

**MINUTES OF MEETING
NORTH POWERLINE ROAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Powerline Road Community Development District was held on Wednesday, **March 11, 2020** at 3:00 p.m. at the 346 E Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath
Lauren Schwenk
Phillip Allende
Andrew Rhinehart
Kevin Chinoy

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Michelle Rigoni *via phone*
Heather Wertz *via phone*
Roy Van Wyk

District Manager/GMS
HGS
Absolute Engineering
HGS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. All board members were present.

SECOND ORDER OF BUSINESS

Public Comment Period

No members of the public were present.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 5,
2020 Board of Supervisors Meeting**

Ms. Burns asked for any questions, comments, or corrections on the minutes, hearing none.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, the Minutes of the February 5, 2020 Board of Supervisors Meeting, were approved.
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FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns asked for a motion to open the hearing.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns confirmed the published and mailed notices of the public hearing were provided in accordance with Florida law.

i. Presentation of Engineer's Report

Ms. Wertz presented the Engineer's Report for capital improvements of the North Powerline Road CDD. The purpose of the report is to provide engineering support to fund improvements in the District including the proposed public infrastructure to be constructed, along with an opinion of probable cost. The District currently contains 190.56 gross acres and is expected to be constructed in three phases. It consists of 551 single family lots, recreation/amenity areas, parks, and associated infrastructure. It is anticipated at this time that the District will petition to amend its boundaries to include an additional 5.39 acres ('Expansion Parcel') to the lands within the District. The infrastructure improvements include stormwater management facilities, public roadways, water and wastewater facilities, off-site improvements, amenities and parks, electric and lighting, and entry features. The permits for Phases 1 and 2 have been obtained. The Phase 3 zoning has been approved and the construction permits are expected in January 2021. As shown by Exhibit 8, the District will construct and finance all of these improvements. They will own, operate, and maintain all of the improvements except for utilities. The street lighting and electric will be owned, operated, and maintained by Duke Energy. The cost of the total infrastructure for the 551 lots is shown in Exhibit 9 totaling \$13,931,019.

Ms. Wertz stated that it is their professional opinion that the public infrastructure costs for the Capital Improvement provided in the report are reasonable to complete the construction of the public infrastructure improvements. The public infrastructure improvements will benefit and add value to lands within the District at least equal to the costs of such improvements. In their professional opinion the proposed public infrastructure improvements when constructed and built with the approved plans and specifications, can be completed and used for their intended function and that the acquisition and costs of the proposed CIP can be completed at the cost as stated. Ms. Wertz asked for any questions or comments.

Ms. Schwenk asked if they had the supplemental at this time. Ms. Burns stated that they have seen it, but they are doing the master levy today for the full amount. The supplemental will be on a future agenda.

Mr. Heath asked Ms. Wertz about which permits would be received by January 2021. Ms. Wertz explained it was the Phase 3 permit.

ii. Presentation of Assessment Methodology

Ms. Burns gave an overview of the Assessment Methodology. The assessment report allocates the debt to properties based on the benefits that they receive from the CIP that was outlined by Ms. Wertz. This report will be supplemented with a supplemental methodology that will reflect the actual terms of the bonds at the time of issuance. Table 1 shows the Development Program. There are two unit types, a 40/45 with an ERU of 1 and a 55/65 with an ERU of 1.25. Table 2 is the Capital Improvement Plan that is outlined in Ms. Wertz's report. Table 3 shows the Bond Sizing with and without the Annexation. If they are including the annexed parcel it is \$18.5 million; without the annexation it is \$18 million. Table 4 shows the Allocation of the Improvement Costs per unit. Again, it is shown with and without the annexation. Table 5 shows the Par Debt per unit with annexation for the 40/45 for \$31,489, the single family 55/65 with annexation is \$39,362. Without the annexation the 40/45 is \$30,954 and the single family 50/65 lots are \$38,693. Table 6 outlines the Par Debt per unit as well as the net and gross annual assessments. These are broken down by with annexation and without annexation. Table 7 shows a Preliminary Assessment Roll both with and without annexation. The annexed parcel is listed there as well as the 5.39 acres. Ms. Burns asked for any questions.

Mr. Van Wyk asked if the lands subject to the special assessments receive special benefit from the CIP. Ms. Burns said they do. Mr. Van Wyk asked if the special benefits are at least equal to or exceed the special assessments levied. Ms. Burns replied that they do. Mr. Van Wyk asked if the special assessments are reasonably proportioned among the land in accordance with the methodology. Ms. Burns stated that they are. Mr. Van Wyk asked if it is reasonable, proper and just to assess the costs of the CIP against the lands in accordance with the methodology. Ms. Burns stated it is. Mr. Van Wyk asked if it is in the best interest of the District that the special assessments be collected in accordance with the methodology and the assessment resolution. Ms. Burns stated yes, it is. Ms. Burns asked if there were any other questions.

iii. Consideration of Resolution 2020-08 Levying Special Assessments

Ms. Burns again asked for any other questions and asked for motion.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, the Resolution 2020-08 Levying Special Assessments, was approved.

iv. Consideration of Amended and Restated Notice of Special Assessments

Ms. Burns stated that this will update the previously filed notice and will be recorded.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Amended and Restated Notice of Special Assessments, was approved.

On MOTION by Mr. Allende, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Phase 1 RFP for Construction Services

Ms. Burns noted that they will have the project manual available Monday, March 30. The questions are due April 22 and the bids are due Wednesday the 29th at 3:00 p.m., with the bid opening at the same date and time. Ms. Burns stated that if that worked for everyone they would go ahead and get the ad placed next week so that they would be ready for pick up on the 30th.

Mr. Van Wyk stated that they did go through an RFP process for Phase 1. The development plan has changed significantly, so they decided that it was in their best interest to bring it back to the Board for consideration of the previously approved RFP and rankings. The first thing asked of the Board is to reject all of the bids received for the previous RFP package and then authorize a new RFP with the criteria that was set forth in the previous RFP as well. Mr. Van Wyk asked for a motion to reject all bids previously received.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, to Reject All Previous Bids Received, was approved.

Mr. Van Wyk asked the Board to authorize the new construction RFP with the times and dates that were set forth by Ms. Burns and with the criteria that is established and included in the agenda package.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Phase 1 RFP for Construction Services, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further for the board.

B. Engineer

Ms. Wertz had nothing further for the board.

C. District Manager's Report

i. Approval of Check Registers

Ms. Burns presented the check register and asked for any questions. The total was \$63,612.12 from January 27 through March 3.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Check Register totaling \$63,612.12, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns presented the financials and stated there was no action and asked for any questions.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

March 11, 2020

North Powerline Road CDD

NINTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman