

MINUTES OF MEETING
PREMIUM POINTE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Premium Pointe Community Development District was held Friday, March 26, 2021 at 9:30 a.m. at the Offices of GMS-NF, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida.

Present and constituting a quorum were:

Owais Khanani	Chairman
Shaman Foradi	Vice Chairman
Michael Rich	Assistant Secretary
Kristin Banks	Assistant Secretary

Also present were:

George Flint	District Manager, GMS
Lindsey Whelan	District Counsel
Brian Deitsch	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Three Board members were present constituting a quorum. Ms. Banks participated by phone.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint noted that only Board members and staff were present at the meeting. The next item followed.

SECOND ORDER OF BUSINESS

Organizational Matters

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

Mr. Flint administered the oath of office to Mr. Khanani, Mr. Foradi, and Mr. Rich.

B. Consideration of Resolution 2021-25 Canvassing and Certifying the Results of the Landowners' Election

Mr. Flint noted that this resolution certifies the results of the Landowners' Election that took place in February. Mr. Khanani attend as the proxy holder for the landowner and cast votes

on behalf of the landowner. Mr. Khanani and Mr. Foradi will serve 4 year terms and the other three Board members will serve 2 year terms.

On MOTION by Mr. Foradi, seconded by Mr. Owais Khanani, with all in favor, Resolution 2021-25 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Election of Officers

Mr. Flint stated that the Board is required to elect officers and it could be handled individually or as a slate. Currently Mr. Owais Khanani is Chairman, Mr. Foradi is Vice Chairman, and Mr. Rich, Ms. Banks, and Mr. Jawaad Khanani are serving as Assistant Secretaries.

D. Consideration of Resolution 2021-26 Electing Officers

Mr. Flint presented Resolution 2021-26 with the officers as slated above.

On MOTION by Mr. Rich, seconded by Mr. Owais Khanani, with all in favor, Resolution 2021-26 Electing Officers keeping the slate the same, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of January 22, 2021 Meeting and Acceptance of Minutes of the February 26, 2021 Landowners' Meeting

Mr. Flint presented the minutes of the January 22, 2021 meeting and the minutes of the February 26, 2021 Landowners' Meeting and asked for any comments, corrections, or changes to the minutes. The Board had no changes to the minutes.

On MOTION by Mr. Rich, seconded by Mr. Owais Khanani, with all in favor, Accepting the February 26, 2021 Landowners' Meeting minutes and Approving the January 22, 2021 Meeting Minutes, were approved.

FIFTH ORDER OF BUSINESS

Engineer's Report – ADDED

Mr. Flint noted that there were minor changes that were made to the report. Mr. Deitsch reviewed the changes for the Board. He noted that Elevation Pointe was changed to Premium Pointe. The Board had no questions for the engineer on the report.

Ms. Whelan asked Mr. Deitsch to confirm that he believes the costs incorporated in the report are reasonable for the scope of the project, and he answered yes they are. Ms. Whelan suggested that the Board approve the report in substantial form and delegate authority to make any final revisions to the Chairman.

On MOTION by Mr. Foradi, seconded by Mr. Rich, with all in favor, Approving the Engineer's Report and Authorizing the Chairman to make final revisions to the report, was approved in substantial form.

SIXTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Rules of Procedure

Mr. Flint asked for a motion to open the public hearing for the Rules of Procedure, the Uniform Collection Method, and the Fiscal Year 2021 Budget.

On MOTION by Mr. Rich, seconded by Mr. Owais Khanani, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2021-27 Adopting the District's Rules of Procedure

Mr. Flint noted that the Board had previously reviewed a draft of the Rules of Procedure and there had been no changes since then. The Board had no changes. Mr. Flint noted that no members of the public were present to provide comment.

On MOTION by Mr. Rich, seconded by Mr. Owais Khanani, with all in favor, Resolution 2021-27 Adopting the District's Rules of Procedure, was approved.

B. Public Hearing on the Uniform Collection Method

i. Consideration of Resolution 2021-28 Expressing the District's Intent to Utilize the Uniform Method of Collection

Mr. Flint reviewed the resolution. He noted that the CDD as a government entity is afforded the ability to use the tax bill as the collection method for the Operating and Maintenance and Debt Service Assessments. In order for the CDD to use the Uniform Collection Method, they have to go through a public hearing process which involves publishing four notices in the newspaper for four consecutive weeks. The Board had no questions on the resolution. Mr. Flint noted that no members of the public were present to provide comment.

On MOTION by Mr. Owais Khanani, seconded by Mr. Rich, with all in favor, Resolution 2021-28 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

C. Public Hearing on the Fiscal Year 2021 Budget

i. Consideration of Resolution 2021-29 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations

Mr. Flint noted that the Board had previously approved the proposed budget for Fiscal Year 2021. The budget contemplates that they would operate under a Developer Funding Agreement which the Board approved previously, in lieu of imposing assessments. The Developer would only be responsible for the actual costs to the District, not the full amount of the adopted budget. Mr. Flint noted that no members of the public were present to provide comment.

On MOTION by Mr. Rich, seconded by Mr. Owais Khanani, with all in favor, Resolution 2021-29 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations, was approved.

SEVENTH ORDER OF BUSINESS

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

Mr. Flint noted that the RFQ for engineering services was advertised in the newspaper and they received one response from Kimley-Horn. Mr. Flint reviewed their response to the RFQ for the Board.

On MOTION by Mr. Rich, seconded by Mr. Foradi, with all in favor, Ranking the Kimley-Horn Proposal for District Engineer Services as the #1 Proposal, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Whelan had nothing further to report to the Board.

B. Engineer

Mr. Deitsch had nothing further to report.

C. District Manager’s Report

i. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financials through February 28, 2021. No action was required they are for informational purposes only.

ii. Ratification of FY2021 Funding Request #2

Mr. Flint noted that Funding Request #2 was revised since the original request. A portion of the funding request is being tracked as a Capital Reimbursement related to the bond validation. Once bonds are issued they will reimburse the District or Developer for the funds that were advanced.

On MOTION by Mr. Foradi, seconded by Mr. Rich, with all in favor, Funding Request No. 2, was approved.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

Mr. Flint adjourned the meeting at 2:16 p.m.

On MOTION by Mr. Foradi, seconded by Mr. Rich, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman