

***SOUTHSHORE BAY
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Meeting***

***Tuesday,
April 3, 2018***

10:00 AM

***Metro Development Group
2502 North Rocky Point Drive
Suite 1050
Tampa 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.

SOUTHSHORE BAY COMMUNITY DEVELOPMENT DISTRICT AGENDA

Metro Development Group
2502 North Rocky Point Dr.
Suite 1050
Tampa FL 33607

District Board of Supervisors	Mike Lawson Doug Draper Lori Price Ted Sanders	Chairman Vice Chairman Assistant Secretary Assistant Secretary
District Manager	Paul Cusmano	DPFG
District Attorney	Vivek Babbar	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 seven different sections:**

The first section which is called **Audience Questions and Comments on Agenda Items**. 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 **District Counsel and District Engineer Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is the **Landscaping and Ponds** section and contains items that often require District Engineer, Operations Manager, and Landscape Contractor to discuss and update the Board. The fourth section is the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Business Items**. The business items 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 sixth 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 seventh 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.

SOUTHSHORE BAY COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: **Tuesday April 3, 2018**
Time: 10:00 a.m.
Location: Metro Development
2502 N. Rocky Point Drive, Suite 1050
Tampa, Florida 33607

Conference Call No.: (563) 999-2090
Code: 686859#

I. Roll Call

II. Audience Comments

III. Consent Matters

- A. Approval of the Minutes from February 6, 2018 Regular Meeting Exhibit 1
- B. Approval of the Minutes from the February 6, 2018 Landowners Meeting Exhibit 2

IV. Business Matters

- A. Revised BrightView Contract

V. Reports

- A. District Manager
- B. Attorney
- C. District Engineer

VI. Supervisors Requests

VII. Audience Questions and Comments on Other Items

VIII. Adjournment

EXHIBIT 1.

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**MINUTES OF MEETING
SOUTHSHORE BAY
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Southshore Bay Community Development District was held on Tuesday, March 6, 2018 at 10:00 a.m. at the Offices of Metro Development Group, 2502 N. Rocky Point Drive, Suite 1050, Tampa, Florida 33607.

FIRST ORDER OF BUSINESS - Roll Call

Mr. Cusmano called the meeting to order.

Present and constituting a quorum were:

Mike Lawson	Board Supervisor, Chairman
Doug Draper	Board Supervisor, Vice Chairman
Lori Price	Board Supervisor, Assistant Secretary

Also present were:

Paul Cusmano	District Manager
Mark Straley	District Attorney (<i>via phone</i>)

SECOND ORDER OF BUSINESS – Audience Comments

There being none, next item followed.

THIRD ORDER OF BUSINESS – Consent Matters

A. Approval of Minutes from January 9, 2018 Organizational Meeting

Mr. Cusmano presented Approval of Minutes from January 9, 2018 Organizational Meeting.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved Minutes from January 9, 2018 Organizational Meeting for the Southshore Bay Community Development District.

FOURTH ORDER OF BUSINESS – Business Matters

A. Landowners Meeting

The Landowners Meeting was held as a separate meeting.

B. Public Hearing – Adopting the 2018 Proposed Budget

1. Open Public Hearing

Mr. Cusmano requested a motion to open the Public Hearing.

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved opening the Public Hearing for the Southshore Bay Community Development District.

2. Review of 2018 Proposed Budget

Mr. Cusmano presented the review of the 2018 Proposed Budget and asked for comments or questions.

3. Public Comments

There being none, the next item followed.

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4. Close Public Hearing

Mr. Cusmano requested a motion to close the Public Hearing.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved closing the Public Hearing for the Southshore Bay Community Development District.

5. Consideration and Adoption of Resolution 2018-24 Adopting the 2018 Budget

Mr. Cusmano requested a motion to adopt Resolution **2018-24** Adopting the 2018 Budget.

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted Resolution **2018-24** Adopting the 2018 Budget for the Southshore Bay Community Development District.

C. Public Hearing – Adopting Rules of Procedure

1. Open Public Hearing

Mr. Cusmano requested a motion to open the Public Hearing.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved opening the Public Hearing for the Southshore Bay Community Development District.

2. Review of Rules and Procedures

Mr. Cusmano presented Review of Rules and Procedures and asked for comments or questions.

3. Public Comments

There being none, the next item followed.

4. Close Public Hearing

Mr. Cusmano requested a motion to close the Public Hearing.

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved to close the Public Hearing for the Southshore Bay Community Development District.

5. Consideration and Adoption of Resolution 2018-25 Adopting the Rules of Procedure

Mr. Cusmano requested a motion to adopt Resolution **2018-25** Adopting the Rules of Procedure.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adopted Resolution **2018-25** Adopting the Rules of Procedure for the Southshore Bay Community Development District.

D. Public Hearing – Adopting Amenity Rules

1. Open Public Hearing

Mr. Cusmano requested a motion to open the Public Hearing.

76 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved
77 opening the Public Hearing for the Southshore Bay Community Development District.

78
79 **2. Review of the Amenity Rules**

80 Mr. Cusmano presented Review of the Amenity Rules and asked for comments or questions.

81 **3. Public Comments**

82 There being none, the next item followed.

83 **4. Close Public Hearing**

84 Mr. Cusmano requested a motion to close the Public Hearing.

85 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
86 approved closing the Public Hearing for the Southshore Bay Community Development District.

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88 **5. Consideration and Adopting of Resolution 2018-26 Adopting the Amenities Rules**

89 Mr. Cusmano requested a motion to Consideration and Adoption of Resolution **2018-26**
90 Adopting the Amenities Rules.

91 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board Adopted
92 Consideration and Adoption of Resolution **2018-26** Adopting the Amenities Rules of Procedure for the
93 Southshore Bay Community Development District.

94
95 **E. Public Hearing – Adopting Uniform Method of Collecting Assessments**

96 **1. Open Public Hearing**

97 Mr. Cusmano requested a motion to open the Public Hearing.

98 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
99 approved to open the Public Hearing for the Southshore Bay Community Development District.

100
101 **2. Review of the Uniform Method of Collecting Assessments**

102 Mr. Cusmano presented Review of the Uniform Method of Collecting Assessments and asked
103 for comments or questions.

104 Discussion ensued.

105 **3. Public Comments**

106 There being none, the next item followed.

107 **4. Close Public Hearing**

108 Mr. Cusmano requested a motion to close the Public Hearing.

109 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved
110 to close the Public Hearing for the Southshore Bay Community Development District.

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113 **5. Consideration and Adoption of Resolution 2018-27 Adopting the Uniform Method**
114 **of Collecting Assessments**

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116 Mr. Cusmano requested a motion to adopt Resolution **2018-27** Adopting the Uniform Method
117 of Collecting Assessments.

118 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
119 Adopted Consideration and Adoption of Resolution **2018-27** Adopting the Uniform Method of Collecting
120 Assessments of Procedure for the Southshore Bay Community Development District.

122 **F. Consideration and Approval of Resolution 2018-28 Imposing Special Assessments**

123 Mr. Cusmano requested a motion to approve Resolution **2018-28** Imposing Special Assessments
124 and asked for comments or questions.

125 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted
126 Resolution **2018-28** Imposing Special Assessments for the Southshore Bay Community Development
127 District.

128
129 **G. Engineering RFQ**

130 Mr. Cusmano requested a motion to approve the Engineering RFQ.

131 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
132 approved the Engineering RFQ for the Southshore Bay Community Development District.

133
134 **H. Budget Funding Agreement**

135 Mr. Cusmano presented the Budget Funding Agreement and asked for comments or questions.

136 Mr. Lawson made motion upon agreement to substituting the finance based on discussion with
137 the developer, upon those being ok by the District Counsel and also allowing him to execute.

138 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved
139 the Budget Funding Agreement, subject to any refinements based on discussion with the developer and
140 upon those being approved by the District Counsel, and allowing Chairman to execute, for the Southshore
141 Bay Community Development District.

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143 **FIFTH ORDER OF BUSINESS – STAFF REPORTS**

144 **A. District Manager**

145 There being none, next item followed.

146 **B. Attorney**

147 There being none, next item followed.

148 **C. District Engineer**

149 There being none, next item followed.

150 **SIXTH ORDER OF BUSINESS – Supervisors Requests**

151 There being none, next item followed.

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

153 There being none, next item followed.

154 **EIGHTH ORDER OF BUSINESS - Adjournment**

155 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
156 adjourned the meeting for the Southshore Bay Community Development District.

157

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

161

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

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Signature

Signature

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Printed Name

Printed Name

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Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman

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EXHIBIT 2.

39 **SIXTH ORDER OF BUSINESS – Ballot Tabulations**

40 Mr. Cusmano stated that the Ballot Tabulations had been done.

41

42 **SEVENTH ORDER OF BUSINESS – Land Owner Questions or Comments**

43 There being none, next item followed.

44 **EIGHTH ORDER OF BUSINESS - Adjournment**

45 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
46 adjourned the meeting for the Southshore Bay Community Development District.

47

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

51

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

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Signature _____

Signature _____

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Printed Name _____

Printed Name _____

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Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman

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Orange County, CA
27127 Calle Arroyo, Suite 1910
San Juan Capistrano CA 92675
P: (949) 388-9269
F: (949) 388-9272

Sacramento, CA
4380 Auburn Blvd.
Sacramento CA 95841
P: (916) 480-0305
F: (916) 480-0499

Las Vegas, NV
3277 E. Warm Springs Road,
Suite 100
Las Vegas NV 89120
P: (702) 478-9277
F: (702) 629-5497

Boise, ID
950 West Bannock, 11th Floor
Boise ID 83702
P: (208) 319-3576
F: (208) 439-7339

Phoenix, AZ
3302 East Indian School Road
Phoenix AZ 85018
P: (602) 381-3226
F: (602) 381-1203

Austin, TX
8140 Exchange Drive
Austin TX 78754
P: (512) 732-0295
F: (512) 732-0297

Orlando, FL
250 International Parkway
Suite 280
Lake Mary FL 32746
P: (321) 263-0132
F: (321) 263-0136

Tampa, FL
15310 Amberly Drive
Suite 175
Tampa FL 33647
P: (813) 374-9104
F: (813) 374-9106

Research Triangle, NC
1340 Environ Way, Suite 328
Chapel Hill NC 27517
P: (919) 321-0232
F: (919) 869-2508

Charleston, SC
4000 S. Faber Place Drive
Suite 300
N. Charleston SC 29405
P: (843) 277-0021
F: (919) 869-2508