

**MINUTES OF MEETING
EDEN HILLS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Eden Hills Community Development District was held Wednesday, **March 10, 2021** at 5:00 p.m. at the Lake Alfred Public Library, 245 N Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Rennie Heath
Matthew Cassidy
Jack Berry

Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Michelle Rigoni

District Manager, GMS
District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Three supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present at the meeting, on the conference call line, or joining via Zoom.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the January
13, 2021 Board of Supervisors Meeting
and Audit Committee Meeting**

Ms. Burns presented the January 13, 2021 meeting minutes asked for a motion to approve both sets of minutes. The Board had no changes or corrections to the minutes.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Minutes of the January 13, 2021 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2021-04
Appointing Treasurer and Assistant
Treasurer**

Ms. Burns noted that Ariel Lover the current Treasurer was retiring. She asked that George Flint be appointed as Treasurer and Katie Cost as Assistant Treasurer.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Resolution 2021-04 Appointing George Flint as Treasurer and Katie Costa as Assistant Treasurer, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Notice of Phase 2 RFP for
Construction Services and Approval of
Evaluation Criteria**

Ms. Burns noted the ad and the evaluation criteria was included in the agenda package for review. Questions on the RFP will be due by Friday, April 9th. Bids will be due Friday, April 16th.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Notice of Phase 2 RFP for Construction Services and Approval of the Evaluation Criteria, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Uniform Collection
Agreement with Polk County Tax
Collector**

Ms. Burns noted that Polk County requires an annual agreement, and this will allow the CDD to collect assessments on roll this coming November if they are ready to do that. If they are not ready, they can still execute the agreement with Polk County under no obligation.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Uniform Collection Agreement with Polk County Tax Collector, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Fee Increase Letter for District Counsel Services from Hopping, Green & Sams

Ms. Burns reviewed the fee increase and asked the Board for any questions. The Board had no questions.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Fee Increase Letter for District Counsel Services from Hopping, Green & Sams, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Audit Engagement Letter from Berger, Toombs, Elam, Gaines & Frank

Ms. Burns noted that this was for the fiscal year 2021 audit. This will ratify the form of the agreement with Berger Toombs.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Audit Engagement Letter from Berger, Toombs, Elam, Gaines & Frank, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni had nothing to report.

B. Engineer

Mr. Wood was not present for the meeting.

C. District Manager's Report

i. Approval of the Check Register

Ms. Burns stated that the check register was included in the agenda package. She asked for a motion to approve.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns presented the financials and asked for any questions. The Board had no questions.

iii. Ratification of Summary of Series 2020 Requisitions #12 to #16; #18 to #22

Ms. Burns noted that the requisitions had already been approved, and she asked for a motion to ratify.

On MOTION by Mr. Berry, seconded by Mr. Heath, with all in favor, the Summary of Series 2020 Requisitions #12-#16; #18, were ratified.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman