

MINUTES OF MEETING

LAKESIDE PRESERVE COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS' MEETING

Thursday, March 8, 2018 at 11:30 a.m.

The Offices of Highland Homes

3020 South Florida Avenue, Suite 101

Lakeland Florida 33803

Board Members present at roll call:

Lee Saunders	Board Member
Joel Adams	Board Member
Brian Walsh	Board Member
Jeff Shenenfield	Board Member

Also Present:

Roy Van Wyk	Hopping Green & Sams
Jane Gaarlandt	Fishkind & Associates, Inc.
Kevin Plenzler	Fishkind & Associates, Inc. (via phone)
Todd Amaden	Landmark Engineering (via phone)
Camille Evans	Greenberg Traurig (via phone)
Bob Gang	Greenberg Traurig (via phone)

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at approximately 11:30 a.m. The Board Members and staff in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the February 8, 2018 Board of Supervisors' Meeting

The Board reviewed the minutes of the February 8, 2018 Board of Supervisors' Meeting.

ON MOTION by Mr. Walsh, seconded by Mr. Saunders, with all in favor, the Board Approved the minutes of the February 8, 2018 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2018-20, Delegation Resolution

Ms. Evans explained that Resolution 2018-20 provides for the authorization of Series 2018 Bonds with a not-to-exceed principle amount of \$5,000,000.00, It would provide for the authority to fund Phase 1 improvements which are described in Schedule 1 attached to the resolution. She mentioned that the resolution also provides for the authorization of a First Supplemental Trust Indenture, a Bond Purchase Contract, a Preliminary Limited Offering Memorandum, a form of Rule 15c2-12 Certificate, and the Continuing Disclosure Agreement. Ms. Evans gave the Board an overview of Section 5 of the resolution which outlines the Bond Purchase Contract. Ms. Evans noted that all of the documents are in substantially final form with the exception of the First Supplemental Trust Indenture and would be subject to the update and approval that is provided in the body of the resolution. There were no questions regarding Resolution 2018-20.

ON MOTION by Mr. Adams, seconded by Mr. Saunders, with all in favor, the Board approved Resolution 2018-20, Delegation Resolution.

FIFTH ORDER OF BUSINESS

Public Hearing on the Adoption of the District's Fiscal Year 2017-2018 Budget

- a) **Public Comments & Testimony**
- b) **Board Comments**
- c) **Consideration of Resolution 2018-21, Adopting Fiscal Year 2017-2018 Budget and Appropriating Funds**

Mr. Van Wyk requested a motion to open the public hearings for today by way of motion. The District has three public hearing scheduled for today.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board opened the Public Hearings.

Mr. Van Wyk explained that the first public hearing is on the adoption of the Fiscal Year 2017-2018 Budget, which is attached to the agenda item. Ms. Gaarlandt explained that the budget amount is prorated for the remainder of the year. She explained that a full year would be \$147,000.00 and the remainder of the fiscal year from when the preliminary budget was first approved was \$95,000.00. At this point expenses are being paid on an as incurred basis due to the Developer Funding Agreement. There were no questions related to the Fiscal Year 2017-2018 budget.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board approved Resolution 2018-21, Adopting Fiscal Year 2017-2018 Budget and Appropriating Funds.

SIXTH ORDER OF BUSINESS

**Public Hearing on the Adoption of
the District Rules of procedure**
a) **Public Comments & Testimony**
b) **Board Comments**
c) **Consideration of Resolution
2018-22, Adopting Rules of
Procedure**

Mr. Van Wyk noted that there are no members of the public present. He explained that the Rules of Procedure set forth how the District is to operate and follow statutory requirements. Mr. Van Wyk requested a motion to approve and adopt Resolution 2018-22.

ON MOTION by Mr. Saunders, seconded by Mr. Adams, with all in favor, the Board approved Resolution 2018-22, Adopting Rules of Procedure

SEVENTH ORDER OF BUSINESS

**Public Hearing on the District's
Use of the Uniform Method of
Levying, Collecting and Enforcing
Non Ad-Valorem Assessments**
a) **Public Comments & testimony**
b) **Board Comments**
c) **Consideration of Resolution
2018-23**

Mr. Van Wyk explained that Chapter 197.3632 of the Florida Statutes allows the District to use the services of the Tax Collector and Property Appraiser in order to collect special assessments and to levy special assessments on parcels benefited by both operations and maintenance costs and public improvement costs. He noted that this is going to be necessary for the District to enter into and have in place so that the District can move forward with the Bonds. It is a requirement of the Trust Indenture to have the assessments collected on the Tax Roll. Mr. Van Wyk explained that notice was provided as required by Florida Statute and there are no members of the public in attendance today. Mr. Van Wyk requested a motion from the Board to approve Resolution 2018-23, authorizing and adopting the Use of the Uniform Method of Levying and collecting Special Assessments.

ON MOTION by Mr. Saunders, seconded by Mr. Adams, with all in favor, the Board approved Resolution 2018-23, authorizing and adopting the Use of the Uniform Method of Levying, Collecting and Enforcing Non Ad-Valorem Assessments.

Mr. Van Wyk requested a motion to close the public hearings.

ON MOTION by Mr. Adams, seconded by Mr. Saunders, with all in favor, the Board closed the Public Hearings.

EIGHTH ORDER OF BUSINESS

Consideration of Acquisition Agreement between the District and Pipkin Creek Properties, LLC

Mr. Van Wyk stated that the Developer is in the process of completing the District's infrastructure improvements in advance of the public financing and this agreement sets forth the procedures by which the District will acquire certain of those improvements. It allows the District to take over the parcels and improvements in advance of the funding and states that once funding is in place the District will pay the Developer for the amount set forth in the Engineer's Certificate of Acceptance and Certificate of the Costs. This must be in place to ensure that the District acquires all its improvement in advance of transfer to the City and the County if there is to be a transfer. Mr. Van Wyk requested approval in substantial form subject to final approval by Developer's Counsel.

ON MOTION by Mr. Adams, seconded by Mr. Saunders, with all in favor, the Board approved the Acquisition Agreement between the District and Pipkin Creek properties, LLC. in Substantial form, Subject to final approval by Developer's Counsel.

NINTH ORDER OF BUSINESS

Consideration of Statement(s) of Qualifications for the Position of District Engineer

Ms. Gaarlandt noted that District staff ran the RFQ for the position of District Engineer and received one response from Landmark Engineering. Mr. Adams asked if the District will have to have a full sub-committee meeting to review and rank the bidders. Mr. Van Wyk stated that if the District only has one proposal the Board can either accept it or reject it and the Board can do so at this meeting. Mr. Van Wyk requested that the Board accept the proposal from Landmark Engineering and authorize District staff to enter into an agreement. Mr. Adams said that he thinks that landmark Engineering is very familiar with the project.

ON MOTION by Mr. Adams, seconded by Mr. Saunders, with all in favor, the Board approved and accepted Landmark Engineering as the permanent District Engineer and authorizing District Staff to enter into an agreement.

TENTH ORDER OF BUSINESS

Consideration of Payment Authorizations Nos. 1 - 4

Mr. Adams Asked about the Hopping greens & Sams invoice on Payment Authorization 4. Mr. Van Wyk explained that anything that is related to validation or Bond issuance can be refunded by Bond proceeds. He noted that his invoice is broken up by 001, which is general operational work, 102, which would be the validations costs, and 104, is the actual work related to the Bonds. Mr. Adams asked if it would go back in the general funds to be used during the fiscal year. Mr. Van Wyk answered that the District can reimburse it directly back to the Landowners or the District can requisition it out as costs and bring it back.

ON MOTION by Mr. Adams, seconded by Mr. Saunders, with all in favor, the Board ratified Payment Authorizations Nos. 1 – 4.

ELEVENTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the monthly financial statements. Ms. Gaarlandt noted that the District Accountant has not yet received all of the information needed to prepare the

complete financials like the budget-to-actual. Ms. Gaarlandt indicated that the next month should be a more complete picture of where the District is with its financials. There was no action required by the Board.

TWELFTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – No Report

District Manager – No Report

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no Supervisor requests or audience comments.


FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Gaarlandt requested a motion to adjourn.

ON MOTION by Mr. Saunders, seconded by Mr. Adams, with all in favor, the March 8, 2018 Board of Supervisor's Meeting for the Lakeside Preserve Community Development District was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman