

**ORANGE BLOSSOM
GROVES
COMMUNITY DEVELOPMENT
DISTRICT**

**REGULAR MEETING
AGENDA**

May 22, 2017

Orange Blossom Groves Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W • Boca Raton, Florida 33431
Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-Free: (877) 276-0889

May 15, 2017

Board of Supervisors
Orange Blossom Groves Community Development District

ATTENDEES:
Please identify yourself each
time you speak to facilitate
accurate transcription of
meeting minutes.

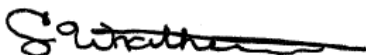
Dear Board Members:

A Special Meeting of the Orange Blossom Groves Community Development District will be held on Wednesday, May 22, 2017, at 3:00 p.m., at the offices of The Ronto Group, located at 3066 Tamiami Trail North, Suite 201, Naples, Florida 34103. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of **Resolution 2017-35**, Approving a Proposed Budget for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirement and Providing for an Effective Date
4. Approval of Unaudited Financial Statements as of April 30, 2017
5. Consideration of **March 22, 2017** Regular Meeting and Public Hearings Minutes
6. Staff Reports
 - A. District Counsel: *Hopping Green & Sams, P.A.*
 - B. District Engineer: *Barraco and Associates, Inc.*
 - C. District Manager: *Wrathell, Hunt & Associates, LLC*
 - i. **0** Registered Voters in District as of April 15, 2017
7. Board Members' Comments/Requests
8. Audience Comments
9. Adjournment

I look forward to seeing all of you at the upcoming meeting. In the meantime, should you have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF
TO ATTEND BY TELEPHONE:

Call-in number: 1-888-354-0094
Conference ID: 2144145

RESOLUTION 2017-35

A RESOLUTION OF THE BOARD OF SUPERVISORS OF ORANGE BLOSSOM GROVES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2017/2018 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENT AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (the “Board”) of the Orange Blossom Groves Community Development District prior to June 15, 2017 a proposed operating budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2017 and ending September 30, 2018 (“**Fiscal Year 2017/2018**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ORANGE BLOSSOM GROVES COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2017/2018 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____, 2017

HOUR: **3:00 P.M.**

LOCATION: **The Ronto Group
3066 Tamiami Trail North, Suite 201
Naples, Florida 34103**

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the proposed budget to Collier County, Florida at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this _____ day of _____, 2017.

ATTEST:

**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

By:_____

Its:_____

Exhibit A: Fiscal Year 2017/2018 Budget

**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2018
PREPARED APRIL 12, 2017**

**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT DISTRICT
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**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2018**

	Fiscal Year 2017			Total Revenue and Expenditures	Proposed Budget FY 2018
	Adopted Budget FY 2017	Actual through 2/28/2017	Projected through 9/30/2017		
REVENUES					
Developer contribution	\$ 93,728	\$ 5,007	\$ 89,684	\$ 94,691	\$ 106,740
Total revenues	<u>93,728</u>	<u>5,007</u>	<u>89,684</u>	<u>94,691</u>	<u>106,740</u>
EXPENDITURES					
Professional & administrative					
Supervisors	9,000	1,800	7,200	9,000	9,000
Management/accounting/recording	36,000	6,582	29,418	36,000	48,000
Legal	18,000	2,209	15,791	18,000	18,000
Engineering	3,500	-	3,500	3,500	3,500
Audit**	5,500	-	5,500	5,500	5,500
Arbitrage rebate calculation**	750	-	750	750	750
Dissemination agent*	750	-	750	750	1,000
Trustee*	6,500	-	6,500	6,500	6,500
Telephone	150	27	123	150	200
Postage	563	3	560	563	750
Printing & binding	375	68	307	375	500
Legal advertising	5,000	5,463	500	5,963	6,000
Annual special district fee	175	-	175	175	175
Insurance	5,665	-	5,665	5,665	5,665
Contingencies/bank charges	500	65	435	500	500
Website maintenance	1,300	1,287	13	1,300	700
Total expenditures	<u>93,728</u>	<u>17,504</u>	<u>77,187</u>	<u>94,691</u>	<u>106,740</u>
Net increase/(decrease) of fund balance	-	(12,497)	12,497	-	-
Fund balance - beginning (unaudited)	-	-	(12,497)	-	-
Fund balance - ending (projected)	<u>\$ -</u>	<u>\$ (12,497)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

*These items will be realized when bonds are issued

**These items will be realized the year after the issuance of bonds.

**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Supervisors	\$ 9,000
Statutorily set at \$200 for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The District anticipates six meetings during this fiscal year.	
Management/accounting/recording	48,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	18,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	3,500
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	5,500
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation**	750
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent*	1,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Trustee	6,500
Annual fee for the service provided by trustee, paying agent and registrar.	
Telephone	200
Telephone and fax machine.	
Postage	750
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	500
Letterhead, envelopes, copies, agenda packages, etc.	
Legal advertising	6,000
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	5,665
The District will obtain public officials and general liability insurance.	
Contingencies/bank charges	500
Bank charges and other miscellaneous expenses incurred during the year.	
Website maintenance	700
Total expenditures	<u><u>\$106,740</u></u>

**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2017**

**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2017**

	<u>General Fund</u>	<u>Total Governmental Funds</u>
ASSETS		
Cash	\$ 3,960	\$ 3,960
Due from Developer	19,066	19,066
Total assets	<u>\$ 23,026</u>	<u>\$ 23,026</u>
LIABILITIES		
Liabilities:		
Accounts payable	\$ 10,776	\$ 10,776
Accrued wages payable	1,000	1,000
Developer advance	11,250	11,250
Total liabilities	<u>23,026</u>	<u>23,026</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred receipts	19,066	19,066
Total deferred inflows of resources	<u>19,066</u>	<u>19,066</u>
FUND BALANCES		
Unassigned	(19,066)	(19,066)
Total fund balances	<u>(19,066)</u>	<u>(19,066)</u>
 Total liabilities, deferred inflows of resources and fund balances	 <u>\$ 23,026</u>	 <u>\$ 23,026</u>

**ORANGE BLOSSOM GROVES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED APRIL 30, 2017**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Developer contribution	\$ -	\$ 17,504	93,728	19%
Total revenues	<u>-</u>	<u>17,504</u>	<u>93,728</u>	19%
EXPENDITURES				
Professional & administrative				
Supervisors	-	2,800	9,000	31%
Management/accounting/recording	4,000	14,581	36,000	41%
Legal	1,035	4,845	18,000	27%
Engineering	-	-	3,500	0%
Audit**	-	-	5,500	0%
Arbitrage rebate calculation**	-	-	750	0%
Dissemination agent*	-	-	750	0%
Trustee*	-	-	6,500	0%
Telephone	17	61	150	41%
Postage	34	62	563	11%
Printing & reproduction	42	152	375	41%
Legal advertising	1,500	12,717	5,000	254%
Annual special district fee	-	-	175	0%
Insurance	-	-	5,665	0%
Contingencies/bank charges	-	65	500	13%
Website maintenance	-	1,287	1,300	99%
Total professional & administrative	<u>6,628</u>	<u>36,570</u>	<u>93,728</u>	39%
Excess/(deficiency) of revenues over/(under) expenditures	(6,628)	(19,066)	-	
Fund balances - beginning	(12,438)	-	-	
Fund balances - ending	<u>\$ (19,066)</u>	<u>\$ (19,066)</u>	<u>\$ -</u>	

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

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A Regular Meeting and Multiple Public Hearings of the Orange Blossom Groves Community Development District were held on Wednesday, March 22, 2017, at 3:00 p.m., at the offices of The Ronto Group, located at 3066 Tamiami Trail North, Suite 201, Naples, Florida 34103.

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Present at the meeting were:

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Jim Reinders	Chair
Mark Taylor	Vice Chair
Brian O'Donnell	Assistant Secretary
Ken Bloom	Assistant Secretary
Karen Welks	Assistant Secretary

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Also present were:

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Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Jere Earlywine (<i>via telephone</i>)	District Counsel
Carl Barraco (<i>via telephone</i>)	District Engineer

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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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Ms. Cerbone called the meeting to order at 3:02 p.m., and noted, for the record, that all Supervisors were present, in person.

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 Newly Elected Supervisor, Mark Taylor (*the following to be provided in a separate package*)

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oaths of Office to Supervisor Taylor for the Orange Blossom Groves and Orange Blossom Ranch CDDs. She provided and briefly explained the following items:

- 42 A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and**
- 43 **Employees**
- 44 B. **Membership, Obligations and Responsibilities**
- 45 C. **Financial Disclosure Forms**
- 46 i. **Form 1: Statement of Financial Interests**
- 47 ii. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
- 48 iii. **Form 1F: Final Statement of Financial Interests**
- 49 D. **Form 8B: Memorandum of Voting Conflict**
- 50 E. **Florida Statutes, Chapter 190: Community Development Districts**

51 In response to Mr. Earlywine’s question, Mr. Taylor confirmed that he previously served
 52 as a Supervisor on other Boards and was familiar with the Sunshine Law and other laws relating
 53 to CDDs.

54

55 **FOURTH ORDER OF BUSINESS**

56 **Consideration of Resolution 2017-29,**
 57 **Amending Resolution 2017-25 and**
 58 **Providing For a Correction to the Term**
 59 **Lengths Designated to Board Members;**
 60 **Ratifying the Past Actions of the Board**
 61 **Members and the Results of the 2017**
 62 **Landowners Election; Providing a**
 63 **Severability Clause; and Providing an**
 64 **Effective Date**

65

66 Ms. Cerbone presented Resolution 2017-29 for the Board’s consideration. Mr. Earlywine
 67 stated that Supervisor Welks’ Seat was misstated, on Resolution 2017-25 as a four-year term; it
 68 should have been a two-year term. The attached Landowners’ Affidavit corrected the
 69 Landowners’ votes cast for Ms. Welks to 80.

70

71 **On MOTION by Mr. Reinders and seconded by Mr. Bloom,**
 72 **with all in favor, Resolution 2017-29, Amending Resolution**
 73 **2017-25 and Providing For a Correction to the Term Lengths**
 74 **Designated to Board Members; Ratifying the Past Actions of**
 75 **the Board Members and the Results of the 2017 Landowners**
 76 **Election; Providing a Severability Clause; and Providing an**
 77 **Effective Date, was adopted.**

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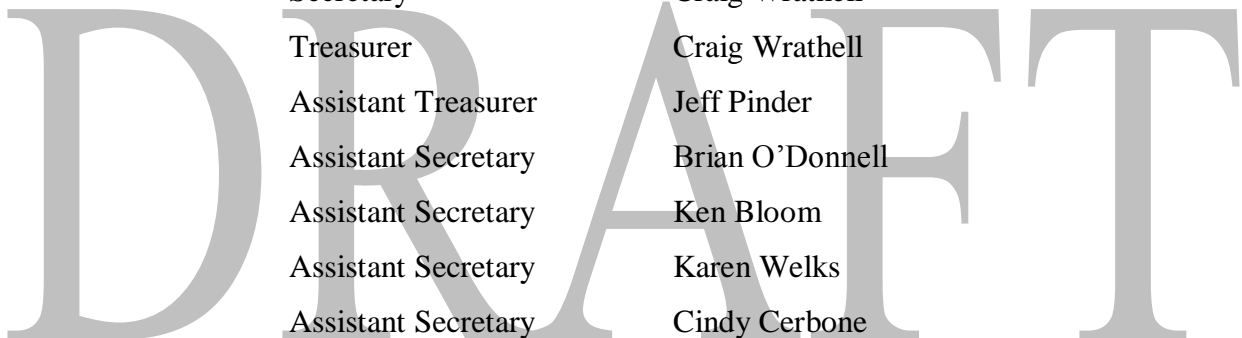
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79 **FIFTH ORDER OF BUSINESS** **Consideration of District Manager’s**
80 **Revised Operating Procedure**

81
82 **A. Resolution 2017-30, Electing Officers of the District**

83 Ms. Cerbone presented Resolution 2017-30 for the Board’s consideration. Mr. Jeff
84 Pinder would be added as an Assistant Treasurer. Mr. Wrathell would remain the Treasurer and
85 counter-sign all checks and authorize all wire releases. Adding Mr. Pinder allows him to work
86 with the Bank on certain matters concerning the District; however, Mr. Wrathell would retain
87 counter-signing and approval authority. Mr. Earlywine stated that Ms. Cerbone was an Assistant
88 Secretary, authorized to execute documents in connection with the Bond Validation Hearing
89 scheduled for March 27, 2017. The slate of officers was as follows:

90	Chair	Jim Reinders
91	Vice Chair	Mark Taylor
92	Secretary	Craig Wrathell
93	Treasurer	Craig Wrathell
94	Assistant Treasurer	Jeff Pinder
95	Assistant Secretary	Brian O’Donnell
96	Assistant Secretary	Ken Bloom
97	Assistant Secretary	Karen Welks
98	Assistant Secretary	Cindy Cerbone



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100 **On MOTION by Mr. Reinders and seconded by Ms. Welks,**
101 **with all in favor, Resolution 2017-30, Electing Officers of the**
102 **District, as listed, was adopted.**

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105 **B. Resolution 2017-31, Designating the Authorized Signatories for the District’s**
106 **Operating Bank Account(s)**

107 Ms. Cerbone presented Resolution 2017-31 for the Board’s Consideration.

108
109 **On MOTION by Ms. Welks and seconded by Mr. Taylor, with**
110 **all in favor, Resolution 2017-31, Designating the Authorized**
111 **Signatories for the District’s Operating Bank Account(s), was**
112 **adopted.**

115 **SIXTH ORDER OF BUSINESS**

Public Hearing Confirming 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; Providing for Conflict and Providing for an Effective Date

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131 **A. Affidavit/Proof of Publication**

132 The affidavit of publication was provided for informational purposes.

133 **B. Consideration of Resolution 2017-32, Rescinding Resolution 2017-28 and**
134 **Confirming the Intent of the District to Use the Uniform Method of Levy, Collection**
135 **and Enforcement of Non-Ad Valorem Assessments**

136 Ms. Cerbone presented Resolution 2017-32 for the Board’s consideration. Although
137 Resolution 2017-28 was previously considered and approved, because of the issue of publication
138 in the newspaper, ample time was not allocated; therefore, Resolution 2017-28 must be
139 rescinded and would be reconsidered, as Resolution 2017-32. There were no changes to the
140 legal description since the last meeting. Mr. Earlywine stated that this was a necessary precedent
141 to the issuance of the bonds.

142 ******Ms. Cerbone opened the Public Hearing.******

143 No members of the public spoke.

144 ******Ms. Cerbone closed the Public Hearing.******

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146 **On MOTION by Mr. Reinders and seconded by Mr. Bloom,**
147 **with all in favor, Resolution 2017-32, Rescinding Resolution**
148 **2017-28 and Confirming the Intent of the District to Use the**
149 **Uniform Method of Levy, Collection and Enforcement of Non-**
150 **Ad Valorem Assessments, was adopted.**

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154 **SEVENTH ORDER OF BUSINESS** **Public Hearing to Hear Comments and**
 155 **Objections on the Adoption of the**
 156 **District’s Final Budget for Fiscal Year**
 157 **2016/2017, Pursuant to Florida Law**
 158

159 **A. Affidavit/Proof of Publication**

160 The affidavit of publication was provided for informational purposes.

161 **B. Consideration of Resolution 2017-33, Relating to the Annual Appropriations and**
 162 **Adopting the Budget for the Fiscal Year Beginning November 17, 2016, and Ending**
 163 **September 30, 2017; Authorizing Budget Amendments; and Providing an Effective**
 164 **Date**

165 Ms. Cerbone presented Resolution 2017-33 for the Board’s consideration.

166 *****Ms. Cerbone opened the Public Hearing.*****

167 No members of the public spoke.

168 *****Ms. Cerbone closed the Public Hearing.*****

169

On MOTION by Ms. Welks and seconded by Mr. Reinders, with all in favor, Resolution 2017-33, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning November 17, 2016, and Ending September 30, 2017; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

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178 **EIGHTH ORDER OF BUSINESS** **Public Hearing to Hear Public Comments**
 179 **and Objections to the Adoption of the**
 180 **Rules of Procedure, Pursuant to Sections**
 181 **120.54 and 190.035, Florida Statutes**
 182

183 **A. Affidavits of Publication**

- 184 • **Notice of Rule Development**
- 185 • **Notice of Rule Making**

186 The affidavits of publication were provided for informational purposes.

187 **B. Consideration of Resolution 2017-34, Adopting Rules of Procedure; Providing a**
 188 **Severability Clause; and Providing an Effective Date**

189 Ms. Cerbone presented Resolution 2017-34 for the Board’s consideration.

190 *****Ms. Cerbone opened the Public Hearing.*****

191 No members of the public spoke.

192 *****Ms. Cerbone closed the Public Hearing.*****

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On MOTION by Mr. Reinders and seconded by Mr. Taylor, with all in favor, Resolution 2017-34, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

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NINTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of February 28, 2017

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Ms. Cerbone presented the Unaudited Financial Statements as of February 28, 2017.

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The CDD website was operational.

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On MOTION by Mr. Reinders and seconded by Ms. Welks, with all in favor, the Unaudited Financial Statements as of February 28, 2017, were approved.

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TENTH ORDER OF BUSINESS

Consideration of Minutes

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A. February 15, 2017 Landowners' Meeting

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B. February 15, 2017 Regular Meeting and Public Hearings

215

Ms. Cerbone presented the February 15, 2017 Landowners' Meeting and the February 15, 2017 Regular Meeting and Public Hearings Minutes and asked for any additions, deletions or corrections.

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On MOTION by Mr. Reinders and seconded by Mr. O'Donnell, with all in favor, the February 15, 2017 Landowners' Meeting and the February 15, 2017 Regular Meeting and Public Hearings Minutes, as presented, were approved.

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ELEVENTH ORDER OF BUSINESS

Staff Reports

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

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Mr. Earlywine stated that the Bond Validation Hearing was scheduled for Monday, March 27, 2017 at 1:50 p.m.

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231

B. District Engineer: *Barraco and Associates, Inc.*

232 There being no report, the next item followed.

233 C. **District Manager: Wrathell, Hunt & Associates, LLC**

234 There being no report, the next item followed.

235

236 **TWELFTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

237

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

239

240 **THIRTEENTH ORDER OF BUSINESS** **Audience Comments**

241

242 There being no audience comments, the next item followed.

243

244 **FOURTEENTH ORDER OF BUSINESS** **Adjournment**

245

246 There being nothing further to discuss, the meeting adjourned.

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248 **On MOTION by Mr. Taylor and seconded by Mr. O'Donnell,**
249 **with all in favor, the meeting adjourned at 3:22 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

DRAFT



Jennifer J. Edwards Supervisor of Elections

April 20, 2017

Orange Blossom Groves
Ms Daphne Gillyard
Wrathell, Hunt & Associates
6131 Lyons Road Suite 100
Coconut Creek, FL 33073

Dear Ms Gillyard,

In compliance with Chapter 190.06 Florida Statutes, this notice is to inform you that the official records of the Supervisor of Elections of Collier County indicate 0 registered voters residing in the Orange Blossom Groves as of April 15, 2017.

Should you have any questions regarding election services for this district please feel free to contact our office.

Sincerely

David B. Carpenter MFCEP
Qualifying Officer
Collier County Supervisor of Elections
(239) 252-8501
DaveCarpenter@colliergov.net

