

**MINUTES OF MEETING
PARKLAND COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Parkland Community Development District held a Regular Meeting on July 11, 2023 at 4:00 p.m. (Central Time), at Adams Homes Sales Office, 6148 Old Bagdad Hwy., Milton, Florida 32583.

Present at the meeting were:

Chad Willard	Chair
Dan DuBose	Vice Chair
Mike Patterson	Assistant Secretary
Kyle Nicholas	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi (via telephone)	Wrathell Hunt and Associates LLC
Kyle Magee (via telephone)	District Counsel
David Fitzpatrick	District Engineer
Luke Henderson	Garden Street Communities Southeast, LLC
Misty Taylor (via telephone)	Bond Counsel
Sete Zare (via telephone)	Bond Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 4:04 p.m. Supervisors Willard, DuBose, Patterson and Nicholas were present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

▪ **Acceptance of Unaudited Financial Statements as of May 31, 2023**

This item, previously the Eighth Order of Business, was presented out of order.

Ms. Cerbone presented the Unaudited Financial Statements as of May 31, 2023.

On MOTION by Mr. Willard and seconded by Mr. Patterson, with all in favor, the Unaudited Financial Statements as of May 31, 2023, were accepted.

▪ **Approval of June 6, 2023 Regular Meeting Minutes**

This item, previously the Ninth Order of Business, was presented out of order.

Ms. Cerbone presented the June 6, 2023 Regular Meeting Minutes.

On MOTION by Mr. DuBose and seconded by Mr. Patterson, with all in favor, the Approval of June 6, 2023 Regular Meeting Minutes, as presented, were approved.

Ms. Cerbone stated the next meeting will be held on August 8, 2023, wherein the Fiscal Year 2024 budget will be adopted and thus far, it is unclear what other items will be on the agenda. Referencing the hard copy of the agenda, she called attention to Agenda Item 7, regarding the CDD going out to bid or advertising a Request for Proposals (RFP) for the Phase 1 Civil Site Construction Services.

Ms. Cerbone described the RFP process, including the evaluation and ranking criteria, pre-bid meeting requirements, transmitting project manuals and limiting bid protests. She stated the RFP is a controlled process that must be kept competitive and fair.

Regarding potential dates for the RFP, Ms. Cerbone stated the goal is to run the advertisement or around August 1, 2023 with responses due by August 31, 2023 and the potential award of contract at the September meeting. The goal dates are subject to change.

Ms. Cerbone responded to questions regarding issuing addendums, bid packages, Geotech and legal fees.

On MOTION by Mr. Willard and seconded by Mr. DuBose, with all in favor, authorizing District Staff to proceed and coordinate with the Chair and Developer’s Counsel in preparing the RFP notice, the project manual and set the necessary dates, was approved.

THIRD ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 3; Term Expires November 2024

- A. Administration of Oath of Office (the following will be provided in a separate package)**
 - I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
 - II. Membership, Obligations and Responsibilities**
 - III. Financial Disclosure Forms**
 - a. Form 1: Statement of Financial Interests**
 - b. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - c. Form 1F: Final Statement of Financial Interests**
 - IV. Form 8B: Memorandum of Voting Conflict**
- B. Consideration of Resolution 2023-04, Removing & Designating Certain Officers of the District and Providing for an Effective Date**

These items were deferred.

FOURTH ORDER OF BUSINESS

Presentation of Supplemental Engineer's Report

Mr. Fitzpatrick presented the Supplemental Engineer's Report dated July 11, 2023 and reviewed the pertinent data, including the Capital Improvement Plan (CIP), land use, permitting and construction estimates. The total estimated cost for the Phase 1 Project is \$15,634,177.

Asked if the Report should be approved in substantial form, Mr. Henderson replied affirmatively.

On MOTION by Mr. Patterson and seconded by Mr. Willard, with all in favor, the Supplemental Engineer's Report dated July 11, 2023, in substantial form, was approved.

FIFTH ORDER OF BUSINESS

Presentation of Supplemental Special Assessment Methodology Report

Ms. Cerbone presented the Preliminary First Supplemental Special Assessment Methodology Report dated July 11, 2023. The scope of the Methodology focuses on the Phase 1 Project. She reviewed the pertinent data, including the Development Program, CIP, financing program, benefit allocation, Equivalent Residential Unit (ERU) weightings, assigning bond debt assessments, the True-Up mechanism, stipulations and the Appendix Tables on Pages 13 through 15.

On MOTION by Mr. Willard and seconded by Mr. Patterson, with all in favor, the Supplemental Special Assessment Methodology Report dated July 11, 2023, in substantial form, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-11, Authorizing the Issuance of Not to Exceed \$7,500,000 Aggregate Principal Amount of Parkland Community Development District Special Assessment Revenue Bonds (Phase 1 Project), in One or More Series (the "Series 2023A Bonds"); Approving the Form of and Authorizing the Execution and Delivery of a First Supplemental Trust Indenture; Authorizing the Negotiated Sale of the Series 2023A Bonds; Appointing an Underwriter; Approving the Form of and Authorizing the Execution and Delivery of a Bond Purchase Agreement With Respect to the Series 2023A Bonds and Awarding the Series 2023A Bonds to the Underwriter Named Therein Pursuant to the Parameters Set Forth in this Resolution; Approving the Form of and Authorizing the Distribution of a Preliminary Limited Offering Memorandum and its Use by the Underwriter in Connection with the Offering for Sale of the Series 2023A Bonds and Approving the Execution and Delivery of a Final Limited Offering Memorandum; Authorizing the Execution and Delivery of a Continuing Disclosure Agreement and the Appointment of a Dissemination Agent;

Providing for the Application of Series 2023A Bond Proceeds; Authorizing the Proper Officials to Do All Things Deemed Necessary in Connection with the Issuance, Sale and Delivery of the Series 2023A Bonds; Appointing a Trustee, Bond Registrar and Paying Agent; Providing for the Registration of the Series 2023A Bonds Pursuant to the DTC Book-Entry System; Determining Certain Details with Respect to the Series 2023A Bonds; and Providing an Effective Date

Ms. Taylor presented Resolution 2023-11, commonly referred to as the Delegated Award Resolution, which accomplishes the following:

- Awards the sale of the bonds to MBS Capital Markets pursuant to the parameters set forth.
- Authorizes the Series 2023 bonds.
- Approves, in substantial form, the various documents necessary to issue the bonds, including the First Supplemental Trust Indenture, Preliminary Limited Offering Memorandum (PLOM), a Bond Purchase Agreement and Continuing Disclosure Agreement.
- Authorizes an amount not to exceed \$7.5 million for the bond issue.
- Appoints US Bank as the Trustee under the Master Trust Indenture.
- Authorizes changes to the Supplemental Engineer's and Methodology Reports.

On MOTION by Mr. Willard and seconded by Mr. Patterson, with all in favor, Resolution 2023-11, Authorizing the Issuance of Not to Exceed \$7,500,000 Aggregate Principal Amount of Parkland Community Development District Special Assessment Revenue Bonds (Phase 1 Project), in One or More Series (the "Series 2023A Bonds"); Approving the Form of and Authorizing the Execution and Delivery of a First Supplemental Trust Indenture; Authorizing the Negotiated Sale of the Series 2023A Bonds; Appointing an Underwriter; Approving the Form of and Authorizing the Execution and Delivery of a Bond Purchase Agreement With Respect to the Series 2023A Bonds and Awarding the Series 2023A Bonds to the Underwriter Named Therein Pursuant to the Parameters Set Forth in this Resolution; Approving the Form of and Authorizing the Distribution of a Preliminary Limited Offering Memorandum and its Use by

the Underwriter in Connection with the Offering for Sale of the Series 2023A Bonds and Approving the Execution and Delivery of a Final Limited Offering Memorandum; Authorizing the Execution and Delivery of a Continuing Disclosure Agreement and the Appointment of a Dissemination Agent; Providing for the Application of Series 2023A Bond Proceeds; Authorizing the Proper Officials to Do All Things Deemed Necessary in Connection with the Issuance, Sale and Delivery of the Series 2023A Bonds; Appointing a Trustee, Bond Registrar and Paying Agent; Providing for the Registration of the Series 2023A Bonds Pursuant to the DTC Book-Entry System; Determining Certain Details with Respect to the Series 2023A Bonds; and Providing an Effective Date, with all documents in substantial form, was adopted.

Ms. Taylor stated, if everything stays on schedule, the pre-closing might occur at the next meeting.

Ms. Zare stated Staff will be in contact with the Developer’s team and will keep everyone apprised of the new timeline, if there is one. Asked if any interest rate fluctuations are anticipated within the next 60 days, Ms. Zare stated the market has been very volatile so it is difficult to predict the rates in 60 days. Staff will continue to update the numbers and provide an interest rate status report before issuing the bonds. Asked about the current not-to-exceed interest rate amount, Ms. Zare stated it is 6.74%. Ms. Zare assured that Staff will work together with the Board throughout the entire process.

SEVENTH ORDER OF BUSINESS

Consideration of Contract Evaluation Criteria for Request for Proposals for Parkland Place Phase 1 Civil Site Construction Services

This item was presented following the Second Order of Business.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of May 31, 2023

This item was presented following the Second Order of Business.

NINTH ORDER OF BUSINESS

Approval of June 6, 2023 Regular Meeting Minutes

This item was presented following the Second Order of Business.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Magee reported the following:

- An Easement Agreement with Florida Power & Light (FPL) is being negotiated.
- Since the Developer will most likely convey the land to the CDD, Staff is negotiating and requesting that the Developer put the Agreement in the CDD’s name, even though the CDD does not presently own the land.

Discussion ensued regarding transferring the land, a quit-claim deed, a final plat, insurance, the HOA and pickleball courts.

B. District Engineer: David W. Fitzpatrick P.E., P.A.

Mr. Fitzpatrick stated he will be working on the bid packages.

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

- **NEXT MEETING Date: August 8, 2023 at 2:00 PM (Central Time)**
 - **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Willard and seconded by Mr. DuBose, with all in favor, the meeting adjourned at 5:10 p.m.

Cindy Cereno

Secretary/Assistant Secretary



Chair/Vice Chair