

**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, **August 10, 2022** at 5:05 p.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Matthew Cassidy	Assistant Secretary
Jessica Kowalski	Assistant Secretary
Eric Lavoie	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, KE Law Group
Grace Kobitter	District Counsel, KE Law Group
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry
Molly Banfield <i>via Zoom</i>	District Engineer, Dewberry
Marshall Tindall	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Four Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public to provide comments.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation from Justin Frye

Ms. Burns stated that they received a letter of resignation from Justin Frye.

On MOTION by Mr. Heath, seconded by Mr. Cassidy, with all in favor, Accepting the Letter of Resignation from Justin Frye, was approved.

August 10, 2022

Eden Hills CDD

B. Appointment to Fill the Vacant Board Seat

Ms. Burns stated that there was a vacant seat on the Board. There was a motion to appoint Eric Lavoie to the Board of Supervisors.

On MOTION by Mr. Heath, seconded by Mr. Cassidy, with all in favor, Appointing Eric Lavoie to the Board of Supervisors, was approved.

**Rennie Heath left the meeting at this time.*

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns swore in Eric Lavoie as the newly appointed Supervisor.

D. Consideration of Resolution 2022-09 Appointing Assistant Secretary

Ms. Burns stated that this resolution would appoint Eric Lavoie as an Assistant Secretary.

On MOTION by Ms. Kowalski, seconded by Mr. Cassidy, with all in favor, Resolution 2022-09 Appointing Eric Lavoie as Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the May 11, 2022 Board of Supervisors Meeting

Ms. Burns presented the May 11, 2022 Board of Supervisors meeting minutes and asked for any comments, changes, or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, the Minutes of the May 11, 2022 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2023 Budget

Ms. Burns stated that this public hearing was advertised in the paper. She asked for a motion to open the public hearing.

August 10, 2022

Eden Hills CDD

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2022-10 Adopting the District’s Fiscal Year 2023 Budget and Appropriating Funds

Ms. Burns stated that Resolution 2022-10 was included in the agenda package for review. She noted that there were not a lot of changes since the Board saw it at the previous meeting when they approved a preliminary budget. She noted that it was going to be \$750 net per unit still. The platted lots did not increase. She noted that they did add additional platted lots. Phase 1 that was platted last year is still at \$750, but they will have a hearing because Phase 2A and 2B are now receiving assessments where they were under a funding agreement previously. She asked for any questions on the line items. She noted that they had increased amenity expenses based on the timeline of when they anticipated opening and that they updated the field expenses with actuals for contracts that were in place. She noted that there were no members of the public present at this time.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Closing the Public Hearing, was approved.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Resolution 2022-10 Adopting the District’s Fiscal Year 2023 Budget and Appropriating Funds, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns stated that this public hearing was advertised in the paper, and they sent a mailed notice to all landowners within the areas where there was a first-time levy on the O&M assessments.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Opening the Public Hearing, was approved.

August 10, 2022

Eden Hills CDD

i. Consideration of Resolution 2022-11 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns explained that Resolution 2022-11 was included in the agenda package for review. She noted that a copy of the tax bill was included with the O&M amount based on the budget that the Board just approved as well as the debt assessments that were listed by the phases.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Resolution 2022-11 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-12 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2023

Ms. Burns stated that the schedule in the agenda package was going to stay the same. It would be the second Wednesday of every month at 5:00 p.m. in that current location.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Resolution 2022-12 Designating the Regular Monthly Meeting to the Second Wednesday of Every Month at 5:00 p.m. in the Current Location, was approved.

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2021 Audit Report

Ms. Burns stated that page 31 of the agenda package started the summary to management, and it was considered a clean audit, no instances of noncompliance, no findings, and the District did not meet any of the conditions for financial emergency. She noted that the report had been submitted to the state.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Accepting the Fiscal Year 2021 Audit Report, was approved.

August 10, 2022

Eden Hills CDD

EIGHTH ORDER OF BUSINESS

**Consideration of Roadway Right-of-Way
Landscape and Sign Maintenance
Interlocal Agreement with the City of
Lake Alfred – ADDED**

Ms. Burns stated that this was added to the agenda package for review. She noted that this would allow the District to maintain landscaping and signage in the right-of-way. Ms. Gentry stated that this would be the approval in substantial form because they still haven't heard back from the city on their feedback.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, Accepting in Substantial Form the Roadway Right-of-Way Landscape and Sign Maintenance Interlocal Agreement with the City of Lake Alfred and Authorizing the Chair to Sign, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry had nothing further to report. She introduced Grace Kobitter to the Board.

B. Engineer

i. Ratification of Stormwater Management Analysis Report

Mr. Malave stated that this report was submitted to the county.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, the Stormwater Management Analysis Report, was ratified.

C. Field Manager's Report

Mr. Tindall reviewed the Field Manager's Report for the Board. The report was included in the agenda package. Some of the items discussed by Mr. Tindall were the completed items which included the monitoring mows and site with the landscaper, cleaned up the unsodden area by the mailboxes. He also reviewed the in-progress items of the Field Manager's Report, which included following up and waiting on estimates to come in for the RFP that was sent out and filling in the sod gaps in Phase 1. Some of the side items that Mr. Tindall reviewed included monitoring the sod gaps and the old silt fence in Phase 1. He also reviewed the side items in Phase 2 which included monitoring the site progression, tracts that may be ready for temporary maintenance, and

August 10, 2022

Eden Hills CDD

the conversation to get a map for Phase 2 tracts when they are ready to be added to the maintenance contract.

D. District Manager’s Report

i. Approval of the Check Register

Ms. Burns stated that the check register was included in the Board’s agenda package and totaled \$23,430.91. She offered to answer any questions the Board had.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns stated that financials were included in the package for review and were through June 30, 2022. She noted that there was no action needed by the Board. The Board had no questions.

iii. Ratification of:

a) Summary of Series 2022A Requisitions #19 to #37

b) Summary of Fiscal Year 2022 Capital Projects Funding Requests #1 to #17

Ms. Burns stated that the Series 2022A Requisitions #19 to #37 had already been approved and it just needed to be ratified by the Board. She stated that the summary of Fiscal Year 2022 Capital Projects Funding Requests #1 to #17 had already been approved and it just needed to be ratified as well.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, the Summary of Series 2022A Requisition #19 to #37 and the Summary of Fiscal Year 2022 Capital Projects Funding Requests #1 to #17, 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.

August 10, 2022

Eden Hills CDD

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Cassidy, seconded by Ms. Kowalski, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Eric Lavoie

Chairman/Vice Chairman