

**MINUTES OF MEETING  
RHODINE ROAD NORTH  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Rhodine Road North Community Development District was held on Wednesday, **November 06, 2019** at 11:30 a.m. at The Holiday Inn Express, 2102 N Park Road, Plant City, Florida.

Present and constituting a quorum:

Matthew Cassidy	Assistant Secretary
Andrew Rhinehart	Assistant Secretary
Patrick Marone	Assistant Secretary
Lauren Schwenk <i>via phone</i>	Vice Chairman

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>via phone</i>	HGS
Heather Wertz <i>via phone</i>	District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order at 11:30 a.m. and noted that a quorum was established.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted that there were no members of the public present.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the October 2,  
2019 BOS Meeting and Audit Committee  
meeting**

Ms. Burns asked for any comments, questions, or changes. Hearing none, Ms. Burns asked for a motion to approve.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the Minutes of the October 2nd, 2019 Board of Supervisors Meeting and Audit Committee Meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Public Hearing**

**A. Public Hearing on the Adoption of the Amended and Restated Rules of Procedure**

Ms. Burns recognized that this public hearing was advertised in the paper and asked for a motion to open the Public Hearing.

On MOTION by Mr. Cassidy, seconded by Mr. Marone, with all in favor, the motion to open the Public Hearing, was approved.

Ms. Burns noted there were no members of the public present and asked for a motion to close.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, the closing of the Public Hearing, was approved.

**i. Consideration of Resolution 2020-03 Adopting the Amended and Restated Rules of Procedure**

Ms. Burns noted that the Rules of Procedure had not changed since they were seen at the previous meeting.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, Adopting the Amended and Restated Rules of Procedure, was approved.

**B. Public Hearing on the Imposition of Special Assessments**

Ms. Burns noted this public hearing was advertised in the paper and a mailed notice was sent to the landowner of lands within the area that assessments are being levied.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, the motion to open the Public Hearing, was approved.

**i. Presentation of Engineer's Report**

Ms. Burns asked Ms. Wertz to give a brief overview of the report. She noted for the board that it is the same report that was seen on the previous lands that they levied assessments on. This is just for the expansion parcel, and it is the Master Engineer's Report.

Ms. Wertz noted that this is this first amendment to the Engineer's Report for the Cook Parcel. It contains 77 additional units and zoning is currently in the process. It adds 17.25 acres for a total of 484 units for the zoning. Most of the permits are obtained and the rest should be

obtained this month. The cost for the 77 lots is \$1.598 million. That added to the original 324 lots would be \$9,786,754 for the total project.

Mr. Van Wyk asked Ms. Wertz if in her opinion she thought the cost estimates were reasonable and proper for the size and scope of project. Ms. Wertz answered yes, it is. Mr. Van Wyk asked if there is any reason the district could not carry out the project including the infrastructure for the Cook Parcel. Ms. Wertz responded, no.

#### **ii. Presentation of Assessment Methodology**

Ms. Burns stated the Assessment Methodology allocates debt to the properties based on the special benefits that they received from the capital improvement plan that Ms. Wertz outlined. Table 2 shows the total amount with the annexed parcel, and the previous areas that were within the district. It also shows the breakdown of the total ERUs. There are 2 product types, the 40' and 50' lots, and the ERUs that they were assigned. Table 4 shows the par debt per unit with the annexation. The total amount for the 40' lots is \$29,763 and the 50' lots is \$37,203, with the annexation of these new areas into the district. Table 5 outlines the par debt to each product type. Table 6 shows the net and gross annual debt assessments. With annexation the gross debt assessment for the 40' lot is \$2,300 per year, and for the 50' lot is \$2,875 a year. Table 7 shows two different tax rolls, one with the annexation, and one without, and those property owners are listed.

Mr. Van Wyk asked if it is the opinion of Ms. Burns that there is a special benefit by the parcels, and Ms. Burns replied yes there is. Mr. Van Wyk asked if that benefit is in excess or equal to the amount of assessment being assigned to each one of the units. Ms. Burns answered yes. Mr. Van Wyk asked if the special assessments as outlined in the report are fairly and reasonably apportioned across lands within the district. Ms. Burns answered yes, they are. Mr. Van Wyk noted that this is being adopted, by the resolution, the assessment roll that includes the annex parcels. Those are the numbers that will be entered into the official lien book.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the motion to close the Public Hearing, was approved.

On MOTION by Mr. Cassidy, seconded by Mr. Rhinehart, with all in favor, Resolution 2020-04 Levying Special Assessments, was approved.

**C. Public Hearing on the District’s Use of the Uniform Methods of Levying, Collection, & Enforcement of Non Ad-Valorem Assessments**

Ms. Burns asked for a motion to open the Public Hearing.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the motion to open the Public Hearing, was approved.

Ms. Burns noted that there were no members of the public present and asked for a motion to close the Public Hearing.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the motion to close the Public Hearing, was approved.

**i. Consideration of Resolution 2020-05 Expressing the Districts Intent to Utilize the Uniform Method of Collection**

Ms. Burns stated this would amend the boundary of the district to include the area that has been added, the Cook Parcel. Notice will be sent to the Hillsborough County Tax Collector and property appraiser that those lands are within the district, and that they intend to, at some point, use the uniform method to collect the assessments.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2020-05 Expressing the Districts Intent to Utilize the Uniform Method of Collection, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-06 Amending the Fiscal Year 2019 Budget**

Ms. Burns stated the overall budget amount was reviewed. The auditors prefer that a revised budget be presented back to the board with end of year numbers for approval. The boundary amendments made the budget go over, and there were some additional expenses associated with that that weren’t contemplated when this budget was adopted. The revised amount suggested for Fiscal Year 2019 is \$145,000.

On MOTION by Mr. Cassidy, seconded by Mr. Rhinehart, with all in favor, Resolution 2019-06 Amending the Fiscal Year 2019 Budget, was approved.

**SIXTH ORDER OF BUSINESS**

**Authorization to Record Amended Notice of Master Lien**

Ms. Burns stated this would amend the previous assessment lien to include the Cook Parcel.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, Authorization to Record Amended Notice of Master Lien, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk had nothing further to report

**B. Engineer**

Ms. Wertz had nothing further to report.

**C. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns asked for any questions on the check register, hearing none.

On MOTION by Mr. Cassidy, seconded by Mr. Rhinehart, with all in favor, the Check Register, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns noted these are through September 30<sup>th</sup> and they are the year-end financials for all of the invoices that have been received to date.

**iii. Ratification of QGS Change Order #8 - #16**

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, QGS Change Order #8 - #16, were ratified.

**iv. Ratification of Series 2019 Requisitions #33-#37**

Ms. Burns noted these were previously approved and need to be ratified by the board.

On MOTION by Mr. Cassidy, seconded by Mr. Rhinehart, with all in favor, Series 2019 Requisitions #33 - #37, were ratified.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINETH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

Ms. Burns asked for supervisor requests or audience comments. The board had no requests.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman