

**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, **July 12, 2023** at 4:01 p.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Eric Lavoie	Chairman
Jessica Petrucci	Vice Chairperson
Jessica Kowalski	Assistant Secretary
Bobbie Henley	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, KVV Law
Corey Roberts	District Counsel, KVV Law
Rey Malave <i>by 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

Ms. Burns explained the protocol and opened the public comment period for anything that was on the agenda.

Audience member asked about the budget and wanted to make sure there was an explanation for the increase notice.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the April 12,
2023 Board of Supervisors Meeting**

July 12, 2023

Eden Hills CDD

Ms. Burns presented the minutes from the April 12, 2023 Board of Supervisors meeting and asked for any questions, comments, or corrections the Board may have. Hearing no comments, she asked for a motion of approval.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Minutes of the April 12, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS**Public Hearing****A. Public Hearing on the Adoption of the Fiscal Year 2024 Budget**

Ms. Burns stated that the Board approved a preliminary budget in April and public hearing was advertised in the paper as per Florida statute. She asked for a motion to open the public hearing.

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

Ms. Burns noted the budget was attached to the resolution and notices were sent for an increase. She added the amount for Fiscal Year 2023 is of \$806.45. The proposed increase is for 2024 of \$276.77 for a total of \$1,083. 22. This is for Fiscal Year 2024 which starts October 1, 2023 and goes through September 30, 2024. The assessment is collected annually on the tax bill.

She reviewed the increases for the amenity for the full year for electric, water, janitorial services, pool maintenance and amenity repair maintenance. The current budget was only for half a year. Other increases are related to landscape maintenance and replacements. She added Phase 2 will come online and will have to be maintained for a full year to include streetlights, landscaping, and irrigation. Ms. Burns opened the floor to public comments.

A comment was made on grass maintenance. Ms. Burns noted this area was county owned and county responsibility.

Another question was on what was CDD owned. Ms. Burns also explained what the CDD owned and responsibilities of common areas and amenity areas.

Another budget question was asked on asking the residents for another increase. Ms. Burns explained the reasons for increases, and coverages. Ms. Burns asked for a motion to close the public hearing.

July 12, 2023

Eden Hills CDD

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

i. Consideration of Resolution 2023-06 Adopting the District's Fiscal Year 2024 Budget and Appropriating Funds

Ms. Burns noted this needs Board approval and noted it was not different from previous discussion.

On MOTION by Mr. Lavoie, seconded by Ms. Kowalski, with all in favor, Resolution 2023-06 Adopting the District's Fiscal Year 2024 Budget and Appropriating Funds, was approved.

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

Ms. Burns stated a mailed notice was received for public hearing. This is for imposing for collection on the tax bill. Ms. Burns asked for a motion to open the public hearing.

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

Ms. Burns ask for any comments. She noted all debt assessment was listed and available on the website.

A question was asked on selection of maintenance. Ms. Burns replied that Mr. Tindall was responsible for quotes on maintenance and brings to the Board. Ms. Burns asked for a motion to close the public hearing.

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

ii. Consideration of Resolution 2023-07 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns noted this resolution is included in the packet and this will be sent to the county to collect for assessments on the tax bill.

July 12, 2023

Eden Hills CDD

On MOTION by Ms. Kowalski, seconded by Mr. Lavoie, with all in favor, Resolution 2023-07 Imposing Special Assessment and Certifying an Assessment Roll, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-08 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024

Ms. Burns noted the schedule contemplates keeping the meetings on the 2nd Wednesday of each month at 5:00 p.m. in the same location. She added the county ordinance requires evening meetings.

On MOTION by Ms. Kowalski, seconded by Mr. Lavoie, with all in favor, Resolution 2023-08 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal year 2024 for the 2nd Wednesday of Each Month at 5:00 p.m. in the Same Location, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-09 Designating a Date, Time, and Location for a Landowners' Meeting and Election

Ms. Burns stated the Resolution 2023-09 does not have to be hold the 1st Tuesday of the month. She suggested the November 8th at 5:00p.m. in the same location. She explained the election process, Board seats, and the turnover to residents. She also explained the requirements for election and nominations for 1 vote per acre or platted lot. She suggested November 8, 2023 at 5:00p.m. at the same location.

On MOTION by Mr. Lavoie, seconded by Ms. Kowalski, with all in favor, Resolution 2023-09, Designating the Landowners' Meeting and Election for November 8, 2023 at 5:00 p.m. at the Same Location, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-10 Appointing an Assistant Treasurer

Ms. Burns stated this will appoint Darrin Mossing at an assistant treasurer for the District.

July 12, 2023

Eden Hills CDD

On MOTION by Ms. Kowalski, seconded by Mr. Lavoie, with all in favor, Resolution 2023-10 Appointing Darrin Mossing as an Assistant Treasurer, was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Right of Way Agreement
with the City of Lake Alfred**

Ms. Gentry reviewed the right of way agreement with the city of Lake Alfred to allow entry way signs to be placed within the right of way and maintained by the District. She added per the county's form agreement they have titled this a Developer's agreement and would not change. The language was added to define the District and clarifies this is not intended to imply that the District is a Developer.

On MOTION by Ms. Kowalski, seconded by Ms. Petrucci, with all in favor, the Right of Way Agreement with the City of Lake Alfred, was approved.

Ms. Gentry asked that the Board make a motion to appoint Supervisor Lavoie to sign off on any changes that may need to be made.

On MOTION by Ms. Kowalski, seconded by Ms. Petrucci, with all in favor, to Delegate Mr. Lavoie to Approve Any Changes, was approved.

NINTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Gentry stated the recent legislator adopted the new requirement for CDD Supervisors to have 4 hours of ethics training. She added this will be effective January 1, 2024 and her office will update later for materials that may be used to meet this requirement.

B. Engineer**i. Ratification of Dewberry Work Authorization for Annual Reporting
Services**

Ms. Burns stated that this needs ratification.

July 12, 2023

Eden Hills CDD

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, the Dewberry Work Authorization for Annual Report Services, was ratified.

ii. Acceptance of Annual District Engineering Report

Mr. Malave that as a part of the annual report we inspect the storm water ponds and the facilities owned by the District and this letter was submitted to the state. There were some concerns with the pond in Phase 1 area that had some large vegetation and slow drainage issues. He added they are looking at options to resolve the issue. Other areas were noted with site issues in the report and recommendations have been made.

On MOTION by Mr. Lavoie, seconded by Ms. Kowalski, with all in favor, the Annual District Engineering Report, was approved.

C. Field Manager's Report

Mr. Tindall presented the Field Manager's report.

i. Consideration of Bids for Landscaping Maintenance

a) Floralawn

Ms. Tindall reviewed the bids for landscaping. He noted the cheapest was from Prince for \$131,610. Floralawn's quote came in at \$140,976. The difference is \$5,360 annually.

Ms. Burns addressed the budget including this quote and the scope of services was address by the Board. After discussion the Board decided to terminate with Floralawn with a 30-day termination period. It was asked to confirm the start date with Prince.

On MOTION by Mr. Lavoie, seconded by Ms. Kowalski, with all in favor, to Terminate Floralawn, was approved.

b) Prince and Sons

Mr. Tindall noted the proposal from Prince and Sons for \$131,610 and they are a local vendor. The Board would like to confirm the start date. It was clarified that Phase 2 minus the right of way areas now and provide Phase 1 and right of way areas will come online upon issuance of a notice to proceed.

July 12, 2023

Eden Hills CDD

On MOTION by Mr. Lavoie, seconded by Ms. Kowalski, with all in favor, the Proposal from Prince and Sons, was approved.

ii. Consideration of Proposal for Pond Maintenance Services

Mr. Tindall presented the pond maintenance proposals as noted from issues in the Annual Engineering Report. He recommended to approval of the quote.

On MOTION by Mr. Lavoie, seconded by Ms. Kowalski, with all in favor, the Proposal for Pond Maintenance Services, was approved.

iii. Presentation of Conveyance Report for Phase 2 ROW Tracts Only

Mr. Tindall presented the recommendation for getting a proposal for services.

D. District Manager's Report

i. Approval of the Check Register

Ms. Burns presented the check register and stated that it is included in the agenda package. She offered to answer any question for the Board. Hearing none, she asked for a motion of approval.

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

ii. Balance Sheet and Income Statement

Ms. Burns noted that the financial statements are also included in the agenda package for review, and they are for the Board information, no action is required.

TENTH ORDER OF BUSINESS

Other Business

Ms. Burns noted some issues with the amenity opening and some complaints have been received over the July 4th activities. She noted the security access system was installed and there is money left over for patrols if needed. She reviewed the protocol for Board to take on incidents to include letters or suspensions. She reviewed the recent issues with swim attire with children, inappropriate language, and safety and security concerns.

July 12, 2023

Eden Hills CDD

ELEVENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

Discussion on the hog issues, issues with gators in the ponds, and other pond issues.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Eric Lavoie

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Chairman/Vice Chairman