



DPFG Management & Consulting, LLC

***CHAPARRAL OF PALM BAY
COMMUNITY DEVELOPMENT DISTRICT***

Agenda Package

Landowner Meeting

Date & Time:

Tuesday

April 23, 2019

10:00 a.m.

Location:

Fairfield Inn

4355 W. New Haven Drive

Melbourne, FL 32904

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Hawthorne Mills North Community Development District

DPFG Management & Consulting, LLC

[X] 250 International Parkway, Suite 280
Lake Mary FL 32746
321-263-0132 Ext.4205

[] 15310 Amberly Drive, Suite 175
Tampa, Florida 33647
813-374-9105

March 05, 2019

Hawthorne Mill North Community Development District

Dear Landowners:

The Landowner Meeting of the Hawthorne Mill North Community Development District is scheduled for Tuesday, **March 12**, 2019 at 10:00 a.m. at the Offices of JSK Consulting. 5904 Hillside Heights Drive, Lakeland, Florida 33812

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The balance of the agenda is routine in nature. Staff will present their reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Patricia Comings-Thibault

Patricia Comings-Thibault
District Manager

cc: Attorney
Engineer
District Records

District: CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT
Date of Meeting: **Tuesday, April 23, 2019**
Time: 10:00 a.m.
Location: Fairfield Inn
4355 W. New Haven
Melbourne, FL 32904

Dial-in Number: 712-775-7031
Guest Access Code: 109-516-380

Agenda

LANDOWNER'S MEETING

- I. Call to Order
- II. Election of a Chairperson for the Purpose of Conducting the Landowner's Meeting
- III. Determination of Number of Voting Units Represented
- IV. Nominations for the Position of Supervisor
- V. Casting of Ballots
 - A. Election Instructions and Ballot Exhibit 1
- VI. Ballot Tabulations
- VII. Landowners' Questions or Comments
- VIII. Adjournment

EXHIBIT 1

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF THE
CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **April 23, 2019**

TIME: **10:00 a.m.**

PLACE: **Fairfield Inn
4355 W. New Haven Drive
Melbourne, Florida 32904**

Pursuant to Chapter 190, Florida Statutes, and after a community development district ("District") has been established the landowners hold a landowners' meeting for the purpose of electing five members to serve on the Board of Supervisors ("Board"). The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Three (3) seats on the Board will be up for election by landowners for a two year period and two (2) seats will be up for election by landowners for a four year period. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT
CITY OF PALM BAY, FLORIDA
LANDOWNERS' MEETING – APRIL 23, 2019**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Chaparral of Palm Bay Community Development District to be held at the Fairfield Inn, located at 4355 W. New Haven Drive, Melbourne, Florida 32904, on April 23, 2019, at 10:00 a.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT
CITY OF PALM BAY, FLORIDA
LANDOWNERS' MEETING – APRIL 23, 2019

For Election (5 Supervisors): The two candidates receiving the highest number of votes will receive a four (4) year term, and the three candidates receiving the lowest number of votes will receive a two (2) year term, with the term of office for each of the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Chaparral of Palm Bay Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowners' Proxy attached hereto, do cast my votes as follows:

NAME OF CANDIDATE

NUMBER OF VOTES

1. _____
2. _____
3. _____
4. _____
5. _____

Date: _____

Signed: _____
Printed Name: _____