

**MINUTES OF MEETING
HICKORY TREE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Hickory Tree Community Development District was held Thursday, **September 8, 2022** at 9:33 a.m. at West Osceola Branch Library, 305 Campus Street, Celebration, Florida.

Present and constituting a quorum:

Milton Andrade	Chairman
Brian Walsh	Vice Chairman
Jeff Shenefield	Assistant Secretary
Garret Parkinson	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Jennifer Kilinski <i>by Zoom</i>	KE Law
Grace Kobitter	KE Law
Rey Malave <i>by Zoom</i>	Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns swore in all the newly elected Board members.

B. Consideration of Resolution 2022-34 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns stated that Mr. Walsh and Mr. Andrade would serve 4-year terms and received 200 votes and the other three Supervisors would serve 2-year terms and received 100 votes.

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On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Resolution 2022-34 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Election of Officers

D. Consideration of Resolution 2022-35 Electing Officers

Ms. Burns stated that previously Mr. Andrade served as Chair, Mr. Walsh served as Vice Chair, and the other three Supervisors served as Assistant Secretaries along with George Flint and Ms. Burns served as Secretary. She asked if the Board wanted to keep it the same and the Board agreed.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2022-35 Electing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the July 14, 2022 Organizational Meeting

Ms. Burns presented the minutes of the July 14, 2022 Organizational Meeting to the Board and asked for any comments or corrections, hearing none.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the minutes of the July 14, 2022 Organizational Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated that this public hearing was advertised in the paper and as mailed notice was sent to the property owners.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Opening the Public Hearing, was approved.

i. Presentation of Engineer's Report

Mr. Malave stated that the engineer's report dated June 28, 2022 described the project and property of Hickory Tree Community Development District. He noted that it was generally located

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east of Lake Gentry Road on the south side of Hickey Tree Road, which is in Osceola County. He stated that the project consisted of approximately 205 acres and a diversity of different types of lots for a total of 797 lots. He explained that the report provided a detailed description of the capital improvements including the stormwater facilities, public roadways, sewer and water facility, some of the offsite improvements, amenities and parks, undergrounding of the electric utilities, landscaping and entry features as well as the cost of engineering for the project. He referred to Table 7A in the agenda package in which showed a description of different line items for all the proposed infrastructure improvements and the actual associated cost for a total project infrastructure cost of \$40,958,855.15. He noted that these costs were based on the current cost. He noted that they believed that the project that was described in the engineer's report could be constructed for the dollars as noted

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Engineer's Report, was approved.

ii. Presentation of Assessment Methodology

Ms. Burns stated that this methodology provided the methodology to allocate debt to the parcels in the District that benefited from the Capital Improvement Plan that Mr. Malave just reviewed. She noted that this report would be supplemented with a supplemental engineer's report which reflected the actual terms and conditions of each series of bonds that the District's issued. She referred to and explained the tables that were attached to the agenda package. Table 1 showed the development program with several product types, which included townhomes 45' lots, 50' lots, 60' lots, 70' lots, and 75' lots with the ERUs that were assigned to each of the product types listed totaling 797 units. Table 2 showed the master infrastructure cost estimates that matched the report that Mr. Malave just reviewed. Table 3 showed an estimated bond sizing of \$53,090,000. Table 4 outlined the improvement costs for each of the product types. Table 5 showed the par debt per unit which for the townhome would be \$51, 544, the 45' lot would be \$61,852, the 50' lot would be \$68,725, the 60' lot would be \$82,470, the 70' lot would be \$96,215, and the 75' lot would be \$103,087. Table 6 showed the net and gross annual debt assessments per each of the product types which would be collected annually on the Osceola County tax bill for the gross amounts that included the collection cost and early payment discounts. She stated that this would be the most that they would issue for each of those product types. Table 7 showed the preliminary assessment

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roll that allocated the debt by acre to each of the 205 acres. She noted that they had a single property owner, Clayton Properties Group, Inc. She stated that there was a legal description of the Hickory Tree CDD as well.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Master Assessment Methodology, was approved.

iii. Consideration of Resolution 2022-36 Levying Special Assessments

Ms. Burns stated Resolution 2022-36 was included in the agenda package for review. She noted that there were several findings listed and most of which they just reviewed. She stated that Mr. Malave noted that the engineer’s report could be completed as outlined and the cost estimates were reasonable. She stated that this would adopt the engineer’s report and methodology as well.

**Molly Banfield joined the meeting at this time.*

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2022-36 Levying Special Assessments, was approved.

Ms. Burns asked to close the public hearing on assessments.

On MOTION by Mr. Andrade, seconded by Mr. Shenefield, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the District’s Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns stated that this public hearing had been advertised in the paper.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present at this time.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Closing the Public Hearing, was approved.

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i. Consideration of Resolution 2022-37 Expressing the District’s Intent to Utilize the Uniform Method of Collection

Ms. Burns stated this resolution was included in the agenda package for review. She noted that they would send this to Osceola County which would allow them to collect their assessments on the tax bill when they were ready to do so.

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, Resolution 2022-37 Expressing the District’s Intent to Utilize the Uniform Method of Collection , was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns stated that this public hearing had also been advertised in the paper.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present at this time or joining via Zoom.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2022-38 Adopting the Rules of Procedure

Ms. Burns stated that this resolution was included in the agenda package for review. She stated that these rules had not changed since the Board saw them at the prior meeting. She stated that she would be happy to answer any questions.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Resolution 2022-38 Adopting the Rules of Procedure, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-39 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2023

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Ms. Burns stated that the schedule that was included with the resolution was the first Wednesday at 9:15 a.m.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2022-39 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2023 for the First Wednesday at 9:15 a.m., was approved.

SEVENTH ORDER OF BUSINESS

Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns stated that they had received one proposal from Dewberry. She stated that if anyone had any questions on this proposal, Mr. Malave was on the line to answer any questions. Hearing none, she stated that they were ranking Dewberry #1 and authorizing the staff to send a notice of intent to award as well as authorizing the Chair to sign their work authorization for general services.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, Reviewing and Ranking of Proposals for District Engineering Services and Selection of District Engineer with Dewberry Ranking #1 and Authorizing Staff to Send a Notice of Intent and Authorizing the Chair to Sign Their Work Authorization for General Services, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Interlocal Agreement with Osceola County

Ms. Burns stated that this was an agreement that Osceola County had just recently started requiring for the Districts to enter into at the time that they were established or if they were doing a boundary amendment. She stated that it had already been executed and they were just looking for a motion to ratify.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Interlocal Agreement with Osceola County, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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Ms. Kobitter stated that the validations were scheduled for November 9th.

B. Engineer

Mr. Malave stated that he had nothing further to report.

C. District Manager's Report

Ms. Burns had nothing further to report.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Milton Andrade

Chairman/Vice Chairman