

**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 11, 2023 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
Rich Pomeroy	Vice Chair
Mark Geschwendt	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Greg Urbancic (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 12:04 p.m. The Oath of Office was administered to Mr. Geschwendt before the meeting. Supervisors Geschwendt, Pomeroy and Staner were present. Two seats are vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor Mark Geschwendt [Seat 3] (the following to be provided in a separate package)

Mr. Geschwendt, as an incumbent, is familiar with 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 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

Mr. Adams recapped the results of the Landowners’ Election as follows:

Seat 2	No Nomination	0 votes	Four-year Term
Seat 3	Mark Geschwendt	55 votes	Four-year Term
Seat 4	No Nomination	0 votes	Two-year Term

On MOTION by Mr. Geschwendt and seconded by Mr. Pomeroy, with all in favor, 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, was adopted.

FIFTH ORDER OF BUSINESS

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**

This item was deferred.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Adams presented Resolution 2023-02. Mr. Geschwendt nominated the following:

Chair	Jeffery Staner
Vice Chair	Rich Pomeroy
Assistant Secretary	Mark Geschwendt
Assistant Secretary	Craig Wrathell

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

On MOTION by Mr. Geschwendt and seconded by Mr. Pomeroy, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

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

Mr. Adams presented Resolution 2023-03. He stated that the proposed Fiscal Year 2024 budget is the same as Fiscal Year 2023. The fund balance projections are expected to be \$92,260.

Discussion ensued regarding expending unbudgeted funds to repair drainage issues. It was noted that a hotel is planned for that same area, which will negate the repairs.

On MOTION by Mr. Geschwendt and seconded by Mr. Staner, with all in favor, Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 10, 2023 at 12:00 p.m., at the offices of Miromar Development Corporation, 10801 Corkscrew Road, Suite 305, Estero, Florida 33928; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

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

On MOTION by Mr. Pomeroy and seconded by Mr. Geschwendt, with all in favor, 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, was adopted.

NINTH ORDER OF BUSINESS

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

Mr. Adams presented Resolution 2023-05. This is necessary because expenses exceeded appropriations due to unforeseen expenses and to avoid a finding in the annual audit. Fund balance was used to offset overage.

On MOTION by Mr. Geschwendt and seconded by Mr. Staner, with all in favor, 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, was adopted.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2023

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2023.

Regarding preparation of the assessment roll, Mr. Adams stated that Ms. Alice Carlson, of AJC Associates, Inc., is retiring. He expects this will transition to District Management’s Finance Department before the end of this year.

The financials were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of Minutes

A. September 8, 2022 Public Hearing and Regular Meeting

On MOTION by Mr. Geschwendt and seconded by Mr. Pomeroy, with all in favor, the September 8, 2022 Public Hearing and Regular Meeting Minutes, as presented, were approved.

B. November 15, 2022 Landowners’ Meeting

On MOTION by Mr. Staner and seconded by Mr. Pomeroy, with all in favor, the November 15, 2022 Landowners' Meeting, were approved.

TWELFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Coleman Yovanovich Koester**

Mr. Urbancic discussed recent legislation and a bill that will require Supervisors to attend annual four-hour ethics training sessions, effective January 1, 2024. He will provide further updates, as information becomes available.

B. District Engineer: Hole Montes, Inc.

There was no report.

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 11:30 A.M.**
 - **QUORUM CHECK**

THIRTEENTH ORDER OF BUSINESS**Supervisors' Requests**

Regarding what bank the CDD uses. Mr. Adams replied Truist Bank. He will advise Accounting to update the Unaudited Financials to reflect Truist Bank, instead of SunTrust.

A Board Member noted deficiencies in several areas surrounding the CDD and asked Mr. Adams to ask the multiple property owners to repair the wall and maintain their property.

FOURTEENTH ORDER OF BUSINESS**Public Comments**

There were no public comments.

FIFTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Staner and seconded by Mr. Geschwendt, with all in favor, the meeting adjourned at 12:27 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair