



**HYPOLUXO/HAVERHILL
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MARCH 8, 2017
8:30 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.hypoluxohaverhillcdd.org

561.630.4922 Telephone
877.SDS.4922 Toll Free
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AGENDA
HYPOLUXO/HAVERHILL
COMMUNITY DEVELOPMENT DISTRICT
Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
Centurion Tower, 1601 Forum Place, Suite 400
West Palm Beach, Florida 33401
REGULAR BOARD MEETING
March 8, 2017
8:30 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. January 16, 2017 Regular Board Meeting & Public Hearing Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2017-02 – Adopting a Fiscal Year 2017/2018 Proposed Budget.....Page 5
 - 2. Consider Resolution No. 2017-03 – Electronic Approval Process and Authorized Signatories.Page 12
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

The Palm Beach Post

Palm Beach Daily News



HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Hypoluxo/Haverhill Community Development District will hold Regular Meetings in the Conference Room of Billing, Cochran, Lyles, Mauro & Ramsey, P.A. located at Centurion Tower, 1601 Forum Place, Suite 400, West Palm Beach, Florida 33401 at 8:30 a.m. on the following dates:

- October 12, 2016
- November 9, 2016
- December 14, 2016
- January 11, 2017
- February 8, 2017
- March 8, 2017
- April 12, 2017
- May 10, 2017
- June 14, 2017
- July 12, 2017
- August 9, 2017
- September 13, 2017

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meeting should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.


Meetings may be cancelled from time to time without advertised notice.

HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT

www.hypoluxohaverhillcdd.org

PUB: The Palm Beach Post 9-26/2016 #653650

HYPOLUXO HAVERHILL COMM DEV PROOF OF PUBLICATION STATE OF FLORIDA COUNTY OF PALM BEACH Before the undersigned authority personally appeared Tiffani Everett, who on oath says that she is Call Center Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a Notice was published in said newspaper on First date of Publication 09/26/2016 and last date of Publication 09/26/2016 Affiant further says that the said The Post is a newspaper published at West Palm Beach, in said Palm Beach County, Florida, and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she/he has neither paid nor promised any person, firm or corporation any discount rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. Also published in Martin and St. Lucie Counties. HYPOLUXO/HAVERHILL CDD Ad ID: 1272608 Ad Cost: 282.08

Signed  NADIA VAGREDA, Notary Public
In and for the State of Ohio
My Commission Expires Sept. 2, 2019

Sworn to and subscribed before 09/28/2016.
Who is personally known to me.

HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JANUARY 16, 2017

A. CALL TO ORDER

District Manager Jason Pierman called the January 16, 2017, Regular Board Meeting of the Hypoluxo/Haverhill Community Development District to order at 8:31 a.m. in the Conference Room of Billing, Cochran, Lyles, Mauro & Ramsey, P.A., Centurion Tower, 1601 Forum Place, Suite 400, West Palm Beach, Florida 33401.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on December 28, 2016, and January 4, 2017, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting: Chairman Tom Messler, Vice Chairman Paul Patton and Supervisors Bernard Gatlin and Howard Fioto.

Staff in attendance were District Manager Jason Pierman of Special District Services, Inc.; and District Counsel Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present were Skip Miller, Jim Mitchell, Scott Schuhle, Wes Bradish, and Michael McElligott of Special District Services, Inc.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. December 14, 2016, Regular Board Meeting

Mr. Pierman presented the minutes of the December 14, 2016, Regular Board Meeting and asked if there were any changes. There being no changes, a **motion** was made by Mr. Patton, seconded by Mr. Messler and unanimously passed to approve the minutes of the December 14, 2016, Regular Board Meeting, as presented.

Mr. Pierman then recessed the Regular Board Meeting and opened the Public Hearing.

HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JANUARY 16, 2017

G. PUBLIC HEARING
1. Proof of Publication

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on December 28, 2016, and January 4, 2017, as legally required.

2. Receive Public Comment on Confirming Authorization of Certain District Systems, Facilities, Services and Related Infrastructure Improvements Financed with the Proceeds of the District's Special Assessment Bonds, Series 2002A; Equalizing, Approving, Confirming, Imposing and Levying Certain Non-Ad Valorem Special Assessments Securing the District's Special Assessment Revenue Refunding Bonds, Series 2017; Approving and Confirming a Special Assessment Methodology; Providing for the Payment and the Collection of such Special Assessments

Mr. Pawelczyk explained the 170 process, noting that the public hearing and mailed notices were necessary because the par amount of the bonds had increased. He further explained that the Board was sitting as the equalizing board, thus fulfilling that responsibility.

Mr. Pierman noted that there were no members of the public present.

3. Consider Resolution No. 2017-01 – Confirming Authorization of Certain District Systems, Facilities, Services and Related Infrastructure Improvements Financed with the Proceeds of the District's Special Assessment Bonds, Series 2002A; Equalizing, Approving, Confirming, Imposing and Levying Certain Non-Ad Valorem Special Assessments Securing the District's Special Assessment Revenue Refunding Bonds, Series 2017; Approving and Confirming a Special Assessment Methodology; Providing for the Payment and the Collection of such Special Assessments

Resolution No. 2017-01 was presented, entitled:

RESOLUTION NO. 2017-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT (THE "DISTRICT") CONFIRMING AUTHORIZATION OF CERTAIN DISTRICT SYSTEMS, FACILITIES, SERVICES AND RELATED INFRASTRUCTURE IMPROVEMENTS FINANCED WITH THE PROCEEDS OF THE DISTRICT'S SPECIAL ASSESSMENT BONDS, SERIES 2002A; EQUALIZING, APPROVING, CONFIRMING, IMPOSING AND LEVYING CERTAIN NON-AD VALOREM SPECIAL ASSESSMENTS SECURING THE DISTRICT'S SPECIAL ASSESSMENT REVENUE REFUNDING BONDS, SERIES 2017; APPROVING AND CONFIRMING

HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JANUARY 16, 2017

**A SPECIAL ASSESSMENT METHODOLOGY; PROVIDING FOR THE PAYMENT
AND THE COLLECTION OF SUCH SPECIAL ASSESSMENTS; PROVIDING FOR
SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

A **motion** was made by Mr. Fioto, seconded by Mr. Messler to adopt Resolution No. 2017-01, as presented. Upon being put to a vote, the **motion** carried 4 to 0.

Mr. Pierman then closed the Public Hearing and reconvened the Regular Board Meeting.

H. OLD BUSINESS

There were no Old Business items to come before the Board.

I. NEW BUSINESS

There were no New Business items to come before the Board.

J. ADMINISTRATIVE MATTERS

Mr. Pierman explained that Mr. Messler, as Chair, would sign closing documents after the meeting.

K. BOARD MEMBER COMMENTS

There were no comments from the Members of the Board.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Messler, seconded by Mr. Fioto and unanimously passed to adjourn the Regular Board Meeting at 8:35 a.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2017-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2017/2018; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Hypoluxo/Haverhill Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2017/2018 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2017/2018 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2017 at 8:30 a.m. in the Billing, Cochran, Lyles, Mauro & Ramsey, P.A., Centurion Tower, 1601, Forum Place, Suite 400, West Palm Beach, Florida 33401, for the purpose of receiving public comments on the Proposed Fiscal Year 2017/2018 Budget.

PASSED, ADOPTED and EFFECTIVE this 8th day of March, 2017.

ATTEST:

**HYPOLUXO/HAVERHILL
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Hypoluxo/Haverhill Community Development District

**Proposed Budget For
Fiscal Year 2017/2018
October 1, 2017 - September 30, 2018**

CONTENTS

- I PROPOSED BUDGET**
- II DETAILED PROPOSED BUDGET**
- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET**
- IV ASSESSMENT COMPARISON**

PROPOSED BUDGET
HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET
REVENUES	
O & M Assessments	69,083
Debt Assessments	99,827
Other Revenues	0
Interest Income	120
TOTAL REVENUES	\$ 169,030
EXPENDITURES	
Supervisor Fees	5,000
Payroll Taxes (Employer)	400
Engineering	1,500
Management	24,252
Secretarial	4,200
Legal	7,000
Assessment Roll	5,000
Audit Fees	3,400
Insurance	6,356
Legal Advertisements	1,100
Miscellaneous	800
Postage	275
Office Supplies	400
Dues & Subscriptions	175
Trustee Fee	3,700
Continuing Disclosure Fee	1,000
Website Management	1,500
TOTAL EXPENDITURES	\$ 66,058
REVENUES LESS EXPENDITURES	\$ 102,972
Bond Payments	(93,837)
BALANCE	\$ 9,135
County Appraiser & Tax Collector Fee	(3,378)
Discounts For Early Payments	(6,757)
EXCESS/ (SHORTFALL)	\$ (1,000)
Carryover From Prior Year	1,000
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016 ACTUAL	FISCAL YEAR 2016/2017 BUDGET	FISCAL YEAR 2017/2018 BUDGET	COMMENTS
REVENUES				
O & M Assessments	62,412	59,750	69,083	Expenditures Less Interest & Carryover/.94
Debt Assessments	122,507	125,080	99,827	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	115	120	120	Projected At \$10 Per Month
TOTAL REVENUES	\$ 185,034	\$ 184,950	\$ 169,030	
EXPENDITURES				
Supervisor Fees	2,800	5,000	5,000	No Change From 2016/2017 Budget
Payroll Taxes (Employer)	214	400	400	Projected At 8% Of Supervisor Fees
Engineering	1,000	1,500	1,500	No Change From 2016/2017 Budget
Management	23,604	23,760	24,252	CPI Adjustment
Secretarial	4,200	4,200	4,200	No Change From 2016/2017 Budget
Legal	5,943	7,000	7,000	No Change From 2016/2017 Budget
Assessment Roll	5,000	5,000	5,000	As Per Contract
Audit Fees	3,300	3,300	3,400	\$100 Increase From 2016/2017 Budget
Insurance	5,665	6,375	6,356	Insurance Company Estimate
Legal Advertisements	1,218	1,100	1,100	No Change From 2016/2017 Budget
Miscellaneous	316	900	800	\$100 Decrease From 2016/2017 Budget
Postage	63	300	275	\$25 Decrease From 2016/2017 Budget
Office Supplies	329	400	400	No Change From 2016/2017 Budget
Dues & Subscriptions	175	175	175	No Change From 2016/2017 Budget
Trustee Fee	3,717	3,800	3,700	\$100 Decrease From 2016/2017 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2016/2017 Budget
Website Management	1,500	1,500	1,500	No Change From 2016/2017 Budget
TOTAL EXPENDITURES	\$ 60,044	\$ 65,710	\$ 66,058	
REVENUES LESS EXPENDITURES	\$ 124,990	\$ 119,240	\$ 102,972	
Bond Payments	(116,106)	(117,575)	(93,837)	2018 P & I Payments Less Earned Interest
BALANCE	\$ 8,884	\$ 1,665	\$ 9,135	
County Appraiser & Tax Collector Fee	(913)	(3,697)	(3,378)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(6,854)	(7,393)	(6,757)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 1,117	\$ (9,425)	\$ (1,000)	
Carryover From Prior Year	0	9,425	1,000	Carryover Balance From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 1,117	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET

HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2017/2018

OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016 ACTUAL	FISCAL YEAR 2016/2017 BUDGET	FISCAL YEAR 2017/2018 BUDGET	COMMENTS
REVENUES				
Interest Income	11	50	20	Projected Interest For 2016/2017
NAV Tax Collection	116,106	117,575	93,837	Yearly Maximum Debt Assessment
Total Revenues	\$ 116,117	\$ 117,625	\$ 93,857	
EXPENDITURES				
Principal Payments	35,000	40,000	60,000	Principal Payment Due In 2018
Interest Payments	81,338	77,625	27,594	Interest Payments Due In 2018
Bond Redemption	0	0	6,263	Estimated Excess Debt Collections
Total Expenditures	\$ 116,338	\$ 117,625	\$ 93,857	
Excess/Shortfall	\$ (221)	\$ -	\$ -	

Series 2017 Bond Refunding Information

Original Par Amount =	\$1,195,000	Annual Principal Payments Due =	May 1st
Interest Rate =	2.52% - 6.75%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	January 2017		
Maturity Date =	May 2033		

Hypoluxo/Haverhill Community Development District Assessment Comparison

	Original Projected <u>Assessment*</u>	Fiscal Year 2014/2015 <u>Assessment*</u>	Fiscal Year 2015/2016 <u>Assessment*</u>	Fiscal Year 2016/2017 <u>Assessment*</u>	Fiscal Year 2017/2018 <u>Projected Assessment*</u>
O & M	\$ 188.30	\$ 219.28	\$ 227.66	\$ 218.07	\$ 252.13
<u>Debt</u>	<u>\$ 457.71</u>	<u>\$ 455.31</u>	<u>\$ 446.91</u>	<u>\$ 456.50</u>	<u>\$ 364.33</u>
Total	\$ 646.01	\$ 674.59	\$ 674.57	\$ 674.57	\$ 616.46

* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units 274

RESOLUTION NO. 2017-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Hypoluxo/Haverhill Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Lennart Lindahl and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HYPOLUXO/HAVERHILL COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signatures of two (2) of the designated signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

PASSED, ADOPTED and becomes EFFECTIVE this 8th day of March, 2017.

ATTEST:

**HYPOLUXO/HAVERHILL
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson