

**MINUTES OF MEETING  
ORANGE BLOSSOM RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting and Multiple Public Hearings of the Orange Blossom Ranch Community Development District were held on Wednesday, February 15, 2017, at 3:15 p.m., at The Ronto Group, located at 3066 Tamiami Trail North, Suite 201, Naples, Florida 34103.

**Present at the meeting were:**

Jim Reinders	Chair
Brian O'Donnell	Assistant Secretary
Ken Bloom	Assistant Secretary
Karen Welks	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Jere Earlywine	District Counsel
Carl Barraco ( <i>via telephone</i> )	Barraco and Associates, Inc.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 4:24 p.m., and noted, for the record, that Mr. Reinders, Mr. O'Donnell, Mr. Bloom and Ms. Welks were present, in person. Mr. Mark Taylor was not present.

Mr. Wrathell stated that the newspaper advertised the Orange Blossom Groves Landowners' Election three times and the Orange Blossom Ranch Landowners' Election once. As a result, the Orange Blossom Ranch Landowners' Election was continued to March 22, 2017 at 3:00 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Board of Supervisors (*the following to be provided in a separate package*)**

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Financial Disclosure Forms**
  - i. **Form 1: Statement of Financial Interests**
  - ii. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - iii. **Form 1F: Final Statement of Financial Interests**
- D. **Form 8B: Memorandum of Voting Conflict**
- E. **Florida Statutes, Chapter 190: Community Development Districts**

These items were deferred.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-25,  
Canvassing and Certifying the Results of  
the Landowner's Election**

This item was deferred.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-26,  
Electing the Officers of the District**

- A. **Chair**
- B. **Vice Chair**
- C. **Secretary**
- D. **Treasurer**
- E. **Assistant Secretaries**

This item was deferred.

**SIXTH ORDER OF BUSINESS**

**Recess Regular Meeting/Open Audit  
Committee Meeting**

Mr. Wrathell recalled that, at the previous meeting, Management was authorized to advertise a Request for Proposals (RFP) for Annual Audit Services.

- A. **Affidavit(s)/Proof(s) of Publication**
  - i. **Request for Proposals for Annual Audit Services**
  - ii. **Notice of February 15, 2017 Audit Committee Meeting**

These items were included for informational purposes.

**B. Consideration/Ranking of Proposals for Annual Audit Services**

- i. Berger, Toombs, Elam, Gaines & Frank**
- ii. Carr, Riggs & Ingram, LLC**
- iii. Grau & Associates**
- iv. McDirmit Davis**

The Board sat as the Audit Committee.

Mr. Wrathell stated that all four firms were highly qualified and recommended Grau & Associates, which was the most affordable, with first year fees of \$2,600, then \$2,700 and \$2,800, for the second and third years, respectively. The Audit Committee Members completed their ranking forms. Grau & Associates received 100 points, Berger, Toombs, Elam, Gaines & Frank received 99 points, McDirmit Davis received 98 points and Carr, Riggs & Ingram, LLC received 97 points.

Mr. Wrathell recommended accepting the Audit Committee rankings, authorizing Staff to enter into contract negotiations and awarding Grau & Associates a one-year contract, with the option of two annual renewals.

**SEVENTH ORDER OF BUSINESS**

**Close Audit Committee Meeting/Open Regular Meeting**

The Audit Committee Meeting closed and the Regular Meeting re-opened.

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Audit Committee's Ranking of Proposals for Annual Audit Services**

**On MOTION by Mr. O'Donnell and seconded by Ms. Welks, with all in favor, acceptance of the Audit Committee's rankings, with Grau & Associates ranked Number One, was approved.**

- Consideration of Award of Contract for Annual Audit Services**

**On MOTION by Mr. Reinders and seconded by Mr. O'Donnell, with all in favor, authorizing District Staff to negotiate a contract with Grau & Associates, the Number One ranked firm, was approved.**

**NINTH ORDER OF BUSINESS**

**PUBLIC HEARING TO CONSIDER IMPOSITION OF SPECIAL ASSESSMENTS PURSUANT TO SECTION 170.07, FLORIDA STATUTES**

This item was discussed during the Tenth Order of Business.

**TENTH ORDER OF BUSINESS**

**PUBLIC HEARING TO CONSIDER ADOPTION OF ASSESSMENT ROLL PURSUANT TO SECTION 197.3632(4)(b), FLORIDA STATUTES**

Mr. Barraco stated that the Master Engineer's Report was the same except for a few minor changes. On Page 1, the date was updated from January 12 to January 16, 2017. On Page 4, Table 2 defined "Multi-Family" as three or more townhome units per building. An amendment was made in the last sentence, on Page 12, under "Irrigation." Mr. Barraco confirmed that the Capital Improvement Plan described in the Engineer's Report was feasible and the costs, which totaled \$19,433,724.78, were reasonable and in line with market pricing.

Mr. Wrathell reviewed the Master Special Assessment Methodology Report, dated February 15, 2017.

Mr. Earlywine stated that the Methodology Report was accurate and flexible, unlike older methodologies, and, if a true-up occurred, the CDD could present a future development plan and offer proof that the remainder of the units would be completed. In response to Mr. Earlywine's question, Mr. Wrathell stated that there was sufficient benefit, as described in the Engineer's Report, to justify the level of assessments described in the Methodology, and the assessments were fairly and reasonably allocated across all benefitting parcels.

**On MOTION by Mr. Reinders and seconded by Ms. Welks, with all in favor, the Public Hearing was opened.**

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*

No property owners spoke.

- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right*

The Board of Equalization did not make any adjustments.

- A. Consideration of Resolution 2017-27, Making Certain Findings; Authorizing a Master Project; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Special Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Special Assessments and the Method of Collection; Providing for the Allocation of Special Assessments and True-Up Payments; Addressing Government Property and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date**

Mr. Wrathell presented Resolution 2017-27 for the Board’s consideration.

**On MOTION by Mr. Reinders and seconded by Mr. O’Donnell, with all in favor, Resolution 2017-27, Making Certain Findings; Authorizing a Master Project; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Special Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Special Assessments and the Method of Collection; Providing for the Allocation of Special Assessments and True-Up Payments; Addressing Government Property and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.**

In response to Mr. Wrathell’s question about property transfers, Mr. Earlywine stated that the Resolution implied that the lien must be paid prior to a government transfer.

**\*\*\*Mr. Wrathell closed the Public Hearing.\*\*\***

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-28, Expressing the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability and Invalid Provisions; Providing for Conflict and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2017-28 for the Board’s consideration.

**On MOTION by Ms. Welks and seconded by Mr. O’Donnell, with all in favor, Resolution 2017-28, Expressing the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability and Invalid Provisions; Providing for Conflict and Providing for an Effective Date, was adopted.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of Statement(s) of Qualifications for District Engineering Services**

- A. Affidavit/Proof of Publication**
- B. Ranking of Statement(s) of Qualifications**
  - i. Barraco and Associates, Inc.**
- C. Consideration of Award of Contract for District Engineering Services**

Mr. Wrathell stated that the only firm that responded to the advertised Request for Qualifications (RFQ) was the interim District Engineer, Barraco and Associates, Inc., (Barraco). Mr. Earlywine stated that, if the Engineer’s proposal met the requirements, the Board should

authorize Staff to enter into contract negotiations with Barraco, as the Number One ranked firm and only respondent.

**On MOTION by Mr. Reinders and seconded by Ms. Welks, with all in favor, recognizing Barraco and Associates, Inc., as the Number One ranked firm, and authorizing Staff to enter into contract negotiations, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of January 12, 2017  
Organizational Meeting Minutes**

Mr. Wrathell presented the January 12, 2017 Organizational Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Ms. Welks and seconded by Mr. Bloom, with all in favor, the January 12, 2017 Organizational Meeting Minutes, as presented, were approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Hopping, Green & Sams, P.A.***

The Bond Validation Hearing was scheduled for April 10, 2017. Mr. Earlywine expected that it would go smoothly.

**B. Interim District Engineer: *Barraco and Associates, Inc.***

Going forward, "Interim" would be removed.  
There being no report, the next item followed.

**C. District Manager: *Wrathell, Hunt & Associates, LLC***

**i. NEXT MEETING: March 22, 2017 at 3:00 P.M.**

Mr. Wrathell indicated that the next meeting will be held March 22, 2017 at 3:00 p.m., at this location.

**FIFTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There being no Board Members' comments or requests, the next item followed.

**SIXTEENTH ORDER OF BUSINESS**

**Audience Comments**

There being no audience comments, the next item followed.

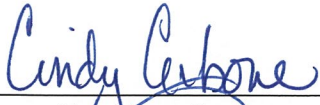
**SEVENTEENTH ORDER OF BUSINESS      Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Bloom and seconded by Ms. Welks, with all in favor, the meeting adjourned at 4:44 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]





Secretary/Assistant Secretary



Chair/Vice Chair