



***EPPERSON RANCH II
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***TUESDAY
FEBRUARY 4TH, 2020
6:00 p.m.***

***Location:
Hilton Garden Inn
26640 Silver Maple Parkway
Wesley Chapel, Fl.***

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.

EPPERSON RANCH II COMMUNITY DEVELOPMENT DISTRICT AGENDA

District Board of Supervisors	Mike Lawson Doug Draper Lori Price Christie Ray	Chairman Vice Chairman Assistant Secretary Assistant Secretary
District Manager	Paul Cusmano	DPFG
District Attorney	John Vericker	Straley Robin Vericker
District Engineer	Tonja Stewart	Stantec Consulting Services, Inc.

All cellular phones and pagers must be turned off during the meeting.

The District Agenda is comprised of six different sections:

The first section which is called **Audience Questions and Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Administrative Matters** and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The fifth section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

District: EPPERSON RANCH II COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Tuesday February 4th, 2020
Time: 6:00 p.m.
Location: Hilton Garden Inn
26640 Silver Maple Parkway
Wesley Chapel, FL

Dial-in Number: **(563) 999-2090**
Guest Access Code: **686859#**

Agenda

- I. Roll Call**
 - Mike Lawson – Chair** **Doug Draper – Vice Chair**
 - Lori Price – Asst. Secretary** **Christie Ray – Asst. Secretary**
 - District Attorney** **District Engineer**
- II. Audience Comments – (limited to 3 minutes per individual for agenda items)**
- III. Consent Agenda**
 - A. Approval of Minutes from October 1 & November 5, 2019 Meetings Exhibit 1
 - B. Acceptance of the Sept - Dec 2019 Financial Statements Exhibit 2
- IV. Business Matters**
 - A.
- V. Administrative Matters**
 - A. Ratify PO’s and contracts Exhibit 3
- VI. Staff Reports**
 - A. **District Manager**
 - B. **District Engineer**
 - C. **District Attorney**
- VII. Audience Comments – New Business – (limited to 3 minutes per individual for non-agenda items)**
- VIII. Adjournment**

EXHIBIT 1.

1
2 **MINUTES OF MEETING**
3 **EPPERSON RANCH II**
4 **COMMUNITY DEVELOPMENT DISTRICT**
5

6 The Regular Meeting of the Board of Supervisors of the Epperson Ranch II Community
7 Development District was held on Tuesday, October 1, 2019 at 9:00 a.m. at Residence Inn, 2101
8 Northpointe Parkway, Lutz, Florida 33558.

9
10 **FIRST ORDER OF BUSINESS – Roll Call**

11 Mr. Cusmano called the meeting to order and conducted roll call.

12 Present and constituting a quorum were:

13 Mike Lawson Board Supervisor, Chairman
14 Doug Draper Board Supervisor, Vice Chairman
15 Lori Price Board Supervisor, Assistant Secretary
16 Christie Ray Board Supervisor, Assistant Secretary
17

18 Also present were:

19 Paul Cusmano District Manager, DPF Management & Consulting, LLC.
20

21 *The following is a summary of the discussions and actions taken at the October 1, 2019 Epperson Ranch II*
22 *CDD Board of Supervisors Regular Meeting.*
23

24 **SECOND ORDER OF BUSINESS – Audience Comments**

25 There being none, the next item followed.

26 **THIRD ORDER OF BUSINESS – Consent Agenda**

- 27 A. Approval of Minutes from August 1, 2019
28 B. Acceptance of the July and August 2019 Financials

29 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved
30 Consent Agenda Items A & B for the Epperson Ranch II Community Development District.

31 **FOURTH ORDER OF BUSINESS – Business Matters**

- 32 A. Consideration and Approval of the Second Supplemental Special Assessment Methodology Report

33 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved
34 the Second Supplemental Special Assessment Methodology Report for the Epperson Ranch II Community
35 Development District.

- 36 B. Consideration and Approval of Preliminary Engineer's Report

37 On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board approved
38 the Preliminary Engineer's Report for the Epperson Ranch II Community Development District.

39 C. Consideration and Adoption of Resolution 2020-01 Delegated Award for 2019 Bonds

- 40 1. Form of Third Supplemental Indenture
- 41 2. Form of Fourth Supplemental Indenture
- 42 3. Form of Fifth Supplemental Indenture
- 43 4. Form of Preliminary Limited Offering Memorandum
- 44 5. Form of Continuing Disclosure Agreement
- 45 6. Form of Bond Purchase Contract

46 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adopted
47 Resolution 2020-01 Delegated Award for 2019 Bonds for the Epperson Ranch II Community Development
48 District.

49 D. Consideration and Approval of Resolution 2020-02 FY 2020 Meeting Dates, Time and Location

50 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adopted
51 Resolution 2020-02 FY 2020 Meeting Dates, Time and Location for the Epperson Ranch II Community
52 Development District.

53 **FIFTH ORDER OF BUSINESS – Staff Reports**

- 54 A. District Manager
 - 55 1. Proposal Summary for Flatwoods Environmental and Aquatic Systems
- 56 B. Attorney
 - 57 There being none, the next item followed.
- 58 C. District Engineer
 - 59 There being none, the next item followed.

60 **SIXTH ORDER OF BUSINESS – Supervisor Requests**

61 There being none, the next item followed.

62 **SEVENTH ORDER OF BUSINESS – Audience Questions and Comments on Other Items**

63 There being none, the next item followed.

64 **EIGHTH ORDER OF BUSINESS – Adjournment**

65 Mr. Cusmano asked for final questions, comments, or corrections before adjourning the meeting.
66 There being none, Mr. Lawson made a motion to adjourn the meeting.

67 On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board adjourned
68 the meeting for the Epperson Ranch II Community Development District.

69

70 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
 71 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
 72 *including the testimony and evidence upon which such appeal is to be based.*

73

74 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
 75 **meeting held on _____.**

76

77

78

Signature

Signature

79

Printed Name

Printed Name

80

81 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**

38 **SEVENTH ORDER OF BUSINESS – Adjournment**

39 Mr. Cusmano asked for final questions, comments, or corrections before requesting a motion for
40 adjournment of the meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.

41 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board
42 adjourned the meeting for the Epperson Ranch II Community Development District.

43 **Each person who decides to appeal any decision made by the Board with respect to any matter*
44 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
45 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

46

47 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
48 **meeting held on _____.**

49

Signature

Signature

50

Printed Name

Printed Name

51

52 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**

EXHIBIT 2.

Epperson Ranch II CDD
Financial Report Summary - General Fund & Construction Fund
9/30/2019

For The Period Ending :	GENERAL FUND 9/30/2019	CONSTRUCTION 2018A-1 9/30/2019
CASH BALANCE	\$ 878	\$ 419,152
PLUS: ACCOUNTS RECEIVABLE - OFF ROLL	-	826,841
PLUS: ACCOUNTS RECEIVABLE - ON ROLL	-	-
PLUS: ACCOUNTS RECEIVABLE - OTHER	4,451	-
LESS: ACCOUNTS PAYABLE	(4,451)	(1,253,761)
NET CASH BALANCE	\$ 878	\$ (7,768)

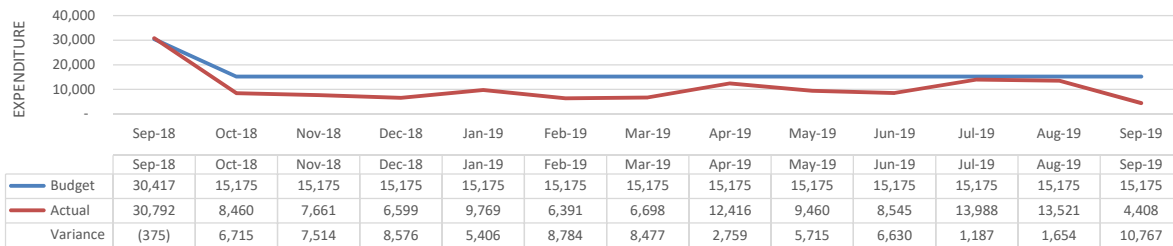
GENERAL FUND REVENUE AND EXPENDITURES (FY 2019 YTD):

	9/30/2019 ACTUAL YEAR-TO-DATE	9/30/2019 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE (YTD) COLLECTED	\$ 127,458	\$ 182,103	\$ (54,645)
EXPENDITURES (YTD)	(125,479)	(182,104)	56,625
NET OPERATING CHANGE	\$ 1,979	\$ (1)	\$ 1,980
AVERAGE MONTHLY EXPENDITURES	\$ 10,457	\$ 15,175	\$ 4,719
PROJECTED EOY BASED ON AVERAGE	\$ 125,479	\$ 364,208	\$ 238,729

GENERAL FUND SIGNIFICANT FINANCIAL ACTIVITY:

	9/30/2019 ACTUAL YEAR-TO-DATE	9/30/2019 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE:			
ASSESSMENTS-ON-ROLL (NET)	\$ 100,996	\$ 182,103	\$ (81,107)
ASSESSMENTS-OFF-ROLL (NET)	26,449	-	26,449
MISCELLANEOUS REVENUE	14	-	14
EXPENDITURES:			
ADMINISTRATIVE EXPENDITURES	102,337	100,804	(1,533)
DEBT SERVICE ADMINISTRATION	5,000	11,300	
FIELD SERVICE EXPENDITURES	18,142	70,000	51,858
UNBUDGETED EXPENDITURES	-	-	-
TOTAL EXPENDITURES	\$ 125,479	\$ 182,104	\$ 50,325

**HISTORICAL GENERAL FUND BUDGET VS ACTUAL EXPENDITURES
COMPARISON**



Epperson Ranch II CDD
Financial Report Summary - General Fund & Construction Fund
11/30/2019

For The Period Ending :	GENERAL FUND 11/30/2019	CONSTRUCTION 2018A-1 11/30/2019
CASH BALANCE	\$ 13,565	\$ 419,152
PLUS: ACCOUNTS RECEIVABLE - OFF ROLL	-	826,841
PLUS: ACCOUNTS RECEIVABLE - ON ROLL	-	-
PLUS: ACCOUNTS RECEIVABLE - OTHER	19,900	-
LESS: ACCOUNTS PAYABLE	(27,120)	(1,253,761)
NET CASH BALANCE	\$ 6,345	\$ (7,768)

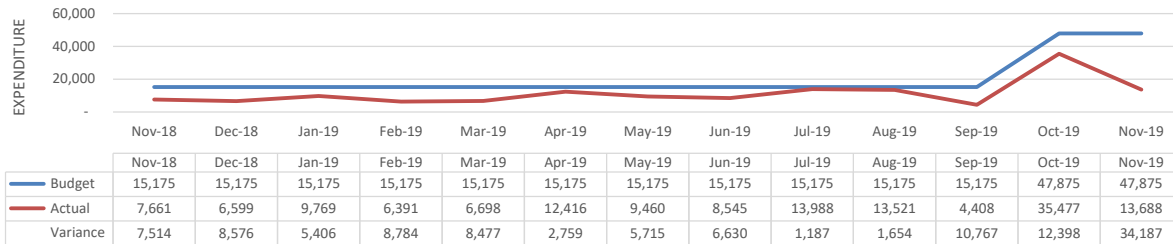
GENERAL FUND REVENUE AND EXPENDITURES (FY 2019 YTD):

	11/30/2019 ACTUAL YEAR-TO-DATE	11/30/2019 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE (YTD) COLLECTED	\$ 48,178	\$ 76,600	\$ (28,422)
EXPENDITURES (YTD)	(49,165)	(98,391)	49,226
NET OPERATING CHANGE	\$ (987)	\$ (21,791)	\$ 20,804
AVERAGE MONTHLY EXPENDITURES	\$ 24,583	\$ 49,196	\$ 24,613
PROJECTED EOY BASED ON AVERAGE	\$ 294,990	\$ 688,737	\$ 393,747

GENERAL FUND SIGNIFICANT FINANCIAL ACTIVITY:

	11/30/2019 ACTUAL YEAR-TO-DATE	11/30/2019 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE:			
ASSESSMENTS-ON-ROLL (NET)	\$ -	\$ -	\$ -
ASSESSMENTS-OFF-ROLL (NET)	48,161	76,600	(28,439)
MISCELLANEOUS REVENUE	17	-	17
EXPENDITURES:			
ADMINISTRATIVE EXPENDITURES	28,117	16,779	(11,338)
DEBT SERVICE ADMINISTRATION	5,000	5,000	-
FIELD SERVICE EXPENDITURES	16,047	76,612	60,565
UNBUDGETED EXPENDITURES	-	-	-
TOTAL EXPENDITURES	\$ 49,164	\$ 98,391	\$ 49,227

**HISTORICAL GENERAL FUND BUDGET VS ACTUAL EXPENDITURES
COMPARISON**



Epperson Ranch II CDD
Financial Report Summary - General Fund & Construction Fund
12/31/2019

For The Period Ending :	GENERAL FUND 12/31/2019	CONSTRUCTION 2018A-1 12/31/2019
CASH BALANCE	\$ 4,284	\$ 116,541
PLUS: ACCOUNTS RECEIVABLE - OFF ROLL	-	1,189,112
PLUS: ACCOUNTS RECEIVABLE - ON ROLL	-	-
PLUS: ACCOUNTS RECEIVABLE - OTHER	19,900	-
LESS: ACCOUNTS PAYABLE	(39,800)	(1,325,838)
NET CASH BALANCE	\$ (15,616)	\$ (20,185)

GENERAL FUND REVENUE AND EXPENDITURES (FY 2019 YTD):

	12/31/2019 ACTUAL YEAR-TO-DATE	12/31/2019 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE (YTD) COLLECTED	\$ 50,946	\$ 145,086	\$ (94,140)
EXPENDITURES (YTD)	(66,889)	(145,086)	78,197
NET OPERATING CHANGE	\$ (15,943)	\$ -	\$ (15,943)
AVERAGE MONTHLY EXPENDITURES	\$ 22,296	\$ 48,362	\$ 26,066
PROJECTED EOY BASED ON AVERAGE	\$ 267,556	\$ 725,430	\$ 457,874

GENERAL FUND SIGNIFICANT FINANCIAL ACTIVITY:

	12/31/2019 ACTUAL YEAR-TO-DATE	12/31/2019 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE:			
ASSESSMENTS-ON-ROLL (NET)	\$ -	\$ -	\$ -
ASSESSMENTS-OFF-ROLL (NET)	50,895	143,625	(92,730)
MISCELLANEOUS REVENUE	50	-	50
EXPENDITURES:			
ADMINISTRATIVE EXPENDITURES	38,760	25,168	(13,592)
DEBT SERVICE ADMINISTRATION	5,000	5,000	-
FIELD SERVICE EXPENDITURES	23,130	114,918	91,788
UNBUDGETED EXPENDITURES	-	-	-
TOTAL EXPENDITURES	\$ 66,890	\$ 145,086	\$ 78,196

**HISTORICAL GENERAL FUND BUDGET VS ACTUAL EXPENDITURES
COMPARISON**

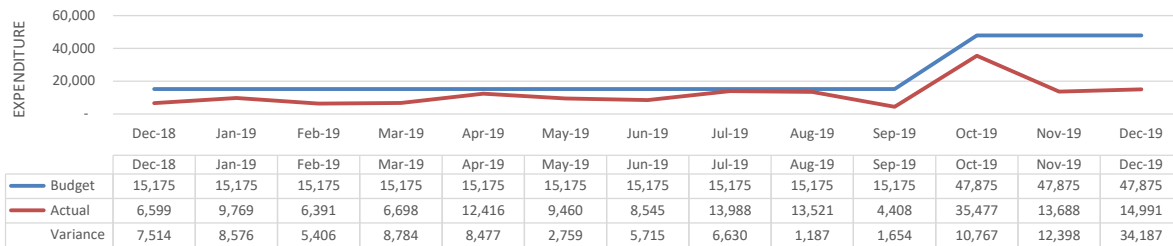


EXHIBIT 3.

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Epperson Ranch II CDD
Open Purchase Orders Detail
As of December 31, 2019

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Qty</u>	<u>Rcv'd</u>	<u>Amount</u>	<u>Open Balance</u>
Service							
CF Construction In Progress							
05/24/2018	DPO 2018-01	Hydra Service, Inc	RIPA & Associates	45,369	0	45,369.00	45,369.00
05/25/2018	DPO 2018-02	Atlantic TNG, LLC	RIPA & Associates	39,569.4	0	39,569.40	39,569.40
Total CF Construction In Progress				<u>84,938.4</u>	<u>0</u>	<u>84,938.40</u>	<u>84,938.40</u>
Total Service				<u>84,938.4</u>	<u>0</u>	<u>84,938.40</u>	<u>84,938.40</u>
TOTAL				<u>84,938.4</u>	<u>0</u>	<u>84,938.40</u>	<u>84,938.40</u>

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01/10/20

Epperson Ranch II CDD Open Purchase Orders Detail As of December 31, 2019

Date	Num	Name	Memo	Qty	Rcv'd	Amount	Open Balance
Service							
GF Administrative							
GF Profserv - Engineering Servi							
06/20/2018	OM-EP2-002	Stantec Consulting Services Inc.	Engineering Report	1	0	15,000.00	15,000.00
Total GF Profserv - Engineering Servi				1	0	15,000.00	15,000.00
GF Website Hosting & Management							
03/27/2018	OM-EP2-001	VenturesIn.com, Inc.	Web Hosting	12	1	720.00	660.00
Total GF Website Hosting & Management				12	1	720.00	660.00
Total GF Administrative				13	1	15,720.00	15,660.00
GF Field Operations							
GF Field Services							
09/05/2019	OM-EP2-003	Grandview Botanicals Landscape Co	Site prep bush hog mowing	1	0	2,500.00	2,500.00
09/11/2019	OME2DPFG002	Grandview Botanicals Landscape Co	Landscape maintenance contract Sept	1	0	4,390.00	4,390.00
09/11/2019	OME2DPFG002	Grandview Botanicals Landscape Co	irrigation checks	3	0	900.00	900.00
Total GF Field Services				5	0	7,790.00	7,790.00
Total GF Field Operations				5	0	7,790.00	7,790.00
GF Landscape Maintenance							
10/22/2019	OME2DPFG060	Flatwoods Environmental	Aquatic Maintenance Program	12	2	10,302.36	8,585.30
Total GF Landscape Maintenance				12	2	10,302.36	8,585.30
Total Service				30	3	33,812.36	32,035.30
TOTAL				30	3	33,812.36	32,035.30