



Rizzetta & Company

MTERC

Community Development District

Board of Supervisors' Meeting
August 7, 2023

District Office:
5020 W. Linebaugh Avenue, Suite 240
Tampa, Florida 33624
813-933-5571

www.mterccd.org

**MTERC
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 5020 West Linebaugh Ave. Suite 240, Tampa, Florida 33624

www.mterccdd.org

Board of Supervisors	Christina Harden Robin Bishop Brian Langford Clifton Fischer Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Counsel	Alyssa Willson	Kutak Rock
District Engineer	Lee Harwell	Stantec

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. 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), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop 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 the appeal is to be based.

MTERC COMMUNITY DEVELOPMENT DISTRICT

District Office · Tampa, Florida · (813) 933-5571
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.mterccdd.org

July 28, 2023

**Board of Supervisors
MTERC Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of MTERC Community Development District will be held on **Monday, August 7, 2023, at 1:30 p.m.**, at the office of Rizzetta & Company, Inc., located at 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624. The following is the agenda for this meeting:

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Public Hearing on FY 2023-2024 Final Budget
 - i. Consideration of Resolution 2023-03; Approving Fiscal Year 2023-2024 Final Budget..... Tab 1
 - B. Consideration of Funding Agreement for FY 2023-2024 Tab 2
 - C. Consideration of Resolution 2023-04; Approving FY 2023-2024 Meeting Schedule Tab 3
 - D. Consideration of Resolution 2023-05; Re-Designating Secretary... Tab 4
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Special Meeting held on March 23, 2023 Tab 5
 - B. Consideration of the Minutes of the Regular Meeting held on April 3, 2023 Tab 6
 - C. Consideration of the Operation and Maintenance for March 2023 through June 2023..... Tab 7
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at 813-933-5571.

Sincerely,

Matthew Huber

Matthew Huber
Regional District Manager

Tab 1

RESOLUTION 2023-03

THE ANNUAL APPROPRIATION RESOLUTION OF THE MTERC COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2023, submitted to the Board of Supervisors (“**Board**”) of the MTERC Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes (“Adopted Budget”)*, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the MTERC Community Development District for the Fiscal Year Ending September 30, 2024.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2023/2024, the sum of \$131,675.00 to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$131,675.00
TOTAL ALL FUNDS	\$131,675.00

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2023/2024 or within 60 days following the end of the Fiscal Year 2023/2024 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____ 2023.

ATTEST:

**MTERC COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Budget

Exhibit A

Fiscal Year 2023/2024 Budget



Rizzetta & Company

MTERC Community Development District

**Proposed Budget
for Fiscal Year 2023/2024**

Presented by: Rizzetta & Company, Inc.

**5020 W. Linebaugh Ave.
Suite 240
Tampa, Florida 33624
Phone: 813.933.5571**

rizzetta.com

Tab 2

**MTERC COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024 BUDGET FUNDING AGREEMENT**

This Agreement (the “Agreement”) is made and entered into this _____ day of _____ 2023, by and between:

MTERC Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in the City of Tampa, Florida ("**District**"), and

Bromley Tampa Investors, LLC, a Delaware limited liability company and the developer of the lands in the District ("**Developer**") with a mailing address of 120 Fifth Avenue, 11th Floor, New York, New York 10011.

Recitals

WHEREAS, the District was established by an ordinance adopted by the City Council of the City of Tampa, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer presently is developing the majority of all real property (“**Property**”) within the District, which Property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for Fiscal Year 2023/2024, which year commences on October 1, 2023, and concludes on September 30, 2024 (the “FY 2024 Budget”); and

WHEREAS, the FY 2024 Budget, which both parties recognize may be amended from time to time in the sole discretion of the District, is attached hereto and incorporated herein by reference as **Exhibit A**; and

WHEREAS, the District has the option of levying non-ad valorem assessments on all land, including the Property owned by the Developer, that will benefit from the activities, operations and services set forth in the FY 2024 Budget, or utilizing such other revenue sources as may be available to it; and

WHEREAS, in lieu of levying assessments on the Property, the Developer is willing to provide such funds as are necessary to allow the District to proceed with its operations as described in **Exhibit A**; and

WHEREAS, the Developer agrees that the activities, operations and services provide a special and peculiar benefit equal to or in excess of the costs reflected on **Exhibit A** to the Property; and

WHEREAS, the Developer has agreed to enter into this Agreement in lieu of having the District levy and collect any non-ad valorem assessments as authorized by law against the Property located within the District for the activities, operations and services set forth in **Exhibit A**;

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the parties agree as follows:

SECTION 1. The Developer agrees to make available to the District the monies necessary for the operation of the District, as called for in the FY 2024 Budget attached hereto as **Exhibit A**, within fifteen (15) days of written request by the District. Amendments to the FY 2024 Budget as shown on **Exhibit A** adopted by the District at a duly noticed meeting shall have the effect of amending this Agreement without further action of the parties. Funds provided hereunder shall be placed in the District's general checking account. In no way shall the foregoing in any way affect the District's ability to levy special assessments upon the property within the District, including the Property, in accordance with Florida law, to provide funds for any unfunded expenditures whether such expenditures are the result of an amendment to the District's FY 2024 Budget or otherwise. These payments are made by Developer in lieu of operation and maintenance assessments which might otherwise be levied or imposed by the District.

SECTION 2. The District shall have the right to file a continuing lien (the "Lien") upon the Property described in **Exhibit B** for all payments due and owing under the terms of this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this Lien, and all sums advanced and paid by the District for taxes and payment on account of superior interests, liens and encumbrances in order to preserve and protect the District's Lien. The Lien shall be effective as of the date and time of the recording of a "Notice of Lien for the FY 2024 Budget" in the public records of Hillsborough County, Florida, stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice of Lien for the FY 2024 Budget on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holders to the Property to pay the amount due under this Agreement, or may foreclose the Lien against the Property in any manner authorized by law. The District may partially release any filed Lien for portions of the Property subject to a plat if and when the Developers have demonstrated, in the District's sole discretion, such release will not materially impair the ability of the District to enforce the collection of funds hereunder. In the event the Developers sell any of the Property described in **Exhibit B** after the execution of this Agreement, the Developers' rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a Lien upon the remaining Property owned by the Developers.

SECTION 3. In the event Developer fails to make payments as and when due to the District pursuant to this Agreement, the District shall have the following remedies, in addition to other remedies available at law and equity:

A. At the Board's direction, the District may bring an action at law against the record title holder to the Property to pay the amount due under this Agreement, or may foreclose the Lien against the Property in any manner authorized by law. The District may enforce the collection of funds due under this Agreement by action against Developer in the appropriate judicial forum in and for Hillsborough County, Florida. The enforcement of the collection of funds in this manner shall be in the sole discretion of the District Manager on behalf of the District.

B. The District hereby finds that the activities, operations and services set out in **Exhibit A** provide a special and peculiar benefit to the Property, which benefit is initially allocated on an equal developable acreage basis. Developer agrees that the activities, operations and services set forth in **Exhibit A** provide a special and peculiar benefit to the Property equal to or in excess of the costs set out in **Exhibit A**, on an equal developable acreage basis. Therefore, in the alternative, or in addition to the other methods of collection set forth in this Agreement, the District, in its sole discretion, may choose to certify amounts due hereunder as a non ad valorem assessment on all or any part of the Property for collection, either through the Uniform Method of Collection set forth in Chapter 197, Florida Statutes, or under any method of direct bill and collection authorized by Florida law. Such assessment, if imposed, may be certified on the next available tax roll of the Hillsborough County property appraiser. Developer hereby waives and/or relinquishes any rights it may have to challenge or object to such assessments if imposed, as well as the means of collection thereof.

SECTION 4. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

SECTION 5. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

SECTION 6. This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld. In the event that Developer sells or otherwise disposes of its business or of all or substantially all of its assets relating to the lands within the District, including the Property, Developer will expressly require that the purchaser agree to be bound by the terms of this Agreement. In the event of such sale or disposition, Developer may place into escrow an amount equal to the then unfunded portion of the adopted FY 2024 Budget to fund any budgeted expenses that may arise during the remainder of the fiscal year and provide the District evidence of assignment of this Agreement to the purchaser. Upon confirmation of the deposit of said funds into escrow, and evidence of such assignment to, and assumption by the purchaser, the Developer's obligation under this Agreement shall be deemed fulfilled and this Agreement terminated with respect to Developer's obligations.

The parties hereto recognize that Developer is responsible for expenditures of the District in the FY 2024 Budget and that expenditures approved by the Board may exceed the amount adopted in the FY 2024 Budget. Developer shall notify the District in writing ninety (90) days prior to an anticipated sale or disposition of all or substantially all of the Property.

SECTION 7. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance and specifically including the ability of the District to enforce any and all payment obligations under this Agreement in the manner described in Paragraph 3 above.

SECTION 8. This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any person or entity not a party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or entity other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns subject to the terms of Paragraph 6 above.

SECTION 9. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. Venue shall be in Hillsborough County, Florida.

SECTION 10. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

SECTION 11. The Agreement shall be effective after execution by both parties hereto. The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

SECTION 12. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the substantially prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees, paralegal fees and expert witness fees and costs for trial, alternative dispute resolution, or appellate proceedings.

[Signatures on following page]

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

ATTEST:

**MTERC COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

BROMLEY TAMPA INVESTORS, LLC
a Delaware limited liability company

Witness

By: _____
Its: _____

- Exhibit A:** Fiscal Year 2023/2024 General Fund Budget
- Exhibit B:** Description of the Property

Exhibit A

Fiscal Year 2023/2024 General Fund Budget

Exhibit B

Description of the Property

SURVEY DESCRIPTION: (By GeoPoint Surveying, Inc.)

MIDTOWN - TAMPA

Blocks 8 & 11 and portions of Blocks 2, 4, 5, 6, 7, 9, 10 and 12 Palermo Subdivision, according to the plat thereof, as recorded in Plat Book 4, Page 62 of the Public Records of Hillsborough County, Florida, Lying East of Dale Mabry Highway and Interstate I-275; lying North of West Cypress Street and West of North Himes Avenue, including those portions of 45' Public right- of- way and 10' alleys shown on the plat of said PALERMO SUBDIVISION as follows: Arch Street, (Caribaldi Street per plat), Nassau Street (Crispi Street per plat), Grace Street (Saint Rosalia Street per plat), Marie Avenue (Corso Principale Avenue per plat), North Clearview Avenue (Corso Dei Milli Avenue per plat), all 45' R/W, vacated per City of Tampa Ordinance No. 2001-2; Nassau Street (45' R/W) vacated per City of Tampa Ordinance No. 5659-A; those portions of vacated 10' Alleys as follows: 10' Alley within Block 5 vacated per City of Tampa Ordinance No. 3727-A; 10' Alley within Blocks 6, portion of Blocks 11 and 12, vacated per City of Tampa Ordinance No. 8212-A; 10' Alley within Block 7, vacated per City of Tampa Ordinance No. 2176-A; 10' Alley within Block 8, vacated per City of Tampa Ordinance No. 2399-A; 10' Alley within Block 9, vacated per City of Tampa Ordinance No. 1945-A; 10' Alley within Block 10, vacated per Deed Book 1444, Page 507 and portion of 10' Alley within Block 11, vacated per City of Tampa Ordinance No. 3892-A, all 45' R/W; Grace Street, N. Clearview Avenue, Marie Avenue and Nassau Street, vacated per City of Tampa Ordinance No. 2018-80, together with those portions of La Salle Street (60' R/W), vacated per City of Tampa Ordinance No. 7705-A, all situated in the Southeast ¼ of Section 16, Township 29 South, Range 18 East, Hillsborough County, Florida, and being more particularly described as follows:

COMMENCE at the Southeast corner of the Southeast ¼ of said Section 16; thence along the East boundary of the Southeast ¼ of said Section 16, N.00°52'10"E., a distance of 45.31 feet; thence leaving said East boundary, N.89°07'50"W., a distance of 48.02 feet to the POINT OF BEGINNING also being the Northwest intersection of the West right-of-way of North Himes Avenue and the North right-of-way for West Cypress Street; thence along the North right-of-way of West Cypress Street the following two (2) courses; 1.) Westerly, 17.30 feet along the arc of a non-tangent curve to the right having a radius of 25.00 feet and a central angle of 39°38'35" (chord bearing S.70°49'58"W., 16.95 feet); 2.) N.89°18'17"W., a distance of 111.23 feet to the East boundary of Lot 13, Block 12 of said Palermo Subdivision; thence along said East boundary, N.00°51'45"E., a distance of 85.00 feet to the centerline of a vacated 10 foot alley; thence along said centerline, N.89°18'17"W., a distance of 156.00 feet; thence along a line being 6 feet West of and parallel to the East boundary of Lot 10, Block 12 of said Palermo Subdivision, S.00°51'45"W., a distance of 105.00 feet to the North right-of-way for West Cypress Street; thence along said North right-of-way the following eight

(8) courses; 1.) N.89°18'17"W., a distance of 561.42 feet; 2.) N.01°05'55"E., a distance of 9.83 feet; 3.) N.88°54'05"W., a distance of 22.49 feet; 4.) S.45°41'07"W., a distance of 9.85 feet; 5.) N.84°40'28"W., a distance of 189.63 feet; 6.) N.89°26'17"W., a distance of 98.00 feet; 7.) N.00°33'43"E., a distance of 1.64 feet; 8.) N.89°26'17"W., a distance of 21.47 feet to the East right-of-way of Dale Mabry Highway (SR 600 / U.S. 92); thence along said East right-of-way the following two (2) courses, 1.) N.00°35'58"E., a distance of 189.87 feet; 2.) N.00°40'42"E., a distance of 209.41 feet to the Southeasterly right-of-way of Interstate I-275 (S.R. 400); thence along said Easterly right-of-way the following four (4) courses, 1.) Northeasterly, 57.12 feet along the arc of a non-tangent curve to the right having a radius of 57.27 feet and a central angle of 57°08'38" (chord bearing N.34°07'41"E., 54.78 feet); 2.) N.63°10'42"E., a distance of 98.08 feet; 3.) N.62°55'11"E., a distance of 165.00 feet; 4.) Northeasterly, 54.65 feet along the arc of a tangent curve to the left having a radius of 490.00 feet and a central angle of 06°23'24" (chord bearing N.59°43'39"E., 54.62 feet) to the centerline of a vacated 10 foot alley; thence along said centerline, S.89°18'17"E., a distance of 9.89 feet to the intersection of the southerly extension of the East line of Lot 1, Block 4, of said PALERMO SUBDIVISION; thence along said southerly extension, N.01°12'19"E., a distance of 7.20 feet to the Southeasterly right-of-way of Interstate I-275 (S.R. 400); thence along said Easterly right-of-way the following four (4) courses, 1.) N.52°05'02"E., a distance of 54.73 feet; 2.) Northeasterly, 85.99 feet along the arc of a non-tangent curve to the left having a radius of 460.00 feet and a central angle of 10°42'36" (chord bearing N.43°05'13"E., 85.86 feet); 3.) N.34°23'18"E., a distance of 54.44 feet; 4.) N.30°08'38"E., a distance of 252.49 feet; thence leaving said Southeasterly right-of-way line, S.89°16'12"E., a distance of 188.99 feet to the West right-of-way line of North Clearview Avenue; thence along said West right-of-way line, S.00°56'18"W., a distance of 264.69 feet to the South right-of-way of Arch Street; thence along said South right-of-way, S.89°21'10"E., a distance of 410.32 feet; thence S.43°31'34"E., a distance of 21.33 feet to the West right of-way of North Himes Avenue; thence along the said West right of way the following three (3) courses, 1.) S.00°51'45"W., a distance of 90.07 feet; 2.) N.89°19'12"W., a distance of 3.11 feet; 3.) S.00°51'45"W., a distance of 589.35 feet to the POINT OF BEGINNING

Containing 19.136 acres.



Rizzetta & Company

MTERC Community Development District

**Proposed Budget
for Fiscal Year 2023/2024**

Presented by: Rizzetta & Company, Inc.

**5020 W. Linebaugh Ave.
Suite 240
Tampa, Florida 33624
Phone: 813.933.5571**

rizzetta.com

Tab 3

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF MTERC COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit “A”.

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with Hillsborough County, a schedule of the District’s regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 7th day of August 2023.

ATTEST:

**MTERC
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chairman, Board of Supervisors

EXHIBIT "A"
BOARD OF SUPERVISORS' MEETING DATES
MTERC COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024

April 1, 2024
August 5, 2024

All meetings will convene at 1:30 p.m. at the training center of Rizzetta & Company, Inc., located at 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624.

Tab 4

RESOLUTION 2023-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MTERC
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE
SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, the MTERC Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Hillsborough County, Florida; and

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

Section 1. Scott Brizendine is appointed Secretary

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

PASSED AND ADOPTED THIS 7th DAY OF AUGUST, 2023.

**MTERC
COMMUNITY DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 5

1
2
3 **MINUTES OF MEETING**

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

8 **MTERC COMMUNITY DEVELOPMENT DISTRICT**

9
10 The special meeting of the Board of Supervisors of MTERC Community
11 Development District was held on **Thursday, March 23, 2023, 11:07 a.m.** at the office of
12 Rizzetta & Company, Inc., located at 5020 W. Linebaugh Avenue, Suite 240, Tampa,
13 Florida 33624.

14
15 Present and constituting a quorum were:

16
17 Christina Harden **Board Supervisor, Chairman**
18 Robin Bishop **Board Supervisor, Vice Chairman**
19 Clif Fischer **Board Supervisor, Assistant Secretary**
20

21 Also present were:

22
23 Matthew Huber **Regional District Manager, Rizzetta & Company, Inc.**
24 Ruben Durand **District Manager, Rizzetta & Company, Inc.**
25 Alyssa Willson **District Counsel, Hopping, Green & Sams, P.A.**
26 *(Via conference call)*
27 Lee Harwell **District Engineer, Stantec**
28 *(Via conference call)*
29

30 Audience None
31

32 **FIRST ORDER OF BUSINESS**

Call to Order and Roll Call

33
34 Mr. Huber called the meeting to order and conducted roll call, confirming that a
35 quorum was present.

36
37 **SECOND ORDER OF BUSINESS**

Public Comment

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39 No members of the public were present.
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46 **THIRD ORDER OF BUSINESS**

**Consideration of the Design-Build
Services and Proposals**

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Ms. Willson reviewed the qualification package submitted by Barr & Barr. There was only one submittal received.

On a Motion by Ms. Harden, seconded by Mr. Fischer, with all in favor, the Board of Supervisors, approved to waive the late submittal for the Design-Build Services Proposal as a minor deviation that did not give a competitor advantage to any other respondents as there was no other respondents, for MTERC Community Development District.

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Ms. Willson reviewed the criteria for scoring the qualification. Mr. Harwell reviewed his criteria scoring with the Board.

On a Motion by Ms. Harden, seconded by Mr. Fischer, with all in favor, the Board of Supervisors, accepted District Engineer's ranking of the Design Build qualification for their own ranking, for MTERC Community Development District.

56

On a Motion by Ms. Harden, seconded by Mr. Fischer, with all in favor, the Board of Supervisors, authorized Staff and the Chair to negotiate and execute an agreement with Barr & Barr, for MTERC Community Development District.

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Ms. Willson stated that a funding agreement will be presented at the next meeting.

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FOURTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

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64

There were no audience members present and no Supervisor comments put forth.

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67

The next meeting will be April 3, 2023 at 1:30 p.m. at Rizzetta & Company located at 5020 W. Linebaugh Avenue Suite 240, Tampa, Florida 33624. The funding agreement and the Fiscal Year 2023-2024 proposed budget will be presented.

68
69
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FIFTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Harden, seconded by Mr. Fischer, with all in favor, the Board adjourned the meeting at 11:18 a.m., for MTERC Community Development District.

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Secretary/Assistant Secretary

Chairman/ Vice Chairman

Tab 6

MINUTES OF MEETING

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

MTERC COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of MTERC Community Development District was held on **Thursday, April 3, 2023, 1:30 p.m.** at the office of Rizzetta & Company, Inc., located at 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624.

Present and constituting a quorum were:

Christina Harden	Board Supervisor, Chairman <i>(via conference call)</i>
Robin Bishop	Board Supervisor, Vice Chairman
Clif Fischer	Board Supervisor, Assistant Secretary
Brian Langford	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	Regional District Manager, Rizzetta & Company, Inc.
Audience	None

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Huber called the meeting to order and conducted roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Public Comment

No members of the public were present.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2023-02,
Approving Proposed Budget**

On a Motion by Mr. Fischer, seconded by Ms. Harden, with all in favor, the Board of Supervisors adopted Resolution 2023-02, Approving Proposed Budget, for MTERC Community Development District.

44 **FOURTH ORDER OF BUSINESS** **Consideration of Budget Funding**
45 **Agreement**
46

On a Motion by Mr. Fischer, seconded by Ms. Harden, with all in favor, the Board of Supervisors approved the Budget Funding Agreement, for MTERC Community Development District.

47
48 **FIFTH ORDER OF BUSINESS** **Consideration of Construction**
49 **Funding Agreement**
50

On a Motion by Mr. Fischer, seconded by Mr. Langford, with all in favor, the Board of Supervisors approved the Construction Funding Agreement, for MTERC Community Development District.

51
52 **SIXTH ORDER OF BUSINESS** **Consideration of Notice to Intent to**
53 **Award Contract**
54

On a Motion by Ms. Harden, seconded by Mr. Fischer, with all in favor, the Board of Supervisors approved the Notice to Intent to Award Contract, for MTERC Community Development District.

55
56 **SEVENTH ORDER OF BUSINESS** **Consideration of Minutes of the Special**
57 **Meeting held on March 2, 2023**
58

On a Motion by Mr. Fischer, seconded by Ms. Harden, with all in favor, the Board of Supervisors approved the Minutes of the Special Meeting held on March 2, 2023, for MTERC Community Development District.

59
60 **EIGHTH ORDER OF BUSINESS** **Consideration of Operation &**
61 **Maintenance for February 2023**
62

On a Motion by Mr. Fischer, seconded by Ms. Harden, with all in favor, the Board of Supervisors approved the Operation & Maintenance for February 2023, in the amount of \$5,866.88, for MTERC Community Development District.

63
64 **NINTH ORDER OF BUSINESS** **Staff Report**
65

66 **A. District Counsel**

67
68 Not present and no report.

69 **B. District Engineer**

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72 Not present and no report.
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C. District Manager

Mr. Huber informed the Board that the next meeting will be held on August 7, 2023, at 1:30 p.m.

TENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

No Supervisor Request or Audience Comments.

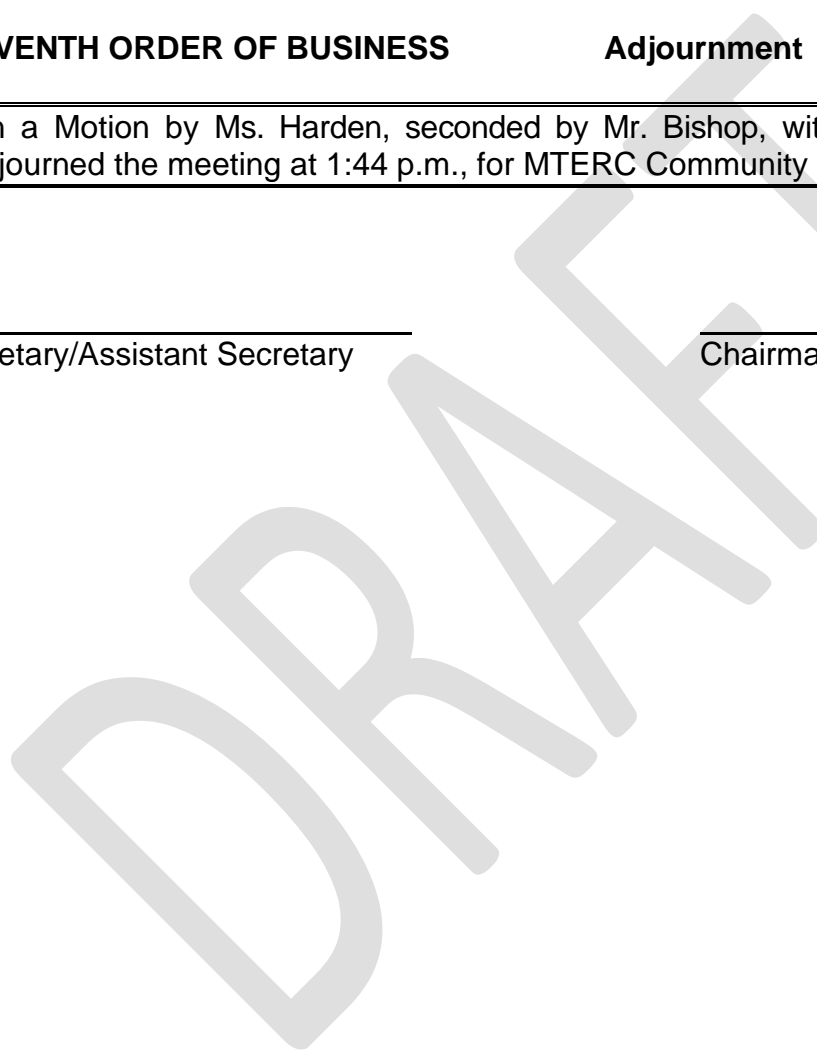
ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Harden, seconded by Mr. Bishop, with all in favor, the Board adjourned the meeting at 1:44 p.m., for MTERC Community Development District.

Secretary/Assistant Secretary

Chairman/ Vice Chairman



Tab 7

MTERC COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · TAMPA, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures

March 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2023 through March 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,794.50**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

MTERC Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2023 Through March 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brian E. Langford	100024	BL030223	Board of Supervisors 03/02/23	\$ 200.00
Christina H. Harden	100025	CH030223	Board of Supervisors 03/02/23	\$ 200.00
Clifton C. Fischer	100026	CF030223	Board of Supervisors 03/02/23	\$ 200.00
Kutak Rock, LLP	100027	3182941	Legal Services 01/23	\$ 1,163.00
Rizzetta & Company, Inc.	100023	INV0000078039	District Management Fees 03/23	\$ 3,428.00
Robin Bishop	100028	RB030223	Board of Supervisors 03/02/23	\$ 200.00
Stantec Consulting Services, Inc.	100029	2043613	Engineering Services 02/23	\$ 1,954.25
Stantec Consulting Services, Inc.	100029	2055383	Engineering Services 03/23	\$ 3,314.25
Times Publishing Company	100030	272772	Legal Advertising 02/23	\$ 433.00
Times Publishing Company	100030	275380	Legal Advertising 03/23	\$ 1,247.00
Times Publishing Company	100030	277215	Legal Advertising 03/23	<u>\$ 455.00</u>
Report Total				<u>\$ 12,794.50</u>

MTERC CDD
Meeting Date: 3/2/23

SUPERVISOR PAY REQUEST

<u>Name of Board Supervisor</u>	<u>Check if paid</u>
Christina Harden	X
Robin Bishop	X
Brian Langford	X
Clifton Fischer	X
Vacant	

RECEIVED

03/08/23

NOTE: Supervisors are only paid if checked.

EXTENDED MEETING TIMECARD

Meeting Start Time:	1:39 p.m.
Meeting End Time:	2:01 p.m.
Total Meeting Time:	40 minutes

Time Over <u>3</u> Hours:	0
---------------------------	---

Total at \$175 per Hour:	0
--------------------------	---

ADDITIONAL OR CONTINUED MEETING TIMECARD

Meeting Date:	
Additional or Continued Meeting?	
Total Meeting Time:	
Total at \$175 per Hour:	\$0.00

Business Mileage Round Trip	
IRS Rate per Mile	\$0.655
Mileage to Charge	\$0.00

DM Signature: _____

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

February 25, 2023

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3182941

Client Matter No. 14123-1

Mr. Greg Cox
MTERC CDD
Rizzetta & Company
Suite 115
12750 Citrus Park Lane
Tampa, FL 33625

Invoice No. 3182941
14123-1

Re: General Counsel

For Professional Legal Services Rendered

01/03/23	A. Willson	0.20	62.00	Review and revise memorandum and resolutions regarding records retention
01/04/23	J. Gillis	0.10	14.50	Finalize memorandum and resolution adopting record retention policy and disseminate same
01/07/23	S. Sandy	0.30	115.50	Allocation of attorney time relative to legislative monitoring activities
01/08/23	K. Magee	0.30	78.00	Prepare memorandum regarding statutory notice requirements
01/17/23	A. Willson	0.20	62.00	Confer with Vice regarding design-build RFQ
01/19/23	J. Gillis	0.20	29.00	Review and revise memorandum and resolution adopting records retention policy
01/19/23	A. Willson	0.50	155.00	Review design-build request for qualifications items; confer with Vice and Huber regarding same
01/20/23	A. Willson	1.10	341.00	Confer with Harwell and Vice

KUTAK ROCK LLP

MTERC CDD

February 25, 2023

Client Matter No. 14123-1

Invoice No. 3182941

Page 2

				regarding request for qualifications; continue reviewing items regarding same
01/23/23	J. Gillis	0.40	58.00	Draft RFQ notice and evaluation criteria for design build services for Midtown Tampa north garage expansion
01/23/23	A. Willson	0.40	124.00	Review and revise notice of RFQ and evaluation criteria; confer with Vice, Huber and Harwell regarding same
01/24/23	A. Willson	0.40	124.00	Confer with Huber, Vice and Harwell regarding design-build procurement schedule

TOTAL HOURS 4.10

TOTAL FOR SERVICES RENDERED \$1,163.00

TOTAL CURRENT AMOUNT DUE \$1,163.00

RECEIVED
02/27/23

Rizzetta & Company, Inc.
 3434 Colwell Avenue
 Suite 200
 Tampa FL 33614

Invoice

Date	Invoice #
3/1/2023	INV0000078039

Bill To:

MTERC CDD 3434 Colwell Avenue Suite 200 Tampa FL 33614

Services for the month of	Terms	Client Number
March	Upon Receipt	00496

Description	Qty	Rate	Amount
Accounting Services	1.00	\$1,170.00	\$1,170.00
Administrative Services	1.00	\$268.67	\$268.67
Financial & Revenue Collections	1.00	\$303.33	\$303.33
Management Services	1.00	\$1,586.00	\$1,586.00
Website Compliance & Management	1.00	\$100.00	\$100.00
		Subtotal	\$3,428.00
		Total	\$3,428.00



INVOICE

Invoice Number 2043613
Invoice Date February 17, 2023
Customer Number 152916
Project Number 215615034

Bill To

MTERC Community Development District
Eric Dailey
3434 Colwell Avenue
Suite 200
Tampa FL 33614
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID
11-2167170

Project Description: MTERC CDD District Engineering

Stantec Project Manager: Harwell, Lee
Authorization Amount: \$70,500.00
Authorization Previously Billed: \$50,038.11
Authorization Billed to Date: \$51,992.36
Current Invoice Due: \$1,954.25
For Period Ending: February 10, 2023

Email Invoices: CDDinvoice@rizzetta.com
Copy Invoice: dkronick@rizzetta.com

Please contact Debra Jones if you have any questions concerning this invoice.
Phone: (239) 263-6416 E-mail: Debra.Jones@Stantec.com
** PLEASE SEND AN INVOICE # WITH PAYMENT **
Thank you.

INVOICE

Invoice Number

2043613

Project Number

215615034

Top Task 200

Interim Services

Low Task 200.203

Permanent DE Services 2021/2022

Professional Services

Category/Employee

Hours

Rate

Current
Amount

Harwell, Lee

10.00

185.00

1,850.00

10.00

1,850.00

Olszewski, Cynthia (Cyndi)

0.75

139.00

104.25

0.75

104.25

Professional Services Subtotal

10.75

1,954.25

Low Task 200.203 Subtotal

1,954.25

Top Task 200 Total

1,954.25

Total Fees & Disbursements

\$1,954.25

INVOICE TOTAL (USD)

\$1,954.25

RECEIVED
02/22/23



INVOICE

Invoice Number 2055383
Invoice Date March 17, 2023
Customer Number 152916
Project Number 215615034

Bill To

MTERC Community Development District
Eric Dailey
3434 Colwell Avenue
Suite 200
Tampa FL 33614
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID
11-2167170

Project Description: MTERC CDD District Engineering

Stantec Project Manager: Harwell, Lee
Authorization Amount: \$85,500.00
Authorization Previously Billed: \$51,992.36
Authorization Billed to Date: \$55,306.61
Current Invoice Due: \$3,314.25
For Period Ending: March 10, 2023

Email Invoices: CDDinvoice@rizzetta.com
Copy Invoice: dkronick@rizzetta.com

Please contact Debra Jones if you have any questions concerning this invoice.
Phone: (239) 263-6416 E-mail: Debra.Jones@Stantec.com
** PLEASE SEND AN INVOICE # WITH PAYMENT **
Thank you.

INVOICE

Invoice Number

2055383

Project Number

215615034

Top Task 200

Interim Services

Low Task 200.204

Permanent DE Services 2022/2023

Professional Services

Category/Employee	Hours	Rate	Current Amount
Clark, Caitlin Lee Ann	0.50	152.00	76.00
	0.50		76.00
Harwell, Lee	15.25	185.00	2,821.25
	15.25		2,821.25
Olszewski, Cynthia (Cyndi)	3.00	139.00	417.00
	3.00		417.00
Professional Services Subtotal	18.75		3,314.25

Low Task 200.204 Subtotal **3,314.25**

Top Task 200 Total **3,314.25**

Total Fees & Disbursements

\$3,314.25

INVOICE TOTAL (USD)

\$3,314.25

RECEIVED
03/17/23

Tampa Bay Times

tampabay.com

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355
 Fed Tax ID 59-0482470

ADVERTISING INVOICE

RECEIVED
 FEB 27 2023

Advertising Run Dates		Advertiser Name	
02/19/23		MTERC CDD	
Billing Date	Sales Rep	Customer Account	
02/19/2023	Deirdre Bonett	198592	
Total Amount Due		Ad Number	
\$433.00		0000272772	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
02/19/23	02/19/23	0000272772	Times	Legals CLS	BOS Meeting	1	2x40 L	\$429.00
02/19/23	02/19/23	0000272772	Tampabay.com	Legals CLS	BOS Meeting AffidavitMaterial	1	2x40 L	\$0.00 \$4.00

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355

Advertising Run Dates		Advertiser Name	
02/19/23		MTERC CDD	
Billing Date	Sales Rep	Customer Account	
02/19/2023	Deirdre Bonett	198592	
Total Amount Due		Ad Number	
\$433.00		0000272772	

ADVERTISING INVOICE

Thank you for your business.

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYBLE TO: TIMES PUBLISHING COMPANY

MTERC CDD
 C/O RIZETTA & COMPANY
 3434 COLWELL AVE #200
 TAMPA, FL 33614

REMIT TO:

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

} ss

Before the undersigned authority personally appeared **Deirdre Bonett** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: BOS Meeting** was published in said newspaper by print in the issues of: **2/19/23** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Hillsborough County, Florida** and that the said newspaper has heretofore been continuously published in said **Hillsborough County, Florida** each day and has been entered as a second class mail matter at the post office in said **Hillsborough County, Florida** for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this **02/19/2023**

Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____

NOTICE OF SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF MTERC COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the MTERC Community Development District will hold a special meeting on Thursday, March 2, 2023, at 1:30 p.m. at the office of Rizzetta & Company, Inc., located at 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624. The Board of Supervisors of the District will hold its special meeting to consider any business that properly comes before it.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for this meeting may be obtained from the District Office, 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624. There may be an occasion where one or more supervisors will participate by speaker telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 or 7-1-1 for aid in contacting the District Office.

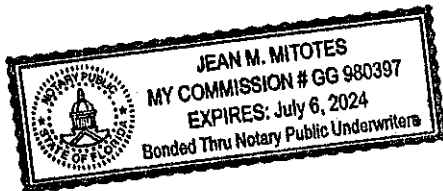
A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony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

Matthew Huber
Regional District Manager

Run Date: 2/19/23

0000272772

RECORDED
FEB 27 2023



Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

NOTICE OF SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF MTERC COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the MTERC Community Development District will hold a special meeting on Thursday, March 2, 2023, at 1:30 p.m. at the office of Rizzetta & Company, Inc., located at 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624. The Board of Supervisors of the District will hold its special meeting to consider any business that properly comes before it.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for this meeting may be obtained from the District Office, 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624. There may be an occasion where one or more supervisors will participate by speaker telephone.

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

Matthew Huber
Regional District Manager

Run Date: 2/19/23 0000272772

FEB 27 2023

} ss

Before the undersigned authority personally appeared **Deirdre Bonett** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: BOS Meeting** was published in said newspaper by print in the issues of: **2/19/23** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Hillsborough** County, Florida and that the said newspaper has heretofore been continuously published in said **Hillsborough** County, Florida each day and has been entered as a second class mail matter at the post office in said **Hillsborough** County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

DB

Signature Affiant

Sworn to and subscribed before me this **02/19/2023**

[Signature]

Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____



Tampa Bay Times

tampabay.com

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355
 Fed Tax ID 59-0482470

ADVERTISING INVOICE

RECEIVED
 MAR 13 2023

Advertising Run Dates		Advertiser Name	
03/ 5/23		MTERC CDD	
Billing Date	Sales Rep	Customer Account	
03/05/2023	Deirdre Bonett	198592	
Total Amount Due		Ad Number	
\$1,247.00		0000275380	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
03/05/23	03/05/23	0000275380	Times	Legals CLS	RFQ for Design-Build Services	1	2x114 L	\$1,243.00
03/05/23	03/05/23	0000275380	Tampabay.com	Legals CLS	RFQ for Design-Build Services AffidavitMaterial	1	2x114 L	\$0.00 \$4.00

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

MTERC CDD
 C/O RIZETTA & COMPANY
 3434 COLWELL AVE #200
 TAMPA, FL 33614

Advertising Run Dates		Advertiser Name	
03/ 5/23		MTERC CDD	
Billing Date	Sales Rep	Customer Account	
03/05/2023	Deirdre Bonett	198592	
Total Amount Due		Ad Number	
\$1,247.00		0000275380	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396

RECEIVED
MAR 13 2023

0000275380-01

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

} ss

Before the undersigned authority personally appeared **Deirdre Bonett** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: RFQ for Design-Build Services** was published in said newspaper by print in the issues of: **3/ 5/23** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Hillsborough** County, Florida and that the said newspaper has heretofore been continuously published in said **Hillsborough** County, Florida each day and has been entered as a second class mail matter at the post office in said **Hillsborough** County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this **.03/05/2023**

Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____

**REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES
FOR THE MTERC COMMUNITY DEVELOPMENT DISTRICT**

RFQ for Design-Build Services

The MTERC Community Development District (the "District"), located in the City of Tampa, Hillsborough County, Florida, announces that design-build ("Design-Build") services will be required on a continuing basis for the District's Midtown Tampa North Garage Expansion (the "Project") in accordance with Section 287.055, Florida Statutes. The firm selected will act in the general capacity of the Design-Builder and will provide the District such services, as required, including design, administration and construction services for the Project.

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 and all other items requested in the District's Design/Build Request for Qualifications for the Project which may be requested from the District's Design Criteria Professional, Lee Harwell, P.E., Stantec, 777 S. Harbour Island Boulevard, Suite 600, Tampa, Florida 33602, or via email: lee.harwell@stantec.com. Among other things, Applicants must submit information relating to: a) the ability 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 providing professional services for any special districts and past experience with the City of Tampa and/or Hillsborough County; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; g) the volume of work previously awarded to the Applicant by the District; and h) Applicant's past performance.

Any and all questions relative to this project shall be directed in writing only to the District's Design Criteria Professional, via email only at lee.harwell@stantec.com. Questions must be submitted by March 13, 2023, at 4:00 p.m.

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 three (3) bound copies and one (1) electronic copy on a flash drive of Standard Form No. 330 and the Qualification Statement in accordance with District's Design-Build Request for Qualifications for the Project by 10:00 a.m. on **March 20, 2023** to the attention of District Manager, 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614.

At a future public meeting, 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 at 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614, and the most qualified Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the most qualified 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.

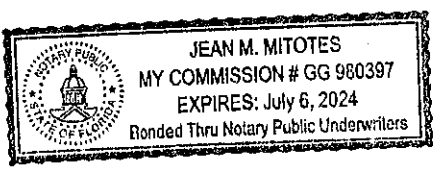
The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria or the District's Design/Build Request for Qualifications for the Project on file with the District Manager, must be filed in accordance with Rule 3.11, District Rules of Procedures, 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).

**MTERC COMMUNITY DEVELOPMENT DISTRICT
DESIGN-BUILD QUALIFICATIONS
COMPETITIVE SELECTION CRITERIA**

<u>Evaluation Criteria</u>	<u>Maximum Points</u>
1. Ability of Personnel	20 Points
2. Past Performance	20 Points
3. Geographic Location	5 Points
4. Project Approach, Willingness to Meet Time and Budget Requirements	25 Points
5. Certified Minority Business Enterprise	5 Points
6. Recent, Current, and Projected Workloads of the Firm	10 Points
7. Volume of Work Previously Awarded to by District	5 Points
8. Financial Strength and Liabilities of the Firm	10 Points
TOTAL POSSIBLE POINTS	100 Points

March 5, 2023 0000275380-1



Tampa Bay Times

tampabay.com

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355
 Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
03/12/23		MTERC CDD	
Billing Date	Sales Rep	Customer Account	
03/12/2023	Jean Mitotes	198592	
Total Amount Due		Ad Number	
\$455.00		0000277215	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
03/12/23	03/12/23	0000277215	Times	Legals CLS	Special Meeting	1	2x41 L	\$451.00
03/12/23	03/12/23	0000277215	Tampabay.com	Legals CLS	Special Meeting AffidavitMaterial	1	2x41 L	\$0.00 \$4.00

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates		Advertiser Name	
03/12/23		MTERC CDD	
Billing Date	Sales Rep	Customer Account	
03/12/2023	Jean Mitotes	198592	
Total Amount Due		Ad Number	
\$455.00		0000277215	

RECEIVED
 03/13/23

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

MTERC CDD
 C/O RIZETTA & COMPANY
 3434 COLWELL AVE #200
 TAMPA, FL 33614

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396

MTERC COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · TAMPA, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures April 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$4,867.38**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

MTERC Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Christina H. Harden	100032	CH032323	Board of Supervisors Meeting 03/23/23	\$ 200.00
Clifton C. Fischer	100033	CF032323	Board of Supervisors Meeting 03/23/23	\$ 200.00
Innersync Studio, Ltd	100034	21178	ADA Compliant Web Site - Quarterly Service 04/23	\$ 384.38
Rizzetta & Company, Inc.	100031	INV0000078853	District Management Fees 04/23	\$ 3,428.00
Robin Bishop	100035	RB032323	Board of Supervisors Meeting 03/23/23	\$ 200.00
Times Publishing Company	100036	0000278951	Legal Advertising 03/23	<u>\$ 455.00</u>
Report Total				<u>\$ 4,867.38</u>

MTERC CDD
Meeting Date: 3/23/23

SUPERVISOR PAY REQUEST

Name of Board Supervisor	Check if paid
Christina Harden	X
Robin Bishop	X
Brian Langford	
Clifton Fischer	X
Vacant	

RECEIVED
03/24/23

NOTE: Supervisors are only paid if checked.

EXTENDED MEETING TIMECARD

Meeting Start Time:	11:07
Meeting End Time:	11:18
Total Meeting Time:	11 mins

Time Over <u>3</u> Hours:	Ø
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Total at \$175 per Hour:	Ø
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Special Mtg to billed

ADDITIONAL OR CONTINUED MEETING TIMECARD

Meeting Date:	3/23/23
Additional or Continued Meeting?	Special
Total Meeting Time:	11 mins
Total at \$175 per Hour:	\$0.00

Business Mileage Round Trip	
IRS Rate per Mile	\$0.655
Mileage to Charge	\$0.00

DM Signature: _____

M. Fisher



INVOICE

BILL TO

Mterc CDD
12750 Citrus Park Lane
Tampa, FL 33625

INVOICE # 21178

DATE 04/01/2023

DUE DATE 04/16/2023

TERMS Net 15

DESCRIPTION	AMOUNT
CDD Website Services - Hosting, support and training	150.00
CDD Ongoing PDF Accessibility Compliance Service	234.38

Quarterly service

BALANCE DUE

RECEIVED
04/01/23 **\$384.38**

Rizzetta & Company, Inc.
 3434 Colwell Avenue
 Suite 200
 Tampa FL 33614

Invoice

Date	Invoice #
4/1/2023	INV0000078853

Bill To:

MTERC CDD 3434 Colwell Avenue Suite 200 Tampa FL 33614

Services for the month of	Terms	Client Number
April	Upon Receipt	00496

Description	Qty	Rate	Amount
Accounting Services	1.00	\$1,170.00	\$1,170.00
Administrative Services	1.00	\$268.67	\$268.67
Financial & Revenue Collections	1.00	\$303.33	\$303.33
Management Services	1.00	\$1,586.00	\$1,586.00
Website Compliance & Management	1.00	\$100.00	\$100.00
Subtotal			\$3,428.00
Total			\$3,428.00

Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
03/26/23		MTERC CDD	
Billing Date	Sales Rep	Customer Account	
03/26/2023	Deirdre Bonett	198592	
Total Amount Due		Ad Number	
\$455.00		0000278951	

RECEIVED

APR - 3 2023

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
03/26/23	03/26/23	0000278951	Times	Legals CLS	Meeting Notice	1	2x41 L	\$451.00
03/26/23	03/26/23	0000278951	Tampabay.com	Legals CLS	Meeting Notice AffidavitMaterial	1	2x41 L	\$0.00 \$4.00

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\$455.00		0000278951	

RECEIVED
04/03/23

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PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

MTERC CDD

C/O RIZETTA & COMPANY

3434 COLWELL AVE #200

TAMPA, FL 33614

REMIT TO:

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

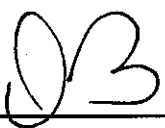
Tampa Bay Times

Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

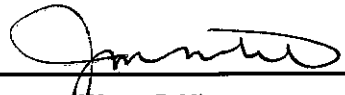
Before the undersigned authority personally appeared **Deirdre Bonett** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Meeting Notice** was published in said newspaper by print in the issues of **3/26/23** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Hillsborough** County, Florida and that the said newspaper has heretofore been continuously published in said **Hillsborough** County, Florida each day and has been entered as a second class mail matter at the post office in said **Hillsborough** County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Signature Affiant

Sworn to and subscribed before me this **03/26/2023**



Signature of Notary Public

Personally known _____ _____ or produced identification

Type of identification produced _____

NOTICE OF REGULAR MEETING OF THE BOARD OF SUPERVISORS OF MTERC COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the MTERC Community Development District will hold a regular meeting on Monday, April 3, 2023, at 1:30 p.m. at the office of Rizzetta & Company, Inc., located at 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624. The Board of Supervisors of the District will hold its regular meeting to consider any business that properly comes before it.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for this meeting may be obtained from the District Office, 5020 W. Linebaugh Avenue, Suite 240, Tampa, Florida 33624. There may be an occasion where one or more supervisors will participate by speaker telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 or 7-1-1 for aid in contacting the District Office.

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

Matthew Huber
Regional District Manager

Run Date: 3/26/23 0000278951

RECEIVED
APR - 3 2023

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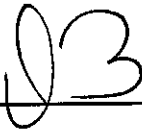
Tampa Bay Times

Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

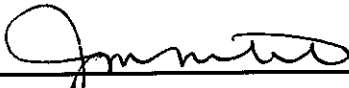
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Signature Affiant

Sworn to and subscribed before me this **03/26/2023**



Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____

NOTICE OF REGULAR MEETING OF THE BOARD OF SUPERVISORS OF MTERC COMMUNITY DEVELOPMENT DISTRICT

RECEIVED
APR - 3 2023

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} ss

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Matthew Huber
Regional District Manager

Run Date: 3/26/23

0000278951



MTERC COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · TAMPA, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

**Operation and Maintenance Expenditures
May 2023
For Board Approval**

No Operations and Maintenance Expenses were paid from May 1, 2023 through May 31, 2023. Therefore, there are no new items to present at this time.

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

MTERC COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · TAMPA, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures June 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2023 through June 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$13,698.75**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

MTERC Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brian E. Langford	100039	BL040323	Board of Supervisors Meeting 04/03/23	\$ 200.00
Christina H. Harden	100040	CH040323	Board of Supervisors Meeting 04/03/23	\$ 200.00
Clifton C. Fischer	100041	CF040323	Board of Supervisors Meeting 04/03/23	\$ 200.00
Kutak Rock, LLP	100042	3196149	Legal Services 02/23	\$ 1,508.50
Kutak Rock, LLP	100042	3210491	Legal Services 03/23	\$ 2,610.50
Kutak Rock, LLP	100042	3225623	Legal Services 04/23	\$ 952.50
Rizzetta & Company, Inc.	100037	INV0000079678	District Management Fees 05/23	\$ 3,428.00
Rizzetta & Company, Inc.	100038	INV0000080701	District Management Fees 06/23	\$ 3,428.00
Robin Bishop	100043	RB040323	Board of Supervisors Meeting 04/03/23	\$ 200.00
Stantec Consulting Services, Inc.	100044	2067756	Engineering Services 04/23	\$ 971.25
Report Total				<u>\$ 13,698.75</u>