

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

A Regular Meeting of the Board of Supervisors of the Boyette Park Community Development District was held on Monday, January 15, 2018 at 3:00 p.m., at Mattamy Homes, 4107 Crescent Park Drive, Riverview, Florida 33578.

Present at the meeting were:

Tim Murray	Chair
Matt O'Brian	Vice Chair
Thomas Griggs	Assistant Secretary
Jacob Egan	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Lindsay Whelan	District Counsel
Chris Fisher	Clearview Land Design
Robbie Cox	MBS Capital Markets, LLC

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 3:04 p.m. Supervisors Murray, Eagan, Griggs and O'Brien were present, in person. Supervisor McCraw was not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**ANNOUNCE AUDIT SELECTION
COMMITTEE MEETING/REGULAR
MEETING RECESS**

Mr. Wrathell stated three responses were received from re-advertising the Request for Proposals (RFP) for Annual Audit Services. The Board would serve as the Audit Selection Committee.

******The meeting recessed at approximately 3:06 p.m.******

FOURTH ORDER OF BUSINESS

**COMMENCENT OF AUDIT
SELECTION COMMITTEE MEETING**

On MOTION by Mr. Murray and seconded by Mr. Egan, with all in favor, the Audit Selection Committee Meeting commenced.

FIFTH ORDER OF BUSINESS

**Review/Discussion/Ranking of
Response(s) to RFP for Annual Audit
Services**

A. Affidavit of Publication

The affidavit of publication was provided for informational purposes.

B. RFP Package

This item was provided for informational purposes.

C. Respondent(s)

- i. Berger, Toombs, Elam, Gaines & Frank**
- ii. Car, Riggs & Ingram, LLC**
- iii. Grau and Associates**

*****This item, previously Item 5.E., was presented out of order.*****

Mr. Wrathell stated all three firms were highly qualified and reviewed the pricing for each respondent. He recommended the most affordable, Grau & Associates (Grau), with a first year fee of \$2,600 and \$2,700 and \$2,800, for the second and third years, respectively. There would also be an additional fee of \$1,500 per bond issuance; issuance of bonds was expected this year.

D. Ranking

Mr. Wrathell voiced his opinion that each firm could receive the maximum score on their capabilities, with price being the deciding factor.

Mr. Wrathell provided his scoring recommendation, which was scoring each firm 20 points for the first four categories and, for the "Price" category, scoring Grau 20 points, Berger, Toombs, Elam, Gaines & Frank (Berger, Toombs) 19 points and Carr, Riggs & Ingram, LLC (CRI) 17 points. Based on those scores, Grau received 100 points, CRI received 97 points and Berger, Toombs received 99 points.

Mr. Wrathell asked the Audit Selection Committee if they accepted this ranking order; the Committee replied affirmatively.

E. Recommendation

The Audit Selection Committee accepted Grau as the Number One ranked firm, with 100 points, and recommended selection of Grau to the Board of Supervisors.

On MOTION by Mr. Murray and seconded by Mr. Egan, with all in favor, ranking Grau & Associates as the Number One ranked firm, with 100 points, and to recommend engagement of Grau & Associates for Annual Audit Services, were approved.

SIXTH ORDER OF BUSINESS

**ADJOURNMENT OF AUDIT
SELECTION COMMITTEE
MEETING/RECONVENE REGULAR
MEETING**

On MOTION by Mr. Murray and seconded by Mr. Egan, with all in favor, the Audit Selection Committee Meeting adjourned and the Regular Meeting reconvened.

SEVENTH ORDER OF BUSINESS

**Consideration of Recommendation of
Audit Selection Committee**

The Board considered the recommendation of the Audit Selection Committee.

On MOTION by Mr. Murray and seconded by Mr. Egan, with all in favor, the Audit Selection Committee ranking of Grau & Associates, as the Number One ranked firm, and authorizing District Staff to engage Grau & Associates for Annual Audit Services, were approved.

EIGHTH ORDER OF BUSINESS

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

Mr. Wrathell presented the Unaudited Financial Statements as of November 30, 2017. With the Landowner funding the District's operations, payables appear higher, until receipt of

funding. Revenues and expenditures were minimal, as it was only two months into the new fiscal year.

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

NINTH ORDER OF BUSINESS

**Consideration of November 27, 2017
Public Hearings and Regular Meeting
Minutes**

Mr. Wrathell presented the November 27, 2017 Public Hearings and Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Murray and seconded by Mr. Egan, with all in favor, the November 27, 2017 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Regarding the bond validation, Ms. Whelan stated the Certificate of No Appeal has not yet been issued. The Broward County Court Docket showed that no parties have joined in or appealed the bond validation. She will distribute it to the Board. In response to the question of whether that could delay the process, Ms. Whelan replied no; it was expected no later than the end of the month but more likely this week. Mr. Wrathell stated if they were already working on due diligence and, once the bond validation is received, the District could expect to issue the bonds within the next 30 to 45 days. Mr. Cox agreed and stated the target was to have the funds available no later than May 31, 2018. The March meeting was targeted for the Delegated Award Resolution, which would, theoretically allow issuance in April or May.

Ms. Whelan stated for Matthamy to receive the payments by their closing date deadline, compiling and executing all documentation should start in April or early May so when the bonds are ready to be issued, only the requisitions would need to be signed. Mr. Wrathell agreed that all the documents would be collected, the invoices, proofs of payments along with any Bills of Sale, easements, etc., would be ready. Mr. Griggs stated that they would submit at least a 90%

complete draft package in March, less final payments and lien releases, which, in turn, would give them at least one and a half months to finalize them.

B. District Engineer

There being no report, the next item followed.

C. District Manager

i. NEXT MEETING DATE: February 19, 2018 at 3:00 P.M.

The next meeting will be held on February 19, 2018 at 3:00 p.m., at this location.

Mr. Cox stated he would refine the Delegation Resolution with Mr. Wrathell's office.

ELEVENTH ORDER OF BUSINESS Board Members' Comments/Requests

There being no Board Members' comments or requests, the next item followed.

TWELFTH ORDER OF BUSINESS Public Comments

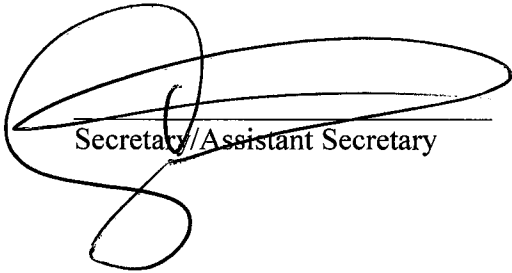
There being no public comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS Adjournment

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Griggs and seconded by Mr. O'Brian,
with all in favor, the meeting adjourned at 3:20 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair