

MINUTES OF MEETING

*Babcock Ranch Community Independent Special District
Board of Supervisors' Meeting
Thursday, September 28, 2017 at 1:00 p.m.
14750 SR 31, Punta Gorda FL, 33982*

Present and constituting a quorum:

Gail Maltese	Board Member
Kathy Valentine	Board Member
Gary Nelson	Board Member
Bill Vander May	Board Member

Also present were:

Jill Burns	Fishkind & Associates
Alyssa Willson	Hopping Green & Sams
Cory Taylor	CCMC
Jerry Evans	CCMC
Pfil Hunt	Wrathell, Hunt & Associates
Jonathan Johnson	Hopping Green & Sams (via phone)
Kellie Clark	District Engineer (via phone)

FIRST ORDER OF BUSINESS

Call to Order

The meeting was called to order at 1:00 p.m. and Ms. Burns proceeded with roll call. Board Members Gary Nelson, Gail Maltese, Kathy Valentine, and Bill Vander May were present, constituting a quorum.

SECOND ORDER OF BUSINESS

Business Matters

Public Comment Period

There were no public comments at this time.

Consideration of the Minutes of the August 24, 2017 Board of Supervisors Meeting

The Board reviewed the minutes for the August 24, 2017 Board of Supervisors' Meeting.

On MOTION by Mr. Vander May, seconded by Ms. Maltese, with all in favor, the Board approved the Minutes of the August 24, 2017.

Consideration of Agreement for Management Services with Wrathell, Hunt & Associates

Ms. Burns explained that the fees are outlined in Exhibit B and Mr. Hunt is present if the Board has any questions. Mr. Vander May explained he worked with Wrathell, Hunt & Associates and going through the agreement and he feels that this agreement is good for the District to approve based on the needs to the District. Ms. Burns requested a motion to approve the management agreement.

On MOTION by Mr. Vander May, seconded by Ms. Valentine, with all in favor, the Board approved the Agreement for Management Services with Wrathell, Hunt & Associates.

Consideration of Resolution 2017-18, Designating a Primary Administrative Office

This was tabled from the previous meeting. Ms. Burns explained that the primary administrative office would be the new District Manager's office and the principal headquarters established within the county is listed as the mailing address on site.

On MOTION by Ms. Maltese, seconded by Ms. Valentine, with all in favor, the Board approved Resolution 2017-18, Designating a Primary Administrative Office.

Consideration of Resolution 2017-21, Election of Officers

Ms. Burns stated that this resolution would designate the staff members from the new management company into offices that were previously held by staff members at Fishkind. Ms. Burns requested a motion to approve Resolution 2017-21.

On MOTION by Ms. Maltese, seconded by Ms. Valentine, with all in favor, the Board approved Resolution 2017-21, Election of Officers.

Consideration of Resolution 2017-22, Authorizing Bank Account Signatories

Ms. Burns explained that this would authorize staff members of the new management group to sign checks and other financial documents. Ms. Burns requested a motion to approve Resolution 2017-22.

On MOTION by Mr. Vander May, seconded by Ms. Valentine, with all in favor, the Board approved Resolution 2017-22, Authorizing Bank Signatories.

Consideration of Resolution 2017-23, Readopting Fiscal Year 2018 Meeting Schedule

Ms. Burns explained that at the last meeting the board changed the meeting date for the upcoming fiscal year to the 3rd Thursday of each month and since then the Board wishes to go back to the previous meeting schedule which was the 4th Thursday of each month at 1:00 p.m. at this location except for the November and December dates which will meet on the 3rd Thursday due to holidays. Ms. Burns requested a motion to approve Resolution 2017-23.

On MOTION by Mr. Vander May, seconded by Ms. Valentine, with all in favor, the Board approved Resolution 2017-23, Readopting Fiscal Year 2018 Meeting Schedule.

Consideration of Site Plan and Line and Grade Review Fees

Ms. Burns noted that in July of 2016 the District set the public hearings for the fees related to the line and grade reviews that were performed by Kimley Horn. Those fees are still in place and this would add a \$35 reinspection fee that Ms. Andres sent over. Ms. Willson stated that the District needs to hold another public hearing to add that

reinspection fee. She said that there is a Work Authorization for that work that Kimley Horn has been performing and it expands the scope of that work to Phase 2A and Phases 1B1. She asked the Board to approve the Work Authorization, set the public hearing date as November 16, 2017, and authorize staff to publish the required notices. Ms. Burns requested a motion from the Board to that effect.

On MOTION by Mr. Vander May, seconded by Ms. Maltese, with all in favor, the Board approved the work Authorization from Kimley Horn, set November 16, 2017 at 1:00 p.m. at this location as the public hearing date, and authorized District Staff to published the required notices.

**Ratification of Street Lighting
Service Contract Addendum 1
(Phase 1A)**

Ms. Burns explained that this addendum changes the contract count for spine units from 21 to 27. The rest of the contract is the same and has been executed Mr. Nelson and just needs to be ratified by the Board.

On MOTION by Mr. Vander May, seconded by Ms. Valentine, with all in favor, the Board ratified Street Lighting Service Contract Addendum 1 (Phase 1A).

**Ratification of Street Lighting
Service Contract Addendum 1
(Parking Lot of Founders Square)**

Ms. Burns explained that this addendum changes the contract units from 32 to 27. The rest of the contract is the same and has been executed Mr. Nelson and just needs to be ratified by the Board.

On MOTION by Mr. Vander May, seconded by Ms. Valentine, with all in favor, the Board ratified Street Lighting Service Contract Addendum 1 (Parking Lot of Founders Square).

Ratification of Street Lighting Service Contract (Phase 2A)

Ms. Burns explained that this is a new contract that Mr. Nelson has approved and it is similar to the other contracts already in places for the other phases. Ms. Burns requested a motion to approve the Street Lighting Service Contract for Phase 2A.

On MOTION by Mr. Vander May, seconded by Ms. Valentine, with all in favor, the Board approved Street Lighting Service Contract (Phase 2A).

Ratification of Funding Request 128 & 129

These have already been approved by the Chair and just need to be ratified by the Board.

On MOTION by Mr. Vander May, seconded by Ms. Maltese, with all in favor, the Board ratified Funding Request 128 & 129.

Ratification of Deficit Funding Request Nos. 6 & 7

These have been approved by the Chair and just need to be ratified by the Board.

On MOTION by Mr. Vander May, seconded by Ms. Valentine, with all in favor, the Board ratified Deficit Funding Requests Nos. 6 & 7.

Statement of District Financial Position

The Board reviewed the financial statements. There was no action required by the Board.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

- Attorney-** Ms. Willson is working with Ms. Valentine acquire a certain amount of infrastructure pursuant to the Acquisition Agreement. She will also continue to work with Ms. Burns and Wrathell, Hunt & Associates to ensure a smooth transition during this process.
- Engineer-** Ms. Clark explained that the District has a close out walk through scheduled in Phase 1A for October 10, 2017.
- Manager-** Ms. Burns explained that this is the last meeting that Fishkind will be serving as District Manager and noted that it has been a pleasure working with the District. The District will be transitioning to the new management group and Ms. Burns will work with them and asked the Board and new District Manager to let her know if they have any questions even after Fishkind is no longer managing.

Status Report on Construction- Mr. Vander May noted that the final plat was received for 2A and 1B2 is going in shortly. The District is still on hold on finishing the work in 1B1. He is hopeful that the District will get more direction on whether the District will continue with that as the plat or do a replat. A replat would change the product type. The Construction Team is doing some site planning near the neighborhood park as well as the school site to determine where a K-12 Charter School would go. The Developer is trying to figure out a plan to have a K-8 permanent Charter School build by next August. Mr. Nelson noted that State Road 31 is now officially named Babcock Ranch Road from state Road 80 all the way up to the northern Charlotte line. He is working on getting FDOT to change the road signs. Mr. Vander May noted that Babcock Ranch faired very well from Hurricane Irma. The new native plant material that was put in such as the Oak Trees blew down and the District had some great vendors come in immediately to get the place cleaned up. There was significant amount of erosion on the southwest side of the District's larger lakes and some damage was sustained to the land bridge due to erosion but the structure is ok. Mr. Vander May noted that AIS was in the second day after the storm fixing street lights as well as straightening the signs in the community.

FOURTH ORDER OF BUSINESS

Audience Comments and Supervisors Requests

Mr. Hunt explained that he and Fishkind & Associates have handed Districts back and forth over the years, they are great to work with, and the transition has always been very smooth. He does not foresee any problems here at all.

FIFTH ORDER OF BUSINESS

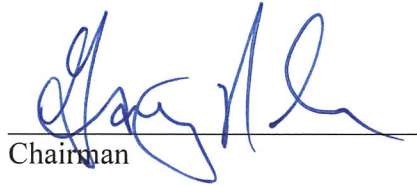
Adjournment

There were no further questions or comments. Ms. Burns requested a motion to adjourn.

On MOTION by Mr. Vander May, seconded by Ms. Valentine with all in favor, the September 28, 2017 Board of Supervisors meeting for the Babcock Ranch Community Independent Special District was adjourned.



Secretary/Assistant Secretary



Chairman