

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

A Public Hearing and a Regular Meeting of the Board of Supervisors of the Boyette Park Community Development District was held on Monday, August 20, 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'Brien	Vice Chair
Mac McCraw	Assistant Secretary
Jacob Egan	Assistant Secretary
Thomas Griggs	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Lindsay Whelan	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 3:10 p.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Ratification of Agreement between the Boyette Park Community Development District and Boyette Park Homeowners Association, Inc., for Facility Management, Operation, and Maintenance Services**

Mr. Wrathell discussed the benefits of entering into this Agreement between the District and the Boyette Park HOA for the HOA to manage the facilities and perform the

operation and maintenance (O&M) services. Should there be any issues with the HOA's performance, the District can terminate the Agreement. Ms. Whelan stated that the Agreement was not executed, as comments from HOA counsel were pending; therefore, it should be approved, rather than ratified. In response to a question, Mr. Wrathell confirmed that a map of the areas to be maintained by the HOA would be attached to the Agreement. Ms. Whelan stated that the services performed would be related to landscaping and the stormwater system.

**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Agreement between the Boyette Park Community Development District and Boyette Park Homeowners Association, Inc., for Facility Management, Operation, and Maintenance Services, in substantial form, and authorizing the Chair and Vice Chair to execute the Agreement, was approved.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Adoption of the District's Final Budget for Fiscal Year 2018/2019, Pursuant to Florida Law**

**A. Affidavit(s)/Proof of Publication**

The proof of publication for today's Public Hearing was provided for informational purposes.

**B. Consideration of Resolution 2018-12, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2018-12. He reviewed the proposed Fiscal Year 2019 budget, noting line item increases, decreases, additions, on-roll and off-roll assessments, etc.

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

No members of the public spoke.

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

**On MOTION by Mr. Murray and seconded by Mr. McCraw, with all in favor, Resolution 2018-12, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Special Assessments for Operations and Maintenance for the Fiscal Year 2018/2019, Pursuant to Florida Law**

- A. Consideration of Resolution 2018-13, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; 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**

Mr. Wrathell presented Resolution 2018-13.

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

Mr. Wrathell stated that this Resolution authorizes the imposition of assessments and provides for on-roll assessments to be placed on the tax bills and for the direct billing of off-roll assessments and the off-roll assessment payment due dates.

No members of the public spoke.

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

**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2018-13, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; 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.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Agreement Regarding the Direct Collection of Special Assessments (Off-Roll Operations and Maintenance) for Fiscal Year 2018-2019**

Mr. Wrathell stated that this Agreement goes along with the collection of off-roll assessments, as detailed in Resolution 2018-13. Ms. Whelan stated that this Agreement gives the District protection, in the event of nonpayment by the Landowner. It is similar to Developer Funding Agreements in the past. The Agreement sets forth that the Landowner is obligated to pay the off-roll assessments and is aware that the assessments must be paid in accordance with the schedule outlined in Resolution 2018-13.

**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Agreement Regarding the Direct Collection of Special Assessments (Off-Roll Operations and Maintenance) for Fiscal Year 2018-2019, in substantial form, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-14, Adopting the Annual Meeting Schedule for Fiscal Year 2019**

Mr. Wrathell presented Resolution 2018-14.

**On MOTION by Mr. Murray and seconded by Mr. Egan, with all in favor, Resolution 2018-14, Adopting the Annual Meeting Schedule for Fiscal Year 2019, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of June 30, 2018**

Mr. Wrathell presented the Unaudited Financial Statements as of June 30, 2018.

**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Unaudited Financial Statements as of June 30, 2018, were approved.**

NINTH ORDER OF BUSINESS

Consideration of May 21, 2018 Regular Meeting

Mr. Wrathell presented the May 21, 2018 Regular Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Murray and seconded by Mr. O'Brien, with all in favor, the May 21, 2018 Regular Meeting Minutes, as presented, were approved.**

TENTH ORDER OF BUSINESS

Staff Reports

**A. District Counsel: *Hopping Green & Sams, P.A.***

There being no report, the next item followed.

**B. District Engineer: *Clearview Land Design, P.L.***

There being no report, the next item followed.

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

**i. Consideration of ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit**

Mr. Wrathell stated that numerous CDD's and other entities had complaints filed against them related to websites not being in compliance with the Americans with Disabilities Act (ADA) website requirements for the visually impaired. To date, a claim has not been filed against this District. The insurance carrier is providing coverage and hired Roper & Roper, P.A. (R&R) as counsel in the cases. In an effort to be proactive, Management engaged ADA Site Compliance (ADASC) to perform a technical audit of the website for each of its CDDs and attach an ADA Compliance Shield to the websites with a link explaining that the website was being updated to bring it into compliance and advising who to contact for information or assistance. The cost for this basic service is \$199 per CDD.

Mr. Wrathell noted that, going forward, the insurance carrier may not cover ADA issues with websites under the normal policy and may introduce riders for coverage, which is why Management is taking the necessary steps to remediate the websites of its CDDs. Ms. Whelan

noted that Management's actions to remediate the CDD websites were recommended by the insurance carrier. Mr. Wrathell stated that Management Staff is converting documents that must be on the CDD website into the appropriate format, streamlining the websites to contain only those documents required by Statute and removing documents that were previously included but are not required and older documents that have exceeded the required posting time frame. Although ADASC and R&R recommended a human audit, the cost would be \$7,000 to \$8,000 per website; therefore and since nearly all of Management's websites have the same general format, Management is considering having a human audit performed on one website and applying the findings and necessary remediation to the other websites. Ms. Whelan stated that, if anyone wanted documents, they could be requested from Management. Discussion ensued regarding ADA compliance. Mr. Wrathell stated that he would consult with the Board prior to taking more extensive or costly action.

**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, was approved.**

**ii. NEXT MEETING DATE: September 17, 2018 at 3:00 P.M.**

The next meeting will be held on September 17, 2018 at 3:00 p.m., at this location; the meeting would be cancelled if it is not needed.

**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.



Secretary/Assistant Secretary



Chair/Vice Chair