

**MINUTES OF MEETING  
BOYETTE PARK  
COMMUNITY DEVELOPMENT DISTRICT**

Multiple Public Hearings and a Regular Meeting of the Board of Supervisors of the Boyette Park Community Development District were held on Monday, November 6, 2017 at 1:00 p.m., at Mattamy Homes, 4107 Crescent Park Drive, Riverview, Florida 33578.

**Present at the meeting were:**

Thomas Griggs	Assistant Secretary
Mac McCraw	Assistant Secretary
Jacob Egan	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Lindsay Whelan	District Counsel
Chris Fisher	District Engineer
Robbie Cox	MBS Capital Markets, LLC
Kami Corbett	Developer's Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:15 p.m. Supervisors Griggs, McCraw and Egan were present, in person. Supervisors Murray and O'Brien were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Engineer's Report, dated  
November 2017**

Mr. Wrathell presented the Engineer's Report, dated November 2017.

Mr. Fisher stated that, from an overall perspective, the District would be funding some off-site improvements on McMullen Road and the turn lane on Boyette Road, for the subdivision, as well as the stormwater management and wastewater systems and the potable water that will serve each of the units. Also included were costs of the perimeter landscaping

and hardscape, which will serve both entrances to the community, along with soft costs for engineering and landscape design, pertaining to items that are reimbursable. Ms. Whelan asked if the costs were reasonable for the scope of the project. Mr. Fisher replied affirmatively.

Mr. Griggs stated that the Board had not yet estimated a timeline for the Capital Improvement Plan (CIP) and felt that it would fluctuate, depending on the performance of the community. One sub-phase would be developed earlier than previously anticipated because it would contain fewer units. Mr. Wrathell stated if the time frames looked positive, it might help the marketing of the bonds, as the project was progressing faster than anticipated. Mr. Cox stated that fine-tuning the time frame would help in the marketing but, in terms of the Engineer's Report, it would be best to be conservative. Ms. Whelan pointed out that this was a Master Infrastructure Improvement Plan and the District was not constrained to any phases of development; it was just an overall cost estimate plan for what was anticipated. Mr. Cox would prepare a disclosure for the offering statement, incorporating time frames, when it becomes appropriate.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, the Engineer's Report, dated November 2017, was approved.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Master Special Assessment Methodology Report, dated November 6, 2017**

Mr. Wrathell presented the updated Special Assessment Methodology Report dated November 6, 2017. The Appendix tables, on Pages 12 through 14, outlined the five unit types, totaling 414 residences, the CIP costs, the Preliminary Sources and Uses of Funds, the Improvements Benefit Allocation, totaling 346.13 ERUs, and the Assessment Apportionment amount for each product type. Mr. Griggs was concerned about losing density and questioned why the Equivalent Residential Unit (ERU) rates per unit were listed separately if the District was at risk of having a fewer total ERUs and possibly have to make a true-up payment. Ms. Whelan stated that the District would not necessarily lose density if the same number of townhomes were upheld. Discussion ensued regarding marketing, switching 18' townhomes for 24' townhomes, debt assessments, true-up mechanisms and bond issuance. Ms. Whelan stated that there were 414 units but only 346.13 ERUs; therefore, there was sufficient flexibility to

delete units, as the Board saw fit, as long as the total amount equaled at least 346.13 ERUs. Mr. Wrathell stated that Management would prepare and present an updated Methodology Report if new product types were developed prior to bond issuance.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, the Master Special Assessment Methodology Report, dated November 6, was approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-01, Ratifying the Actions of the District Manager in Re-Scheduling and Re-Noticing the Public Hearings on the District Rules of Procedure, the District’s Intent to Use the Uniform Method of Collection, and the District’s Imposition and Levy of Special Assessments; Amending Resolutions 2017-16, 2017-23 And 2017-25 to Set The Public Hearings Thereon for November 6, 2017, at 1:00 P.M., at 4107 Crescent Park Drive, Riverview, Florida 33578**

Mr. Wrathell presented Resolution 2018-01.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, Resolution 2018-01, Ratifying the Actions of the District Manager in Re-Scheduling and Re-Noticing the Public Hearings on the District Rules of Procedure, the District’s Intent to Use the Uniform Method of Collection, and the District’s Imposition and Levy of Special Assessments; Amending Resolutions 2017-16, 2017-23 And 2017-25 to Set The Public Hearings Thereon for November 6, 2017, at 1:00 P.M., at 4107 Crescent Park Drive, Riverview, Florida 33578, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements**

**\*\*\*Mr. Cox arrived at the meeting.\*\*\***

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*
- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

**A. Affidavit/Proof of Publication**

Mr. Wrathell presented the affidavit of publication for today's Public Hearings and Regular Meeting.

**B. Mailed Notice to Property Owner(s)**

Mr. Wrathell presented a sample of the Mailed Notice to property owners.

**\*\*\*Mr. Wrathell opened the Public Hearing.\*\*\***

No members of the public spoke.

**\*\*\*Mr. Wrathell closed the Public Hearing.\*\*\***

**C. Consideration of Resolution 2018-02, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited By Such Projects to Pay the Cost Thereof; Providing for the Payment and the collection of Such Special Assessments By the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Homeowners Associations, Property Owners Association and/or Governmental Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date**

Mr. Wrathell presented Resolution 2018-02.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, Resolution 2018-02, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited By Such Projects to Pay the Cost Thereof; Providing for the Payment and the collection of Such Special Assessments By the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Confirming the District’s Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Homeowners Associations, Property Owners Association and/or Governmental Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date**

**A. Affidavit/Proof of Publication**

Mr. Wrathell presented the proof of publication for today’s Public Hearing.

*\*\*\*Mr. Wrathell opened the Public Hearing.\*\*\**

No members of the public spoke.

*\*\*\*Mr. Wrathell closed the Public Hearing.\*\*\**

**B. Consideration of Resolution 2018-03, Expressing its Intent of the District to Use the Uniform Method of Levying, Collecting and Enforcing Non-Ad Valorem Assessments Which May Be Levied By the Boyette Park Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2018-03.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, Resolution 2018-03, Expressing its Intent of the District to Use the Uniform Method of Levying, Collecting and Enforcing Non-Ad Valorem Assessments Which May Be Levied By the Boyette Park Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comment and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54, Florida Statutes**

**A. Affidavits of Publication**

- Notice of Rule Development
- Notice of Rule Making

The affidavits of publication were provided for informational purposes.

**\*\*\*Mr. Wrathell opened the Public Hearing.\*\*\***

No members of the public spoke.

**\*\*\*Mr. Wrathell closed the Public Hearing.\*\*\***

**B. Consideration of Resolution 2018-04, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2018-04.

**On MOTION by Griggs and seconded by Mr. Egan, with all in favor, Resolution 2018-04, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Response(s) to Request for Qualifications for Engineering Services**

**A. Affidavit/Proof of Publication**

The affidavit of publication was provided for informational purposes.

**B. RFQ Package**

The Request for Qualifications (RFQ) was provided for informational purposes.

**C. Respondent(s)**

**i. Clearview Land Design, PL**

Mr. Wrathell stated that the only respondent to the RFQ was Clearview Land Design, PL, the Interim District Engineer, who was highly qualified and had intricate knowledge of the project.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, authorization to rank Clearview Land Design, PL as the #1 ranked firm, was approved.**

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, authorizing Staff to enter into negotiations and prepare a Continuing Services Agreement with Clearview Land Design, PL, the #1 ranked firm, and granting the Chair and Vice Chair authority to execute, were approved.**

**TENTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of September 30, 2017**

Mr. Wrathell presented the Unaudited Financial Statements as of September 30, 2017.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, the Unaudited Financial Statements as of September 30, 2017, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Minutes**

**A. August 21, 2017 Landowners' Meeting**

Mr. Wrathell presented the August 21, 2017 Landowners' Meeting Minutes and asked for any additions, deletions or corrections.

**B. August 21, 2017 Organizational Meeting**

Mr. Wrathell presented the August 21, 2017 Organizational Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, August 21, 2017 Landowners’ Meeting, Minutes, as presented, and Organizational Meeting Minutes, as amended, subject to District Counsel’s clarifying comments and revisions, previously forward to Management, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Whelan stated that the Bond Validation Hearing was scheduled for December 4, 2017 at 1:30 p.m.

**B. District Engineer (Interim)**

Mr. Fisher requested that the meeting time be changed to accommodate District Engineer, Mr. Toxey Hall, who had a conflict with the 1:00 p.m., Monday meeting time. Discussion ensued regarding the meeting time and week of the month for future meetings. Going forward, meetings would be held on the third Monday of each month at 3:00 p.m.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, rescheduling the November 20, 2017 meeting, at 1:00 p.m., to November 27, 2017 at 3:00 p.m., was approved.**

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, amending the Regular Meeting Schedule to change the meeting time from 1:00 p.m., to 3:00 p.m., was approved.**

**C. District Manager**

**i. NEXT MEETING DATE: November 20, 2017 at 1:00 P.M.**

The next meeting will be held on November 27, 2017 at 3:00 p.m., at this location.

**THIRTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

Mr. Cox stated that, in order to adhere to the bond issuance timeline, Staff should commence collecting most of the due diligence information, over the next few weeks, as the holidays were approaching.



**FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

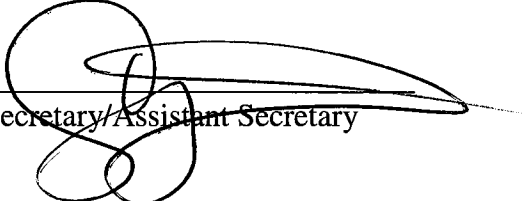
**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

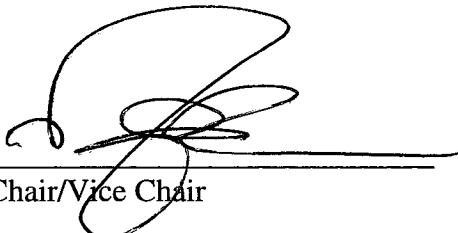
There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Griggs and seconded by Mr. Egan, with all in favor, the meeting adjourned at 1:51 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair