

**MINUTES OF MEETING
BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Boyette Park Community Development District held a Regular Meeting on May 17, 2021 at 10:30 a.m., at the Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Drive, Riverview, Florida 33578.

Present at the meeting, were:

Timothy Murray	Chair
Mac McCraw	Vice Chair
Thomas Griggs	Assistant Secretary

Also present, were:

Cindy Cerbone	District Manager
Daniel Rom (via telephone)	Wrathell, Hunt and Associates, LLC
Jamie Sanchez	Wrathell, Hunt and Associates, LLC
Lindsay Whelan (via telephone)	District Counsel
Chris Fisher (via telephone)	District Engineer
Anita Poelhitz	Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:58 a.m. Supervisors Murray, McCraw and Griggs were present. Supervisors Polasky and Egan were not present. Prior to the meeting, the Oath of Office was administered to Mr. Griggs and Mr. Murray.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors Thomas Griggs, [SEAT 4] and Timothy Murray [SEAT 5] (*the following to be provided in a separate package*)

This item was discussed during the First Order of Business.

- 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**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-01. She recapped the results of the Landowners’ Election held last November, as follows:

Seat 3	Jacob Egan	48 votes	2-year Term
Seat 4	Thomas Griggs	49 votes	4-year Term
Seat 5	Timothy Murray	49 votes	4-year Term

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2021-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Jacob Egan, Seat 3 (*term expires November 2022*)

Ms. Cerbone presented the resignation of Mr. Jacob Egan from Seat 3.

On MOTION by Mr. Griggs and seconded by Mr. McCraw, with all in favor, the resignation of Mr. Jacob Egan from Seat 3, was accepted.

SIXTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Vacant Seat 3

- **Administration of Oath of Office to Newly Appointed Supervisor**

This item was deferred.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Boyette Park Community Development District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-02. Mr. Murray nominated the following slate of officers:

Chair	Timothy Murray
Vice Chair	Mac McCraw
Secretary	Craig Wrathell
Assistant Secretary	Keith Polasky
Assistant Secretary	Thomas Griggs
Assistant Secretary	Vacant
Assistant Secretary	Cindy Cerbone
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Boyette Park Community Development District, as nominated, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Accepting the Certification of the District Engineer that the Series 2018 Project is Complete; Declaring the Series 2018 Project Complete; Finalizing the Special Assessments Securing the District’s Series 2018 Bonds; Providing for a Supplement to the Improvement Lien Book; Providing for Severability, Conflicts, and an Effective Date

Ms. Cerbone presented Resolution 2021-03.

Ms. Whelan stated that the bond documents entered into at the time of the Series 2018 bond issuance contemplated that, when all of the bond funds were expended and/or the project was completed, the CDD would adopt a formal resolution declaring the project complete and reallocating special assessments in the event all the bond funds were not utilized for construction of the project. All of the bond funds were expended and the project was completed and the CDD has the Certificate of Completion from the District Engineer evidencing both. This Resolution formally declares the project complete.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2021-03, Accepting the Certification of the District Engineer that the Series 2018 Project is Complete; Declaring the Series 2018 Project Complete; Finalizing the Special Assessments Securing the District’s Series 2018 Bonds; Providing for a Supplement to the Improvement Lien Book; Providing for Severability, Conflicts, and an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Cerbone presented Resolution 2021-04. She reviewed the proposed Fiscal Year 2022 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2021 budget, and explained the reasons for any adjustments. Assessments were expected to remain the same as in Fiscal Year 2021.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2021-04, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 16, 2021 at 10:30 a.m., at the Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Dr., Riverview, Florida 33578; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-05. She noted that, although meetings are scheduled for each month, meetings could be cancelled, if it is not necessary to meet.

On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, Resolution 2021-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Approval of Limited Topographic Survey

Ms. Cerbone referred to the proposal in the agenda for a Limited Topographic Survey. If this survey is necessary, it would be an unbudgeted expense but the CDD has sufficient funds to cover the cost.

On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, the GeoPoint Surveying, Inc., proposal for a Limited Topographic Survey, if necessary, was approved.

TWELFTH ORDER OF BUSINESS

Update: Turnover Strategy

Mr. Griggs urged everyone to seek residents who might be interested in being appointed to the Board. For convenience, an evening meeting could be held to transition Board Members.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2021

Ms. Cerbone presented the Unaudited Financial Statements as of March 31, 2021.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Unaudited Financial Statements as of March 31, 2021, were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of Minutes

- A. **October 19, 2020 Virtual Regular Meeting**
- B. **November 3, 2020 Landowners' Meeting**

Ms. Cerbone presented the October 19, 2020 Virtual Regular and November 3, 2020 Landowners' Meeting Minutes.

On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, the October 19, 2020 Virtual Regular and November 3, 2020 Landowners' Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

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

There was nothing to report.

B. District Engineer: *Clearview Land Design, P.L.*

There was nothing to report.

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

I. 319 Registered Voters in District as of April 15, 2021

There were 319 registered voters residing within the District as of April 15, 2021.

II. NEXT MEETING DATE: June 21, 2021 at 10:30 A.M.

• QUORUM CHECK

The next meeting will be held June 21, 2021, unless cancelled.

SIXTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

SEVENTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the meeting adjourned at 11:18 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Cindy Carbone
Secretary/Assistant Secretary

[Signature]
Chair/Vice Chair