

Hacienda North Community Development District

707 Orchid Drive, Naples, FL 34102
P. 239-269-1341

**BOARD OF SUPERVISORS
HACIENDA NORTH COMMUNITY
DEVELOPMENT DISTRICT**

Monday, May 15, 2023, 10:00 a.m.
4001 Tamiami Trail N. Suite 300
Naples, Florida 34103

I. Roll Call.

II. Public Comments on Agenda Items.

III. Organizational Matters:

A. Hacienda North CDD FY 2023-2024 Budget Review. Exhibit 1

B. Consideration of Resolution 2023-4: A Resolution of the Board of Supervisors of Hacienda North Community Development District approving a proposed budget for Fiscal Year 2023-2024 and setting a public hearing date thereon pursuant to Florida Law.

Exhibit 2

IV. Administrative Matters

A. Approval of Minutes of the November 7, 2022 Meeting. Exhibit 3

B. Approval of Minutes of the May 2, 2023 Meeting. Exhibit 4

V. Business Matters

A. Consideration of the April 2023 Financials Exhibit 5

VI. Financial Matters

A. Series 2023 Bonds Update.

VII. Staff Reports.

A. Manager.

B. Legal Counsel.

C. Engineer.

VIII. Public Comments

IX. Supervisors' Requests.

X. Adjournment.

EXHIBIT 1

Hacienda North Community Development District
FY 2022-2023 Budget

	Fiscal Year Budget	
REVENUES		
CARRY OVER REVENUE TO EQUALIZE ASSESSMENTS	\$	-
ON-ROLL ASSESSMENTS	\$	- 413 Platted Lots
OFF ROLL DEVELOPER ASSESSMENTS	\$	128,615 Balance of Unplatted Acres
INTEREST REVENUE		-
MISCELLANEOUS REVENUE		-
TOTAL REVENUES	\$	128,615
EXPENDITURES		
ADMINISTRATIVE		
BOARD OF SUPERVISORS PAYROLL	\$	6,000 6 meetings @ \$1,000 each
PAYROLL SERVICE FEE		140 Mattice 1099 Preparation
MANAGEMENT CONSULTING SERVICES		30,000 \$2,500/Month
ASSESSMENT ADMINISTRATION		11,850 MBS Capital Reporting, U.S. Bank, Cusip Fee
ASSESSMENT ROLL PREPARATION		- Assessment Roll Preparation for Tax Collector
MISCELLANEOUS		250 Office Supplies, etc.
AUDITING		5,000 2022-2023 Audit
ACCOUNTING FIRM		6,000 Mattice Business Services - \$500 month
INSURANCE (Liability, Property & Casualty)		6,400 DAO Insurance
LEGAL ADVERTISING		3,000 2 Ads at \$1,250/each and 1 @ \$500/each
REGULATORY AND PERMIT FEES		175 State Filing Fee
LEGAL SERVICES		10,000 Coleman Yovanovich & Koester
ENGINEERING SERVICES - General		10,000 Atwell
WEBSITE HOSTING & ADMINISTRATION		2,500 Required by State Law - VGlobal Contract Price + Quickbooks
MISCELLANEOUS SERVICES		-
TOTAL ADMINISTRATIVE EXPENDITURES	\$	91,315
NOTE: Field Operations estimated to start 4/1/24 so estimated budget is for a half year.		
FIELD OPERATIONS		
FIELD OPERATIONS MANAGEMENT STAFF	\$	-
LANDSCAPING & FIELD MAINTENANCE		30,000 \$5,000 a month. Initial grow in maintenance as mature maint
LANDSCAPE REPLACEMENT		- Plants are under warrenty for a year.
LANDSCAPE MULCHING		- Mulching twice a year @ \$2,500 each
IRRIGATION REPAIRS		- Irrigation should be under warrently
SOD REPLACEMENT		-
TREE PRUNING		-
MASTER PUMP MAINTENANCE		-
LAKE BANK MAINTENANCE RESERVE		- Annual Reserve Contribution
ELECTRICITY		1,500 Approximately \$250/month
FOUNTAINS		- Fountain Repair and Maintenance
WATER USE MONITORING		3,300 Cardno Entrix @ \$275/month
ENTRY MONUMENTS MAINTENANCE		- Pressure Cleaning, Painting, etc.
HOLIDAY DECORATIONS		- Brennan's Christmas Decorations
WETLAND MONITORING		- Approximatly \$100/month
STREET SWEEPING		- Twice a year - Construction abating
SFWMD ERP ANNUAL REPORT		- Annual
LAKE TESTING		- Once per year
SABLE PALM CULVERTS CLEANING		- Once per year
LAKE MAINTENANCE		2,500 \$200 per month for 2 lakes + plus rounding
TOTAL FIELD OPERATIONS EXPENDITURES	\$	37,300
TOTAL EXPENDITURES	\$	128,615

EXHIBIT 2

RESOLUTION 2023-5

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023-24 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (the “Board”) a proposed budget for Fiscal Year 2023-24 prior to June 15, 2023, a copy of which is attached hereto and made a part hereof as Exhibit “A”; and

WHEREAS, the Board has considered said proposed budget and desires to set the required public hearing thereon.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. That the foregoing whereas clauses are true and correct and incorporated herein as if written into this Section.

SECTION 2. The proposed Budget submitted by the District Manager for Fiscal Year 2023-24 and attached hereto as Exhibit “A” is hereby approved as the basis for conducting a public hearing to adopt said budget.

SECTION 3. A public hearing on said approved budget is hereby declared and set for the following date, hour and location:

DATE:	Monday, August 21, 2023
HOUR:	10:00 a.m.
LOCATION:	8490 Viale Circle Naples, FL 34114

SECTION 4. The District Manager is hereby directed to submit a copy of the proposed budget to Collier County at least sixty (60) days prior to the hearing date set forth above.

SECTION 5. Notice of this public hearing on the budget shall be published in a newspaper of general circulation in the area of the district once a week for two (2) consecutive weeks, except that the first publication shall not be fewer than fifteen (15) days prior to the date of the public hearing. The notice shall further contain a designation of the day, time, and place of the public hearing. Further, in accordance with Section 189.418, Florida Statutes the proposed budget will be posted on the District’s website at least two days prior to budget public hearing. At the time and place designated in the notice, the Board shall hear all objections to the budget as proposed and may make such changes as the board deems necessary.

SECTION 6. 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 7. All Resolutions, sections or parts of sections of any Resolutions or actions of the Board of Supervisors in conflict are hereby repealed to the extent of such conflict.

SECTION 8. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 15th day of May, 2023, by the Board of Supervisors of Hacienda North Community Development District, Collier County, Florida.

Attest:

**HACIENDA NORTH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman/Vice Chairman

APPENDIX A
Hacienda North Community Development District
FY 2022-2023 Budget

Fiscal Year Budget		
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TOTAL EXPENDITURES	\$	128,615

EXHIBIT 3

HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT
Suite 100, 707 Orchid Drive
Naples, FL 34102

MINUTES OF MEETING

Board of Supervisors Meeting
Monday October 17, 2022, 9:04 a.m.
Coleman Yovanovich & Koester, P.A.
Northern Trust Bank Building
4001 Tamiami Trail North, Suite 300
Naples, Florida 34104

Present and constituting a quorum were:

Maritza Aguiar	Board Member
Dwight Nadeau	Board Member
Chip Olson	Board Member
Gary Hains	Board Member (Arrived at 9:07 a.m.)

Absent:

Robert Mulhere	Board Member
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Also present were:

Russ Weyer	District Manager, Real Estate Econometrics, Inc.
Greg Urbancic	District Counsel, Coleman, Yovanovich & Koester, P.A.
David Torres	Hacienda Lakes of Naples LLC
Jacquelyn Larocque	Atwell, LLC (On Zoom)
Taylor Whitcomb	Hacienda Lakes of Naples LLC

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Weyer called the meeting to order and proceeded with the roll call. The members in attendance are as outlined above.

1 **SECOND ORDER OF BUSINESS**

2
3 Mr. Weyer noted that the Florida Statutes require that there be an opportunity for Public
4 Comment.

5
6 There were no public comments.

7
8 **THIRD ORDER OF BUSINESS**

Organizational Matters

9
10 Mr. Weyer noted that there were no organizational matters to be considered at this time.

11
12 **FOURTH ORDER OF BUSINESS**

Administrative Matters

13
14 Mr. Weyer presented Resolution 2022-37.

15
16 **A. CONSIDERATION OF RESOLUTION 2022-37: A RESOLUTION OF THE**
17 **BOARD OF SUPERVISORS OF HACIENDA NORTH COMMUNITY**
18 **DEVELOPMENT DISTRICT AMENDING THE DATE OF THE PUBLIC**
19 **HEARING ON THE FISCAL YEAR 2021-2022 PROPOSED BUDGET;**
20 **PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS AND**
21 **PROVIDING FOR AN EFFECTIVE DATE.**

22
23 Mr. Weyer noted that this resolution amends the public hearing date for the adoption of FY
24 2021-2022 Hacienda North CDD budget and makes the new date November 7, 2022. He
25 asked that the Board approve the resolution. There was no further discussion.

26
27 On MOTION by Mr. Olson and seconded by Ms. Aguiar, with all in favor, the Board of
28 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
29 37 amending the public hearing date for the adoption of FY 2021-2022 budget to November 7,
30 2022.

31
32 Mr. Weyer next presented Resolution 2022-38.

33
34 **B. CONSIDERATION OF RESOLUTION 2022-38: A RESOLUTION OF THE**
35 **BOARD OF SUPERVISORS OF HACIENDA NORTH COMMUNITY**
36 **DEVELOPMENT DISTRICT AMENDING THE DATE OF THE PUBLIC**
37 **HEARING ON THE FISCAL YEAR 2022-2023 PROPOSED BUDGET;**
38 **PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS AND**
39 **PROVIDING FOR AN EFFECTIVE DATE.**

40
41 Mr. Weyer noted that this resolution amends the public hearing date for the adoption of FY
42 2022-2023 Hacienda North CDD budget and makes the new date November 7, 2022, the
43 same date as the public hearing for Resolution 2022-37. He asked that the Board approve
44 the resolution. There was no further discussion.

1 On MOTION by Ms. Aguiar and seconded by Mr. Nadeau, with all in favor, the Board of
2 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
3 38 amending the public hearing date for the adoption of FY 2021-2022 budget to November 7,
4 2022.

5
6 Mr. Weyer noted that the first public hearing ad ran yesterday to stay ahead of the
7 scheduling requirements of the Florida Statutes.
8

9 **C. Consideration of the Meeting Minutes from the September 19, 2022 Board of**
10 **Supervisors Meeting.**
11

12 There were no comments or discussion.
13

14 On MOTION by Mr. Nadeau and seconded by Mr. Olson, with all in favor, the Board of
15 Supervisors of the Hacienda North Community Development District accepted the meeting
16 minutes from the September 19, 2022 Board of Supervisors meeting.
17

18 **D. Consideration of the September 2022 Financial Statements.**
19

20 Mr. Weyer presented the cash flow for the District through September 2022. He pointed
21 out that the budget was set at \$27,000 and we spent \$26,300. There is a carryover about
22 \$700 in the checking account. He said that all of the expenses are administrative. There
23 are some costs that are not included in here that relate to the bond validation and are an
24 expense of the developer. There was no further discussion.
25

26 On MOTION by Mr. Mulhere and seconded by Mr. Nadeau, with all in favor, the Board of
27 Supervisors of the Hacienda North Community Development District accepted the District's
28 financials through August 2022.
29

30 **FIFTH ORDER OF BUSINESS**

Business Matters

31
32 Mr. Weyer noted that there were no business matters to be considered at this time.
33

34 **SIXTH ORDER OF BUSINESS**

Financial Matters

35
36 Mr. Urbancic reminded everyone that the hearing for bond validation is set for October 31,
37 2022. He doesn't foresee any issues but we will be prepared if something comes up. Mr.
38 Weyer said that everyone is working on their bond validation documents. There was no
39 further discussion.
40

41 **SEVENTH ORDER OF BUSINESS**

Staff Reports

42
43 **Manager's Report –**
44

45 Mr. Weyer had nothing further to report.
46

1 **Attorney's Report –**

3 Mr. Urbancic had nothing further to report.

5 Engineer's Report –

7 Ms. Larocque had nothing further to report.

9 EIGHTH ORDER OF BUSINESS

Supervisors Requests

1 There were no Supervisor Requests.

4 NINTH ORDER OF BUSINESS

Public Comments

6 There were no public comments.

9 TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Nadeau and seconded by Ms. Aguiar, with all in favor, the meeting of the Board of Supervisors of the Hacienda North Community Development District was adjourned.

29 Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

34 Print Name

Print Name

EXHIBIT 4

HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT
Suite 100, 707 Orchid Drive
Naples, FL 34102

MINUTES OF MEETING

Board of Supervisors Meeting
Tuesday May 2, 2023, 4:08 p.m.
Coleman Yovanovich & Koester, P.A.
Northern Trust Bank Building
4001 Tamiami Trail North, Suite 300
Naples, Florida 34104

Present and constituting a quorum were:

Robert Mulhere	Board Member
Dwight Nadeau	Board Member
Gary Hains	Board Member
Jason Tomassetti	Board Member (sworn in)

Absent was:

Chip Olson	Board Member
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Also present were:

Russ Weyer	District Manager, Real Estate Econometrics, Inc.
Greg Urbancic	District Counsel, Coleman, Yovanovich & Koester, P.A.
Jacquelyn Larocque	Atwell, LLC (On Zoom)
Taylor Whitcomb	Hacienda Lakes of Naples LLC
David Torres	Hacienda Lakes of Naples LLC
<u>On Zoom:</u>	
Sete Zare	MBS Capital Markets
Misty Taylor	Bryant Miller Olive P.A.
Sarah Warren	Bryant Miller Olive P.A.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Weyer called the meeting to order and proceeded with the roll call. The members in attendance are as outlined above.

1 **SECOND ORDER OF BUSINESS**

2
3 Mr. Weyer noted that the Florida Statutes require that there be an opportunity for Public
4 Comment.

5
6 There were no public comments.

7
8 Mr. Weyer pointed out that the meeting notice affidavit of publication is located under
9 Exhibit 1 of the agenda package.

10
11 **THIRD ORDER OF BUSINESS**

Organizational Matters

12
13 The notice of resignation from Supervisor Maritza Aguiar was presented for Board action.

14
15 On MOTION by Mr. Mulhere and seconded by Mr. Nadeau, with all in favor, the Board of
16 Supervisors of the Hacienda North Community Development District accepted the resignation of
17 Ms. Aguiar.

18
19 Mr. Jason Tomassetti was presented as the candidate to fulfill Ms. Aguiar's remaining term
20 in Seat 1.

21
22 On MOTION by Mr. Mulhere and seconded by Mr. Nadeau, with all in favor, the Board of
23 Supervisors of the Hacienda North Community Development District to appoint Mr. Jason
24 Tomassetti to Seat 1.

25
26 Mr. Weyer then administered the oath of office to Mr. Tomassetti and Mr. Urbancic
27 administered the oath of office.

28
29 Next, Mr. Weyer presented Resolution 2023-3.

30
31 **A. CONSIDERATION OF RESOLUTION 2023-3: A RESOLUTION DESIGNATING**
32 **THE OFFICERS OF THE HACIENDA LAKES COMMUNITY DEVELOPMENT**
33 **DISTRICT FOR THE REMAINDER OF FISCAL YEAR 2022-2023.**

34
35 Mr. Weyer said that this resolution sets the District's slate of officers for the remainder of
36 fiscal year 2022-2023 since Mr. Tomassetti has been appointed to the Board. The two
37 changes are appointing Mr. Tomassetti as an Assistant Secretary and Mr. Hains as Vice
38 Chairman. He asked that the Board approve the resolution. There was no further
39 discussion.

40
41 On MOTION by Mr. Nadeau and seconded by Mr. Hains, with all in favor, the Board of
42 Supervisors of the Hacienda North Community Development District approved Resolution 2023-
43 3, designating the officers of the District for the remainder of FY 2022-2023.

44
45
46 **FOURTH ORDER OF BUSINESS**

Administrative Matters

1
2 Mr. Weyer said that there were no administrative matters to be considered at this time.

3
4 **FIFTH ORDER OF BUSINESS**

Business Matters

5
6 Mr. Weyer noted that there were no business matters to be considered at this time.

7
8 **SIXTH ORDER OF BUSINESS**

Financial Matters

9
10 **B. Consideration of the Series 2023 Bonds Preliminary Supplement Engineer's Report.**

11
12 Mr. Urbancic pointed out that there are some changes to be made to the report such as the
13 date, bond council and his comments. He said that it still could be approved in substantial
14 form. There was an addition of Exhibit 8, which shows the total budget and divided those
15 cost into master developer costs which is Hacienda Lakes of Naples and developer cost
16 which is Toll Brothers costs. There were no further comments or discussion.

17
18 On MOTION by Mr. Nadeau and seconded by Mr. Mulhere, with all in favor, the Board of
19 Supervisors of the Hacienda North Community Development District accepted the Series 2023
20 Bonds Preliminary Engineer's Report in its substantial form.

21
22 **C. Consideration of the Series 2023 Bonds Preliminary Supplement Assessment**
23 **Methodology Report.**

24
25 Mr. Weyer went through the report that shows how the bond payment assessments are
26 apportioned to the benefitting properties within the District boundaries. The benefitting
27 properties include the business park, which is separate from the residential portion of the
28 District. The business park benefit assessments are being paid with Master Developer
29 contributions of real property and/or non-financed CIP contributions equal to the benefit
30 assessment calculation. There were no further comments or discussion.

31
32 On MOTION by Mr. Mulhere and seconded by Mr. Hains, with all in favor, the Board of
33 Supervisors of the Hacienda North Community Development District accepted the Series 2023
34 Bonds Preliminary Assessment Methodology Report in its substantial form.

35
36
37 **D. CONSIDERATION OF RESOLUTION 2023-4: THE SERIES 2023 BONDS**
38 **DELEGATION AWARD RESOLUTION.**

39
40 Ms. Taylor explained that back in July of last year, the Board adopted Resolution 2022-25,
41 which was the master delegation award resolution of \$33,785,000, which was subsequently
42 validated. The resolution before you today is a supplement to that master report and would
43 authorize the issuance of not more than \$16,000,000.
44
45

1 Mrs. Taylor also explained that this resolution approves in substantial form a number of
2 attached documents including the first supplemental trust indenture identifying US Bank
3 as the Trustee for these bonds, a bond purchase contract with MBS Capital Markets, a
4 preliminary limited offering memorandum (PLOM) in substantial form and a preliminary
5 disclosure agreement in substantial form. The resolution also delegates authority to the
6 Chair and/or Vice Chair to approve the final versions of those documents at closing. The
7 resolution also authorizes the Chair and/or Vice Chair to execute the purchase contract
8 when the bonds are priced under the limitations set forth in this resolution.
9

10 On MOTION by Mr. Nadeau and seconded by Mr. Tomassetti, with all in favor, the Board of
11 Supervisors of the Hacienda North Community Development District approved Resolution 2023-
12 4, the Series 2023 Bonds Delegation Award Resolution.

13
14 Mr. Weyer asked Ms. Zare to give the Board an update on their process. She noted that
15 they will be printing the PLOM next week and we will need one more Board meeting
16 before the bonds are closed. Mr. Urbancic noted that the next meeting is scheduled for
17 June 19th at 10 a.m.
18

19 Ms. Taylor also reminded that they provided documents to Mr. Weyer for signature that
20 can be signed today that can be held in escrow until needed. They include the signature
21 page for the Rule 15c2-12 Certificate, a signature page for the bonds purchase agreement
22 and a signature page for the Deposit Trust Company since this will be a book entry
23 transaction since this is the District's first bond issue.
24
25

26 SEVENTH ORDER OF BUSINESS

Staff Reports

27 28 Manager's Report –

29
30 The next meeting is scheduled for Monday May 15th at 10 a.m. Mr. Weyer had nothing
31 further to report.
32

33 Attorney's Report –

34
35 Mr. Urbancic had nothing further to report.
36

37 Engineer's Report –

38
39 Ms. Larocque had nothing further to report.
40

41 EIGHTH ORDER OF BUSINESS

Supervisors Requests

42
43 There were no Supervisor Requests.
44
45

NINTH ORDER OF BUSINESS

Public Comments

There were no public comments.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hains and seconded by Mr. Nadeau, with all in favor, the meeting of the Board of Supervisors of the Hacienda North Community Development District was adjourned.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

Print Name

Print Name

EXHIBIT 5

Hacienda North Community Development District

Statement of Activity

October 2022 - April 2023

Category	Total	Budget	Balance
Revenue			
1363116 Off Roll Assessments	\$51,325.00	\$101,325.00	-\$50,000.00
Developer Contribution - Bond Validation Cost	7,169.93		
Total Revenue	\$58,494.93	\$101,325.00	-\$50,000.00
Expenditures			
1100000 Administrative			
1511001 Board of Supervisors Stipend	1,600.00	8,000.00	6,400.00
1512100 Management Consulting Services	17,500.00	30,000.00	12,500.00
1513020 Office Expense	55.17	750.00	694.83
1513040 Regulatory and Permit Fees	200.00	175.00	-25.00
1513055 Legal Advertising	2,989.00	8,000.00	5,011.00
1513075 Accounting Services	3,200.00	6,000.00	2,800.00
1513100 Insurance- General Liability	5,000.00	6,400.00	1,400.00
1514010 Legal Services	3,418.50	12,000.00	8,581.50
1514020 Bond Validation Legal Expenses	2,184.50	10,000.00	7,815.50
Bond Validation Cost	7,169.93		
Total Administrative	\$43,317.10	\$81,325.00	\$45,177.83
Net Cash Flow	\$15,177.83	\$20,000.00	-\$4,822.17
Other Expenses not incurred to date:			
Assessment Administration:		\$10,000.00	
Engineering Costs:		10,000.00	
		\$20,000.00	
Estimated Developer Contribution Balance Due			
Estimated Remaining Costs:	\$45,292.50		
Balance in Checking Account:	15,177.83		
Remaining Developer Contribution thru 9/30/23:	\$30,114.67		