

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

A Regular Meeting and Multiple Public Hearings of the Orange Blossom Groves Community Development District were held on Wednesday, February 15, 2017, at 3:00 p.m., at The Ronto Group, 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 3:54 p.m., and noted, for the record, that he was delayed reaching the Landowners' Meeting; however, Mr. Earlywine was present and no members of the public arrived. All scheduled attendees were alerted that the Landowners' Meeting would commence at 3:45 p.m., followed by the Regular Meeting and Public Hearings.

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to each Board Member in attendance, prior to the Regular Meeting. Mr. Reinders, Mr. O'Donnell, Mr. Bloom and Ms. Welks were present, in person. Mr. Taylor was not present.

**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 Initial Board of Supervisors (*the following to be provided in a separate package*)**

This item was discussed during the First Order of Business.

Mr. Wrathell briefly explained the following items.

- 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**

**FOURTH ORDER OF BUSINESS**

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

Mr. Wrathell presented Resolution 2017-25 for the Board’s consideration. Mr. Reinders, Mr. Taylor and Ms. Welks each received 90 votes and would serve four-year terms in Seats 1, 2 and 5, respectively, and Mr. O’Donnell and Mr. Bloom each received 80 votes and would serve two-year terms in Seats 3 and 4, respectively.

**On MOTION by Mr. Reinders and seconded by Ms. Welks, with all in favor, Resolution 2017-25, Canvassing and Certifying the Results of the Landowner’s Election, was adopted.**

**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**

Mr. Wrathell presented Resolution 2017-26 for the Board’s consideration.

Mr. Bloom nominated the slate of officers, as previously constituted:

Chair	Jim Reinders
Vice Chair	Mark Taylor
Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Secretary	Brian O'Donnell
Assistant Secretary	Ken Bloom
Assistant Secretary	Karen Welks
Assistant Secretary	Cindy Cerbone

No other nominations were made.

**On MOTION by Mr. Reinders and seconded by Mr. O'Donnell, with all in favor, Resolution 2017-26, Electing the Officers of the District, as nominated and stated, was adopted.**

**SIXTH ORDER OF BUSINESS**

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

Mr. Wrathell stated that District Management was, statutorily, required to advertise for and hire an independent CPA firm to perform an audit of the District.

**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, listed on the ranking form, were highly qualified and reputable. The Audit Committee members completed their ranking forms.

Berger, Toombs, Elam, Gaines & Frank received a total of 391 points, Carr, Riggs & Ingram, LLC received 381, Grau & Associates received 400 and McDirmit Davis received 376.

The Audit Selection Committee recommended Staff to enter into Contract Negotiations with Grau & Associates, with a one-year term, with the option of two annual renewals. The Board adopted the ranking schedule as described.

**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. Reinders and seconded by Mr. Bloom, with all in favor, adoption 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 Ms. Welks, with all in favor, authorizing 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**

- *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.*

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

Mr. Barraco stated that the Master Engineer's Report was the same except for a few minor changes. On Page 1, the date was changed from January 12 to January 16, 2017 to reflect the final date, on Page 12, under "Irrigation", the last sentence was amended and, on Page 4, "Multi-Family" was clearly defined. In response to Mr. Wrathell's question, Mr. Barraco stated the Capital Improvement Plan, which totaled \$9,843,719.26, was feasible to construct and the costs therein were reasonable and consistent with market rates.

Mr. Wrathell reviewed the Master Special Assessment Methodology Report, dated February 15, 2017. Mr. Earlywine stated that there were no substantive changes in the true-up arrangement. In response to Mr. Earlywine's question, Mr. Wrathell stated that the benefit provided was sufficient to justify the assessment levels and the assessments were fairly and reasonably allocated across the benefitting parcels.

- *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.*
- 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 Ms. Welks, 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.**

***\*\*\*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 for District Engineering Services**
  - i. Barraco and Associates, Inc.**
- C. Consideration of Award of Contract for District Engineering Services**

Mr. Wrathell stated that the current interim District Engineer, Barraco and Associates, Inc., (Barraco) was the sole respondent to the advertised Request for Qualifications (RFQ). 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 Mr. Bloom, with all in favor, recognizing Barraco and Associates, Inc., as the Number One ranked firm, and authorizing Staff to negotiate a contract, 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. O’Donnell, 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 tentatively scheduled for March 27, 2017 at 1:30 p.m. Mr. Earlywine would send email confirmation.

**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; Ms. Cerbone would preside over the meeting, in Mr. Wrathell’s absence but he would attend the Bond Validation Hearing.

**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.

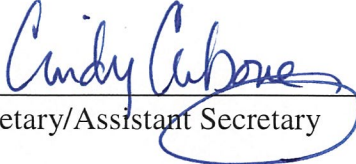
**SEVENTEENTH ORDER OF BUSINESS                      Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Reinders and seconded by Ms. Welks, with all in favor, the meeting adjourned at 4:22 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



  
Secretary/Assistant Secretary

  
Chair/Vice Chair