

***PARKLAND PRESERVE
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Regular Meeting
Meeting***

***Monday
September 24, 2018***

2:30 p.m.

***Location:
Bartram Trail Branch Library
60 Davis Pond Boulevard
Fruit Cove, FL 32259***

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.

Parkland Preserve Community Development District

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

Board of Supervisors
Parkland Preserve
Community Development District

Dear Board Members:

The Meeting of the Board of Supervisors of the Parkland Preserve Community Development District is scheduled for **Monday, September 24, 2018 at 2:30 p.m.** at the Bartram Trail Branch Library, 60 Davis Pond Boulevard, Fruit Cove, Florida 32259.

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 presented at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. If you have any questions, please do not hesitate to contact me.

Sincerely,

Patricia Comings-Thibault
District Manager

District: **PARKLAND PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Monday, September 24, 2018

Time: 2:30 P.M.

Location: Bartram Trail Branch Library
60 Davis Pond Boulevard
Fruit Cove, FL

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

Agenda

I. Roll Call

II. Audience Comments

III. Administrative Items

A. Approval of Minutes of the August 15, 2018 Meeting Minutes Exhibit 1

B. Consideration of August 2018 Unaudited Financial Statements Exhibit 2

IV. Business Matters

A. Consideration & Adoption of Resolution **2018-37**, Delegated Award Resolution (To Be Distributed)

➤ **Exhibit A:**

1. First Supplemental Trust Indenture
2. Second Supplemental Trust Indenture

➤ **Exhibit B:** Bond Purchase Contract

➤ **Exhibit C:** Preliminary Limited Offering Memorandum

1. Proposed Forms Master Indenture & Supplemental Indentures
2. Proposed Form of Opinion of Bond Counsel
3. Engineers Report
4. Assessment Methodology – Master & Supplemental
5. District Financial Statements
6. Proposed Form of Continuing Disclosure

➤ **Exhibit D:** Continuing Disclosure Agreement

V. Update Regarding Construction Related Matters

VI. Staff Reports

A. District Manager

B. District Attorney

C. District Engineer

X. Adjournment

EXHIBIT 1

1 **MINUTES OF MEETING**
2 **PARKLAND PRESERVE**
3 **COMMUNITY DEVELOPMENT DISTRICT**
4

5 The Regular Meeting of the Board of Supervisors of the Parkland Preserve Community
6 Development District was held on Wednesday, August 15, 2018 at 2:30 p.m. the Bartram Trail Branch
7 Library, 60 Davis Pond Boulevard, Fruit Cove, Florida 32259 .

8 **FIRST ORDER OF BUSINESS – Roll Call**

9 Ms. Comings-Thibault called the meeting to order.

10 Present and constituting a quorum were:

11 Michael Balanky	Board Supervisor, Chairman
12 Mohammad Bataineh	Board Supervisor, Vice Chairman
13 Nasrullah Ghafoor	Board Supervisor, Assistant Secretary
14 Sara Ascha	Board Supervisor, Assistant Secretary

15 Also present were:

16 Patricia Comings-Thibault	District Manager, DPFG
17 Maik Aagaard	Assistant Treasurer, DPFG
18 Jere Earlywine	District Counsel, Hopping Green & Sams (<i>via phone</i>)
19 Michael McGowan	Landowner Representative, Chase Properties
20 Thomas Inman	District Engineer, Kimley-Horn
21 Peter Dame	Bond Counsel, Ackerman LLP (<i>via phone</i>)

22
23 *The following is a summary of the discussions and actions taken at the August 15, 2018 Parkland*
24 *Preserve CDD Board of Supervisors meeting.*
25

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

27 Ms. Comings-Thibault opened the floor for the audience to ask questions and to comment on
28 agenda items. There being none, next item followed.
29

30 **THIRD ORDER OF BUSINESS – Administrative Items**

31 Ms. Comings-Thibault presented the administrative items that included the minutes of the Board
32 of Supervisors' regular meeting held on June 4, 2018 (*Exhibit 1*) and the check register for June 30, 2018
33 (*Exhibit 2*) to the Board for their review and consideration.

34 A. **Exhibit 1:** Approval of the Minutes from the June 4, 2018 Meeting

35 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
36 approved the minutes of the Board of Supervisors' regular meeting held on **June 4, 2018** for the Parkland
37 Preserve Community Development District.

38 B. **Exhibit 2:** Presentation of Check Register for June 30, 2018

39 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
40 approved the check register for **June 30, 2018** for the Parkland Preserve Community Development
41 District.
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44 **FIFTH ORDER OF BUSINESS – Public Hearing Regarding the Fiscal Year (FY) 2018/2019**
45 **Budget**

46 Ms. Comings-Thibault called for a motion to open the public hearing regarding the Fiscal Year
47 (FY) 2018/2019 Budget. Ms. Comings-Thibault presented the Fiscal Year (FY) 2018/2019 Budget
48 (**Exhibit 3**) to the Board for their review and consideration and asked for questions or corrections. There
49 being none, Ms. Comings-Thibault asked for a motion to close the public hearing.

50 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board opened
51 the Fiscal Year (FY) 2018/2019 Budget public hearing for the Parkland Preserve Community
52 Development District.

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54 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board closed
55 the Fiscal Year (FY) 2018/2019 Budget public hearing for the Parkland Preserve Community
56 Development District.

57 A. **Exhibit 4:** Consideration and Adoption of Resolution 2018-34; Annual Appropriation Resolution
58 Adopting the Fiscal Year (FY) 2018/2019 Budget

59 Ms. Comings-Thibault presented Resolution 2018-34; Annual Appropriation Resolution Adopting the
60 Fiscal Year (FY) 2018/2019 Budget to the Board for their review and consideration.

61 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
62 adopted Resolution **2018-34**; Annual Appropriation Resolution Adopting the Fiscal Year (FY) 2018/2019
63 Budget for the Parkland Preserve Community Development District.

64
65 **SIXTH ORDER OF BUSINESS – Public Hearing Regarding Special Assessments**

66 Ms. Comings-Thibault called for a motion to open the public hearing regarding special
67 assessments and asked for questions or comments. There being none, Ms. Comings-Thibault asked for a
68 motion to close the public hearing.

69 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board opened
70 the special assessments public hearing for the Parkland Preserve Community Development District.

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72 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board closed
73 the special assessments public hearing for the Parkland Preserve Community Development District.

74 A. **Exhibit 5:** Consideration and Adoption of Resolution 2018-35; Imposing and Levying Special
75 Assessments

76 Ms. Comings-Thibault presented Resolution 2018-35; Imposing and Levying Special Assessments to
77 the Board for their review and consideration. Mr. Earlywine explained the resolution and asked for
78 questions. Mr. Bataineh asked about pre-payment penalty on the debt. Discussion ensued.

79 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
80 adopted Resolution **2018-35**; Imposing and Levying Special Assessments for the Parkland Preserve
81 Community Development District.

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85 **SEVENTH ORDER OF BUSINESS – Consideration of Statements of Qualification in Response to**
86 **Engineer Request for Quote (RFQ)**

87 Ms. Comings-Thibault presented the statements of qualification in response to the engineer
88 request for quote (RFQ) that included the ranking of statements (*Exhibit 6*) and the form of agreement for
89 engineering services (*Exhibit 7*) to the Board for their review and consideration. Ms. Comings-Thibault
90 asked for a motion for authorization to negotiate.

91 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
92 approved the authorization to negotiate for the Parkland Preserve Community Development District.

93
94 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
95 approved the Form of Agreement for Engineering Services in substantial form for the Parkland Preserve
96 Community Development District.

97
98 **EIGHTH ORDER OF BUSINESS – Consideration and Adoption of Resolution 2018-36; A**
99 **Designation of Meeting Times & Location**

100 Ms. Comings-Thibault presented Resolution 2018-36; A Designation of Meeting Times &
101 Location to the Board for their review and consideration.

102 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
103 adopted Resolution **2018-36**; A Designation of Meeting Times & Location to be held on the 4th Monday
104 of each month at 2:30 p.m. at the Bartram Trail Branch Library, 60 Davis Pond Boulevard, Fruit Cove,
105 Florida 32259 for the Parkland Preserve Community Development District.

106
107 **NINTH ORDER OF BUSINESS – Update Regarding Construction Related Matters**

108 Ms. Comings-Thibault presented the update regarding construction related matters.

109 *This item is tabled until the next meeting.*

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111 **TENTH ORDER OF BUSINESS – Staff Reports**

112 Ms. Comings-Thibault opened the floor for the district staff to present their reports. Discussion
113 ensued.

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126 **ELEVENTH ORDER OF BUSINESS – Adjournment**

127 Ms. Comings-Thibault asked for final questions, comments, or corrections before the meeting
128 concludes. There being none, Ms. Comings-Thibault asked for a motion to adjourn the meeting.

129 On a MOTION by Mr. Bataineh, SECONDED by Ms. Ascha, WITH ALL IN FAVOR, the Board
130 adjourned the meeting for the Parkland Preserve Community Development District.

131
132 **Each person who decides to appeal any decision made by the Board with respect to any matter*
133 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
134 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

135
136 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
137 **meeting held on _____.**
138

Signature

Signature

139

Printed Name
Title: Secretary Assistant Secretary

Printed Name
Title: Chairman Vice Chairman

140

EXHIBIT 2

Parkland Preserve CDD Community Development District

Financial Statements
Unaudited

Period ending
August 31, 2018

PARKLAND PRESERVE CDD
BALANCE SHEET
August 31, 2018

	GEN FUND	CONSOLIDATED TOTAL
<u>ASSETS:</u>		
CASH	\$ 177	\$ 177
ACCOUNTS RECEIVABLE	6,962	6,962
DEPOSIT	-	-
TOTAL ASSETS	\$ 7,139	\$ 7,139
<u>LIABILITIES:</u>		
ACCOUNTS PAYABLE	\$ 6,962	\$ 6,962
<u>FUND BALANCE:</u>		
RESTRICTED FOR:		
ASSIGNED:	-	-
UNASSIGNED:	177	177
TOTAL LIABILITIES & FUND BALANCE	\$ 7,139	\$ 7,139

PARKLAND PRESERVE CDD
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING APRIL 1, 2018 ENDING AUGUST 31, 2018

	FY2018 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
I. REVENUE				
SPECIAL ASSESSMENTS - OFF ROLL	-	-	-	-
DEVELOPER FUNDING	197,339	41,112	40,328	(784)
MISCELLANEOUS REVENUE	-	-	-	-
INTEREST	-	-	2	(2)
TOTAL REVENUE	197,339	41,112	40,330	(786)
II. EXPENDITURES				
ADMINISTRATIVE:				
SUPERVISORS COMPENSATION	6,000	2,500	-	2,500
PAYROLL TAXES	459	191	-	191
PAYROLL PROCESSING	349			
MANAGEMENT CONSULTING SERVICES	30,000	12,500	11,167	1,333
ADMINISTRATIVE SERVICES	1,500	625	-	625
CONSTRUCTION ACCOUNTING SERVICES	10,000	4,167	-	4,167
BANK FEES	100	42	25	17
MISCELLANEOUS	250	104	4,500	(4,396)
AUDITING SERVICES	3,500	1,458	-	1,458
REGULATORY AND PERMIT FEES	175	175	-	175
LEGAL ADVERTISEMENTS	1,500	625	13,255	(12,630)
ENGINEERING SERVICES	7,500	3,125	-	3,125
LEGAL SERVICES	25,000	10,417	8,693	1,724
WEBSITE HOSTING	720	300	417	(117)
TOTAL ADMINISTRATIVE	87,053	36,229	38,057	(1,828)
INSURANCE:				
INSURANCE	5,500	2,292	2,096	196
TOTAL ADMINISTRATIVE	5,500	2,292	2,096	196
DEBT SERVICE ADMINISTRATION:				
DISSEMINATION AGENT	5,000	1,000	-	1,000
TRUSTEE FEES	8,700	4,500	-	4,500
ARBITRAGE	1,250	750	-	750
TOTAL DEBT SERVICE ADMINISTRATION	14,950	6,250	-	5,500
PHYSICAL ENVIRONMENT:				
FIELD MANAGER	4,800	2,000	-	2,000
ELECTRICITY (IRRIGATION & PUMPS)	5,000	2,083		
WATER (County)	7,000	2,917		
LANDSCAPING MAINTENANCE	20,000	8,333		
LANDSCAPE REPLENISHMENT	5,000	2,083		
IRRIGATION MAINTENANCE	3,500	1,458		1,458
NPDES	6,300	2,625		
PET WASTE REMOVAL	555	231		
POWER SWEEP	1,000	417		
STORMWATER DRAINAGE	7,500	3,125		
ENVIRON. MITIGATION & POND MAINT.	2,000	833		
POND MOWING	2,181	909		
FIELD CONTINGENCY	25,000	10,417		
TOTAL FIELD OPERATIONS	89,836	37,432	-	3,458
TOTAL EXPENDITURES	197,339	79,910	40,153	7,130
EXCESS REVENUE OVER (UNDER) EXPEND.	-	(38,798)	177	6,344
FUND BALANCE - BEGINNING	-	-	-	-
FUND BALANCE - ENDING	\$ -	(\$38,798)	177	6,344

PARKLAND PRESERVE CDD
Cash Reconciliation - General Fund
August 31, 2018

Balance Per Bank Statement	\$	176.61
Less: Outstanding Checks		-
<i>Adjusted Bank Balance</i>	\$	176.61
<hr/>		
Beginning Cash Balance Per Books	\$	185.59
Cash Receipts		0.02
Cash Disbursements		(9.00)
<i>Balance Per Books</i>	\$	176.61
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**Parkland Preserve CDD
Check Register
FY 2018**

DATE	CHECK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSEMENT	BALANCE
07/10/2018	1092	NGMB Properties, LLC	GF 2018-1,2,3,4,5,6,7	33,365.32		33,365.32
07/16/2018	9997	Florida Valuation	Appraisal Report		4,500.00	28,865.32
07/16/2018	9998	DPFG	Professional Mgmt. Svcs 4/14-7/31/18		8,666.67	20,198.65
07/16/2018	9999	Hopping Green & Sams	Legal Services		7,349.69	12,848.96
07/16/2018	9997	The Florida Times Union	Legal Ads		10,472.96	2,376.00
07/16/2018	9998	Egis Insurance Advisors, LLC	Insurance Coverage 5/1-10/1/18		2,096.00	280.00
07/16/2018	9999	VenturesIn.com, Inc.	Website Hosting - June		80.00	200.00
07/20/2018	ACH72018	Bank United	Bank checks ordered		16.36	183.64
07/31/2018		Bank United	Interest	1.95		185.59
7/31/2018		TOTALS		33,367.27	33,181.68	185.59
08/31/2018		Bank United	Service Charge		9.00	176.59
08/31/2018		Bank United	Interest	0.02		176.61
8/31/2018		TOTALS		0.02	9.00	176.61