

***EPPERSON RANCH COMMUNITY
DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Tuesday
November 6,
2018***

9:00 a.m.

***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 AGENDA

Residence Inn
2101 Northpointe Parkway
Lutz, Florida

District Board of Supervisors	Mike Lawson Doug Draper Lori Price Ted Sanders	Chairman Vice Chairman Assistant Secretary Assistant Secretary
District Manager	Paul Cusmano Lore Yeira	DPFG DPFG
District Attorney	Vivek Babbar	Straley Robin Vericker
District Engineer	Tonja Stewart	Stantec Consulting Services, Inc.

All cellular phones and pagers must be turned off during the meeting.

The District Agenda is comprised of six different sections:

The first section which is called **Audience Questions and Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING. The second section is called **Administrative Matters** and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The fifth section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 the appeal is to be based.

EPPERSON RANCH COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Tuesday, November 6, 2018
Time: 9:00 a.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. Consent Agenda

- A. Approval of Minutes from October 2, 2018 Audit Committee Meeting and Minutes from October 2, 2018 Regular Meeting** **Exhibit 1**

IV. Business Matters

- A. Consideration and Approval of Resolution 2019-02** **Exhibit 2**
Canvassing and Certifying the Landowners Election
- B. Consideration and Adoption of Resolution 2019-03** **Exhibit 3**
Designating Officers
- C. Review and Approval for Construction Contract** **Exhibit 4**
(under separate cover)

V. Staff Reports

- A. District Manager**
 - 1. Aquatic Systems September 2018 Report** **Exhibit 5**
 - 2. Aquatic Systems October 2018 Report** **Exhibit 6**
- 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
AUDIT COMMITTEE
EPPERSON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

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The Audit Committee Meeting for the Epperson Ranch Community Development District was held on Tuesday, October 2, 2018 at 11:00 a.m. at the Residence Inn, 2101 Northpointe Parkway, Lutz, Florida 33558.

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FIRST ORDER OF BUSINESS – Call To Order

Ms. Yeira 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:

Paul Cusmano	District Manager, DPFG, Inc.
Lore Yeira	Assistant District Manager, DPFG, Inc.
Maik Aagaard	Assistant Treasurer, DPFG, Inc.

The following is a summary of the discussions and actions taken at the October 2, 2018 Epperson Ranch CDD Audit Committee meeting.

SECOND ORDER OF BUSINESS – Administrative Matters

Ms. Yeira presented the administrative matters that included the request for proposal (RFP) and evaluation criteria (**Exhibit 1**) to the Board for their review and consideration and asked for questions, comments, or corrections. There being none, next item followed.

THIRD ORDER OF BUSINESS – Business Matters

Ms. Yeira presented the business matters and asked for a motion to authorize the Chair to proceed with publication of the RFP. Discussion ensued regarding the next meeting date.

A. Authorization to Proceed with Publication of RFP

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the authorization to proceed with publication of the RFP for the Epperson Ranch Community Development District.

FOURTH ORDER OF BUSINESS – Adjournment

Ms. Yeira asked for final questions, comments, or corrections before adjourning the meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adjourned the audit committee meeting for the Epperson Ranch Community Development District.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

46 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
47 meeting held on _____.
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Signature

Signature

49

Printed Name

Printed Name

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51 Title: ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

**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, October 2, 2018 at 9:00 a.m. at the Residence Inn, 2101 Northpointe Parkway, Lutz, Florida 33558.

FIRST ORDER OF BUSINESS – Roll Call

Ms. Yeira called the meeting to order and conducted roll call.

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:

Paul Cusmano	District Manager, DPGF, Inc.
Lore Yeira	Assistant District Manager, DPGF, Inc.
Maik Aagaard	Assistant Treasurer, DPGF, Inc.

The following is a summary of the discussions and actions taken at the October 2, 2018 Epperson Ranch CDD Board of Supervisors meeting.

SECOND ORDER OF BUSINESS – Audience Comments

Ms. Yeira opened the floor for the audience to comment on the agenda items. There being none, next item followed.

THIRD ORDER OF BUSINESS – Consent Agenda

Ms. Yeira presented the agenda items to the Board for discussion. The agenda items that were discussed included: Approval of the Minutes from the August 28, 2018 Meeting (**Exhibit 1**) and Acceptance of the August 2018 Unaudited Financial Statement (**Exhibit 2**).

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the consent agenda items A & B for the Epperson Ranch Community Development District.

FOURTH ORDER OF BUSINESS – Business Matters

Ms. Yeira presented the agenda item to the Board for discussion. The agenda item that was discussed was the Consideration and Adoption of Resolution 2019-01 (**Exhibit 3**).

A. **Exhibit 3:** Consideration and Adoption of Resolution 2019-01; Designating a Date, Time, and Location for a Landowners' Meeting

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted Resolution **2019-01**; designating a date, time, and location for a landowners' meeting to be held on **November 6, 2018 at 9:00 a.m. at the Residence Inn, 2101 Northpointe Parkway, Lutz, Florida 33558** for the Epperson Ranch Community Development District.

FIFTH ORDER OF BUSINESS – Staff Reports

Ms. Yeira opened the floor for the district manager, attorney, and district engineer to present their staff reports.

A. District Manager

Mr. Cusmano presented the Brightview Addendum (**Exhibit 4**) and the Aquatic Systems August 2018 report (**Exhibit 5**) to the Board for their review and consideration.

1. **Exhibit 4:** Consideration and Adoption of Brightview Addendum for Additional Pond Maintenance

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adopted the Brightview Addendum for Additional Pond Maintenance for the Epperson Ranch Community Development District.

SIXTH ORDER OF BUSINESS – Supervisors Requests

Ms. Yeira opened the floor for the supervisors to present their requests. There being none, next item followed.

SEVENTH ORDER OF BUSINESS – Audience Questions and Comments on Other Items

Ms. Yeira opened the floor for the audience to ask questions and to make comments on other items. There being none, next item followed.

EIGHTH ORDER OF BUSINESS – Adjournment

Ms. Yeira asked for final questions, comments, or corrections before adjourning the meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.

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

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

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

Signature

Signature

Printed Name

Printed Name

Title: ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

Exhibit 2

RESOLUTION 2019- 02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF EPPERSON RANCH COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, ADDRESSING SEAT NUMBER DESIGNATIONS ON THE BOARD OF SUPERVISORS, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Epperson Ranch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held within 90 days of the District’s creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, following proper publication and notice thereof, on November 6, 2018, the owners of land within the District held a meeting for the purpose of electing supervisors to the District’s Board of Supervisors (“Board”); and

WHEREAS, at the November 6, 2018 meeting, the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board, by means of this Resolution, desires to canvas the votes, declare and certify the results of the landowner’s election, and announce the Board Members, seat number designations on the Board.

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

SECTION 1. The recitals as stated above are true and correct and by this reference are incorporated into and form a material part of this Resolution.

SECTION 2. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown below:

_____	_____	Votes	(4 year term)	Seat # 1
_____	_____	Votes	(4 year term)	Seat # 2
_____	_____	Votes	(2 year term)	Seat # 5

SECTION 3. Said terms of office commence on November 6, 2018.

SECTION 4. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect. To the extent the provisions of this Resolution conflict with the provisions of any other resolution of the District, the provisions of this Resolution shall prevail.

PASSED AND ADOPTED this 6th day of November, 2018.

ATTEST:

**EPPERSON RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/ Assistant Secretary
Print Name: _____

Chair/ Vice Chair
Print Name: _____

Exhibit 3

RESOLUTION 2019- 03

**A RESOLUTION OF THE BOARD OF SUPERVISORS
DESIGNATING THE OFFICERS OF EPPERSON RANCH
COMMUNITY DEVELOPMENT DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Epperson Ranch Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the County of Pasco; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to designate the Officers of the District per F.S. 190.006(6).

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

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

<u>Michael Lawson</u>	Chairman
<u>Doug Draper</u>	Vice-Chairman
<u>Paul Cusmano</u>	Secretary
<u>Patricia Comings-Thibault</u>	Treasurer
<u>Maik Aagaard</u>	Assistant Treasurer
<u>Lori Price</u>	Assistant Secretary
<u>Lore Yeira</u>	Assistant Secretary
<u>Janet Johns</u>	Assistant Secretary
_____	Assistant Secretary

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

PASSED AND ADOPTED THIS 6TH DAY OF NOVEMBER, 2018.

ATTEST:

**EPPERSON RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/ Assistant Secretary
Print Name: _____

Chair/ Vice Chair
Print Name: _____

Exhibit 4

(under separate cover)

Exhibit 5



Epperson Ranch CDD Waterway Inspection Report

Reason for Inspection: Routine Scheduled

Inspection Date: 9/26/2018

Prepared for:

Lore Yeira, District Manager
DPFG
15310 Amberly Drive
Suite 175
Tampa, FL 33647

Prepared by:

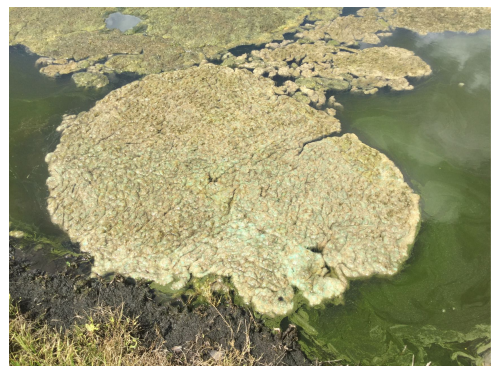
Morgan Melatti, Account Representative/Biologist

Aquatic Systems, Inc. - Wesley Chapel Field Office

Corporate Headquarters

2100 N.W. 33rd Street, Pompano Beach, FL 33069

1-800-432-4302

Site: 16**Comments:**

Surface and bottom filamentous algae within site #16 was treated on 9/19/18 and then again on 9/27/18. Treatment results were visible in the color of the filamentous algae (bottom right) but growth within the site is persistent and a Standard Lake Assessment is recommended. Shoreline erosion was noted as well.

Site: 22**Comments:** Treatment in progress

Site #22 was treated for filamentous algae and shoreline vegetation on 9/19/18. Decomposing algae (bottom right) and browning nutsedge (top right) was seen as a result of the maintenance visit. Erosion was noted within the site.

Site: 4

**Comments:** Site looks good

Site #4 was seen in good condition during the site visit. Continuous high water levels have damaged the submersed sod, pushing the shoreline higher. Planktonic algae has been reduced since the last inspection report due to algacide applications in early

Site: 12

**Comments:** Treatment in progress

Site #12 was treated on 9/8/18 and 9/25/18 for bottom and surface filamentous algae. The persistent algae growth can be seen turning white and decomposing (bottom right) but a Standard Lake Assessment is recommended for the site.

Epperson Ranch CDD Waterway Inspection Report 9/26/2018

Site: 5



Comments: Requires attention

Water levels in site #5 have fluctuated recently, leaving filamentous algae to dry on the shoreline. Filamentous algae and debris within the site will require attention at an upcoming maintenance visit.

Site: 6



Comments: Treatment in progress

Filamentous algae in site #6 was targeted during the maintenance visit on 9/8/18. The filamentous algae can be seen responding to the algaecide application; however, a follow-up treatment may be required if the algae does not dissipate.

Epperson Ranch CDD Waterway Inspection Report 9/26/2018

Site: 8



Comments: Normal growth observed

Normal growth of surface filamentous algae was seen around the perimeter of site #8. Shoreline erosion was noted in several places with varying severity (pictured top and bottom right).

Site: 10



Comments:

Site #10 was turbid during the site visit. Turbidity is most likely due to nearby construction. The banks of site #10 require mowing.

Epperson Ranch CDD Waterway Inspection Report | 9/26/2018

Site: 33,18



Comments: Treatment in progress

Site #33 (above) was seen with a moderate amount of decomposing filamentous algae as a result of the maintenance visit on 9/5/18. Site #18 (top and bottom right) was seen in good condition during the site inspection.

Management Summary

The waterway inspection report for Epperson Ranch CDD was performed on September 26th, 2018 for ten sites in the community. Filamentous algae has been prevalent throughout waterways in Epperson Ranch, and the long, hot summer days are illuminating which ponds are experiencing the most persistent growth of algae. These problems are best addressed when a community is newly constructed, as water quality issues tend to worsen over time. The ponds constructed at Epperson Ranch are quite large and are a main focal point for future residents. Water quality testing and aeration installations should be considered in many ponds to heighten the overall quality of the waterway system.

Sites #12, 13, 14, 16 are the top recommendations for a standard lake assessment. A comprehensive water quality assessment gives you: detailed reporting on the identified issues and their cause, documented tangible evidence of improved lake health, confidence that your concerns for the environment are met as treatments are better defined, prolonged lake health that replaces cycles of fluctuating state regulated treatments, and improved property owner satisfaction

Recommendations/Action Items

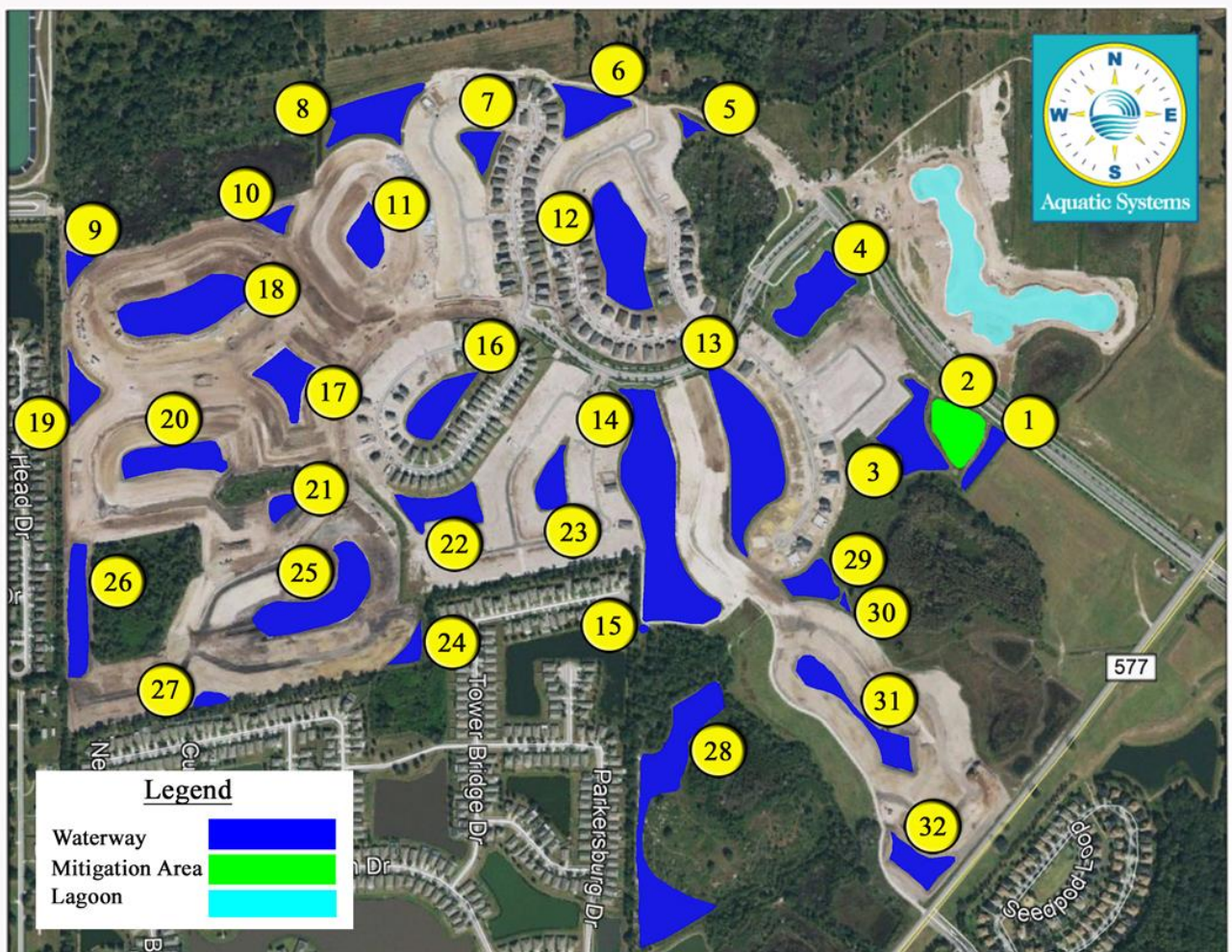
- Target Filamentous Algae Blooms.
- Sites #12, 13, 14 and 16 are Recommended for Standard Lake Assessments.

Thank You For Choosing Aquatic Systems, Inc.!



Epperson Ranch CDD
Wesley Chapel, FL

1-800-432-4302



MNM

7/2018

Exhibit 6



Epperson Ranch CDD Waterway Inspection Report

Reason for Inspection: Routine Scheduled

Inspection Date: 10/23/2018

Prepared for:

Lore Yeira, District Manager
DPFG
15310 Amberly Drive
Suite 175
Tampa, FL 33647

Prepared by:

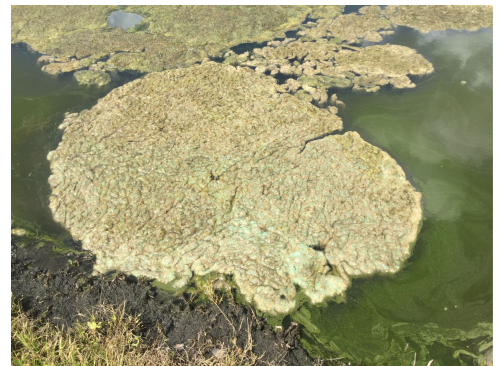
Morgan Melatti, Account Representative/Biologist

Aquatic Systems, Inc. - Wesley Chapel Field Office

Corporate Headquarters

2100 N.W. 33rd Street, Pompano Beach, FL 33069

1-800-432-4302

Site: 16**Comments:** Treatment in progress

Surface and bottom filamentous algae within site #16 was treated on 9/19/18 and then again on 9/27/18. Treatment results were visible in the color of the filamentous algae (bottom right) but growth within the site is persistent and a Standard Lake Assessment is recommended. Severe Shoreline erosion was noted as well.

Site: 22**Comments:** Treatment in progress

Site #22 was treated for filamentous algae and shoreline vegetation during late September maintenance. Decomposing algae (bottom right) and browning nutsedge (top right) was seen as a result of the maintenance visit. Erosion was noted within the site.

Site: 4



Comments: Site looks good

Site #4 was seen in good condition during the site visit. Continuous high water levels have damaged the submersed sod, pushing the shoreline higher. Planktonic algae has been reduced since the last inspection report due to treatments in early September.

Site: 12



Comments: Treatment in progress

Site #12 was treated on 9/25/18 and 10/26/18 for bottom and surface filamentous algae. The persistent algae growth can be seen turning white and decomposing (bottom right) but a Standard Lake Assessment is recommended for the site.

Epperson Ranch CDD Waterway Inspection Report | 10/23/2018

Site: 5



Comments: Requires attention

Water levels in site #5 have fluctuated recently, leaving filamentous algae to dry on the shoreline. Filamentous algae and debris within the site will require attention at an upcoming maintenance visit.

Site: 6



Comments: Treatment in progress

Filamentous algae in site #6 was targeted during the maintenance in September. The filamentous algae can be seen responding to the algaecide application; however, a follow-up treatment may be required if the algae does not dissipate.

Epperson Ranch CDD Waterway Inspection Report | 10/23/2018

Site: 8



Comments: Normal growth observed

Normal growth of surface filamentous algae was seen around the perimeter of site #8. Shoreline erosion was noted in several places with varying severity (pictured top and bottom right).

Site: 10



Comments: Normal growth observed

Site #10 was turbid during the site visit. Turbidity is most likely due to nearby construction. The banks of site #10 require mowing.

Epperson Ranch CDD Waterway Inspection Report | 10/23/2018

Site: 9,18



Comments: Treatment in progress

Site #9 (above) was seen with a moderate amount of decomposing filamentous algae as a result of September maintenance. Site #18 (top and bottom right) was seen in good condition during the site inspection.

Management Summary

The waterway inspection report for Epperson Ranch CDD was performed on October 23rd, 2018 for ten sites in the community. Filamentous algae has been prevalent throughout waterways in Epperson Ranch, and the long, hot summer days are illuminating which ponds are experiencing the most persistent growth of algae. These problems are best addressed when a community is newly constructed, as water quality issues tend to worsen over time. The ponds constructed at Epperson Ranch are quite large and are a main focal point for future residents. Water quality testing and aeration installations should be considered in many ponds to heighten the overall quality of the waterway system.

Sites #12, 13, 14, 16 are the top recommendations for a standard lake assessment. A comprehensive water quality assessment gives you: detailed reporting on the identified issues and their cause, documented tangible evidence of improved lake health, confidence that your concerns for the environment are met as treatments are better defined, prolonged lake health that replaces cycles of fluctuating state regulated treatments, and improved property owner satisfaction

Recommendations/Action Items

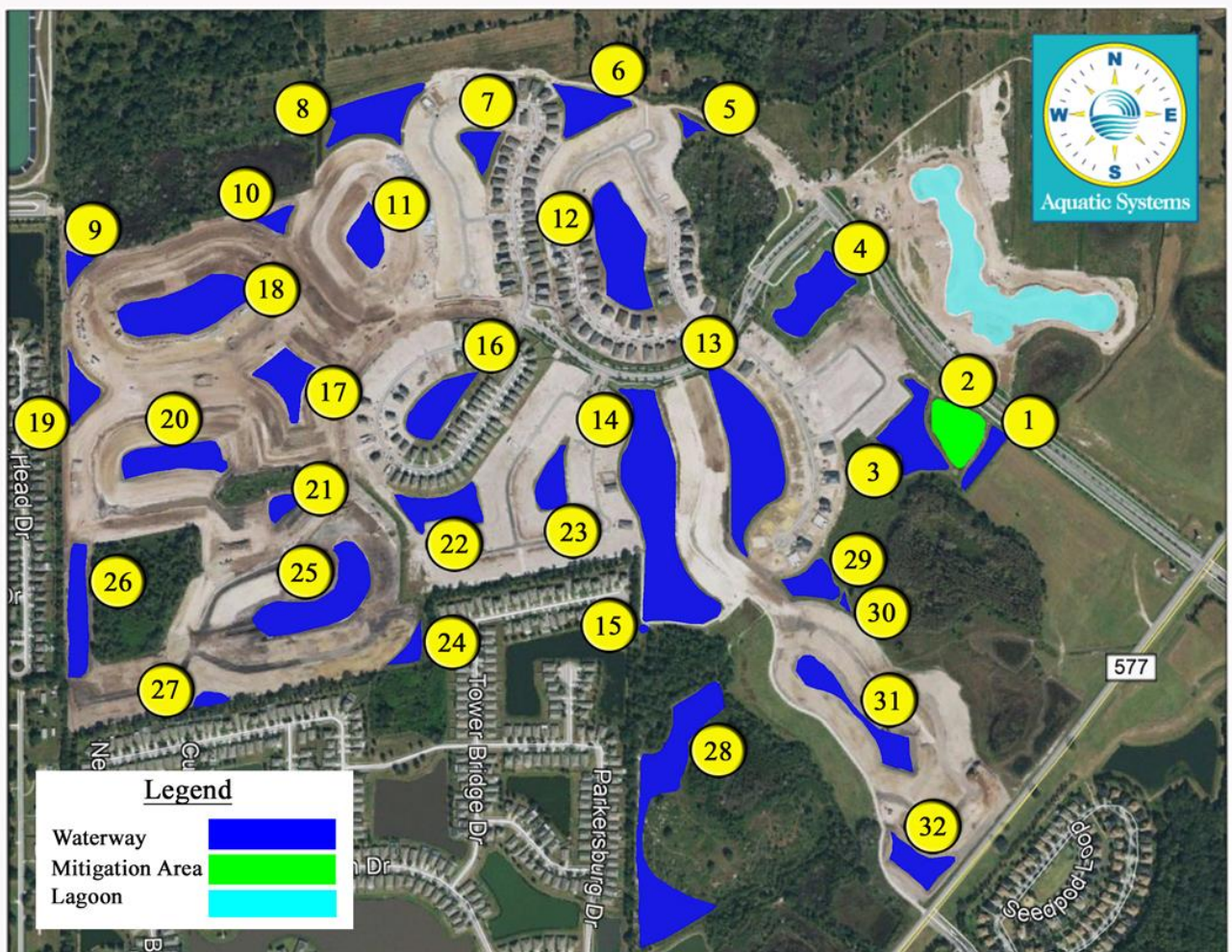
- Target Filamentous Algae Blooms.
- Sites #12, 13, 14 and 16 are Recommended for Standard Lake Assessments.

Thank You For Choosing Aquatic Systems, Inc.!



Epperson Ranch CDD
Wesley Chapel, FL

1-800-432-4302



MNM 7/2018