JPWard and Associates, LLC

STONELAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

REGULAR MEETING

AGENDA

November 3, 2016

Board of Supervisor's

Charles B. Funk, Chairman
Michael Gratz, Vice Chairman
Jeff Meehan, Assistant Secretary
Kimberly Hotalling Supervisor
Judy George, Assistant Secretary

Please visit our website for additional information:
www.stonelakeranch.org

Prepared by:
JPWard and Associates, LLC
TOTAL Commitment to Excellence

James P. Ward
District Manager
2041 Northeast 6th Terrace
Wilton Manors, FL. 33305

Phone: 954-658-4900
E-mail:
JimWard@JPWardAssociates.com

CDD

STONELAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT

October 25, 2016

Board of Supervisors
Stonelake Ranch Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Stonelake Ranch Community Development District will be held on **Thursday, November 3, 2016 at 10:00 a.m.** at the **Community Lodge, 10820 Eagle Roost Cove, Thonotosassa, Florida 33592.**

1. Call to Order & Roll Call
2. Administration of Oath of Office for the newly elected Supervisor's from the Landowner's Meeting held just prior to the Regular Meeting
    a) Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
    b) Membership Obligations and Responsibilities
    c) Form 1 – Statement of Financial Interests
3. Consideration of Resolution 2017-1 Canvassing and Certifying the Results of the November 3, 2016 Landowners Election.
4. Consideration of Resolution 2017-2 Re-Designating the Officers of the Stonelake Ranch Community Development District
5. Consideration of Minutes
    a) August 23, 2016 – Regular Meeting
6. Staff Reports
    a) Attorney
    b) Engineer
    c) Manager
7. Supervisor's Requests and Audience Comments
8. Adjournment

The second order of business is the administration of the Oath of Office for those members who were elected at the landowner's meeting held just prior to the regular meeting.

The third order of business is consideration of Resolution 2017-1 which canvases and certifies the results of the November 18, 2014 landowner's election.

CDD

James P. Ward
District Manager

2041 NORTHEAST 6TH TERRACE
WILTON MANORS, FLORIDA 33305
PHONE (954) 658-4900
E-MAIL JimWard@JPWardAssociates.com

The fourth order of business is consideration of Resolution 2017-2 which re-designates the officer's of the District. The resolution has the current officer's of the District (with the exception of Ms. Hotalling who is not an Assistant Secretary) which are as follows:

Chairman:	***Mr. Charles Funk***
Vice Chairman:	***Mr. Mike Gratz***
Assistant Secretary:	***Ms. Kimberly Hotalling***
Assistant Secretary:	***Mr. Jeff Meehan***
Assistant Secretary:	***Ms. Judy George***
Secretary/Treasurer:	***Mr. James Ward***.

The balance of the Agenda is standard in nature and I look forward to seeing you at the meeting, and if you have any questions and/or comments, please do not hesitate to contact me directly at (954) 658-4900.

Yours sincerely,
Stonelake Ranch
Community Development District

James P. Ward
James P. Ward
District Manager

enclosures

<u>The Fiscal Year 2017 schedule is as follows</u>

November 03, 2016	November 15, 2016
May 16, 2017	August 15, 2017

OATH OR AFFIRMATION OF OFFICE

I, ____________________, a citizen of the State of Florida and of the United States of America, and being an officer of the **Stonelake Ranch Community Development District** and a recipient of public funds as such officer, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me as a member of the Board of Supervisors of the **Stonelake Ranch Community Development District**, Hillsborough County, Florida.

____
Signature

Printed Name:______________________________

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

Sworn to (or affirmed) before me this _____ day of ____________________, 2009, by ____________________________________, whose signature appears hereinabove, who is personally known to me or who produced __________________________ as identification.

____
NOTARY PUBLIC
STATE OF FLORIDA

Print Name:_________________________________
My Commission Expires:______________________

MAILING ADDRESS: ☐ Home ☐ Office County of Residence________________

____________________________________ ______________________ _________________
Street Phone Fax

____________________________________ ______________________________________
City, State, Zip Email Address

RESOLUTION 2017-1

A RESOLUTION CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR CONFLICT AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Section 190.006(2), Florida Statute, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of a Community Development District for the purpose of electing Supervisors to the Board of Supervisors of the District; and

WHEREAS, following proper publication of notice thereof, such landowners meeting was held November 3, 2016, at which the below recited persons were duly elected by virtue of the votes cast in his favor; and

WHEREAS, this Resolution canvasses the votes, and declares and certifies the results of said election;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE STONELAKE RANCH COMMUNITY DEVELOPMENT DISTRICT;

SECTION 1: Certification of Election Results. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in his favor as shown, to wit:

____________	(Seat 2)	__ Votes
____________	(Seat 3)	__ Votes
____________	(Seat 4)	___ Votes

SECTION 2: Terms of Office: In accordance with said statute, and by virtue of the number of votes cast for the respective Supervisors, they are declared to have been elected for the following term of office:

___________	four (4) year term
___________	four (4) year term
___________	two (2) year term

RESOLUTION 2017-1

A RESOLUTION CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR CONFLICT AND PROVIDING AN EFFECTIVE DATE

SECTION 3: Severability. That all Sections or parts of Sections or any Resolutions, Agreements or actions of the Board of Supervisor's in conflict are hereby repealed to the extent of such conflict.

SECTION 4: Conflict. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5: Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Stonelake Ranch Community Development District.

Said terms of office shall commence immediately upon the adoption of this Resolution.

PASSED AND ADOPTED this 3rd day of November, 2016

ATTEST:	**STONELAKE RANCH COMMUNITY DEVELOPMENT DISTRICT**
______________________________	____________________________________
James P. Ward, Secretary	Charles B. Funk, Chairman

RESOLUTION 2017-2

A RESOLUTION RE-DESIGNATING THE OFFICERS OF THE STONELAKE RANCH PLACE COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR SEVERABILITY AND INVALID PROVISIONS; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Stonelake Ranch Community Development District desire to appoint the below recited person(s) to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE STONELAKE RANCH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1: DESIGNATION OF OFFICER'S OF THE DISTRICT. The following persons are appointed to the offices shown:

Chairman	Charles Funk
Vice Chairman	Michael Gratz
Secretary	James P. Ward
Treasurer	James P. Ward
Assistant Secretary	Kimberly Hotalling
Assistant Secretary	Jeff Meehan
Assistant Secretary	Judy George

SECTION 2: SEVERABILITY AND INVALID PROVISIONS. If any one of the covenants, agreements or provisions herein contained shall be held contrary to any express provision of law or contract to the policy of express law, but not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be deemed separable from the remaining covenants, agreements or provisions and shall in no way effect the validity of the other provisions hereof.

RESOLUTION 2017-2

A RESOLUTION RE-DESIGNATING THE OFFICERS OF THE STONELAKE RANCH PLACE COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR SEVERABILITY AND INVALID PROVISIONS; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 3: CONFLICT. That all Sections or parts of Sections of any Resolutions, Agreements or actions of the Board of Supervisor's in conflict are hereby repealed to the extent of such conflict.

SECTION 4: PROVIDING FOR AN EFFECTIVE DATE. This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED this 3rd day of November, 2016.

ATTEST:

STONELAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT

____
James P. Ward, Secretary

____
Charles B. Funk, Chairman

MINUTES OF MEETING OF THE
STONELAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Stonelake Ranch Community Development District's Board of Supervisors was held on **Tuesday, August 23, 2016,** at **11:00 a.m**., at the **Offices of Carlyle Investments, 601 Bayshore Boulevard, Suite 650, Tampa, FL 33606.**

Present and constituting a quorum were:

Charles Funk	Chairman
Michael	Vice Chairman
Jeff Meehan	Assistant Secretary

Board members absent were:

Judy George	Assistant Secretary
Brian Funk	Assistant Secretary

Also present were:

James P. Ward	District Manager (telephonic)
Mark Straley	District Attorney (telephonic)
Kimberly Hotaling	Carlyle Investments

1. Call to Order & Roll Call

Mr. Ward called the meeting to order at 11:06 a.m., and roll call determined that all members of the Board were present with the exception of Judy George and Brian Funk.

2. Resignation

Mr. Ward read into the record an email written by Mr. Brian Funk and dated today: "Please accept this email as notice of my resignation from the Stonelake Ranch Community Development District Board of Supervisors effective immediately."

A copy of this email was sent to each Board member. Mr. Ward then asked for a motion to accept the resignation.

Motion was made by Mr. Gratz and seconded by Mr. Meehan to accept the resignation of Mr. Brian Funk, and with all in favor, the motion was approved.

Mr. Ward informed the Board that statutes permit the Board to fill the unexpired term, which is set to expire in November of 2018.

Motion was made by Mr. Gratz and seconded by Mr. Charlie Funk to appoint Ms. Kimberly Hotaling to fill the unexpired term of Mr. Brian Funk, and with all in favor, the motion was approved.

Mr. Ward then asked Mr. Charlie Funk, who is a Notary Public for the State of Florida, to swear in Ms. Hotaling. Following this swearing in, Ms. Hotaling was asked to sign the oath and give it to Mr. Charlie Funk, who will notarize it and send it to Mr. Ward.

3. Public Hearings

a) Fiscal Year 2017 Budget

Motion was made by Mr. Gratz and seconded by Mr. Funk to open the public hearing for the Fiscal Year 2017 Budget, and with all in favor, the motion was approved.

i. Public Comment and Testimony
There were no members of the public present, and no written or oral communications received regarding the 2017 budget.

Motion was made by Mr. Gratz and seconded by Mr. Funk to close the public hearing for the Fiscal Year 2017 Budget, and with all in favor, the motion was approved.

ii. Board Comment
Mr. Ward stated that there have been no changes to the proposed fiscal year 2017 Budget. He asked for comments or questions from the Board.

iii. Consideration of Resolution 2016-2 adopting the Annual Appropriation and Budget for Fiscal Year 2017.

Motion was made by Mr. Gratz and seconded by Mr. Funk to approve Resolution 2016-2 as described above, and with all in favor, the motion was approved.

b. Fiscal Year 2017 Imposing Special Assessments, Adopting an Assessment Roll, Approving the General Fund Special Assessment Methodology

Motion was made by Mr. Gratz and seconded by Mr. Funk to open the Public Hearing as described above, and with all in favor, the motion was approved.

i. Public Comment and Testimony
There were no members of the public present, and no written or oral communications received regarding the Special Assessments, Adopting an Assessment Roll, or Approving the General Fund Special Assessment Methodology.

Motion was made by Mr. Gratz and seconded by Mr. Funk to close the Public Hearing as described above, and with all in favor, the motion was approved.

ii. Board Comment
There were no Board questions or comments.

iii. Consideration of Resolution 2016-3 imposing Special Assessments, Adopting an Assessment Roll, and Approving the General Fund Special Assessment Methodology.

Motion was made by Mr. Gratz and seconded by Mr. Meehan to approve Resolution 2016-3 as described above, and with all in favor, the motion was approved.

4. Consideration of setting Tuesday, November 15, 2016, at 10:00 a.m. at the offices of Carlyle Investments, 601 Bayshore Boulevard, Suite 650, Tampa, Florida 33606, as the date, time and location for the upcoming landowner's election for three seats on the Board of Supervisors.

a) Mr. Charles Funk, Mr. Jeff Meehan and Ms. Judy George are the three members whose terms are expiring. The Board must set this meeting at least 90 days in advance. Mr. Ward provided a copy of the written instructions related to the election, the form of ballot and the form of proxy to the three members.

Motion was made by Mr. Gratz and seconded by Mr. Funk, to set Thursday, November 15, 2016, at 10:00 a.m. at the offices of Carlyle Investments, 601 Bayshore Boulevard, Suite 650, Tampa, Florida 33606, as the date, time and location for the upcoming landowner's election, and with all in favor the motion was approved.

5. Consideration of Resolution 2016-4 designating the dates, time, and location for meetings of the Board of Supervisors for the fiscal year 2017.

Mr. Ward explained that the meeting for Tuesday, November 15, 2016, will be a landowners' meeting and regular meeting. The two normal meetings will be Tuesday, May 16, 2017, and Tuesday, August 15, 2017, at 10:00 a.m., at the offices of **Carlyle Investments, 601 Bayshore Boulevard, Suite 650, Tampa, Florida 33606.**

Motion was made by Mr. Gratz and seconded by Mr. Meehan to approve Resolution 2016-4 as described above, and with all in favor, the motion was approved.

6. Consider of Resolution 2016-5 which adds the new member, Ms. Kimberly Hotaling, as an Assistant Secretary of the Board, and removes Mr. Brian Funk as an Assistant Secretary of the Board.

Mr. Ward asked that the Board authorize that resolution, and he will send it to Mr. Brian Funk for his signature.

Motion was made by Mr. Meehan and seconded by Mr. Gratz to approve Resolution 2016-5 as described above, and with all in favor, the motion was approved.

7. Staff Reports

a) District Attorney – No report.
b) District Engineer – No report.
c) District Manager – No report.

8. Supervisor's Requests

Nothing to request.

9. Adjournment

The meeting was adjourned at 11:19 a.m.

James P. Ward, Secretary	Charles Funk, Chairman