

***PARKLAND PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package***

***Regular Meeting  
Meeting***

***Monday  
October 22, 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

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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

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, October 22, 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, October 22, 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 September 24, 2018 Meeting Minutes Exhibit 1

B. Consideration of September 2018 Unaudited Financial Statements Exhibit 2

### **IV. 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 Monday, September 24, 2018 at 2:30 p.m. at 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	Mohammad Bataineh	Board Supervisor, Chairman
12	Nasrullah Ghafoor	Board Supervisor, Vice Chairman
13	Sara Ascha	Board Supervisor, Assistant Secretary

14 Also present were:

15	Patricia Comings-Thibault	District Manager, DPFG
16	Jere Earlywine	District Counsel, Hopping Green & Sams ( <i>via phone</i> )
17	Michael McGowan	Landowner Representative, Chase Properties
18	Thomas Inman	District Engineer, Kimley-Horn

19  
20 *The following is a summary of the discussions and actions taken at the September 24, 2018 Parkland*  
21 *Preserve CDD Board of Supervisors meeting.*  
22

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

24 Ms. Comings-Thibault opened the floor for the audience to ask questions and to comment on  
25 agenda items. There being none, next item followed.  
26

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

28 Ms. Comings-Thibault presented the administrative items that included the minutes of the Board  
29 of Supervisors regular meeting held on August 15, 2018 (**Exhibit 1**) and the August 2018 Unaudited  
30 Financial Statements (**Exhibit 2**) to the Board for their review and consideration.

31 A. **Exhibit 1:** Approval of the Minutes from the August 15, 2018 Meeting

32 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board  
33 approved the minutes of the Board of Supervisors regular meeting held on **August 15, 2018** for the  
34 Parkland Preserve Community Development District.

35 B. **Exhibit 2:** Consideration of the August 2018 Unaudited Financial Statements

36 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board  
37 accepted the **August 2018** Unaudited Financial Statements for the Parkland Preserve Community  
38 Development District.

39  
40 **FOURTH ORDER OF BUSINESS – Business Matters**

41 Ms. Comings-Thibault presented the business matters that included Resolution 2018-37;  
42 Delegated Award Resolution (**Exhibit 3**) and the Preliminary Limited Offering Memorandum (PLOM)  
43 (**Exhibit 4**) to the Board for their review and consideration. Discussion ensued.

44 A. **Exhibit 3:** Consideration and Adoption of Resolution 2018-37; Delegated Award Resolution

45 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board  
46 adopted Resolution **2018-37**; Delegated Award Resolution for the Parkland Preserve Community  
47 Development District.

48  
49 **FIFTH ORDER OF BUSINESS – Update Regarding Construction Related Matters**

50 Ms. Comings-Thibault opened the floor to discuss construction related matters. Discussion  
51 ensued.

52  
53 **SIXTH ORDER OF BUSINESS – Staff Reports**

54 Ms. Comings-Thibault opened the floor for the district staff to present their reports. There being  
55 none, next item followed.

56  
57 **SEVENTH ORDER OF BUSINESS – Adjournment**

58 Ms. Comings-Thibault asked for final questions, comments, or corrections before concluding the  
59 meeting. There being none, Mr. Bataineh made a motion to adjourn the meeting.

60 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board  
61 adjourned the meeting for the Parkland Preserve Community Development District.

62  
63 *\*Each person who decides to appeal any decision made by the Board with respect to any matter  
64 considered at the meeting is advised that person may need to ensure that a verbatim record of the  
65 proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

66  
67 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
68 meeting held on \_\_\_\_\_.**

69  
\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

70  
\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

71 **Title:**  Secretary  Assistant Secretary

**Title:**  Chairman  Vice Chairman

# EXHIBIT 2

# Parkland Preserve CDD Community Development District

Financial Statements  
Unaudited

Period ending  
September 30, 2018

**PARKLAND PRESERVE CDD**  
**BALANCE SHEET**  
**September 30, 2018**

	<b>GEN FUND</b>	<b>CONSOLIDATED TOTAL</b>
<b><u>ASSETS:</u></b>		
CASH	\$ 168	\$ 168
ACCOUNTS RECEIVABLE	6,962	6,962
DEPOSIT	-	-
<b>TOTAL ASSETS</b>	<b>\$ 7,130</b>	<b>\$ 7,130</b>
 <b><u>LIABILITIES:</u></b>		
ACCOUNTS PAYABLE	\$ 7,042	\$ 7,042
 <b><u>FUND BALANCE:</u></b>		
RESTRICTED FOR:		
ASSIGNED:	-	-
UNASSIGNED:	88	88
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 7,130</b>	<b>\$ 7,130</b>

**PARKLAND PRESERVE CDD  
GENERAL FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
FOR PERIOD STARTING APRIL 1, 2018 ENDING SEPTEMBER 30, 2018**

	<b>FY2018 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>I. REVENUE</b>				
SPECIAL ASSESSMENTS - OFF ROLI	-	-	-	-
DEVELOPER FUNDING	197,339	49,335	40,328	(9,007)
MISCELLANEOUS REVENUE	-	-	-	-
INTEREST	-	-	2	(2)
<b>TOTAL REVENUE</b>	<b>197,339</b>	<b>49,335</b>	<b>40,330</b>	<b>(9,009)</b>
<b>II. EXPENDITURES</b>				
<b>ADMINISTRATIVE:</b>				
SUPERVISORS COMPENSATION	6,000	3,000	-	3,000
PAYROLL TAXES	459	230	-	230
PAYROLL PROCESSING	349	-	-	-
MANAGEMENT CONSULTING SERVICES	30,000	15,000	11,167	3,833
ADMINISTRATIVE SERVICES	1,500	750	-	750
CONSTRUCTION ACCOUNTING SERVICES	10,000	5,000	-	5,000
BANK FEES	100	50	34	16
MISCELLANEOUS	250	125	4,500	(4,375)
AUDITING SERVICES	3,500	1,750	-	1,750
REGULATORY AND PERMIT FEES	175	175	-	175
LEGAL ADVERTISEMENTS	1,500	750	13,255	(12,505)
ENGINEERING SERVICES	7,500	3,750	-	3,750
LEGAL SERVICES	25,000	12,500	8,693	3,807
WEBSITE HOSTING	720	360	497	(137)
<b>TOTAL ADMINISTRATIVE</b>	<b>87,053</b>	<b>43,440</b>	<b>38,146</b>	<b>5,294</b>
<b>INSURANCE:</b>				
INSURANCE	5,500	2,750	2,096	654
<b>TOTAL ADMINISTRATIVE</b>	<b>5,500</b>	<b>2,750</b>	<b>2,096</b>	<b>654</b>
<b>DEBT SERVICE ADMINISTRATION:</b>				
DISSEMINATION AGENT	5,000	1,000	-	1,000
TRUSTEE FEES	8,700	4,500	-	4,500
ARBITRAGE	1,250	750	-	750
<b>TOTAL DEBT SERVICE ADMINISTRATION</b>	<b>14,950</b>	<b>6,250</b>	<b>-</b>	<b>5,500</b>
<b>PHYSICAL ENVIRONMENT:</b>				
FIELD MANAGER	4,800	2,400	-	2,400
ELECTRICITY (IRRIGATION & PUMPS)	5,000	2,500	-	-
WATER (County)	7,000	3,500	-	-
LANDSCAPING MAINTENANCE	20,000	10,000	-	-
LANDSCAPE REPLENISHMENT	5,000	2,500	-	-
IRRIGATION MAINTENANCE	3,500	1,750	-	1,750
NPDES	6,300	3,150	-	-
PET WASTE REMOVAL	555	278	-	-
POWER SWEEP	1,000	500	-	-
STORMWATER DRAINAGE	7,500	3,750	-	-
ENVIRON. MITIGATION & POND MAINT.	2,000	1,000	-	-
POND MOWING	2,181	1,091	-	-
FIELD CONTINGENCY	25,000	12,500	-	-
<b>TOTAL FIELD OPERATIONS</b>	<b>89,836</b>	<b>44,918</b>	<b>-</b>	<b>4,150</b>
<b>TOTAL EXPENDITURES</b>	<b>197,339</b>	<b>94,608</b>	<b>40,242</b>	<b>14,944</b>
<b>EXCESS REVENUE OVER (UNDER) EXPEND.</b>	<b>-</b>	<b>(45,273)</b>	<b>88</b>	<b>5,935</b>
FUND BALANCE - BEGINNING	-	-	-	-
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>-</b>	<b>88</b>	<b>5,935</b>

**PARKLAND PRESERVE CDD**  
**Cash Reconciliation - General Fund**  
**September 30, 2018**

<b>Balance Per Bank Statement</b>	\$	167.63
Less: Outstanding Checks		-
<b><i>Adjusted Bank Balance</i></b>	<b>\$</b>	<b><u>167.63</u></b>
<b>Beginning Cash Balance Per Books</b>	\$	176.61
Cash Receipts		0.02
Cash Disbursements		(9.00)
<b><i>Balance Per Books</i></b>	<b>\$</b>	<b><u>167.63</u></b>

**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
<b>7/31/2018</b>		<b>TOTALS</b>		<b>33,367.27</b>	<b>33,181.68</b>	<b>185.59</b>
08/31/2018		Bank United	Service Charge		9.00	176.59
08/31/2018		Bank United	Interest	0.02		176.61
<b>8/31/2018</b>		<b>TOTALS</b>		<b>0.02</b>	<b>9.00</b>	<b>176.61</b>
09/30/2018		Bank United	Service Charge		9.00	167.61
09/30/2018		Bank United	Interest	0.02		167.63
<b>9/30/2018</b>		<b>TOTALS</b>		<b>0.02</b>	<b>9.00</b>	<b>167.63</b>