

Hacienda North Community Development District

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

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

Monday, August 15, 2022, 10:00 a.m.
8490 Vaile Circle
Naples, Florida 34114

I. Roll Call.

II. Public Comments on Agenda Items.

III. Organizational Matters:

A. Dwight Nadeau Oath of Office.

B. Proposed FY 2022-2023 O&M Budget Overview

Exhibit 1

C. **Consideration of Resolution 2022-30:** A Resolution of the Board of Supervisors of Hacienda North Community Development District approving a proposed budget for Fiscal Year 2022-2023 and setting a public hearing date thereon pursuant to Florida Law.

Exhibit 2

IV. Administrative Matters

A. **Consideration of Resolution 2022-31:** A Resolution of the Board of Supervisors of the Hacienda North Community Development District relating to the FY 2022-2023 designation of Officers for the District and providing for an effective date.

Exhibit 3

B. **Consideration of Resolution 2022-32:** A Resolution of the Board of Supervisors of the Hacienda North Community Development District adopting the FY 2022-2023 Meeting Schedule.

Exhibit 4

C. **Consideration of Resolution 2022-33:** A Resolution of the Board of Supervisors of the Hacienda North Community Development District Resetting the public hearing date for the District's intent to use the uniform method for the levy collection and enforcement of non-ad valorem special assessments.

Exhibit 5

D. Approval of Minutes of the July 13, 2022 Landowner Meeting.

Exhibit 6

E. Approval of Minutes of the July 13, 2022 Organizational Meeting. Exhibit 7

F. RFQ for District Engineering Services Exhibit 8

V. Business Matters

A. Consideration of the Mattice Business Services Proposal for FY 2022-2023 Exhibit 9

VI. Financial Matters

A. Update on Bond Validation and Series 2022/23 Bond Issue

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	\$	-
OFF ROLL DEVELOPER ASSESSMENTS	\$	101,325 Direct Bill Off-Roll Assessments
INTEREST REVENUE		-
MISCELLANEOUS REVENUE		-
TOTAL REVENUES	\$	101,325
EXPENDITURES		
ADMINISTRATIVE		
BOARD OF SUPERVISORS PAYROLL	\$	8,000 8 meetings @ \$1,000 each
PAYROLL TAXES		- 17.86%
PAYROLL SERVICE FEE		- 11.21%
MANAGEMENT CONSULTING SERVICES		30,000 \$2,500/Month
ASSESSMENT ADMINISTRATION		10,000 Lien Book, MBS Capital, Tax Collector, U.S. Bank, Itech Mailing Services
ASSESSMENT ROLL PREPARATION		2,500 Assessment Roll Preparation for Tax Collector
MISCELLANEOUS		750 Office Supplies, etc.
BANK CHARGES		-
AUDITING		3,500 2019-20 Audit
ACCOUNTING FIRM		6,000 Mattice Business Services - \$500/month
INSURANCE (Liability, Property & Casualty)		6,400 DAO Insurance
LEGAL ADVERTISING		8,000 4 Ads at \$1,250/each and 4 @ \$500/each + \$1,000 contingency
REGULATORY AND PERMIT FEES		175 State Filing Fee
LEGAL SERVICES		12,000 Coleman Yovanovich & Koester
ENGINEERING SERVICES - General		10,000
NEW ASSESSMENT METHODOLOGY		-
WEBSITE HOSTING & ADMINISTRATION		4,000 Required by State Law - VGlobal Contract Price + Quickbooks
MISCELLANEOUS SERVICES		-
TOTAL ADMINISTRATIVE EXPENDITURES	\$	101,325
FIELD OPERATIONS		
FIELD OPERATIONS MANAGEMENT STAFF	\$	-
LANDSCAPING & FIELD MAINTENANCE		-
LANDSCAPE REPLACEMENT		-
LANDSCAPE MULCHING		-
IRRIGATION REPAIRS		-
SOD REPLACEMENT		-
TREE PRUNING		-
MASTER PUMP MAINTENANCE		-
LAKE BANK MAINTENANCE RESERVE		-
ELECTRICITY		-
FOUNTAINS		-
WATER USE MONITORING		-
ENTRY MONUMENTS MAINTENANCE		-
HOLIDAY DECORATIONS		-
WETLAND MONITORING		-
STREET SWEEPING		-
SFWM D ERP ANNUAL REPORT		-
LAKE TESTING		-
SABLE PALM CULVERTS CLEANING		-
LAKE MAINTENANCE		-
TOTAL FIELD OPERATIONS EXPENDITURES	\$	-
TOTAL EXPENDITURES	\$	101,325

EXHIBIT 2

RESOLUTION 2022-30

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2022-2023 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 2022-2023 on July 13, 2022, 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 2022-23 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, October 17, 2022
HOUR: 9:00 a.m.
LOCATION: Coleman Yovanovich & Koester, PA
Northern Trust Building
4001 Tamiami Trail North, Suite 300
Naples, FL 34103

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 is shown in Exhibit “B” and 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 August, 2022, 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	
REVENUES		
CARRY OVER REVENUE TO EQUALIZE ASSESSMENTS	\$ -	
ON-ROLL ASSESSMENTS	\$ -	
OFF ROLL DEVELOPER ASSESSMENTS	\$ 101,325	Direct Bill Off-Roll Assessments
INTEREST REVENUE	-	
MISCELLANEOUS REVENUE	-	
TOTAL REVENUES	\$ 101,325	
EXPENDITURES		
ADMINISTRATIVE		
BOARD OF SUPERVISORS PAYROLL	\$ 8,000	8 meetings @ \$1,000 each
PAYROLL TAXES	-	17.86%
PAYROLL SERVICE FEE	-	11.21%
MANAGEMENT CONSULTING SERVICES	30,000	\$2,500/Month
ASSESSMENT ADMINISTRATION	10,000	Lien Book, MBS Capital, Tax Collector, U.S. Bank, Itech Mailing Services
ASSESSMENT ROLL PREPARATION	2,500	Assessment Roll Preparation for Tax Collector
MISCELLANEOUS	750	Office Supplies, etc.
BANK CHARGES	-	
AUDITING	3,500	2019-20 Audit
ACCOUNTING FIRM	6,000	Mattice Business Services - \$500/month
INSURANCE (Liability, Property & Casualty)	6,400	DAO Insurance
LEGAL ADVERTISING	8,000	4 Ads at \$1,250/each and 4 @ \$500/each + \$1,000 contingency
REGULATORY AND PERMIT FEES	175	State Filing Fee
LEGAL SERVICES	12,000	Coleman Yovanovich & Koester
ENGINEERING SERVICES - General	10,000	
NEW ASSESSMENT METHODOLOGY	-	
WEBSITE HOSTING & ADMINISTRATION	4,000	Required by State Law - VGlobal Contract Price + Quickbooks
MISCELLANEOUS SERVICES	-	
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 101,325	
FIELD OPERATIONS		
FIELD OPERATIONS MANAGEMENT STAFF	\$ -	
LANDSCAPING & FIELD MAINTENANCE	-	
LANDSCAPE REPLACEMENT	-	
LANDSCAPE MULCHING	-	
IRRIGATION REPAIRS	-	
SOD REPLACEMENT	-	
TREE PRUNING	-	
MASTER PUMP MAINTENANCE	-	
LAKE BANK MAINTENANCE RESERVE	-	
ELECTRICITY	-	
FOUNTAINS	-	
WATER USE MONITORING	-	
ENTRY MONUMENTS MAINTENANCE	-	
HOLIDAY DECORATIONS	-	
WETLAND MONITORING	-	
STREET SWEEPING	-	
SFWMD ERP ANNUAL REPORT	-	
LAKE TESTING	-	
SABLE PALM CULVERTS CLEANING	-	
LAKE MAINTENANCE	-	
TOTAL FIELD OPERATIONS EXPENDITURES	\$ -	
TOTAL EXPENDITURES	\$ 101,325	

EXHIBIT B

Hacienda North Community Development District

NOTICE OF REGULAR BOARD MEETING AND NOTICE OF PUBLIC HEARINGS TO RECEIVE PUBLIC COMMENT ON THE FISCAL YEAR 2022-23 PROPOSED FINAL BUDGET(S); TO CONSIDER THE IMPOSITION OF MAINTENANCE AND OPERATION SPECIAL ASSESSMENTS; ADOPTION OF AN ASSESSMENT ROLL; AND PROVIDING FOR THE LEVY, COLLECTION AND ENFORCEMENT OF THE SAME

The Board of Supervisors (“Board”) of Hacienda North Community Development District (“District”) will hold a regular meeting and conduct public hearings on Monday, August 17, 2022 at 9:00 a.m. at Coleman Yovanovich & Koester PA, Northern Trust Building, 4001 Tamiami Trail North, Suite 300, Naples, FL 34103.

The purposes of the public hearings are to receive public comment and objections on the Fiscal Year 2022-23 Proposed Final Budget, to consider the adoption of an assessment roll, to consider the imposition of special assessments to fund the proposed budget upon the lands located within the District, and to provide for the levy, collection and enforcement of the non-ad valorem assessments. The public hearings are being conducted pursuant to Chapters 190 and 197, Florida Statutes. The purpose of the regular meeting is to conduct any business that may properly come before the Board.

The District may also fund various facilities through the collection of certain rates, fees and charges, which are identified within the budget. A copy of the Proposed Final Budget, preliminary assessment roll and/or the agenda for the meeting/hearings may be obtained from the offices of the District Manager by contacting, Real Estate Econometrics, Inc. 707 Orchid Drive, Suite 100, Naples, FL 34102; email: Rweyer@ree-i.com; phone: (239) 269-1341 (“District Manager’s Office”) during normal business hours. In accordance with Section 189.016, Florida Statutes, the proposed budget will be posted on the District’s website at www.haciendanorthcdd.com at least two days before the public hearing date.

The Board will also consider any other business which may properly come before it. The meeting/hearings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting/hearings may be continued to a date, time, and place to be specified on the record at the meeting/hearings.

There may be occasions when one or more Supervisors may participate by telephone. At the above location there may be present a speaker telephone so that any interested person can attend the meeting/hearings and be fully informed of the discussions taking place either in person or by telephone communication.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at the meeting/hearings because of a disability or physical impairment should contact the District Manager’s Office at least forty-eight (48) hours prior to the meeting/hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting/hearings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

September 25th and October 2nd

EXHIBIT 3

RESOLUTION 2022-31

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
HACIENDA NORTH COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING THE OFFICERS OF THE
DISTRICT FOR FISCAL YEAR 2022-2023 AND PROVIDING
FOR EFFECTIVE DATE.**

WHEREAS, the Board of Supervisors of Hacienda North Community Development District desires to elect the below recited persons to the office specified.

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

1. The following persons are appointed to the offices shown, to wit:

Robert Mulhere	Chairman
Maritza Aguiar	Vice Chairman
Russ Weyer	Secretary
Russ Weyer	Treasurer
Clifford Olson	Assistant Secretary
Dwight Nadeau	Assistant Secretary
Gary Hains	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 15th day of August, 2022.

**HACIENDA NORTH COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT 4

RESOLUTION 2022-32

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
HACIENDA NORTH COMMUNITY DEVELOPMENT
DISTRICT ADOPTING THE ANNUAL MEETING
SCHEDULE FOR FISCAL YEAR 2022-2023; AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Hacienda North Community Development District (the “District”) is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, being situated entirely within Collier County, Florida; and

WHEREAS, the District is required by Section 189.015, Florida Statutes to file quarterly, semiannually or annually a schedule (including date, time and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semiannually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the County in which the District is located.

WHEREAS, the Board desires to adopt a Fiscal Year 2022-2023 annual meeting schedule attached as **Exhibit A**.

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

1. The Fiscal Year 2022-2023 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 15th day of August, 2022.

**HACIENDA NORTH COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT “A”

BOARD OF SUPERVISORS MEETING DATES HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2022-2023

The Board of Supervisors of the Hacienda North Community Development District will hold their regular meetings for Fiscal Year 2022-2023 at the offices of Coleman, Yovanovich & Koester, PA, 4001 Tamiami Trail N., Suite 300, Naples, FL 34103 at 10:00 a.m. unless otherwise indicated as follows:

October 17, 2022
November 21, 2022
December 19, 2022
January 23, 2023*
February 27, 2023*
March 20, 2023
April 17, 23023
May 15, 2023
June 19, 2023
July 17, 2023
August 21, 2023
September 18, 2023

*-Moved one week later due to Martin Luther King Day and President’s Day holidays.

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at a meeting because of a disability or physical impairment should contact the District Office at (239) 269-1341 at least two calendar days prior to the meeting.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

EXHIBIT 5

RESOLUTION 2022-33

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2022-24 TO RESET THE DATE OF THE PUBLIC HEARING REGARDING THE DISTRICT'S INTENT TO USE THE UNIFORM METHOD FOR THE LEVY, COLLECTION, AND ENFORCEMENT OF NON-AD VALOREM SPECIAL ASSESSMENTS AS AUTHORIZED BY SECTION 197.3632, FLORIDA STATUTES; AUTHORIZING THE PUBLICATION OF THE NOTICE OF SUCH HEARING; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on July 13, 2022, the Board adopted Resolution 2022-24 setting a public hearing regarding the District's intent to use the uniform method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, Florida Statutes (the "Uniform Method"), which public hearing was set for August 15, 2022 at 9:00 a.m., at Esplanade at Hacienda Lakes Clubhouse, 8490 Vaile Circle, Naples, FL 34114; and

WHEREAS, the required advertisements for the public hearing did not run in the newspaper and the Board desires to change the date of the public hearing to September 19, 2022 at 9:00 a.m., at Coleman, Yovanovich & Koester, P.A., Northern Trust Building, 4001 Tamiami Trail N., Suite 300, Naples, FL 34103; and

WHEREAS, the Board now desires to reset the public hearing on the District's intent to adopt the Uniform Method to September 19, 2022 at 9:00 a.m., at Coleman, Yovanovich & Koester, P.A., Northern Trust Building, 4001 Tamiami Trail N., Suite 300, Naples, FL 34103.

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

SECTION 1. RECITALS. The foregoing recitals are true and correct and incorporated herein as if written into this Section.

SECTION 2. AMENDED PUBLIC HEARING. Resolution 2022-24 is hereby amended to reflect that the public hearing as declared in Resolution 2022-24 is reset to the following:

DATE:	September 19, 2022
HOURL:	9:00 a.m.
LOCATION:	Coleman, Yovanovich & Koester, P.A. Northern Trust Building 4001 Tamiami Trail N., Suite 300 Naples, FL 34103

The District Secretary is directed to publish notice of the public hearing in accordance with Section 197.3632, Florida Statutes.

SECTION 3. SEVERABILITY. Should any sentence, section, clause, part or provision of this Resolution be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this Resolution as a whole, or any part thereof, other than the part declared invalid.

SECTION 4. CONFLICTS. All Sections or parts of Sections of any Resolutions or actions of the Board in conflict are hereby repealed to the extent of such conflict.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 15th day of August, 2022, by the Board of Supervisors of Hacienda North Community Development District, Collier County, Florida.

**HACIENDA NORTH COMMUNITY
DEVELOPMENT DISTRICT**

Attest:

Secretary/Assistant Secretary

Chairman, Board of Supervisors

EXHIBIT 6

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

MINUTES OF MEETING

Landowner Meeting

Wednesday, July 13, 2022, 9:21 a.m.

Coleman Yovanovich & Koester, PA

Northern Trust Building

4001 Tamiami Trail N., Suite 300

Naples, Florida 34103

Present were:

Maritza Aguiar	Public
Dwight Nadeau	Public
Clifford "Chip" Olson	Public
Bob Mulhere	Public
Gary Hains	Public
Misty Taylor	Bryant Miller Olive PA
Taylor Whitcomb	Florida Star Development
Jacquelyn Larocque	Atwell, LLC
David Torres	Hacienda Lakes of Naples LLC (Landowner Rep)
Greg Urbancic	District Counsel, Coleman, Yovanovich & Koester, P.A.
Meagan Magaldi	District Counsel, Coleman, Yovanovich & Koester, 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.

SECOND ORDER OF BUSINESS

Notice of Publication

Mr. Weyer pointed out that the meeting was properly advertised in the Naples Daily News as shown in the agenda package.

1 **THIRD ORDER OF BUSINESS**

Election of Supervisors

2
3 A. Election of Supervisors

4
5 1. Determine the Number of Voting Units Represented

6
7 Mr. Weyer noted that there is a total of 198 votes to be cast by the Landowner.

8
9 2. Nominations of the Position of Supervisors and Terms of Office.

10
11 Mr. Weyer pointed out that the following Board of Supervisors candidates are being
12 considered for election to the Hacienda North Community Development District Board of
13 Supervisors:

14
15 Ms. Maritza Aguiar Seat #1
16 Mr. Gary Hains Seat #2
17 Mr. Robert Mulhere Seat #3
18 Mr. Dwight Nadeau Seat #4
19 Mr. Clifford "Chip" Olson Seat #5

20
21 Mr. Weyer said that two of the seats are being elected for 4-year terms and one of the seats
22 is being elected for a 2-year term. The terms are determined by the numbers of votes as
23 the two candidates with the most votes will be elected for the 4-year terms and the candidate
24 with the lowest number of votes will be elected for a 2-year term.

25
26 3. Casting of Ballot.

27
28 Mr. Torres was designated as the proxy holder for Hacienda Lakes of Naples, Inc.

29
30 4. Ballot Tabulations and Results.

31
32 The tabulations were as follows:

33
34 Ms. Maritza Aguiar 198 Votes 4-Year Term
35 Mr. Gary Hains 198 Votes 4-Year Term
36 Mr. Robert Mulhere 197 Votes 2-Year Term
37 Mr. Dwight Nadeau 197 Votes 2-Year Term
38 Mr. Dwight Nadeau 197 Votes 2-Year Term

39
40
41
42 **FOURTH ORDER OF BUSINESS**

Landowner Questions/Comments

43
44 There were no questions or comments from the Landowners.

FIFTH ORDER OF BUSINESS

Adjournment

Mr. Weyer adjourned the Landowner Meeting at 9:24 a.m.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

Print Name

Print Name

EXHIBIT 7

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

MINUTES OF MEETING

Board of Supervisors Meeting
Wednesday July 13, 2022, 9:25 a.m.
4001 Tamiami Trail North, Suite 300
Naples, Florida 34103

Present and constituting a quorum were:

Maritza Aguiar	Board Member
Dwight Nadeau	Board Member (On-Line but not sworn in)
Gary Hains	Board Member
Clifford "Chip" Olson	Board Member
Bob Mulhere	Board Member

Also present were:

Russ Weyer	District Manager, Real Estate Econometrics, Inc.
Greg Urbancic	District Counsel,
	Coleman, Yovanovich & Koester, P.A.
Meagan Magaldi	District Counsel,
	Coleman, Yovanovich & Koester, P.A.
David Torres	Hacienda Lakes of Naples LLC
Misty Taylor	Bryant Miller Olive PA
Taylor Whitcomb	Florida Star Development
Jacquelyn Larocque	Atwell, 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. He noted that the meeting was advertised according to Florida Statute requirements.

SECOND ORDER OF BUSINESS

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

There were no public comments.

THIRD ORDER OF BUSINESS

General District Items

Mr. Urbancic gave the Oaths of Office to Ms. Aguiar, Mr. Hains, Mr. Mulhere and Mr. Olson. Mr. Urbancic proceeded to review Board Member obligations and requirements. Ms. Magaldi notarized the Oaths of Office.

A. Consideration of Resolution 2022-01: Canvassing and Certifying the Results of the Landowner's Election of Supervisors.

Mr. Weyer read the results of the Landowner's Election of Supervisors. There was no further discussion.

On MOTION by Mr. Olson and seconded by Ms. Aguiar, with all in favor, the Board of Supervisors of the Hacienda North Community Development District approved Resolution 2022-01 Canvassing and Certifying the Results of the Landowner's Election of Supervisors.

B. Consideration of Resolution 2022-02: Designating the Officers of the District for Fiscal Year 2021-2022.

Mr. Weyer recommended the following slate of officers:

Robert Mulhere	Chairman
Maritza Aguiar	Vice Chairman
Russ Weyer	Secretary
Russ Weyer	Treasurer
Clifford Olson	Assistant Secretary
Dwight Nadeau	Assistant Secretary
Gary Hains	Assistant Secretary

There was no further discussion.

On MOTION by Mr. Olson and seconded by Ms. Aguiar, with all in favor, the Board of Supervisors of the Hacienda North Community Development District approved Resolution 2022-02 Designating the Officers of the District for FY 2022-2023.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resolution 2022-03: Appointing District Manager.

The proposal from Real Estate Econometrics, Inc. was presented for District Manager consideration. There was no further discussion.

On MOTION by Mr. Mulhere and seconded by Mr. Hains, with all in favor, the Board of Supervisors of the Hacienda North Community Development District approved Resolution 2022-03 appointing Real Estate Econometrics, Inc. as District Manager.

1 **B. Consideration of Resolution 2022-04: Appointing District Legal Counsel.**

2
3 The District Legal Counsel proposal from Coleman Yovanovich & Koester PA was
4 presented. There was no further discussion.
5

6 On MOTION by Ms. Aguiar and seconded by Mr. Mulhere, with all in favor, the Board of
7 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
8 04 appointing Coleman Yovanovich & Koester PA as District Legal Counsel.
9

10 **C. Consideration of Resolution 2022-05: Appointing Interim District Engineer.**

11
12 The Interim District Engineer proposal from Atwell, Inc., was presented. Mr. Weyer noted
13 that Atwell will serve as the interim District Engineer until the District goes through the
14 formal RFP process for a District Engineer per the Florida Statutes. There was no further
15 discussion.
16

17 On MOTION by Mr. Mulhere and seconded by Mr. Olson, with all in favor, the Board of
18 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
19 05 Appointing Atwell, Inc. Interim District Engineer.
20

21 **D. Consideration of Resolution 2022-06: Designating the District's Registered Agent**
22 **and District Registered Office.**

23
24 Mr. Weyer recommended that Mr. Urbancic be the District's Registered Agent and the
25 offices of Coleman Yovanovich & Koester be the District's Registered Office. There was
26 no further discussion.
27

28 On MOTION by Mr. Olson and seconded by Mr. Mulhere, with all in favor, the Board of
29 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
30 06 Designating the District's Registered Agent and Registered Office.
31

32 **E. Consideration of Resolution 2022-07: Designating the District's Local Records**
33 **Office.**

34
35 Mr. Weyer recommended that the offices of the District Manager (Real Estate
36 Econometrics, Inc.) be the District's local records office. There was no further discussion.
37

38 On MOTION by Mr. Mulhere and seconded by Mr. Olson, with all in favor, the Board of
39 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
40 07 Designating Real Estate Econometrics, Inc. offices as the District's Local Records Office.
41
42
43
44
45

1 **Consideration of Resolution 2022-08: Setting Forth the Policy of the District with**
2 **Regard to the Support and Legal Defense of the Board of Supervisors and District**
3 **Staff.**

4
5 Mr. Weyer recommended that the offices of the District Manager (Real Estate
6 Econometrics, Inc.) be the District's local records office. There was no further discussion.
7

8 On MOTION by Ms. Aguiar and seconded by Mr. Hains, with all in favor, the Board of
9 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
10 08 Support and Legal Defense Policy for the Board of Supervisors and District Staff.

11
12 **Consideration of Resolution 2022-09: Setting Forth the District Board's Meeting**
13 **Schedule for the remainder of FY 2021-2022.**

14
15 Mr. Weyer set the remaining meeting schedule for this fiscal year on the second
16 Wednesday but upon hearing from Board Members, it was recommended that the date and
17 time follow the Hacienda Lakes CDD meeting schedule. It was suggested that the time be
18 set at the same time as Hacienda Lakes CDD so that we could roll right into the next
19 meeting. So, the date and time would be on the third Monday of the month at 9 a.m. at the
20 offices of Coleman Yovanovich and Koester PA. There was no further discussion.
21

22 On MOTION by Ms. Aguiar with changes and seconded by Mr. Hains, with all in favor, the Board
23 of Supervisors of the Hacienda North Community Development District approved Resolution
24 2022-09 Setting the Supervisors' Meeting Schedule for the remainder of FY 2021-2022.

25
26 **Consideration/Discussion of Board Member Compensation.**

27
28 Mr. Urbancic explained that statutorily it is individual so if you want to wave the
29 compensation you may or if you want to receive the compensation you would need to fill
30 out a W-9 form. Mr. Mulhere asked if the Hacienda Lakes District would switch to the W-
31 9 format. Mr. Weyer said that he would like to keep that system in place and start with the
32 W-9 system with Hacienda North. The Board all agreed to the compensation and filling
33 out W-9s. There was no further discussion or action needed.
34

35 **Consideration of Resolution 2022-10: Adopting Policies and Procedures Relating to**
36 **the Public's Opportunity to be Heard, et. al.**

37
38 Mr. Weyer explained that this resolution sets forth the procedure for the public to be heard
39 during District Board meeting public comment and public hearing times. There was no
40 further discussion.
41

42 On MOTION by Mr. Mulhere with changes and seconded by Mr. Olson, with all in favor, the
43 Board of Supervisors of the Hacienda North Community Development District approved
44 Resolution 2022-10: Adopting Policies and Procedures Relating to the Public Opportunity to be
45 Heard, et. al.
46

1 **Consideration of Resolution 2022-11: Setting Public Hearing on Adoption of Rules**
2 **of Procedure.**

3
4 Mr. Urbancic explained that this resolution sets forth the public hearing to adopt the rules
5 of procedure for the District to operate under. This is a statutory requirement. A draft of
6 the rules is included in the agenda package for you to consider. The date and time are set
7 for September 19, 2022 at 9 a.m. at the District legal counsel's offices. There was no
8 further discussion.
9

10 On MOTION by Mr. Mulhere with corrected date and seconded by Mr. Olson, with all in favor,
11 the Board of Supervisors of the Hacienda North Community Development District approved
12 Resolution 2022-11: Setting Public Hearing on Adoption of Rules of Procedure.

13
14 **Consideration of Resolution 2022-12: Adoption of Records Retention Policy.**

15
16 Mr. Urbancic said this is a statutory policy identifying the records retention policy and this
17 policy identifies Mr. Weyer as the records liaison officer and he has to report periodically
18 to the state on how records are maintained, etc. Mr. Mulhere asked if the District has to
19 maintain a website. Mr. Weyer said that we do and he will address later in the meeting.
20 There was no further discussion.
21

22 On MOTION by Mr. Mulhere and seconded by Mr. Hains, with all in favor, the Board of
23 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
24 12: Adoption of Records Retention Policy.

25
26 **Consideration of Resolution 2022-13: Adoption of Travel Reimbursement Policy.**

27
28 There was no discussion.
29

30 On MOTION by Mr. Mulhere and seconded by Mr. Hains, with all in favor, the Board of
31 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
32 13: Adoption of Travel Reimbursement Policy.

33
34 **Consideration of Resolution 2022-14: Adoption of Prompt Payment Act Policies**
35 **and Procedures.**

36
37 There was no discussion.
38

39 On MOTION by Mr. Mulhere and seconded by Mr. Olson, with all in favor, the Board of
40 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
41 14: Adoption of Prompt Payment Act Policies and Procedures.
42
43
44
45
46

1 **Consideration of Resolution 2022-15: Authorizing Filing of Notice of Establishment.**

2
3 There was no discussion.

4
5 On MOTION by Mr. Olson and seconded by Ms. Aguiar, with all in favor, the Board of
6 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
7 015: Authorizing Filing of Notice of Establishment.

8
9 **Consideration of Resolution 2022-16: Authorizing Chairman or Vice Chairman to**
10 **Execute Plats, Permits, Conveyances, etc. as Needed.**

11
12 Mr. Urbancic said this Resolution allows for the Chairman or Vice Chairman to execute
13 documents related to plats, permits, conveyances, etc. that are time-sensitive and when
14 there is a time issue between Board meetings. There was no further discussion.

15
16 On MOTION by Ms. Aguiar and seconded by Mr. Olson, with all in favor, the Board of
17 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
18 16: Authorizing Chairman or Vice Chairman to Execute Plans, Permits, Conveyances, etc.

19
20 **Authorization for District Manager to Secure Hosting Website and obtain quote**
21 **from VGlobal Tech.**

22
23 There was no further discussion.

24
25 On MOTION by Mr. Mulhere and seconded by Mr. Hains, with all in favor, the Board of
26 Supervisors of the Hacienda North Community Development District Authorized the District
27 Manager to secure website server space and obtain quote from VGlobal Tech.

28
29 **Consideration of Resolution 2022-17: Adopting District Internal Controls Policy.**

30
31 Mr. Urbancic said this resolution sets the baseline for internal controls by statute and thinks
32 Russ's controls are probably more stringent. There was no further discussion.

33
34 On MOTION by Mr. Mulhere and seconded by Ms. Aguiar, with all in favor, the Board of
35 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
36 17: Adopting District Internal Controls Policy.

37
38 **Consideration of Resolution 2022-18: Adopting Continuing Disbursement Policy.**

39
40 Mr. Urbancic said this resolution ensures the District Manager is promptly paying invoices
41 per the contracts. There was no further discussion.

42
43 On MOTION by Mr. Mulhere and seconded by Ms. Aguiar, with all in favor, the Board of
44 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
45 18: Adopting Continuing Disbursement Policy.

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On MOTION by Ms. Aguiar and seconded by Mr. Olson, with all in favor, the Board of Supervisors of the Hacienda North Community Development District approved Resolution 2022-19: Approving Florida Statewide Mutual Aid Agreement.

Budgetary Matters

Mr. Weyer presented the District's Proposed FY 2021-2022 operations & maintenance budget. He said it is a truncated version since it basically covers the last two months of this fiscal year. He went through the budget by line item. There was no further discussion.

Mr. Weyer pointed out that this funding agreement is with Hacienda Lakes of Naples, LLC, which is the current landowner and it covers the funding through the current fiscal year which ends September 30th. Mr. Torres said that the closing with Toll Brothers on the property should take place in October. Mr. Weyer noted that the next fiscal year's funding agreement needs to reflect the change in ownership. There was no further discussion.

Mr. Weyer said that this is the bank the District should use and this resolution identifies them as the District's qualified public depository. Mr. Urbancic asked if they are a QPD and Mr. Weyer responded affirmatively and said that they are the QPD for two other districts that he manages. There was no further discussion.

1 On MOTION by Mr. Mulhere and seconded by Mr. Olson, with all in favor, the Board of
2 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
3 21: Designating First Foundation Bank as the District's Qualified Public Depository.

4
5 **D. Consideration of Resolution 2022-22: Authorization to Establish Checking Account**
6 **and Designation of Authorized Signatories for Operating Account(s).**

7
8 Mr. Weyer noted that the two signatories are the Treasurer and the Chairman. There was
9 no further discussion.

10
11 On MOTION by Mr. Mulhere and seconded by Mr. Hains, with all in favor, the Board of
12 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
13 22: Authorizing the establishment of a checking account and designating authorized signatories.

14
15 **E. Authorization to Obtain General Liability and Public Officers' Insurance.**

16
17 There was no further discussion.

18
19 On MOTION by Mr. Olson and seconded by Mr. Hains, with all in favor, the Board of Supervisors
20 of the Hacienda North Community Development District authorized the District Manager to obtain
21 general liability and public officers' insurance.

22
23 **F. Consideration of Resolution 2022-23: Establishing Alternative Investment**
24 **Guidelines.**

25
26 Mr. Urbancic said that this gives the District flexibility to invest District funds under the
27 resolution guidelines and Florida Statutes in the event it becomes applicable. There was no
28 further discussion.

29
30 On MOTION by Mr. Olson and seconded by Ms. Aguiar, with all in favor, the Board of
31 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
32 23: Establishing Alternative Investment Guidelines.

33
34 **FIFTH ORDER OF BUSINESS**

Financing Matters

35
36 **A. Consideration of Resolution 2022-24: Expressing the Intent of the District to Use the**
37 **Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem**
38 **Assessments.**

39
40 Mr. Urbancic said this resolution basically says that the District will ultimately be putting
41 the assessments on the assessment roll and the District will have to go through the public
42 hearing statutory process. There was no further discussion.

1 On MOTION with date changed to September 19th by Ms. Aguiar and seconded by Mr. Olson,
2 with all in favor, the Board of Supervisors of the Hacienda North Community Development
3 District approved Resolution 2022-24: Expressing the Intent of the District to Use the Uniform
4 Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments.

5
6 **B. Consideration of Resolution 2022-25: Master Bond Authorizing Resolution.**

7
8 Ms. Taylor of BMO, PA presented this resolution which authorizes Coleman Yovanovich
9 & Koester PA to file the bond validation for the District, also approves the form of the
10 Master Trust Indenture and appoints U.S. Bank as the Trustee. There was no further
11 discussion.
12

13 On MOTION by Ms. Aguiar and seconded by Mr. Olson, with all in favor, the Board of
14 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
15 25: Master Bond Authorizing Resolution.

16
17 **C. Consideration of Bond Financing Professionals Engagements.**

18
19 Mr. Weyer presented the MBS Capital Markets Bond Underwriter Engagement Letter.
20 There was no further discussion.
21

22 On MOTION by Ms. Aguiar and seconded by Mr. Olson, with all in favor, the Board of
23 Supervisors of the Hacienda North Community Development District approved the engagement
24 of MBS Capital Markets as Bond Underwriter

25
26 Mr. Weyer presented the Bryant Miller Olive P.A. Bond Counsel Engagement Letter.
27 There was no further discussion.
28

29 On MOTION by Mr. Mulhere and seconded by Mr. Hains, with all in favor, the Board of
30 Supervisors of the Hacienda North Community Development District approved the engagement
31 of Bryant Miller Olive P.A. as Bond Counsel.

32
33 **D. Consideration of Bond Financing Team Funding Agreement.**

34
35 Mr. Weyer presented the Bond Financing Team Funding Agreement. There was no further
36 discussion.
37

38 On MOTION by Mr. Olson and seconded by Mr. Hains, with all in favor, the Board of Supervisors
39 of the Hacienda North Community Development District approved the Bond Financing Team
40 Funding Agreement.

1 **E. Consideration of Bond Financing Team Funding Agreement.**

2
3 Mr. Weyer presented the Bond Financing Team Funding Agreement. There was no further
4 discussion.
5

6 On MOTION by Mr. Olson and seconded by Mr. Hains, with all in favor, the Board of Supervisors
7 of the Hacienda North Community Development District approved the Bond Financing Team
8 Funding Agreement.

9
10 **F. Consideration of Fee Schedule for Trustee, Paying Agent and Registrar Services.**

11
12 Mr. Weyer presented fee schedule for U.S. Bank as trustee, paying agent and registrar
13 services. There was no further discussion.
14

15 On MOTION by Mr. Olson and seconded by Mr. Hains, with all in favor, the Board of Supervisors
16 of the Hacienda North Community Development District approved the Bond Financing Team
17 Funding Agreement.

18
19 **G. Consideration of Resolution 2022-26: Initial Capital Assessment Resolution.**

20
21 Mr. Urbancic presented the initial capital assessment resolution. This resolution declares
22 that we are going to levy assessments and designates the nature and location of the capital
23 improvement based upon the Master Engineer's Report. It also declares the total estimated
24 cost of the improvements which is \$22,865,019.95 and contemplates with financing costs
25 that the total is \$33,785,000, levy assessments and hold a public hearing for this process.
26

27 Mr. Weyer asked if we are running the bond validation and bond issuance processes
28 parallel. Ms. Larocque gave a brief explanation of the capital improvement program. Mr.
29 Urbancic said that this is the total cost and that the District may not finance all of it.
30

31 Mr. Weyer presented the Master Assessment Methodology Report. He noted that the total
32 units will be 413 units plus 140,000 square feet of a business park that is outside of the
33 community walls but within the District boundaries. Next the financing costs are added to
34 the CIP and the maximum annual debt service amount to run through the assessment
35 benefit determination. All future bond issues will be modeled after this master
36 methodology.
37

38 Mr. Urbancic recommended that the Board approve the Master Engineer's Report and the
39 Master Assessment Methodology Report in their substantial form.
40

41 Mr. Weyer called for the approval of the Master Engineer's Report in substantial form.
42

43 On MOTION by Ms. Aguiar and seconded by Mr. Olson, with all in favor, the Board of
44 Supervisors of the Hacienda North Community Development District approved the Master
45 Engineer's Report in substantial form for bond validation.
46

1 Mr. Weyer called for the approval of the Master Assessment Methodology Report in form.

2
3 On MOTION by Mr. Hains and seconded by Ms. Aguiar, with all in favor, the Board of
4 Supervisors of the Hacienda North Community Development District approved the Master
5 Assessment Methodology Report in form for bond validation.

6
7 Mr. Urbancic noted that the resolution is as explained earlier along with the description of
8 the Master Engineer's Report and the Master Assessment Methodology. There was no
9 further discussion.

10
11 On MOTION by Mr. Mulhere and seconded by Mr. Olson, with all in favor, the Board of
12 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
13 26: Initial Capital Assessment Resolution.

14
15 **H. Consideration of Resolution 2022-27: Notice of Assessment Public Hearing**
16 **Resolution.**

17
18 Mr. Urbancic presented the Notice of Assessment Public Hearing Resolution noting that
19 the public hearing will take place on September 19th. There was no further discussion.

20
21 On MOTION by Mr. Mulhere and seconded by Ms. Aguiar, with all in favor, the Board of
22 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
23 27: Notice of Assessment Public Resolution.

24
25 **I. Consideration of Resolution 2022-28: Authorizing Chairman to execute Hacienda**
26 **Boulevard Phase One Plat.**

27
28 Mr. Urbancic said we knew of these plats are out there and the District should participate
29 in the plat. There was no further discussion.

30
31 On MOTION by Mr. Haines and seconded by Mr. Olson, with all in favor, the Board of
32 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
33 27: Notice of Assessment Public Resolution.

34
35 **J. Consideration of Resolution 2022-29: Notice of Assessment Public Hearing**
36 **Resolution.**

37
38 Mr. Urbancic said this plat approval is along the same line as the previous Resolution 2022-
39 28.

40
41 On MOTION by Mr. Mulhere and seconded by Ms. Aguiar, with all in favor, the Board of
42 Supervisors of the Hacienda North Community Development District approved Resolution 2022-
43 29: Authorizing Chairman to execute Hacienda Portion of Phase 1 Plat.

SIXTH ORDER OF BUSINESS

Staff Reports

Manager's Report –

1. Mr. Weyer had nothing further to report.

Attorney's Report –

Mr. Urbancic had nothing further to report.

Engineer's Report –

Ms. Larocque had nothing further to report.

NINTH ORDER OF BUSINESS

Supervisors Requests

There were no Supervisor Requests.

TENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Aguiar and seconded by Mr. Hains, 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 8

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
FOR THE HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT**

RFQ for Engineering Services

The Hacienda North Community Development District (the "District"), located in Collier County, Florida, announces that professional engineering services will be required on a continuing basis for the District's earthwork, water, sewer, and stormwater management systems, roadway improvements, landscape, irrigation, signage and lighting improvements, amenity and preserve improvements, and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with Collier County; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, *Florida Statutes* ("CCNA"). All Applicants interested must submit eight (8) copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m. on _____ to the attention of Russell Weyer, Real Estate Econometrics, Inc., 707 Orchid Drive, Suite 100, Naples, Florida 34102 ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00).

Publish on: _____ (must be published at least 14 days prior to submittal deadline)

HACIENDA NORTH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT ENGINEER PROPOSALS

COMPETITIVE SELECTION CRITERIA

1) Ability and Adequacy of Professional Personnel (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) Consultant's Past Performance (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

3) Geographic Location (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) Willingness to Meet Time and Budget Requirements (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) Certified Minority Business Enterprise (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) Recent, Current and Projected Workloads (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.

7) Volume of Work Previously Awarded to Consultant by District (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

EXHIBIT 9

Mattice Business Services, Inc.

August 8, 2022

Hacienda North Community Development District
C/O Real Estate Econometrics, Inc.
Russ Weyer
Suite 100
707 Orchid Drive
Naples, Florida 34102

Dear Russ,

We appreciate the opportunity of providing accounting and bookkeeping consulting services. To ensure a complete understanding between us, this letter will describe the scope and limitations of the services we will provide for you.

What We Will Do:

QBO set up with Chart of Accounts and all transactions as of 9/1/22 and get file ready for new fiscal year.

Services will include the following for Hacienda North CDD for Fiscal Year Ending 9/30/23:

Monthly Services to include:

- Journal Entries to reflect distributions of funds from the Trust Account
- Review all transactions in General Ledger to assure accuracy and make necessary adjustments
- Reconcile all Trust bank accounts on a monthly basis

Annual Services to include:

- Aid in getting file ready for audit, i.e. journal entries, reconciliations, etc.
- Create Trial Balance by class for audit and fulfill any other audit requests.
- Work with Russ Weyer on year end entries
- Enter Year End Adjusting Journal Entries from Audit
- Enter new fiscal year budget into QuickBooks Online

What We Won't Do

We will make no audit or other verification of the data you submit. We may provide reports that contain portions of financial information; these reports are for internal management use only. We will not provide any financial statements and will not perform any compilation, review or audit of any of the financial information. We do not at any time provide legal services of any type. We have not been requested to discover

misrepresentations, fraud, illegal acts, or theft but will make you aware of anything out of the ordinary that we feel needs to be brought to your attention. Therefore, have not included any procedures designed or intended to discover such acts, and you agree we have no responsibility to do so.

When We'll Do It

This engagement will begin upon signing and as long as this agreement is signed and returned to our office and will continue on an as needed basis or until either party terminates the agreement. This engagement is made on a time-and-materials, best-efforts basis. You further agree that, should you be approached by a person who is or has been an employee or independent contractor of Mattice Business Services, Inc., beginning with the period described above, you will not offer to nor employ or retain as an independent contractor or agent any such person for a period of 2 years following the termination of this agreement.

Hardware and Software Warranties

During the course of the engagement, we may recommend a purchase and installation of computer or technological hardware, software, communications, or services by your company. Warranties, to the extent they exist, are provided only by the manufacturer/vendor of those computer products.

Services Outside the Scope of this Letter

You may request that we perform additional services at a future date not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope and estimated cost of these additional services. Engagements for additional services will necessitate that we issue a separate engagement letter to reflect the obligations of both parties.

Fees

A one-time fee for the set up and current fiscal year transaction will be \$550.00
This will be charged on September 1, 2022.

The monthly fee will be \$400.00 per month.

This fee will be billed monthly due on the first of each month commencing with October 1, 2022, through September 1, 2023 and is due upon receipt.

Any services not outlined above will be billed separately.

Confidentiality

All information seen or heard regarding a client's business or personal information will be kept strictly confidential.

Retainer

No retainer will be required for this engagement.

Approvals

Please date and sign a copy of this letter and return to us to acknowledge your agreement with the terms of this engagement.

Sincerely yours,

Lynn Mattice

Lynn Mattice, President
MATTICE BUSINESS SERVICES, INC.
www.MATTICEBUSINESS.com

Acknowledged:

Signature and Title

Date