

MINUTES OF MEETING

**BUCKHEAD TRAILS COMMUNITY DEVELOPMENT DISTRICT
SPECIAL BOARD OF SUPERVISORS' MEETING MINUTES**

Friday, February 4, 2022, at 11:00 a.m.

1651 Whitfield Avenue, Suite 200, Sarasota, FL 34243

Board Members Present via speaker phone:

Charlie Tokarz
Connor Chambers
Kathy Beccia

Chairperson
Vice Chairperson
Assistant Secretary

Also present:

Vivian Carvalho

District Manager- PFM Group Consulting LLC
(via phone)

Venessa Ripoll

Assistant District Manager- PFM Group Consulting
LLC

David Jackson

District Counsel- Persson, Cohen & Mooney, P.A.
(via phone)

Brian Lamb

Meritus

John Vericker

Straley Robin Vericker

(via phone)

Jennifer Taylor

Gray Robinson

(via phone)

Nicholas (Nick) Dister

Steve Luce

Ryan Motko

Alberto Viera

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at 11:05 a.m. and Ms. Ripoll, proceeded with roll call. Board Members, Charlie Tokarz, Connor Chambers, and Kathy Beccia were present constituting a quorum.

SECOND ORDER OF BUSINESS

Organizational Matters

Public Comment Period

There were no public comments at this time.

**1. Consideration of the Minutes
of the August 23, 2021, Board
of Supervisors Meeting**

The Board reviewed the Minutes of the August 23, 2021, Board of Supervisors' Meeting.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Minutes of the August 23, 2021, Board of Supervisors' Meeting.

2. Consideration of the Minutes of the November 23, 2021, Landowners Election Meeting

The Board reviewed the Minutes of the November 23, 2021, Landowners Election Meeting.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Minutes of the November 23, 2021, Landowners Election Meeting.

3. Acceptance of Resignations and Appointment of New CDD Board of Supervisors

4. Administer Oath of Officer to newly Appointed Board of Supervisors

Mr. Ripoll stated there will be 4 resignations and 5 appointments that will occur during the meeting.

Ms. Ripoll requested a motion to appoint a Ryan Motko to the Open Seat # 1 in which terms expire November 2023.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board appointed Ryan Motko to Seat #1 in which the terms expire November 2023.

Ms. Ripoll requested a motion to accept Mr. Chambers letter of resignation from the Buckhead Trails CDD Board for Seat # 2 in which terms expire November 2023.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board accepted Mr. Chambers letter of resignation for Seat # 2 in which the terms expire November 2023.

Ms. Ripoll requested a motion to appoint Steve Luce to Seat # 2 in which terms expire November 2023.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board appointed Steve Luce to Seat # 2 in which the terms expire November 2023.

Ms. Ripoll requested a motion to accept Mr. Tokarz letter of resignation from the Buckhead Trails CDD Board for Seat # 3 in which terms expire November 2025.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board accepted Mr. Tokarz letter of resignation for Seat # 3 in which the terms expire November 2025.

Lengthy discussion ensued in regard to which person to include in Seat #3 to maintain quorum.

Ms. Ripoll requested a motion to appoint Nick Dister to Seat # 3 in which terms expire November 2025.

On MOTION by Mr. Luce, seconded by Ms. Beccia, with all in favor, the Board appointed Nick Dister to Seat # 3 in which the terms expire November 2025.

Ms. Ripoll requested a motion to accept Ms. Holeman letter of resignation from the Buckhead Trails CDD Board for Seat # 4 in which terms expire November 2025.

On MOTION by Mr. Luce, seconded by Mr. Motko, with all in favor, the Board accepted Ms. Holeman letter of resignation for Seat # 4 in which the terms expire November 2025.

Ms. Ripoll requested a motion to appoint Jeffery Hills to Seat # 4 in which terms expire November 2025.

On MOTION by Mr. Luce, seconded by Mr. Motko, with all in favor, the Board appointed Jeffery Hills to Seat # 4 in which the terms expire November 2025.

Ms. Ripoll requested a motion to accept Ms. Beccia letter of resignation from the Buckhead Trails CDD Board for Seat # 5 in which terms expire November 2023.

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board accepted Ms. Beccia letter of resignation for Seat # 5 in which the terms expire November 2023.

Ms. Ripoll requested a motion to appoint Alberto Viera to Seat # 5 in which terms expire November 2023.

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board appointed Alberto Viera to Seat # 5 in which the terms expire November 2023.

Mr. Lamb stated for the record that as Board of Supervisor per Statute Board Members are entitled to receive compensation which includes \$200.00 per meeting for a maximum amount of \$4,800 per year. He requested that each Board of Supervisor confirm for the record if they would like to receive or waive compensation.

Mr. Luce, Mr. Motko, Mr. Viera and Mr. Dister confirmed on the record they will receive compensation for attendance of Board meeting for Buckhead Trails CDD.

**5. Consideration of Resolution
2022-01, Designation of
Appointment of Officers**

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-01, Designation of Appointment of Officers.

**6. Consideration of Resolution
2022-02, Appointment of New
District Manager**

On MOTION by Mr. Luce, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-02, Appointment of New District Manager.

**7. Consideration of Resolution
2022-03, Re-designation of
Registered Agent/ Office**

On MOTION by Mr. Luce, seconded by Mr. Motko, with all in favor, the Board approved Resolution 2022-03, re-designation of the registered Agent/Office.

**8. Consideration of Resolution
2022-04, Appointment of New
District Counsel**

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-04, Appointment of new District Counsel.

9. Appointment of Bond Counsel

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved appointment of Bond Counsel.

10. Review and Consideration of Resolution 2022-05, Appointment of Interim District Engineer

On MOTION by Mr. Dister, seconded by Mr. Luce, with all in favor, the Board approved Resolution 2022-05, Appointing Stantec as the Interim District Engineer.

11. Appointment of Investment Banker

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board appointed FMS Bonds Inc. as Investment Banker.

12. Appointment of Trustee

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board appointed US Bank as Trustee.

13. Review and Consideration of Resolution 2022-06, Policy of Compensation for Board Members

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-06, policy of the compensation for the Board Members.

**14. Designation of Primary
Administrative Office and
Local**

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board approved Resolution 2022-07, designating the primary administrative office and local records.

The Board requested to set the meeting for the last Wednesday of every month at 11:00 a.m. at the Lake Osprey Executive Center.

**15. Review and Consideration of
Resolution 2022-08, Adopting the
Regular Meeting Schedule and
Location for Fiscal Year 2022**

On MOTION by Mr. Luce, seconded by Mr. Motko, with all in favor, the Board approved Resolution 2022-08, Adopting the regular meeting schedule and location for Fiscal Year 2022.

**16. Review and Consideration of
Resolution 2022-09, Policy Re:
Support & Legal Defense for
Board & Staff**

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board approved Resolution 2022-09, Support and Legal Defense for Board and Staff.

**17. Authorization to Obtain
General Liability and Public
Officers Insurance – By Motion**

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board authorized to obtain General Liability and Public Officers' Insurance.

**18. Review and Consideration of
Resolution 2022-10, Consider
Designation of a Qualified
Public Depository**

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-10, designating qualified Public Depository.

**19. Review and Consideration of
Resolution 2022-11,
Authorization for Signatories**

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board approved Resolution 2022-11, authorizing Signatories.

**20. Review and Consideration of
Resolution 2022-12,
Authorization to Disburse
Funds for Expenses**

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-12, authorizing disburse funds for expenses.

21. Review and Consideration of Resolution 2022-13, Consider Adoption of Investment Policy

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board approved Resolution 2022-13, Adopting an Investment Policy.

22. Review and Consideration of Resolution 2022-14, Authorizing Chair to Execute Certain Documents

On MOTION by Mr. Motko, seconded by Mr. Luce, with all in favor, the Board approved Resolution 2022-14, authorizing Chair to execute certain documents.

23. Review and Consideration of Resolution 2022-15, Designating Local District Records Office

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-15, Designation Local District Office.

24. Appointment of Audit Committee- By Motion

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board appointed Audit Committee.

THIRD ORDER OF BUSINESS

Preliminary Report Presentations

25. Considerations of Engineer Validation Report

The proposed infrastructure cost estimates total \$34,615,000.00.

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved the Engineer Validation Report.

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Validation Report.

26. Review and Consideration of Resolution 2022-16, Authorizing Issuance of Bonds/Filing of Validation Complaint (under separate cover)

- Master Trust Indenture

On MOTION by Mr. Motko, seconded by Mr. Dister, with all in favor, the Board approved Resolution 2022-16.

FOURTH ORDER OF BUSINESS

Administrative Matters

27. Request for Working Capital – By Motion

This item will be discussed at the next Board Meeting scheduled on March 23, 2022.

FIFTH ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel- No report

Interim Engineer- No report

District Manager- No report

SIXTH ORDER OF BUSINESS

**Audience Comments and
Supervisors Requests**

There were no Supervisor requests or audience comments.

SEVENTH ORDER OF BUSINESS

Adjournment

There were no further questions or comments. Mr. Lamb requested a motion to adjourn.

On MOTION by Motko, seconded by Mr. Dister, with all in favor, the February 4, 2022, Special Board of Supervisors Meeting for the Buckhead Trails Community Development District was adjourned at 11.31a.m.



Secretary/Assistant Secretary

DocuSigned by:
Jeffery S. Hills
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Chairman/ Vice Chairman