style="padding-left: 20px;">Coleman, Yovanovich & Koester, P.A., provides on-going general counsel legal representation and these lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications and conveyance and contracts. They provide service as "local government lawyers," realizing that this type of local government is very limited in its scope – providing infrastructure and services to development.</p>	
Engineering fees	1,500
<p style="padding-left: 20px;">Hole Montes, Inc., provides a broad array of engineering, consulting and construction services to the District, which assist in crafting sustainable solutions for the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	5,800
<p style="padding-left: 20px;">Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Assessment roll preparation	11,500
<p style="padding-left: 20px;">The District has a contract with AJC Associates, Inc. to prepare the annual assessment roll.</p>	
Trustee fees	4,080
Arbitrage rebate calculation	500
<p style="padding-left: 20px;">To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Postage	300
<p style="padding-left: 20px;">Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Bank fees	550
Printing & binding	500
<p style="padding-left: 20px;">Accounts payable checks, letterhead, envelopes, copies, etc.</p>	
Legal advertising	750
<p style="padding-left: 20px;">The District advertises for monthly meetings, special meetings, public hearings, bidding, etc.</p>	

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Annual district filing fee	175
Annual fees paid to the Department of Community Affairs.	
Insurance	7,300
The District carries Public Officials and General Liability Insurance with policies written by Preferred Governmental Insurance Trust. The limit of liability is set at \$1,000,000 (general aggregate \$2,000,000) and \$1,000,000 for Public Officials Liability.	
Website	705
Maintenance of the CDD website.	
ADA website maintenance	210
Field operations	
Repairs and maintenance	4,000
Intended to cover the cost of maintaining the District stormwater ponds and the shared outfall structure.	
Other fees & charges	
Tax Collector	36
The Tax Collector's fees are \$1.50 per parcel.	
Property appraiser	20
The Property Appraiser's fee are \$1.00 per parcel	
Total expenditures	<u>\$ 79,732</u>

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2012
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Projected through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 604,409				\$ 604,409
Allowable discounts - revenue reserve	(24,176)				(24,176)
Assessment levy: on-roll - net	580,233	\$ 580,228	\$ 5	\$ 580,233	580,233
Special assessment: off-roll	4,017	4,013	4	4,017	4,017
Interest	-	1,835	-	1,835	-
Total revenues	<u>584,250</u>	<u>586,076</u>	<u>9</u>	<u>586,085</u>	<u>584,250</u>
EXPENDITURES					
Debt service					
Principal	415,000	-	415,000	415,000	435,000
Interest	169,250	84,625	84,625	169,250	148,500
Total expenditures	<u>584,250</u>	<u>84,625</u>	<u>499,625</u>	<u>584,250</u>	<u>583,500</u>
Fund balance:					
Net increase/(decrease) in fund balance	-	501,451	(501,451)	1,835	750
Beginning fund balance (unaudited)	94,841	95,171	596,622	95,171	94,841
Ending fund balance (projected)	<u>\$ 94,841</u>	<u>\$ 596,622</u>	<u>\$ 95,171</u>	<u>\$ 97,006</u>	<u>95,591</u>
Use of fund balance					
Interest expense - November 1, 2024					(63,375)
Projected fund balance surplus/(deficit) as of September 30, 2024					<u>\$ 32,216</u>

University Square
 Community Development District
 Series 2012
 \$6,735,000

Amortization Schedule

Date	Principal	Int. Rate	Interest	Total P+I
11/01/2023	-	-	74,250.00	74,250.00
05/01/2024	435,000.00	5.00%	74,250.00	509,250.00
11/01/2024	-	-	63,375.00	63,375.00
05/01/2025	460,000.00	5.00%	63,375.00	523,375.00
11/01/2025	-	-	51,875.00	51,875.00
05/01/2026	480,000.00	5.00%	51,875.00	531,875.00
11/01/2026	-	-	39,875.00	39,875.00
05/01/2027	505,000.00	5.00%	39,875.00	544,875.00
11/01/2027	-	-	27,250.00	27,250.00
05/01/2028	530,000.00	5.00%	27,250.00	557,250.00
11/01/2028	-	-	14,000.00	14,000.00
05/01/2029	560,000.00	5.00%	14,000.00	574,000.00
Total	\$2,970,000.00	-	\$541,250.00	\$3,511,250.00

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET: SERIES 2017 (REFUNDED SERIES 2007A)
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Projected through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 683,840				\$ 683,840
Allowable discounts - revenue reserve	(27,354)				(27,354)
Assessment levy: on-roll - net	656,486	\$ 656,477	\$ 9	\$ 656,486	656,486
Interest	-	2,350	-	2,350	-
Total revenues	<u>656,486</u>	<u>658,827</u>	<u>9</u>	<u>658,836</u>	<u>656,486</u>
EXPENDITURES					
Debt service					
Principal	380,000	-	380,000	380,000	390,000
Interest	276,486	138,243	138,243	276,486	263,262
Total expenditures	<u>656,486</u>	<u>138,243</u>	<u>518,243</u>	<u>656,486</u>	<u>653,262</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	520,584	(518,234)	2,350	3,224
Beginning fund balance (unaudited)	322,108	322,655	843,239	322,655	325,005
Ending fund balance (projected)	<u>\$ 322,108</u>	<u>\$ 843,239</u>	<u>\$ 325,005</u>	<u>\$ 325,005</u>	<u>328,229</u>
Use of fund balance					
Debt service reserve account balance (required)					(100,949)
Interest expense - November 1, 2024					(124,845)
Projected fund balance surplus/(deficit) as of September 30, 2024					<u>\$ 102,435</u>

University Square
Community Development District
Series 2017
\$ 9,595,000

Amortization Schedule

Date	Principal	Int. Rate	Interest	Total P+I
11/01/2023	-	-	131,631.00	131,631.00
05/01/2024	390,000.00	3.480%	131,631.00	521,631.00
11/01/2024	-	-	124,845.00	124,845.00
05/01/2025	405,000.00	3.480%	124,845.00	529,845.00
11/01/2025	-	-	117,798.00	117,798.00
05/01/2026	420,000.00	3.480%	117,798.00	537,798.00
11/01/2026	-	-	110,490.00	110,490.00
05/01/2027	435,000.00	3.480%	110,490.00	545,490.00
11/01/2027	-	-	102,921.00	102,921.00
05/01/2028	450,000.00	3.480%	102,921.00	552,921.00
11/01/2028	-	-	95,091.00	95,091.00
05/01/2029	465,000.00	3.480%	95,091.00	560,091.00
11/01/2029	-	-	87,000.00	87,000.00
05/02/2030	480,000.00	3.480%	87,000.00	567,000.00
11/01/2030	-	-	78,648.00	78,648.00
05/01/2031	500,000.00	3.480%	78,648.00	578,648.00
11/01/2031	-	-	69,948.00	69,948.00
05/01/2032	515,000.00	3.480%	69,948.00	584,948.00
11/01/2032	-	-	60,987.00	60,987.00
05/01/2033	535,000.00	3.480%	60,987.00	595,987.00
11/01/2033	-	-	51,678.00	51,678.00
05/01/2034	555,000.00	3.480%	51,678.00	606,678.00
11/01/2034	-	-	42,021.00	42,021.00
05/01/2035	570,000.00	3.480%	42,021.00	612,021.00
11/01/2035	-	-	32,103.00	32,103.00
05/01/2036	595,000.00	3.480%	32,103.00	627,103.00
11/01/2036	-	-	21,750.00	21,750.00
05/01/2037	615,000.00	3.480%	21,750.00	636,750.00
11/01/2037	-	-	11,049.00	11,049.00
05/01/2038	635,000.00	3.480%	11,049.00	646,049.00
Total	7,565,000.00		2,275,920.00	9,840,920.00

**University Square
Community Development District
2023 - 2024 Final Assessments**

2012 Series Bond Issue

**Lee County
5 years remaining**

Bond Designation	Acres	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2023-2024 tax payment
Miromar Factory Outlet Phase 1-2	34.38	\$ 435,495.36	\$ 30,951.63	\$ 466,446.99	\$ 1,826,546.09
Outpares					
Bank of America	1.39	\$ 17,607.29	\$ 1,251.39	\$ 18,858.68	\$ 73,847.09
Corkscrew Property LLC	1.67	\$ 20,458.46	\$ 1,503.47	\$ 21,961.93	\$ 85,807.22
Urika II Inc	1.03	\$ 6,162.57	\$ 927.29	\$ 7,089.86	\$ 25,846.86
Urika net (paid by developer)		\$ 3,986.90		\$ 3,986.90	\$ 16,720.86
IDC	14.187	\$ 120,698.42	\$ 12,772.27	\$ 133,470.69	\$ 506,231.90
rounding					\$ (0.02)
Total	52.657	\$ 604,409.00	\$ 47,406.05	\$ 651,815.05	\$ 2,535,000.00

O&M current year per acre	\$ 900.28
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**University Square
Community Development District
2023 - 2024 Final Assessments**

2017 Series Bond Issue

**Lee County
14 years remaining**

Bond Designation	Acres	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2023-2024 tax payment
Miromar Factory Outlet					
East M-2	15.47	\$ 226,306.30	\$ 13,927.33	\$ 240,233.63	\$ 2,374,455.58
Parking East M-6	2.332	\$ 34,028.35	\$ 2,099.45	\$ 36,127.80	\$ 357,032.95
Parking East M-5	1.86	\$ 27,113.63	\$ 1,674.52	\$ 28,788.15	\$ 284,482.18
Parking East M-4	0.857	\$ 12,500.23	\$ 771.54	\$ 13,271.77	\$ 131,155.17
Parking West M-9	3.446	\$ 50,272.52	\$ 3,102.36	\$ 53,374.88	\$ 527,470.36
Parking West M-7	2.35	\$ 34,347.21	\$ 2,115.66	\$ 36,462.87	\$ 360,378.50
Miromar Square					
Section 35	2.86	\$ 41,084.49	\$ 2,574.80	\$ 43,659.29	\$ 431,067.52
Section 36	10.248	\$ 147,761.61	\$ 9,226.07	\$ 156,987.68	\$ 1,550,347.38
IDC		\$ 110,425.66		\$ 110,425.66	\$ 1,158,610.36
rounding					\$ -
Total	39.423	\$ 683,840.00	\$ 35,491.73	\$ 719,331.73	\$ 7,175,000.00

O&M current year per acre	\$ 900.28
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UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

8

RESOLUTION 2023-04

A RESOLUTION OF THE UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the University Square Community Development District ("District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Lee County, Florida; and

WHEREAS, the Board of Supervisors of the District ("Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District's Board shall be held during Fiscal Year 2023/2024 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING REQUIREMENT. In accordance with Section 189.015(1), *Florida Statutes*, the District's Secretary is hereby directed to file a schedule of the District's regular meetings annually with Lee County and the Florida Department of Economic Opportunity.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 11th day of May, 2023.

ATTEST:

**UNIVERSITY SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>offices of Miromar Development Corporation, 10801 Corkscrew Road, Suite 305, Estero, Florida 33928</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
May 9, 2024	Regular Meeting	12:00 PM
August 8, 2024	Public Hearing & Regular Meeting	12:00 PM

UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

9

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE AMENDMENT OF THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on September 8, 2022, the Board of Supervisors (“Board”) of the University Square Community Development District (“District”), adopted a Budget for Fiscal Year 2022/2023; and

WHEREAS, the Board desires to amend the previously adopted budget for Fiscal Year 2022/2023.

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

Section 1. The Fiscal Year 2022/2023 Budget is hereby amended in accordance with Exhibit “A” attached hereto; and

Section 2. This resolution shall become effective immediately upon its adoption, and be reflected in the monthly and Fiscal Year End September 30, 2023 Financial Statements and Audit Report of the District.

PASSED AND ADOPTED this 11th day of May, 2023.

ATTEST:

UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
AMENED BUDGET GENERAL FUND
FISCAL YEAR 2022
EFFECTIVE NOVEMBER 30, 2022**

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
AMENDED BUDGET
FISCAL YEAR 2022**

	Actual through 09/30/22	Adopted Budget	Budget to Actual Variance	Proposed Amendment Increase/ (Decrease)	Amended Budget
REVENUES					
Assessment levy	\$ 80,139	\$ 80,116	\$ (23)	\$ -	\$ 80,116
Interest and miscellaneous income	27	150	123	-	150
Total revenues	<u>80,166</u>	<u>80,266</u>	<u>100</u>	<u>-</u>	<u>80,266</u>
EXPENDITURES					
Professional & administration					
Supervisors	1,204	2,000	796	-	2,000
FICA	92	306	214	-	306
Management/recording	33,500	33,500	-	-	33,500
Legal	2,896	5,000	2,104	-	5,000
Engineering	1,318	1,500	182	-	1,500
Audit	6,000	5,800	(200)	-	5,800
Assessment roll preparation	11,500	11,500	-	-	11,500
Arbitrage rebate calculation	500	500	-	-	500
Trustee	8,406	4,080	(4,326)	-	4,080
Postage	138	300	162	-	300
Printing & binding	500	500	-	-	500
Legal advertising	1,140	750	(390)	-	750
Contingencies	721	550	(171)	-	550
Annual district filing fee	175	175	-	-	175
Insurance	6,436	6,840	404	-	6,840
Website	705	705	-	-	705
ADA website compliance	210	210	-	-	210
Total professional & administration	<u>75,441</u>	<u>74,216</u>	<u>(1,225)</u>	<u>-</u>	<u>74,216</u>
Field operations					
Repairs and maintenance	33,815	6,000	(27,815)	40,000	46,000
Engineering stormwater analysis	595	-	(595)	-	-
Total field operations	<u>34,410</u>	<u>6,000</u>	<u>(28,410)</u>	<u>40,000</u>	<u>46,000</u>
Other fees and charges					
Property appraiser	14	20	6	-	20
Tax collector	14	30	16	-	30
Total other fees and charges	<u>28</u>	<u>50</u>	<u>22</u>	<u>-</u>	<u>50</u>
Total expenditures	<u>109,879</u>	<u>80,266</u>	<u>(29,613)</u>	<u>40,000</u>	<u>120,266</u>
Net change in fund balances	(29,713)	-	29,713	(40,000)	(40,000)
Fund balance - beginning	123,711	137,310	13,599	(13,599)	123,711
Assigned					
Working capital	40,000	40,000	-	-	40,000
Disaster recovery	85,000	85,000	-	(1,289)	83,711
Unassigned	(31,002)	12,310	13,599	(12,310)	-
Fund balance - ending	<u>\$ 93,998</u>	<u>\$ 137,310</u>	<u>\$ 43,312</u>	<u>\$ (53,599)</u>	<u>\$ 83,711</u>

UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2023**

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2023**

	Major Funds				Total Governmental Funds
	General	Debt Service Series 2012	Debt Service Series 2017	Capital Project Series 2017	
ASSETS					
Suntrust - operating	\$ 125,208	\$ -	\$ -	\$ -	\$ 125,208
Investments					
Revenue	-	596,622	740,433	-	1,337,055
Reserve	-	-	102,796	-	102,796
Interest	-	-	10	-	10
Construction	-	-	-	95,351	95,351
Total assets	<u>\$ 125,208</u>	<u>\$ 596,622</u>	<u>\$ 843,239</u>	<u>\$ 95,351</u>	<u>\$ 1,660,420</u>
LIABILITIES					
Liabilities:	-	-	-	-	-
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances:					
Restricted for:					
Debt service	-	596,622	843,239	-	1,439,861
Capital projects	-	-	-	95,351	95,351
Assigned					
Working capital	40,000	-	-	-	40,000
Disaster recovery	85,000	-	-	-	85,000
Unassigned	208	-	-	-	208
Total fund balances	<u>125,208</u>	<u>596,622</u>	<u>843,239</u>	<u>95,351</u>	<u>1,660,420</u>
Total liabilities and fund balances	<u>\$ 125,208</u>	<u>\$ 596,622</u>	<u>\$ 843,239</u>	<u>\$ 95,351</u>	<u>\$ 1,660,420</u>

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ 79,596	\$ 79,576	100%
Interest and miscellaneous income	1	12	150	8%
Total revenues	<u>1</u>	<u>79,608</u>	<u>79,726</u>	100%
EXPENDITURES				
Professional & administration				
Supervisors	-	-	2,000	0%
FICA	-	-	306	0%
Management/recording	2,792	16,750	33,500	50%
Legal	-	413	5,000	8%
Engineering	-	815	1,500	54%
Audit	-	-	5,800	0%
Assessment roll preparation	-	11,500	11,500	100%
Arbitrage rebate calculation	-	-	500	0%
Trustee	-	4,080	4,080	100%
Bank	-	-	550	0%
Postage	10	40	300	13%
Printing & binding	42	250	500	50%
Legal advertising	-	710	750	95%
Contingencies	38	268	1,000	27%
Annual district filing fee	-	175	175	100%
Insurance	-	6,918	7,300	95%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Total professional & administration	<u>2,882</u>	<u>41,919</u>	<u>75,676</u>	55%
Field operations				
Repairs and maintenance	124	6,459	4,000	161%
Total field operations	<u>124</u>	<u>6,459</u>	<u>4,000</u>	161%
Other fees and charges				
Property appraiser	-	-	20	0%
Tax collector	-	20	30	67%
Total other fees and charges	<u>-</u>	<u>20</u>	<u>50</u>	40%
Total expenditures	<u>3,006</u>	<u>48,398</u>	<u>79,726</u>	61%
Net change in fund balances	(3,005)	31,210	-	
Fund balance - beginning	<u>128,213</u>	<u>93,998</u>	<u>125,371</u>	
Assigned				
Working capital	40,000	40,000	40,000	
Disaster recovery	85,000	85,000	85,000	
Unassigned	208	208	371	
Fund balance - ending	<u>\$ 125,208</u>	<u>\$ 125,208</u>	<u>\$ 125,371</u>	

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND - SERIES 2012
FOR THE PERIOD ENDED MARCH 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Special assessments - on roll	\$ -	\$ 580,228	\$ 580,233	100%
Special assessments - off roll	-	4,013	4,017	100%
Interest	1,335	1,835	-	N/A
Total revenues	<u>1,335</u>	<u>586,076</u>	<u>584,250</u>	100%
EXPENDITURES				
Principal expense	-	-	415,000	0%
Interest expense	-	84,625	169,250	50%
Total expenditures	<u>-</u>	<u>84,625</u>	<u>584,250</u>	14%
Net change in fund balances	1,335	501,451	-	
Fund balance - beginning	595,287	95,171	94,841	
Fund balance - ending	<u>\$ 596,622</u>	<u>\$ 596,622</u>	<u>\$ 94,841</u>	

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND - SERIES 2017
FOR THE PERIOD ENDED MARCH 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Special assessments - on roll	\$ -	\$ 656,477	\$ 656,486	100%
Interest	1,530	2,350	-	N/A
Total revenues	<u>1,530</u>	<u>658,827</u>	<u>656,486</u>	100%
EXPENDITURES				
Principal	-	-	380,000	0%
Interest	-	138,243	276,486	50%
Total expenditures	<u>-</u>	<u>138,243</u>	<u>656,486</u>	21%
Net change in fund balances	1,530	520,584	-	
Fund balance - beginning	841,709	322,655	322,108	
Fund balance - ending	<u>\$ 843,239</u>	<u>\$ 843,239</u>	<u>\$ 322,108</u>	

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECT FUND - SERIES 2017
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year to Date
REVENUES		
Interest	\$ 295	\$ 1,498
Total revenues	295	1,498
EXPENDITURES		
Total expenditures	-	-
Net change in fund balances	295	1,498
Fund balance - beginning	95,056	93,853
Fund balance - ending	\$ 95,351	\$ 95,351

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

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DRAFT
MINUTES OF MEETING
UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the University Square Community Development District held a Public Hearing and Regular Meeting on September 8, 2022 at 12:00 p.m., at the offices of Miromar Development Corporation, 10801 Corkscrew Road, Suite 305, Estero, Florida 33928.

Present were:

Jeffery Staner	Chair
Mark Geschwendt	Assistant Secretary
Rick Pomeroy	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Greg Urbancic (via telephone)	District Counsel
Charlie Krebs (via telephone)	District Engineer
Tammy Campbell (via telephone)	McDirmitt Davis

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 12:01 p.m. Supervisors Geschwendt, Staner and Pomeroy were present. Supervisor Byal was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2022

This item was deferred.

FOURTH ORDER OF BUSINESS

Administration of Oath of Office to Newly Appointed Supervisor (the following to be provided in a separate package)

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**

43 C. Financial Disclosure Forms

44 I. Form 1: Statement of Financial Interests

45 II. Form 1X: Amendment to Form 1, Statement of Financial Interests

46 III. Form 1F: Final Statement of Financial Interests

47 D. Form 8B: Memorandum of Voting Conflict

48 This item was deferred.

49

50 FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Timothy Byal,
Seat 2 (*Term Expires November 2022*)

51

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53 **On MOTION by Mr. Geschwendt and seconded by Mr. Staner, with all in favor,**
54 **the resignation of Mr. Timothy Byal from Seat 2, was accepted.**

55

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57 SIXTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired
Term of Seat 2.

58

59

- 60 • Administration of Oath of Office to Newly Appointed Supervisor

61 This item was deferred.

62

63 SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-01,
Designating Certain Officers of the District,
and Providing for an Effective Date

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67 Mr. Geschwendt nominated the following slate:

68 Jeff Staner Chair

69 Mark Geschwendt Vice Chair

70 Chesley E. Adams, Jr. Secretary

71 Rich Pomeroy Assistant Secretary

72 Craig Wrathell Assistant Secretary

73 No other nominations were made. Prior appointments by the Board for Treasurer and
74 Assistant Treasurer remain unaffected by this Resolution.

75

76 **On MOTION by Mr. Geschwendt and seconded by Mr. Staner, with all in favor,**
77 **Resolution 2022-01, Designating Certain Officers of the District, as nominated,**
78 **and Providing for an Effective Date, was adopted.**

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EIGHTH ORDER OF BUSINESS

**Presentation of Audited Financial Report
for Fiscal Year Ended September 30, 2021;
Prepared by McDirmit Davis**

Ms. Campbell presented the Audited Financial Report for the Fiscal Year Ended September 30, 2021 and noted the pertinent information. The CDD received an unmodified opinion, which is the best type of opinion the CDD can receive. There were no findings, recommendations, deficiencies in internal control or instances of non-compliance; it was a clean audit.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2022-05,
Hereby Accepting the Audited Financial
Report for the Fiscal Year Ended
September 30, 2021**

<p>On MOTION by Mr. Geschwendt and seconded by Mr. Pomeroy, with all in favor, Resolution 2022-05, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2021, was adopted.</p>
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TENTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2022/2023 Budget**

A. Proof/Affidavit of Publication**B. Consideration of Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Adams stated the proposed Fiscal Year 2023 budget was unchanged from when it was last presented.

Discussion ensued regarding the Disaster recovery budget line item, the CDD's inability to resize the outfall structure, maintenance, grass carp permit and the status of treating CDD lakes.

Mr. Adams opened the Public Hearing.

No members of the public spoke.

Mr. Adams closed the Public Hearing.

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On MOTION by Mr. Geschwendt and seconded by Mr. Pomeroy, with all in favor, Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

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ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

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On MOTION by Mr. Geschwendt and seconded by Mr. Pomeroy, with all in favor, Resolution 2022-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

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TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2022

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Mr. Adams presented the Unaudited Financial Statements as of July 31, 2022.

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- **Consideration of Resolution 2022-08; Amending the Fiscal Year 2021/2022 Budget**
This item was an addition to the agenda.

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Mr. Adams stated that the CDD recently incurred additional, unbudgeted expenses of approximately \$28,000 to address outstanding South Florida Water Management District (SFWMD) compliance issues that were not handled by the prior Management Company in 2012. As expenses now exceed budget, it is necessary to amend the Fiscal Year 2021/2022 budget to avoid a finding in the next audit. He recommended a budget amendment to roll \$40,000 of surplus fund balance into the Operations budget to cover the unanticipated expense and any other expenditure overages.

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Mr. Urbancic will prepare Resolution 2022-08.

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On MOTION by Mr. Geschwendt and seconded by Mr. Staner, with all in favor, Resolution 2022-08; Amending the Fiscal Year 2021/2022 Budget, utilizing 40,000 of surplus fund balance to offset expense overages, was adopted.

The financials were accepted.

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164 **THIRTEENTH ORDER OF BUSINESS**

Approval of May 12, 2022 Regular Meeting Minutes

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On MOTION by Mr. Geschwendt and seconded by Mr. Pomeroy, with all in favor, the May 12, 2022 Regular Meeting Minutes, as presented, were approved.

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172 **FOURTEENTH ORDER OF BUSINESS**

Staff Reports

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174 **A. District Counsel: *Coleman Yovanovich Koester***

175 **B. District Engineer: *Hole Montes, Inc.***

176 There were no District Counsel or District Engineer reports.

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

178 • **UPCOMING MEETINGS**

179 I. **November 15, 2022 at 11:45 a.m. [Landowners' Meeting]**

180 II. **May 11, 2023 at 12:00 p.m. [Regular Meeting]**

181 ○ **QUORUM CHECK**

182

183 **FIFTEENTH ORDER OF BUSINESS**

Supervisors' Requests

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185 There were no Supervisors' request.

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187 **SIXTEENTH ORDER OF BUSINESS**

Public Comments

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189 There were no public comments.

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191 **SEVENTEENTH ORDER OF BUSINESS**

Adjournment

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On MOTION by Mr. Staner and seconded by Mr. Geschwendt with all in favor, the meeting adjourned at 12:24 p.m.

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Secretary/Assistant Secretary

Chair/Vice Chair

**UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

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DRAFT

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

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The University Square Community Development held a Landowners’ Meeting on November 15, 2022 at 11:45 a.m., at Miromar Development Corporation, 10801 Corkscrew Road, Suite 305, Estero, Florida 33928.

Present were:

Chuck Adams	District Manager
Jeff Staner	Landowner Representative/Proxy Holder

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Adams called the meeting to order at 11:45 a.m.

SECOND ORDER OF BUSINESS **Affidavit of Publication**

The affidavit of publication was included for informational purposes.

THIRD ORDER OF BUSINESS **Election of a Chair to Conduct Landowners’ Meeting**

Mr. Adams served as the Chair to conduct the Landowners’ Meeting.

FOURTH ORDER OF BUSINESS **Election of Supervisors [Seats 2, 3 & 4]**

A. Nominations

Mr. Staner nominated the following:

Seat 3 Mark Geschwendt

No nominations were made for Seats 2 and 4.

No other nominations were made.

B. Casting of Ballots

I. Determine Number of Voting Units Represented

37 Mr. Adams stated that a total of 55 voting units were represented.

38 **II. Determine Number of Voting Units Assigned by Proxy**

39 All 55 voting units were assigned by proxy to Mr. Staner

40 Mr. Staner cast the following votes:

41 Seat 3 Mark Geschwendt 55 votes

42 **C. Ballot Tabulation and Results**

43 Mr. Adams reported the following ballot tabulation, results and term lengths:

44 Seat 3 Mark Geschwendt 55 votes Four-year Term

45 Mr. Adams stated the Board will need to declare Seats 2 and 4 vacant at a future
46 meeting, identify which of those Seats will have a two-year term and which will have a four-
47 year term, and appoint individuals to fill the unexpired terms.

48

49 **FIFTH ORDER OF BUSINESS**

Landowners' Questions/Comments

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51 There were no Landowners' questions or comments.

52

53 **SIXTH ORDER OF BUSINESS**

Adjournment

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55 The meeting adjourned at 11:47 a.m.

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

UNIVERSITY SQUARE
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

WRATHELL, HUNT & ASSOCIATES LLC.

2300 GLADES RD, #410W
BOCA RATON FL 33431

Lee County FL – Community Development Districts

04/15/2023

NAME OF COMMUNITY DEVELOPMENT DISTRICT	NUMBER OF REGISTERED VOTERS AS OF 04/15/2023
Babcock Ranch	0
Bay Creek	790
Bayside Improvement	3,043
Beach Road Golf Estates	1,302
Brooks I of Bonita Springs	2,240
Brooks II of Bonita Springs	1,516
Coral Bay	0
East Bonita Beach	485
Mediterra	451
Parklands Lee	565
Parklands West	599
River Hall	2,433
River Ridge	1,482
Savanna Lakes	0
Stonewater	76
Stoneybrook	1,776
University Square	0
University Village	0
Verandah East	917
Verandah West	977
Waterford Landing	1,529
WildBlue	721

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UNIVERSITY SQUARE COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

*offices of Miromar Development Corporation, 10801 Corkscrew Road, Suite 305,
Estero, Florida 33928*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
November 15, 2022	Landowners' Meeting	11:45 A.M.
May 11, 2023	Regular Meeting	12:00 P.M.
August 10, 2023	Public Hearing & Regular Meeting	12:00 P.M.