

**NORTH PARK ISLE  
COMMUNITY DEVELOPMENT DISTRICT**

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**August 2, 2018 Minutes of Special Organizational Meeting**

**Minutes of the Special Organizational Meeting**

The Special Organizational Meeting of the Board of Supervisors for the North Park Isle Community Development District was held on **Thursday, August 2, 2018 at 2:00 p.m.** at The Offices of Meritus, located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

**1. CALL TO ORDER**

Brian Lamb called the Special Organizational Meeting of the Board of Supervisors of the North Park Isle Community Development District to order on **Thursday, August 2, 2018 at 2:00 p.m.**

**Board Members Present and Constituting a Quorum:**

Jeff Hills	Supervisor
Ryan Motko	Supervisor
Nick Dister	Supervisor
Albert Viera	Supervisor
Steve Luce	Supervisor

**Staff Members Present:**

Brian Lamb	Meritus
Brian Howell	Meritus
Tricia Victory	Meritus
Vivek Babbar	District Counsel

There were no members of the general public in attendance.

**2. PUBLIC COMMENT PERIOD**

There were no public comments.

**3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION**

Mr. Lamb led Jeff Hills, Ryan Motko, Nick Dister, Albert Viera, and Steve Luce in reciting and signing the Oath of Office.

43 **4. SEAT NEW BOARD MEMBERS**

44 **A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor**  
45 **Responsibilities**

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47 Mr. Lamb stated that the Supervisors can ask questions and further review the Sunshine Laws  
48 and Code of Ethics after the meeting. Mr. Babbar briefly went over the Form 1 filing process.  
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51 **5. APPOINTMENT OF OFFICERS – Resolution 2018-01**

- 52 **A. Chairman**
- 53 **B. Vice Chairman**
- 54 **C. Secretary**
- 55 **D. Treasurer**
- 56 **E. Assistant Secretaries**

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58 The Board reviewed the resolution and officer positions. Supervisor Hills will serve as Chair,  
59 Supervisor Motko will serve as Vice Chair, Mr. Lamb will serve as Secretary, Mr. Davidson at  
60 Meritus will serve as Treasurer, and Mr. Howell from Meritus and the balance of the Board will  
61 serve as Assistant Secretaries.  
62

63	MOTION TO:	Approve Resolution 2018-01 as stated.
64	MADE BY:	Supervisor Hills
65	SECONDED BY:	Supervisor Dister
66	DISCUSSION:	None further
67	RESULT:	Called to Vote: Motion PASSED
68		5/0 - Motion Passed Unanimously

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71 **6. APPOINTMENT OF CONSULTANTS**

- 72 **A. Consider Appointment of District Manager – Resolution 2018-02**
- 73 **B. Designation of Registered Agent/Office – Resolution 2018-03**
- 74 **C. Consider Appointment of District General Counsel – Resolution 2018-04**
- 75 **D. Consider Appointment of Interim District Engineer – By Motion**
  - 76 **i. Authorize RFQ for District Engineer**
- 77 **E. Consider Appointment of Bond Counsel**
- 78 **F. Consider Appointment of Investment Banker**
- 79 **G. Consider Appointment of Trustee – By Motion**

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81 Mr. Lamb went over the Appointment of Consultants items with the Board.

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83 *The entire discussion is available on audio recording.*  
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MOTION TO:	Approve Appointment of Consultants Items 6A-G, subject to review and signature of the Chair.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

**7. BUSINESS MATTERS**

**A. Consider Plat Approval – By Motion**

Mr. Lamb stated that there is no Plat Approval at this time.

- B. Approve Notice of Establishment – Resolution 2018-05**
- C. Consider Policy of Compensation for Board Members – Resolution 2018-06**
- D. Consider Policy of Reimbursement of District Travel Expenses – Resolution 2018-07**
- E. Consider Designation of Local Records Office – Resolution 2018-08**
- F. Consider District Records Retention Schedule – Resolution 2018-09**
- G. Consider Fiscal Year 2018 Regular Meeting Schedule and Location – Resolution 2018-10**
- H. Consider Fiscal Year 2019 Regular Meeting Schedule and Location – Resolution 2018-11**
- I. Consider Landowners’ Meeting Date, Time, and Location – Resolution 2018-12**
- J. Consider Proposed FY 2018 & FY 2019 Annual Budget & Set Public Hearing – Resolution 2018-13**
- K. Consider Budget Funding Agreement**
- L. Set Public Hearing for Uniform Method of Collections – Resolution 2018-14**
- M. Consider Rules of Procedure & Setting Public Hearing – Resolution 2018-15**
- N. Consider Policy Re: Support & Legal Defense for Board & Staff – Resolution 2018-16**
- O. Authorization to Obtain General Liability and Public Officers Insurance – By Motion**
- P. Consider Designation of a Qualified Public Depository – Resolution 2018-17**
- Q. Authorization of Signatories – Resolution 2018-18**
- R. Authorization to Disburse Funds for Expenses – Resolution 2018-19**
- S. Consideration Adoption of Investment Policy – Resolution 2018-20**
- T. Consider Approval of Florida Statewide Mutual Aid Agreement – Resolution 2018-21**
- U. Consider Provisions for Public Comments – Resolution 2018-22**

Mr. Lamb went over the Business Matters items with the Board. He stated that the Supervisors had elected to waive the compensation. Mr. Lamb noted that the next meeting will be at the

130 current location on August 30, 2018 at 10:00 a.m. The meeting following the August 30, 2018  
131 meeting will be in the next fiscal year on October 2, 2018 at 10:00 a.m. Following this meeting,  
132 the remaining meeting schedule will line up to be on the first Thursday of the month. The  
133 Landowners meeting will be held on August 30, 2018 at 10:00 a.m. as well. The budgets will be  
134 considered at the October 2, 2018 meeting. Mr. Lamb continued to go over the Business Matters.  
135

136 *The entire discussion is available on audio recording.*  
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138	MOTION TO:	Approve the Business Matters items 7B-7U pursuant
139		to the District Manager's recommendations.
140	MADE BY:	Supervisor Hills
141	SECONDED BY:	Supervisor Dister
142	DISCUSSION:	None further
143	RESULT:	Called to Vote: Motion PASSED
144		5/0 - Motion Passed Unanimously

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147 **8. PRELIMINARY REPORT PRESENTATION – ASSESSMENT BONDS**

148 **A. Engineer Validation Report**  
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150 Mr. Lamb briefly went over the Engineer's Report with the Board.  
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152	MOTION TO:	Approve the Engineer's Report in substantial form.
153	MADE BY:	Supervisor Hills
154	SECONDED BY:	Supervisor Dister
155	DISCUSSION:	None further
156	RESULT:	Called to Vote: Motion PASSED
157		5/0 - Motion Passed Unanimously

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159 **B. Assessment Consultant Validation Report**  
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161 Mr. Lamb went over the Assessment Consultant Validation Report with the Board.  
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163	MOTION TO:	Approve the Validation Report in substantial form,
164		with an amount not to exceed \$25,250,000.
165	MADE BY:	Supervisor Hills
166	SECONDED BY:	Supervisor Motko
167	DISCUSSION:	None further
168	RESULT:	Called to Vote: Motion PASSED
169		5/0 - Motion Passed Unanimously

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171 **C. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution**  
172 **2018-23**

173 **i. Master Trust Indenture**  
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175 Mr. Babbar went over the resolution with the Board.  
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177	MOTION TO:	Approve Resolution 2018-23.
178	MADE BY:	Supervisor Hills
179	SECONDED BY:	Supervisor Motko
180	DISCUSSION:	None further
181	RESULT:	Called to Vote: Motion PASSED
182		5/0 - Motion Passed Unanimously

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184 **D. Consider Authorization of Chairman to Accept or Execute Certain Documents –**  
185 **Resolution 2018-24**  
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187 Mr. Babbar reviewed the resolution with the Board.  
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189	MOTION TO:	Approve Resolution 2018-24.
190	MADE BY:	Supervisor Luce
191	SECONDED BY:	Supervisor Dister
192	DISCUSSION:	None further
193	RESULT:	Called to Vote: Motion PASSED
194		5/0 - Motion Passed Unanimously

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196 **E. Other Matters Related to Financing**  
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199 **9. ADMINISTRATIVE MATTERS**

200 **A. Request for Working Capital – By Motion**  
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203 **10. STAFF REPORTS**

- 204 **A. District Counsel**
  - 205 **B. District Manager**
  - 206 **C. District Engineer**
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209 **11. BOARD MEMBERS' COMMENTS**  
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211 There were no Board member comments.  
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214 **12. PUBLIC COMMENTS**

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216 There were no public comments.

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219 **13. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Viera
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

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229 \*Please note the entire meeting is available on disc.

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231 \*These minutes were done in summary format.

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

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238 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
239 noticed meeting held on 1-28-19.

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243

Signature

Signature

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Brian Lamb

JEFF S. HILL

245

Printed Name

Printed Name

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Title:

Title:

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Secretary

Chairman

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Assistant Secretary

Vice Chairman

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Recorded by Records Administrator

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Signature

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2-5-19

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Date

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