

CORKSCREW FARMS COMMUNITY DEVELOPMENT DISTRICT

January 7, 2016 Minutes of Special Organizational Meeting

Minutes of Special Organizational Meeting

The Special Organizational Meeting of the Corkscrew Farms Community Development District was held on **Thursday, January 7, 2016 at 11:00 a.m.** at The Place at Corkscrew, located at 4954 Royal Gulf Circle, Fort Myers, FL 33966.

Appointed Supervisors Present and Constituting a Quorum at the onset of the meeting:

Joseph Cameratta	Supervisor
Nicholas Cameratta	Supervisor
Anthony Cameratta	Supervisor
Cheryl Yano	Supervisor
Laura Youmans	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus
Greg Urbancic	District Counsel
Carl A. Barraco	District Engineer, Interim
Dominic Cameratta	Cameratta Properties
Steve Sanford	Bond Counsel, GreenbergTraurig (<i>via speakerphone</i>)

1. CALL TO ORDER

A. Overview of Meeting Procedures and Decorum

Mr. Lamb called the Special Organizational Meeting of the Corkscrew Farms Community Development District to order on **Thursday, January 7, 2016 at 11:00 a.m.** and identified the five appointed supervisors present constituting a quorum.

2. PUBLIC COMMENT PERIOD

3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION

Mr. Lamb administered the Oaths of Office to the Board members present prior to the start of the meeting.

4. SEAT NEW BOARD MEMBERS

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

Mr. Lamb reviewed these with the Board.

5. APPOINTMENT OF OFFICERS - RESOLUTION 2016-01

Mr. Lamb went over this Resolution. There was a question regarding the Board seats. Mr. Lamb stated that today is for initial Board and they could change at the upcoming Landowner election.

Chair: Joe Cameratta

Vice: Tony Cameratta

MOTION TO:	Nominate Joseph Cameratta as Chairman and Anthony Cameratta as Vice Chairman with Brian Lamb as Secretary, Walter Morales as Treasurer, and Brian Howell as Assistant Secretary along with Nicholas Cameratta, Laura Youmans and Chery Yano.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor Yano
DISCUSSION:	None Further
RESULT:	5/0 Called to Vote: motion PASSED

- A. Chairman – Joseph Cameratta
- B. Vice Chairman – Anthony Cameratta
- C. Secretary – Brian Lamb
- D. Treasurer – Walter Morales
- E. Assistant Secretaries - Brian Howell, Cheryl Yano, Laura Youmans

6. APPOINTMENT OF CONSULTANTS

- A. Consider Appointment of District Manager/Financial Advisor/Investment Representative – Resolution 2016-02
- B. Designation of Registered Agent/Office – Resolution 2016-03
- C. Consider Appointment of District General Counsel – Resolution 2016-04
- D. Consider Appointment of Interim District Engineer – By Motion
 - i. Authorize RFQ for District Engineer
- E. Consider Appointment of Bond Counsel
- F. Consider Appointment of Investment Banker
- G. Appointment of Trustee-By Motion

Mr. Lamb reviewed all items with the Board and stated it could be approved in substantial form.

MOTION TO:	Approve subject to review by Chairman and/or District Counsel to finalize the terms of the agreements of the professionals.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor Youmans
DISCUSSION:	None Further
RESULT:	5/0 Called to Vote: motion PASSED

7. BUSINESS MATTERS

- A. Consider Plat Approval – By Motion

Mr. Lamb stated that Consider Plat Approval could be stricken.

- B. Approve Notice of Establishment – Resolution 2016-05

It was noted that the name and date was incorrect in one portion of the Resolution and it would be corrected.

97
98 **C. Consider Policy of Compensation for Board Members – Resolution 2016-06**
99

100 There was a recommended change in Section 1 that each Board Member waives salary and a form will be
101 provided to each Board member to fill out waiving salary.
102

103 **D. Consider Policy of District Travel Reimbursement for Board Members – Resolution 2016-07**

104 **E. Consider Designation of Local Records Office – Resolution 2016-08**
105

106 The local records office will be at Cameratta Companies located at 4954 Royal Gulf Circle Fort Myers, FL
107 33966.
108

109 **F. Consider District Records Retention Schedule – Resolution 2016-09**

110 **G. Consider Fiscal Year 2016 Regular Meeting Schedule and Location – Resolution 2016-10**
111

112 It was decided to meet the 3rd Friday of every month at 11:00 am at the same location.
113

114 **H. Consider Landowner's Meeting Date, Time and Location – Resolution 2016-11**
115

116 This will be held the 3rd Friday of February at 11:00 am at the same location.
117

118 **I. Consider Proposed FY 2016 Annual Budget & Set Public Hearing – Resolution 2016-12**
119

120 This will be held the 3rd Friday of March at 11:00 am at the same location.
121

122 **J. Consider Developer's Funding Agreement**
123

124 Mr. Lamb stated this could be approved in form subject to Chairman and Counsel review.
125

126 **K. Set Public Hearing for Uniform Methodology – Resolution 2016-13**
127

128 This will be held the 3rd Friday of March at 11:00 am at the same location.
129

130 **L. Consider Rules of Procedure & Setting Public Hearing – Resolution 2016-14**
131

132 This will be held the 3rd Friday of March at 11:00 am at the same location.
133

134 **M. Consider Policy Re: Support & Legal Defense for Board & Staff – Resolution 2016-15**

135 **N. Authorization to obtain General Liability and Public Officers Insurance – By Motion**
136

137 Mr. Lamb discussed this with the Board.
138

139 **O. Consider Designation of Qualified Public Depository – Resolution 2016-16**
140

141 Mr. Lamb stated it would be SunTrust.
142

143 **P. Authorization of Signatories – Resolution 2016-17**

144 **Q. Authorization to Disburse Funds for Expenses – Resolution 2016-18**

145 **R. Consider Adoption of Investment Policy – Resolution 2016-19**

146 **S. Consider Approval of Florida Statewide Mutual Aid Agreement – Resolution 2016-20**

147 **T. Consider for Provision of Public Comments – Resolution 2016-21**

Mr. Lamb briefly discussed all Resolutions with the Board.

MOTION TO:	Approve Business Matters B – T subject to items placed in review.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor Youmans
DISCUSSION:	None Further
RESULT:	5/0 Called to Vote: motion PASSED

8. PRELIMINARY REPORT PRESENTATION – ASSESSMENTS/BONDS

A. Preliminary Report of Engineer

Mr. Barraco briefly outlined his report and answered questions the Board had.
(full discussion available on audio)

MOTION TO:	Approve Preliminary Report of Engineer as provided in substantial form.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor A. Cameratta
DISCUSSION:	None Further
RESULT:	5/0 Called to Vote: motion PASSED

B. Preliminary Special Assessment Allocation (Methodology) Report

Mr. Lamb went over this report with the Board. He wanted to be very clear on record with some factual items with the Special Assessment Allocation (Methodology) Report associated with Phase 1 which is really being termed as Assessment Area 1. They have a specific legal description of Assessment Area 1. Mr. Lamb stated there are 628 planned units within Assessment Area 1. In addition, Assessment Area 2 (or balance of project) there is an additional 697 units. Looking at Engineer's capital improvement plan look at the total as planned of \$51,000,000.00 and look at the special benefit received by those planned units within Assessment Area 1 and Assessment Area 2. The way we do that is assign equivalent assessment units to a weighting factor to each product types within both phases of the development. Single family 52 foot product receives a weighting factor of 1 as a base line, 62 foot product receives a 1.19 and the 75 foot product receives a 1.44. When we allocate the \$51,000,000.00 across the entire project within Assessment Area 1 the benefit received from the construction is \$24,437,125.00 that gets allocated over Assessment Area 1. With that you have net per unit benefit of roughly \$33,500.00 for a 52 foot product, \$40,000.00 for a 62 foot product and \$48,000.00 for a 75 foot product. That is deemed the construction side of it and from there we have to gross up the \$24,000,000.00 in construction to account for financing cost for capitalized interest, cost of issuance, collection costs, etc. which raises the number to \$33,540,000.00 within phase one. That is going to set your cap or lien we are looking to recommend for the property. That will be the maximum. The key for us is to identify the benefit received is equal to or greater than the amount that is being assessed. The max annual assessment is \$2,000,619.98 on a per unit basis the cap for long and short term is per unit: \$45,918.59 for 52 foot, \$54,749.09 for 62 foot and \$66,228.74 for 75 foot with an annual impact of \$3,586.96, \$4,276.26 and \$5,173.50.

MOTION TO:	Accept Assessment Methodology for Assessment Area 1.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor N. Cameratta
DISCUSSION:	None Further
RESULT:	5/0 Called to Vote: motion PASSED

C. Consider Declaring Special Assessments – Resolution 2016-22

D. Set Public Hearing for Declaring Special Assessments – Resolution 2016-23

Mr. Urbancic went over Resolution 2016-22 and 2016-23 with the Board.

MOTION TO:	Adopt Resolutions 2016-22 and 2016-23.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor N. Cameratta
DISCUSSION:	None Further
RESULT:	4/0 Called to Vote: motion PASSED

It was noted that Supervisor Yano had stepped out of the meeting.

E. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution 2016-24
i. Master Trust Indenture

This item was discussed before items A – D.

Mr. Lamb discussed this briefly with the Board and then Mr. Sanford went over with the Board as well in-depth. *(full discussion available on audio)*

MOTION TO:	Adopt Resolution 2016-24.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor Youmans
DISCUSSION:	None Further
RESULT:	5/0 Called to Vote: motion PASSED

F. Consider Authorization of Chairman to Accept or Execute Certain Documents – Resolution 2016-25

Mr. Lamb reviewed this Resolution with the Board.

MOTION TO:	Accept Resolution 2016-25.
MADE BY:	Supervisor N. Cameratta
SECONDED BY:	Supervisor Youmans
DISCUSSION:	None Further
RESULT:	4/0 Called to Vote: motion PASSED

It was noted that Supervisor Yano had stepped out of the meeting.

G. Other Matters Relating to Financing

Mr. Sanford went over why they were authorizing up to \$70,000,000.00 in bonds.

9. ADMINISTRATIVE MATTERS

A. Request for Working Capital – By Motion

10. STAFF REPORTS

A. District Counsel

B. District Manager

C. District Engineer

11. BOARD MEMBERS COMMENTS

12. PUBLIC COMMENTS

13. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor J. Cameratta
SECONDED BY:	Supervisor N. Cameratta
DISCUSSION:	None Further
RESULT:	4/0 Called to Vote: motion PASSED

*Please note the entire meeting is available on disc.

*These minutes were done in a summary format.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 2/9/2016

Signature

Joseph Cameraatta

Printed Name

Title:

☒ Chair

☐ Vice Chair

Signature

Cheryl Yano

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Recorded by Records Administrator

Signature

March 9, 2016

Date

