

**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, **September 17, 2020** at 10:00 a.m. via Zoom Teleconference, pursuant to Executive Order 20-69, issued by Governor DeSantis, as amended and supplemented.

Present via Zoom and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairman
Phillip Allende	Assistant Secretary
Kevin Chinoy	Assistant Secretary

Also present were:

Jill Burns	District Manager/GMS
Heather Wertz	Absolute Engineering
Roy Van Wyk	HGS
Michelle Rigoni	HGS
April Payeur	Developer's Office

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Four Board members were present via Zoom constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

No members of the public were present via Zoom. There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

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

Ms. Burns asked for any questions, comments, or corrections on the minutes. The Board had no changes to the minutes.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Minutes of the August 5, 2020 Board of Supervisors Meeting, were approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Review and Ranking of Proposals Received for Phase 2 and 3 Construction RFP and Authorizing Staff to Issue Notice of Intent to Award**

Ms. Wertz noted that they opened the bids the prior Thursday. They checked them for completeness and worked with contractors to confirm some questions they had. Ms. Wertz reviewed the ranking sheet, the original bid prices, and adjustments to the bids. After adjustments, the rankings were as follows:

Price: QGS #1, Tucker Paving #2, RIPA #3, Kearney #4

Schedule: QGS #1, Tucker Paving #2, RIPA #3, Kearney #4

Ms. Wertz noted that QGS and Tucker Paving were extremely close, with out of 100 points QGS having 100 and Tucker Paving having 99.25. She stated that all the firms were qualified to do the work. Ms. Schwenk pointed out that in their past work with QGS, at Riverstone 1, they were at least 187 days over. They were 104 days over on VillaMar, and there were 2 other projects that were over 100 days. Ms. Schwenk expressed her concern that QGS would not meet the number of days stated in their proposal, based on her work with them at other districts.

Mr. Heath inquired about the difference in days between the 1<sup>st</sup> and 2<sup>nd</sup> ranked proposers. Ms. Wertz noted that the difference was only 6 days. QGS had 195 days and Tucker Paving had 201 days. Ms. Schwenk noted that Tucker had a better track record with them regarding time.

Mr. Heath suggested that Ms. Wertz change the scoring for QGS on the understanding of scope, because they have continued to not meet their deadlines so it's possible that they do not understand the scope of work. Mr. Heath explained to the Board how not meeting the schedule causes problems with a lot of people, including investors. Ms. Wertz noted that she took QGS's score for understanding of scope down by 10% which put them in second place. Ms. Schwenk clarified that time could be more important than overall cost, because when they go over the estimated time it increases the costs. Ms. Burns asked that Ms. Wertz adjust the rankings and resend the ranking sheet, since they usually get requests for that from the proposers.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Review and Ranking of Proposals Received for Phase 2

and 3 Construction RFP with Tucker Paving #1, QGS #2, RIPA #3, and Kearney #4, and Authorizing Staff to Issue Notice of Intent to Award to Tucker Paving, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Engagement Letter with Bond Counsel**

Ms. Burns noted that a quote of \$45,000 was previously approved, but because of unusual circumstances they are increasing their fee to an additional \$10,000 based on the time lapse between the original fee quoted in September 2018 and the fact that we have not issued.

Mr. Van Wyk noted that this increase brought Mr. Gang's price up to what his normal rate is.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Engagement Letter with Bond Counsel, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Engagement Letter with Grau & Associates for Fiscal Year 2020**

Ms. Burns noted that this is renewal on an existing contract. The total amount is \$3,000. They received a few minor comments from Michelle that they will incorporate, so they would be looking for the Board to approve as amended.

On MOTION by Mr. Heath, seconded by Mr. Chinoy, with all in favor, the Engagement Letter with Grau & Associates for Fiscal Year 2020, was approved as amended, to incorporate changes from counsel.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Rigoni had nothing further to report.

**B. Engineer**

Ms. Wertz had nothing further for the board.

**C. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns stated that the check register was included in the agenda package and totaled \$41,681.77 from July 29<sup>th</sup> through August 24<sup>th</sup>.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Check Register for \$41,681.77, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated that the financials were in the package and there was no action required. She asked for any questions. Hearing none,

**iii. Ratification of Kearney CO #1**

Ms. Burns noted that the Kearney change order had already been approved, she was seeking ratification.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Kearney CO #1, was ratified.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

The Board had no further comments.

**TENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns asked for a motion to adjourn.

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

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman