

MINUTES OF MEETING
SANDMINE ROAD
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Sandmine Road Community Development District was held Thursday, June 18, 2020 at 2:00 p.m. via Zoom Video Conferencing, pursuant to Executive Orders 20-52, 20-69 and 20-91 (as extended by Executive Order 20-112) issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 1, 2020, and April 29, 2020 respectively, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

Present and constituting a quorum were:

Wesley Hunt	Vice Chairman
Aaron Struckmeyer	Assistant Secretary
Eric Baker	Assistant Secretary

Also present were:

George Flint	District Manager, GMS
Tucker Mackie	District Counsel
Emma Gregory	District Counsel
Broc Althafer	Interim District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Three Board Members were present via Zoom teleconference constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Approval of Minutes of the April 16, 2020 Meeting

Mr. Flint asked if the Board had any comments or corrections to the minutes.

On MOTION by Mr. Hunt, seconded by Mr. Baker, with all in favor, the Minutes of the April 16, 2020 Meeting, were approved.
--

FOURTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Rules of Procedure

Mr. Flint asked for a motion to open the Public Hearings

On MOTION by Mr. Struckmeyer, seconded by Mr. Baker, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2020-09 Adopting the District's Rules of Procedure

Mr. Flint stated a copy of the District's Rules were included in the prior agenda. The Public Hearing was advertised 29 and 28 days in advance of today as required by Statute. The Rules had not changed since they were provided to the Board at the Organizational Meeting. The Rules primarily cover how the Board operates, how they handle Public Records, meetings, and Internal Controls, how they go about bidding out certain services in accordance with statutory requirements. Mr. Flint asked if the Board had any questions on the proposed Rules.

Mr. Flint noted that there were no members of the public present to provide comment. He asked the Board for any comments. Hearing none,

Ms. Tucker Mackie joined the meeting at this time.

On MOTION by Mr. Hunt, seconded by Mr. Baker, with all in favor, Resolution 2020-09 Adopting the District's Rules of Procedures, was approved.

B. Public Hearing on the Uniform Collection Method

Mr. Flint stated this shows the Board's intent to utilize the Uniform Collection Method which is uses the Tax Bill to collect operating and maintenance and debt service assessments. There were four consecutive weeks of notices that were placed. This allows them to enter into agreements with the Property Appraiser and Tax Collector to utilize the Tax Bill when the time comes. Mr. Flint noted for the record that there were no member of the public present at the time for testimony.

i. Consideration of Resolution 2020-30 Expressing the District's Intent to Utilize the Uniform Method of Collection

Mr. Flint stated this resolution was in the packet and asked Counsel to cover this topic. Ms. Mackie stated that Resolution 2020-30 allows the District to utilize the Uniform Method at the time at which it was ready certify assessments for collection. When the District is ready to move forward with a debt service or operation and maintenance assessment they can utilize the roll, certainly for platted lots. Ms. Mackie asked for a motion to approve if the Board had no questions.

On MOTION by Mr. Struckmeyer, seconded by Mr. Baker, with all in favor, Resolution 2020-30 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

C. Public Hearing on the Imposition of Special Assessments

i. Consideration of Engineer's Report dated, April 16, 2020

Mr. Flint reviewed the previous approved two resolutions declaring the Board's intent to levy assessments and the other setting the date, place, and time for the public hearing to consider the imposition. Mr. Flint stated there was an Engineer's Report dated April 16th, which was on the last Organizational agenda as well as the Master Assessment Methodology dated April 16, 2020. Mr. Flint noted that neither report had changed since the Board had seen at the April meeting. Mr. Flint also noted for the record that no members of the public to provide comment or testimony. Mr. Flint asked that Mr. Althafer review the report.

Mr. Althafer stated this report was consistent with what was presented previously to the Board. He noted this basically goes through and outlines the public infrastructure that will be required and paid for by CDD bonds. It list all improvements in detail including the water system, the sanitary sewer system, reclaim system, and storm water management systems. This is a breakdown of the location and the cost of each of those improvements. Mr. Althafer noted he would cover them in detail if there were any questions.

Mr. Flint also noted for the record that they are only proposing to issue bonds and impose assessments on Assessment Area One, which corresponds with Phase 1.

Ms. Mackie asked Mr. Althafer the following questions:

- Based on your professional opinion on the costs and the Engineer's Report reasonable and proper? Mr. Althafer replied, yes they were.
- Are you aware of any reason why the project as a whole and the project for Assessment Area One cannot be carried out by the District? Mr. Althafer responded No, he was not.

ii. Consideration of Master Assessment Methodology for Assessment Area One, dated April 16, 2020

Mr. Flint presented the Master Assessment Methodology for Assessment Area One, dated April 16, 2020. This was presented to the Board at the Organization meeting when the public hearing was set. Mr. Flint reviewed Table 1 which is the proposed Development Plan and it corresponds to Phase 1 in the Engineer's Report. There are 306 proposed units; townhomes and 40 and 50 foot single family which equates to 226 equivalent residential units. Table 2 is the estimated costs of the infrastructure associated with Assessment Area One, which is \$8.58 million. Table 3 is the bond sizing. Mr. Flint noted these were very conservative parameters and utilizes a 6% interest rate, 30 year amortization, 24 month capitalized interest period, 1 year maximum annual debt service reserve and a 2% underwriters discount. He noted this was just for purposes of the Assessment Hearing, once they actually go to issue bonds they will prepare a Supplemental Assessment Methodology that will tie to the target amounts and match up with how the bonds are actually priced. Table 4 is the allocation of benefit and shows the costs of the improvements per product type and per unit. Table 5 shows the par debt per product type and per unit. Table 6 shows if they were to fund the entire amount of improvements identified by the Engineer, what the net annual assessment would be under the parameters. Table 7 is the Preliminary Assessment Roll, which has the legal description attached for Phase 1. Mr. Flint asked if there were any questions on the Master Assessment Methodology.

Ms. Mackie asked Mr. Flint the following questions:

- Do the lands subject to the Area One Special Assessments receive a special benefit from the Area One project? Mr. Flint replied yes they do.
- Are those Area One Special Assessments reasonably apportioned among those lands subject to the Assessment? Mr. Flint replied yes they are.
- Is it reasonable, proper, and just to assess the costs of the Area One project against the lands in the District in accordance with the Methodology? Mr. Flint replied Yes.
- Is it in the best interest of the District that the special assessments be paid and collected in accordance with the Methodology and the District Assessment Resolution being adopted here today? Mr. Flint replied, Yes.

iii. Consideration of Resolution 2020-31 Levying Assessments

Mr. Flint stated this resolution, if adopted, would levy assessments over Assessment Area One based on the Engineer's Report and the Methodology. When the bonds are actually issued a Supplemental Report would be prepared reflecting the final sizing of the bonds.

Mr. Flint noted for the record that there are no members of the public present to provide comment or testimony. Mr. Flint asked the Board for any questions, the Board had none.

On MOTION by Mr. Hunt, seconded by Mr. Struckmeyer, with a ll in favor, Resolution 2020-31 Levying Assessments, was approved.

Mr. Flint asked for a motion to close the Public Hearing.

On MOTION by Mr. Hunt, seconded by Mr. Struckmeyer, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Mackie stated that the validation hearing has now been set for July 20th at 1:30 p.m. She noted that they are in the process of circulating meeting confirmations but she needed to know if a representative of the developer would be present at the validation hearing. It is anticipated to be a virtual hearing but may change by July. The Board stated they would coordinate to make sure someone was there.

Mr. Flint noted the Delegation Resolution would be on the July agenda for clarification. Ms. Mackie noted they had a call scheduled with John Kessler to start reviewing some matters pertaining to the actual issuance of the bonds. After the July 20th validation there is a 30 day appeal date that needs to expire prior to the issuance. She stated that they can be fully prepared to issue bonds on the expiration of that validation appeal date, if so desired.

Mr. Flint noted the July meeting date is July 16th at 2:00 p.m.

B. Engineer

There being none, the next item following.

C. District Manager's Report.

i. Balance Sheet and Income Statement

Mr. Flint noted the unaudited financials through June 1st. There was no action required.

ii. Ratification of FY20 Funding Request #2

Mr. Flint stated that Funding Request #2 needed to be ratified and was for District Management fees, and it has been submitted under the Developer Funding Request.

iii. Consideration of FY20 Funding Request #3

Mr. Flint stated that Request #3 is a combination of District Management and District Counsel. A portion of the District Counsel expenses is tracked as capital outlay and if bonds are issued those would be eligible to be reimbursed from bond funds. Mr. Flint asked for any questions on either Fund Request #2 or #3. Mr. Flint asked for a motion to ratify FY20 Funding Request #2, and approve Funding Request #3.

On MOTION by Mr. Struckmeyer, seconded by Mr. Baker, with all in favor, FY20 Funding Request No. 2, was ratified.

On MOTION by Mr. Struckmeyer, seconded by Mr. Baker, with all in favor, FY20 Funding Request No. 3, was approved.

SIXTH ORDER OF BUSINESS**Other Business**

Mr. Flint asked for other Business or Supervisor's Request. Mr. Hunt noted that Mr. Douglas Hoffman would likely be sending a resignation email because he was leaving Pulte. Mr. Flint stated that they could accept his resignation at the July meeting once it is received. At that time they could appoint someone else to replace him. Mr. Flint clarified this resignation could be accepted via email to him.

Mr. Flint also noted that the Governors Executive order that allows them to have remote meetings will expire on June 30th, and they don't know if he's going to extend that or not at this point. They are operating under the assumption that after July 1st, they are going to have to have physical quorums. They could still use zoom but would need three people physically present at a meeting. Mr. Flint noted that they do have an address for a construction trailer, so the July 16th meeting at 2:00 p.m. will be advertised to take place at the construction trailer. They will likely

include language that still give us the option to hold it remotely in the event that the Governor extends the Executive order. Board members asked that an Outlook invite be sent out. Mr. Flint confirmed they would send that out.

SEVENTH ORDER OF BUSINESS

Supervisors' Request

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Mr. Flint adjourned the meeting at 2:20 p.m.

On MOTION by Mr. Hunt, seconded by Mr. Struckmeyer, with all in favor, the meeting was adjourned at 2:20 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman