

**CHAMPIONS RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

January 13, 2016 Minutes of Special Organizational Meeting

Minutes of Special Organizational Meeting

The Special Organizational Meeting of the Champions Reserve Community Development District was held on **Wednesday, January 13, 2016 at 10:00 a.m.** at The Lakeland Public Library Larry R. Jackson Branch, located at 1700 N. Florida Avenue, Lakeland, FL 33805.

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

Jeb Bittner	Supervisor
Brian Lamb	Supervisor
Eric Davidson	Supervisor
James Paleveda	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus
John Vericker	District Counsel
Armando Cabre	District Engineer, Interim
Mike Williams	Bond Counsel (<i>via speakerphone</i>)

1. CALL TO ORDER

A. Overview of Meeting Procedures and Decorum

Mr. Lamb called the Special Organizational Meeting of the Champions Reserve Community Development District to order on **Wednesday, January 13, 2016 at 10:00 a.m.** and identified the four 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 except himself.

4. SEAT NEW BOARD MEMBERS

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

Mr. Lamb explained this to the Board.

5. APPOINTMENT OF OFFICERS - RESOLUTION 2016-01

Mr. Lamb went over this Resolution with the Board.

MOTION TO:	Approve Resolution 2016-01.
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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- 52 A. Chairman – Jeb Bittner
- 53 B. Vice Chairman – Eric Davidson
- 54 C. Secretary – Brian Lamb
- 55 D. Treasurer – Walter Morales
- 56 E. Assistant Secretaries - Brian Howell, Jimmy Paleveda
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58 **6. APPOINTMENT OF CONSULTANTS**

59 **A. Consider Appointment of District Manager/Financial Advisor/Investment Representative –**
60 **Resolution 2016-02**

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62 This item was pulled as a conflict of interest.

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64 Eric Davidson and James Paleveda would have to declare a conflict of interest since they are paid by the
65 company. Mr. Vericker stated they would have to file a conflict of interest disclosure form for the District.

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67 Mr. Vericker and Mr. Lamb went over the one vote-one rule.

69	MOTION TO:	Approve Resolution 2016-02.
70	MADE BY:	Supervisor Bittner
71	SECONDED BY:	None
72	DISCUSSION:	None Further
73	RESULT:	1/0 Called to Vote: motion PASSED – One Vote One Rule

- 74
- 75 **B. Designation of Registered Agent/Office – Resolution 2016-03**
- 76 **C. Consider Appointment of District General Counsel – Resolution 2016-04**
- 77 **D. Consider Appointment of Interim District Engineer – By Motion**
 - 78 **i. Authorize RFQ for District Engineer**
- 79 **E. Consider Appointment of Bond Counsel**
- 80 **F. Consider Appointment of Investment Banker**
- 81 **G. Appointment of Trustee-By Motion**
- 82

83 Mr. Lamb reviewed items 6 B-G with the Board.

85	MOTION TO:	Approve Items 6 B-G in substantial form subject to review by
86		Chair.
87	MADE BY:	Supervisor Bittner
88	SECONDED BY:	Supervisor Davidson
89	DISCUSSION:	None Further
90	RESULT:	3/0 Called to Vote: motion PASSED

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92 **7. BUSINESS MATTERS**

93 **A. Consider Plat Approval – By Motion**

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95 Mr. Lamb stated they would strike this item. There was discussion between Armando Cabre, John Vericker
96 and Supervisor Bittner regarding the plats. *(full discussion available on audio)*

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B. Approve Notice of Establishment – Resolution 2016-05

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101 Mr. Lamb reviewed this with the Board.

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C. Consider Policy of Compensation for Board Members – Resolution 2016-06

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105 The Board waived compensation.

106

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

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109 Mr. Lamb reviewed this with the Board.

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

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113 Mr. Lamb reviewed this with the Board.

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

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117 Mr. Lamb reviewed this with the Board.

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

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121 Mr. Lamb reviewed with the Board and it was decided to have meetings on the fourth Tuesday of every
122 month at the same location at 10:00 a.m.

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H. Consider Landowner’s Meeting Date, Time and Location – Resolution 2016-11

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126 This was discussed and decided to hold the landowner’s election on February 23, 2016.

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

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130 This was discussed and decided to hold the landowner’s election on March 22, 2016.

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J. Consider Developer’s Funding Agreement

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134 Mr. Lamb reviewed this with the Board.

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

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138 This was discussed and decided to hold on March 22, 2016.

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

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142 This was discussed and decided to hold the landowner’s election on March 22, 2016.

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

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146 Mr. Lamb reviewed this with the Board.

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

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150 Mr. Lamb reviewed this with the Board.

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

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154 This was discussed and SunTrust will be the Qualified Public Depository.

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

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158 Mr. Lamb reviewed this with the Board.

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

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162 Mr. Lamb reviewed this with the Board.

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

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166 Mr. Lamb reviewed this with the Board.

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

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170 Mr. Lamb reviewed this with the Board.

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

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174 Mr. Lamb reviewed this with the Board.

MOTION TO:	Approve Items 7 A-T in substantial form subject to Chair review.
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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183 **8. PRELIMINARY REPORT PRESENTATION – ASSESSMENTS/BONDS**

184 **A. Preliminary Report of Engineer**

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186 Mr. Lamb reviewed the preliminary report of the District Engineer with the Board.

MOTION TO:	Approve in substantial form subject to additional comments received.
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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B. Preliminary Special Assessment Allocation (Methodology) Report

Mr. Lamb reviewed this report with the Board.

MOTION TO:	Approve in substantial form.
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

C. Consider Declaring Special Assessments – Resolution 2016-22

Mr. Lamb reviewed Resolution 2016-22 with the Board.

MOTION TO:	Approve Resolution 2016-22
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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

The Public Hearing will be set for February 23, 2016.

MOTION TO:	Approve Resolution 2016-23 with a Public Hearing Date of February 23, 2016
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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

Mr. Lamb reviewed this with the Board.

MOTION TO:	Approve Resolution 2016-24.
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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

Mr. Lamb and Mr. Vericker reviewed this with the Board.

242 **G. Other Matters Relating to Financing**

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244 **9. ADMINISTRATIVE MATTERS**

245 **A. Request for Working Capital – By Motion**

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247 Mr. Lamb discussed this with the Board.

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249 **10. STAFF REPORTS**

250 **A. District Counsel**

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252 Mr. Vericker stated that meeting on the fourth Monday of the month worked better for him as he has previous
253 commitments on the fourth Tuesday.

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255 **B. District Manager**

256 **C. District Engineer**

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258 **11. BOARD MEMBERS COMMENTS**

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260 **12. PUBLIC COMMENTS**

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262 **13. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Bittner
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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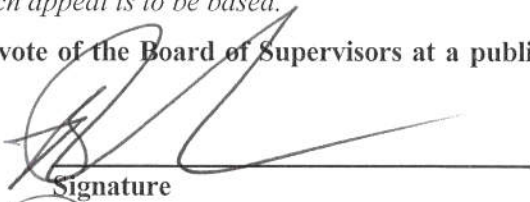
270
271 **Please note the entire meeting is available on disc.*

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273 **These minutes were done in a summary format.*

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

278 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
279 meeting held on 2/23/16

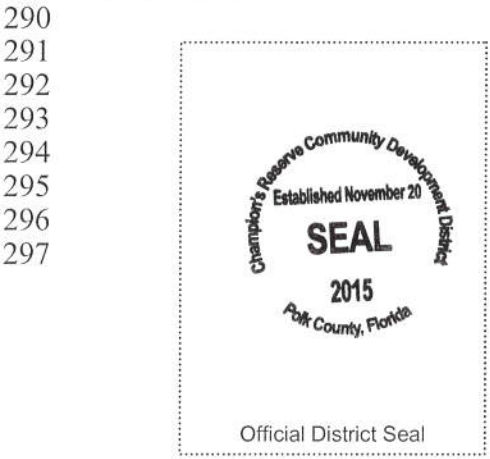
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281 
282 _____
283 Signature
284 John E. Ritter
285 Printed Name




Signature
Brian Klamb
Printed Name

286
287 Title:
288 Chair
289 Vice Chair

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator


Signature
2/24/2016
Date