

***EPPERSON RANCH
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Business Meeting***

***Tuesday
May 3, 2016***

6:00 p.m.

At:

***Residence Inn
2101 Northpointe Parkway
Lutz, Florida***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Epperson Ranch Community Development District

Development Planning and Financing Group
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 813-374-9105

Board of Supervisors
**Epperson Ranch Community
Development District**

Dear Board Members:

The Regular Meeting of the Board of Supervisors of Epperson Ranch Community Development District is scheduled for **Tuesday, May 3, 2016 at 6:00 p.m.** at the Residence Inn 2101 Northpointe Parkway, Lutz Florida, 33558.

The advanced copy of the agenda for the meeting is attached along with associated documentation for your consideration. Any additional support material will be forward to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. In the meantime if you have any questions, please contact me.

Sincerely,

Nandra Ramnarine
Nandra Ramnarine
District Manager

EPPERSON RANCH COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: **May 3, 2016**
Time: 6:00 p.m.
Location: Residence Inn
2101 Northpointe Parkway
Lutz, Florida 33558

Conference Call No.: (563) 999-2090
Code: 686859#

AGENDA

I. Roll Call

II. Audience Comments

III. Administrative Matters

- A. Approval of Minutes from April 5, 2016 Meeting Exhibit 1
- B. Acceptance of March 2016 Summary Financial Statements Exhibit 2

IV. Business Matters

- A. Ratification of Development Acquisition and Promissory Note –
Delivered Under Separate Cover
- B. Ratification of Budget Funding Agreement and Promissory Note–
Delivered Under Separate Cover
- C. Consideration of Resolution 2016-01 Exhibit 3
- D. Supervisor of Elections Registered Voter Count - 0

V. Staff Reports

- A. District Manager
- B. Attorney
- C. District Engineer

VI. Supervisors Requests

VII. Audience Questions and Comments on Other Items

VIII. Adjournment

EXHIBIT 1

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**MINUTES OF MEETING
EPPERSON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Epperson Ranch Community Development District was held on Tuesday, April 5, 2016 at 9:00 a.m. at the Residence Inn, 2101 Northpointe Parkway, Lutz, Florida.

FIRST ORDER OF BUSINESS - Roll Call

Mr. St. Denis called the meeting to order.

Present and constituting a quorum were:

Mike Lawson	Board Supervisor, Chairman
Doug Draper	Board Supervisor, Vice Chairman
Lori Price	Board Supervisor, Assistant Secretary

Also present were:

Bruce St. Denis	District Manager
Nandra Ramnarine	District Manager
Tonja Stewart	District Engineer (via telephone)
Mark Straley	District Counsel (via telephone)

SECOND ORDER OF BUSINESS - Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Administrative Matters

A. Approval of the Minutes of the March 1, 2016 Meeting

Mr. St. Denis presented the minutes of the March 1, 2016 Meeting and asked for comments, questions, or corrections.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the March 1, 2016 minutes of the Board of Supervisors meeting for the Epperson Ranch Community Development District.

B. Acceptance of the February 2016 Financial Statements

Mr. St. Denis presented the February 2016 Financial Statements and asked for comments or questions.

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board accepted the February 2016 Financial Statements for the Epperson Ranch Community Development District.

FIFTH ORDER OF BUSINESS-Business Matters

A. Ratification of the Development Acquisition Agreement and Promissory Note

No action taken on this item.

B. Ratification of the Budget Funding Agreement and Promissory Note

No action taken on this item.

SIXTH ORDER OF BUSINESS - Staff Reports

A. Manager

There being none, next item followed.

45 **B. Attorney**
46 There being none, next item followed.

47 **C. Engineer**
48 There being none, next item followed.

49 **SEVENTH ORDER OF BUSINESS - Public Comments**
50 There being none, next item followed.

51 **EIGHTH ORDER OF BUSINESS - Supervisors Requests**
52 There being none, next item followed.

53 **NINTH ORDER OF BUSINESS – Adjournment**

54 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
55 adjourned the meeting for the Epperson Ranch Community Development District.

56
57 **Each person who decides to appeal any decision made by the Board with respect to any matter*
58 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
59 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

60
61 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
62 **meeting held on _____.**

63
64 _____
65 **Signature**

64 _____
65 **Signature**

66
67 _____
68 **Printed Name**

66
67 _____
68 **Printed Name**

69 **Title: Secretary Assistant Secretary**

69 **Title: Chairman Vice Chairman**

EXHIBIT 2

Epperson Ranch Community Development District

Financial Statements
(Unaudited)

Period Ending
March 31, 2016

**Epperson Ranch CDD
Balance Sheet
March 31, 2016**

	<u>GENERAL FUND</u>	<u>DS2015 FUND</u>	<u>CAPITAL PROJECTS</u>	<u>TOTAL</u>
<u>ASSETS:</u>				
CASH	\$ 1,332			\$ 1,332
TRUST INVESTMENTS:				
RESERVE A-1	-	436,495		436,495
CAPITAL INTEREST A-1	-	369,477		369,477
COST OF ISSUANCE	-	100		100
RESERVE A-2	-	411,080		411,080
CAPITAL INTEREST A-2	-	411,097		411,097
RESERVE A-3	-	161,146		161,146
CAPITAL INTEREST A-3	-	320,531		320,531
CAPITAL PROJECTS	-	-	7,742,853	7,742,853
ACCOUNTS RECEIVABLE	849	-	-	849
TOTAL ASSETS	<u>\$ 2,181</u>	<u>\$ 2,109,925</u>	<u>\$ 7,742,853</u>	<u>\$ 9,854,960</u>
<u>LIABILITIES:</u>				
ACCOUNTS PAYABLE	\$ 849		\$ -	\$ 849
DUE TO DEVELOPER	1,250		-	1,250
<u>FUND BALANCE:</u>				
NONSPENDABLE:	-			-
RESTRICTED FOR: DS & CAP PROJ	-	2,109,925	7,742,853	9,852,778
UNASSIGNED:	82		-	82
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 2,181</u>	<u>\$ 2,109,925</u>	<u>\$ 7,742,853</u>	<u>\$ 9,854,960</u>

Epperson Ranch CDD

General Fund

Statement of Revenues, Expenses and Changes in Fund Balances - Unaudited

For The Period From October 1, 2015 through March 31, 2016

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES				
DEVELOPER FUNDING	\$ 112,418	\$ 52,933	\$ 70,646	\$ 17,713
MISCELLANEOUS REVENUE	-	-	131	131
INTEREST REVENUE	-	-	-	-
TOTAL O&M REVENUES	<u>112,418</u>	<u>52,933</u>	<u>70,777</u>	<u>17,844</u>
EXPENDITURES				
ADMINISTRATIVE:				
BOARD OF SUPERVISORS	12,000	6,000	2,600	3,400
PAYROLL TAXES	916	458	199	259
PAYROLL SERVICES FEE	600	300	360	(60)
TRAVEL PER DIEM	500	250	-	250
DISTRICT MANAGER	21,000	10,500	10,500	-
ACCOUNTING SERVICES	9,000	4,500	-	4,500
AUDITING SERVICES	3,200	1,600	-	1,600
LEGAL ADVERTISING	1,500	750	791	(41)
BANK FEES	300	150	-	150
DUES, LICENSES & FEES	175	175	175	-
ENGINEERING SERVICES	4,000	2,000	2,272	(272)
LEGAL SERVICES	7,500	3,750	5,633	(1,883)
WEBSITE DEVELOPMENT & HOSTING	2,500	1,250	618	632
MISCELLANEOUS	500	250	720	(470)
TOTAL ADMINISTRATIVE	<u>63,691</u>	<u>31,933</u>	<u>23,869</u>	<u>8,064</u>
INSURANCE:				
INSURANCE (PO, Liability, Property & Casualty)	3,000	3,000	2,363	637
TOTAL INSURANCE	<u>3,000</u>	<u>3,000</u>	<u>2,363</u>	<u>637</u>
BOND SERVICE ADMINISTRATION				
BOND DISSEMINATION FEES	5,000	-	-	-
TRUSTEE FEES	4,227	-	-	-
ARBITRAGE REPORTING	500	-	-	-
TOTAL BOND SERVICE ADMINISTRATION	<u>9,727</u>	<u>-</u>	<u>-</u>	<u>-</u>
FIELD OPERATIONS				
FIELD - PLANNING & COORDINATION SVC	36,000	18,000	18,000	-
FIELD MISCELLANEOUS- Wildlife Removal	-	-	28,000	(28,000)
TOTAL FIELD OPERATIONS	<u>36,000</u>	<u>18,000</u>	<u>46,000</u>	<u>(28,000)</u>
TOTAL EXPENDITURES	<u>112,418</u>	<u>52,933</u>	<u>72,232</u>	<u>(19,299)</u>
EXCESS OF REVENUE OVER (UNDER) EXPEND.	-	-	(1,455)	(1,455)
NET CHANGE IN FUND BALANCE	-	-	(1,455)	(1,455)
FUND BALANCE - BEGINNING	-	-	1,537	1,537
FUND BALANCE - ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 82</u>	<u>\$ 82</u>

Epperson Ranch CDD
Debt Service - Series 2015
Statement of Revenue, Expenditures and Changes In Fund Balance
For The Period From October 1, 2015 through March 31, 2016

	ADOPTED BUDGET	ACTUAL YEAR-TO-DATE
REVENUE		
OFF ROLL ASSESSMENT - DEVELOPER	\$ -	\$ -
INTEREST--INVESTMENT	-	44
TOTAL REVENUE	-	44
 EXPENDITURES		
COI - LEGAL & OTHER EXPENSES	-	172,785
INTEREST EXPENSE	-	-
OTHER COI EXPENSES	-	-
TOTAL EXPENDITURES	-	172,785
 EXCESS OF REVENUE OVER (UNDER) EXPEND.	-	(172,741)
 OTHER FINANCING SOURCES (USES)		
2015A BOND PROCEEDS	-	2,282,666
TRANSFER IN	-	-
TRANSFER OUT (USES)	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	2,282,666
 NET CHANGE IN FUND BALANCE	-	2,109,925
 FUND BALANCE - BEGINNING	-	-
 FUND BALANCE - ENDING	\$ -	\$ 2,109,925

EPPERSON RANCH CDD
Capital Projects
Statement of Revenues, Expenses and Changes in Fund Balances
For The Period From October 1, 2015 through March 31, 2016

	ACTUAL YEAR-TO-DATE
REVENUE	
DEVELOPER FUNDING	\$ 198,286
INTEREST REVENUE	203
DISCOUNT (ASSESSMENTS)	
TOTAL REVENUE	198,489
 EXPENDITURES	
CONSTRUCTION IN PROGRESS - (Paid from GF)	198,286
CONSTRUCTION IN PROGRESS - (Paid fm Trust Fund)	2,657,352
TOTAL EXPENDITURES	2,855,637
 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	 (2,657,148)
 OTHER FINANCING SOURCES (USES)	
BOND PROCEEDS	10,400,001
TRANSFER-IN	-
TRANSFER-OUT	-
TOTAL OTHER FINANCING SOURCES (USES)	10,400,001
 NET CHANGE IN FUND BALANCE	 7,742,853
 FUND BALANCE - BEGINNING	 -
 FUND BALANCE - ENDING	 \$ 7,742,853

EPPERSON RANCH CDD
Bank Reconciliation -General Fund
March 31, 2016

	New BU Acct
Balance Per Bank Statement - BU	\$ 1,516.79
Less: Outstanding Checks	(184.70)
<i>Adjusted Bank Balance</i>	<u><u>\$ 1,332.09</u></u>
Beginning Balance - BU	\$ 1,392.09
Cash Receipts	4,750.00
Cash Disbursements	(4,810.00)
<i>Balance Per Books</i>	<u><u>\$ 1,332.09</u></u>

EPPERSON RANCH CDD
Check Register
FY 2016

Date	Num	Name	Memo	Deposits	Disbursements	New Acct Balance
			BOY Balance			1,656.40
10/01/2015		Deposit	GF 2015-13 & 14	7,113.00		8,769.40
10/01/2015	2053	Egis Insurance & Risk Advisors	Insurance FY 2016		2,363.00	6,406.40
10/02/2015	2054	DPFG	CDD/Field Mgmt - Oct		4,750.00	1,656.40
10/02/2015	ACH10022015	ADP PAYROLL SERVICES	P/R Fee Mtg 9/22/15		72.00	1,584.40
10/09/2015		Deposit	Refund SUTA	130.53		1,714.93
10/09/2015	2055	ATLAS PROFESSIONAL SERVICES, INC	Web Site - Oct		60.00	1,654.93
10/09/2015	2056	TIMES PUBLISHING COMPANY	Legal Ad		119.66	1,535.27
10/19/2015	2062	FLORIDA DEPT OF ECONOMIC OPPORTUNITY	Annual Filing Fee FY 2016		175.00	1,360.27
10/27/2015	2065	RESIDENCE INN TAMPA NORTHPOINTE	Meeting Room 11/3/15		180.00	1,180.27
EOM Balance				7,243.53	7,719.66	1,180.27
11/10/2015	ACH111015	PAYCHEX	EIB Paychex		10.00	1,170.27
11/13/2015		Deposit	CF 2015-24, 26	176,115.00		177,285.27
11/13/2015	2066	Faulkner Engineering Services, Inc.	2015-26 CF		1,715.00	175,570.27
11/13/2015	2067	W.R.E.C.	2015-24 CF		174,400.00	1,170.27
11/13/2015	2068	RESIDENCE INN TAMPA NORTHPOINTE	Copies - Mtg 11/3/15		0.00	1,170.27
11/13/2015	2069	ATLAS PROFESSIONAL SERVICES, INC	Web Site Hosting - Nov		60.00	1,110.27
11/19/2015	2070	RESIDENCE INN TAMPA NORTHPOINTE	Meeting Room - 12/1/15		180.00	930.27
11/25/2015		Deposit	CF 2015-25	13,942.50		14,872.77
11/25/2015	2071	Florida Design Consultants	2015-25 CF		13,942.50	930.27
EOM Balance				190,057.50	190,307.50	930.27
		VOID	Void Ck 2068		0.00	930.27
12/14/2015	2072	ATLAS PROFESSIONAL SERVICES, INC	Web Site Set Up/ Domain Name		258.17	672.10
12/17/2015		Deposit	GF 2016-01	18,752.78		19,424.88
12/22/2015	2073	DPFG	CDD Mgmt		9,500.00	9,924.88
12/22/2015	2074	IMAGE MASTER	Imaging		1,250.00	8,674.88
12/22/2015	2075	Stantec Consulting Services, Inc	Engineering Svcs thru 11/6/15		540.15	8,134.73
12/22/2015	2076	Straley & Robin	Legal Svcs		5,775.27	2,359.46
12/22/2015	2077	TIMES PUBLISHING COMPANY	Legal Ad		97.36	2,262.10
12/30/2015	ACH12302015	PAYCHEX	BOS Mtg - 10/6, 11/3 Fees		49.95	2,212.15
12/30/2015	5003DD	ANTHONY BRANNAN	BOS Mtg - 10/6/15		184.70	2,027.45
12/30/2015	5004	IRA DRAPER	BOS Mtg - 10/6, 11/3		369.40	1,658.05
12/30/2015	5006DD	LORI PRICE	BOS Mtg - 10/6, 11/3		348.57	1,309.48
12/30/2015	5005	MICHAEL LAWSON	BOS Mtg - 10/6, 11/3		369.40	940.08
12/30/2015	ACH12302015	PAYCHEX	BOS Mtg - 10/6, 11/3		235.03	705.05
	ACH12102015	PAYCHEX	Payroll services fee		54.00	651.05
EOM Balance				18,752.78	19,032.00	651.05
01/11/2016	ACH01112016	PAYCHEX	P/R Fee		54.00	597.05
01/21/2016		Deposit	GF 2016-02, 03	7,583.10		8,180.15
01/22/2016	2078	ATLAS PROFESSIONAL SERVICES, INC	Web Site Hosting - Dec		60.00	8,120.15
01/22/2016	2079	DPFG	CDD Mgmt - Jan		4,750.00	3,370.15
01/22/2016	2080	Stantec Consulting Services, Inc	Engineering Svcs thru 12/4/15		356.00	3,014.15
01/22/2016	2081	Straley & Robin	Legal Svcs thru 12/15/15		267.20	2,746.95
01/22/2016	2082	TIMES PUBLISHING COMPANY	Legal Ads		439.90	2,307.05
01/25/2016	2083	ATLAS PROFESSIONAL SERVICES, INC	Web Site Hosting - Jan		60.00	2,247.05
01/25/2016	2084	RESIDENCE INN TAMPA NORTHPOINTE	Room Rental - 2/2/16		180.00	2,067.05
01/25/2016	2085	Stantec Consulting Services, Inc	Engineering Svcs thru 1/15/16		250.00	1,817.05
01/25/2016	2086	Straley & Robin	Legal Svcs thru 1/15/16		151.50	1,665.55
01/25/2016	2087	TIMES PUBLISHING COMPANY	Legal Ad		64.16	1,601.39
01/27/2016	ACH01272016	PAYCHEX	P/R Fees		69.95	1,531.44
01/27/2016	5007 Prll	IRA DRAPER	BOS Mtg - 12/1/2015		184.70	1,346.74
01/27/2016	5009DD	LORI PRICE	BOS Mtg - 12/1/2015		183.45	1,163.29
01/27/2016	5008 Prll	MICHAEL LAWSON	BOS Mtg - 12/1/2015		184.70	978.59
01/27/2016	ACH01272016	PAYCHEX	BOS Mtg - 12/1/2015		93.05	885.54
01/29/2016		Refund	Refund - Dupl. Payment	1,250.00		2,135.54
EOM Balance				8,833.10	7,348.61	2,135.54
02/12/2016		Deposit	GF 2016-04, 05	33,750.00		35,885.54
02/15/2016	2088	DPFG	GF 2016-04 CDD/Field Mgmt - Feb		4,750.00	31,135.54
02/15/2016	2089	Ecological Consulting Solutions	GF 2016-05 Tortoise Removal		28,000.00	3,135.54
02/15/2016	2090	ATLAS PROFESSIONAL SERVICES, INC	Web Site Hosting - Feb		60.00	3,075.54
02/23/2016	2091	RESIDENCE INN TAMPA NORTHPOINTE	Meeting Room - 3/1/16		180.00	2,895.54
02/23/2016	2092	Void	Void		0.00	2,895.54
02/25/2016	2093	Straley & Robin	Legal Svcs thru 2/15/16		163.60	2,731.94
02/25/2016	ACH02252016	PAYCHEX	P/R Fees		49.95	2,681.99
02/25/2016	5010 Prll	IRA DRAPER	BOS Mtg - 2/2/16		184.70	2,497.29
02/25/2016	5011DD	LORI PRICE	BOS Mtg - 2/2/16		183.45	2,313.84
02/25/2016	ACH02252016	PAYCHEX	BOS Mtg - 2/2/16		93.05	2,220.79
02/25/2016	5012 Prll	THEODORE SANDERS	BOS Mtg - 2/2/16		184.70	2,036.09
02/25/2016	2092	Stantec Consulting Services, Inc	Engineering Svcs thru 2/12/16		644.00	1,392.09
	2093	Void	Void		0.00	1,392.09
EOM Balance				33,750.00	34,493.45	1,392.09
03/02/2016	2094	ATLAS PROFESSIONAL SERVICES, INC	Web Site Hosting - March		60.00	1,332.09

EPPERSON RANCH CDD
Check Register
FY 2016

Date	Num	Name	Memo	Deposits	Disbursements	New Acct Balance
03/14/2016		Deposit	GF 2016-06	4,750.00		6,082.09
03/14/2016	2095	DPFG	CDD/Field Mgmt - March		4,750.00	1,332.09
EOM Balance				4,750.00	4,810.00	1,332.09

EXHIBIT 3

RESOLUTION 2016-1

A RESOLUTION DESIGNATING OFFICERS OF THE
EPPERSON RANCH COMMUNITY DEVELOPMENT
DISTRICT

WHEREAS, the Board of Supervisors of the Epperson Ranch Community Development District during the business meeting held on May 3, 2016 desires to appoint the below recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE EPPERSON RANCH COMMUNITY
DEVELOPMENT DISTRICT:

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

_____	Chairman
_____	Vice Chairman
<u>Nandra Ramnarine</u>	Secretary
<u>Patricia Comings- Thibault</u>	Treasurer
<u>Maik Aagaard</u>	Assistant Treasurer
<u>Carolyn Stewart & Janet Johns</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

2. That this resolution supersedes all previous resolutions and motions designating, electing or appointing officers adopted by the Board of Supervisors of the Epperson Ranch Community Development District and are hereby declared null and void.

Adopted this 3rd day of May, 2016.

Signature

Signature

Printed Name

Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chairperson
- Vice Chairperson



Real Estate Consulting Services:

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School District
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Capital Markets Group
Property Tax Appeals
CDD Management Services
Look Back Diagnostic Review
Lender Services
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Portfolio Management Services
Economic Impact
Market Analysis

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Orange County, CA

27127 Calle Arroyo, Suite 1910
San Juan Capistrano, CA 92675
P: (949) 388-9269
F: (949) 388-9272

Sacramento, CA

4380 Auburn Blvd.
Sacramento, CA 95841
P: (916) 480-0305
F: (916) 480-0499

Las Vegas, NV

3277 E. Warm Springs Road,
Suite 100
Las Vegas, NV 89120
P: (702) 478-9277
F: (702) 629-5497

Boise, ID

950 West Bannock, 11th Floor
Boise, ID 83702
P: (208) 319-3576
F: (208) 439-7339

Phoenix, AZ

3302 East Indian School Road
Phoenix, AZ 85018
P: (602) 381-3226
F: (602) 381-1203

Austin, TX

8140 Exchange Drive
Austin, TX 78754
P: (512) 732-0295
F: (512) 732-0297

Orlando, FL

1060 Maitland Center Commons,
Suite 340
Maitland, FL 32751
P: (321) 263-0132
F: (321) 263-0136

Tampa, FL

15310 Amberly Drive, Suite 175
Tampa, FL 33647
P: (813) 374-9104
F: (813) 374-9106

Research Triangle, NC

1340 Environ Way, Suite 328
Chapel Hill, NC 27517
P: (919) 321-0232
F: (919) 869-2508

Charleston, SC

4000 S. Faber Place Drive, Suite 300
N. Charleston, SC 29405
P: (843) 277-0021
F: (919) 869-2508