

**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, April 9, 2025** at 5:00 p.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Bobbie Henley
Jessica Spencer
Kristin Cassidy
Lindsey Roden

Chairperson
Vice Chairperson
Assistant Secretary
Appointed as Assistant Secretary

Also present were:

Jill Burns
Savannah Hancock
Lauren Gentry
Rey Malave *via Zoom*
Chace Arrington *via Zoom*
Marshall Tindall *via Zoom*

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Counsel, Kilinski Van Wyk
District Engineer, Dewberry
District Engineer, Dewberry
Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 5:01 p.m. and called the roll. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted there were no members of the public present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Lauren Durham (Seat #5)

Ms. Burns presented a letter of resignation from Lauren Durham in Seat #5. She asked for a motion to accept the letter of resignation.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, Accepting the Resignation of Lauren Durham from Seat #5, was approved.

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B. Appointment to Fill Vacant Board Seat #5

Ms. Burns noted that leaves a vacancy in seat #5 and asked for a nomination to fill that vacancy. Ms. Henley nominated Lindsey Roden.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the Appointment of Lindsey Roden to Seat #5, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns administered the oath to Lindsey Roden.

D. Consideration of Resolution 2025-02 Appointing an Assistant Secretary

Ms. Burns noted Resolution 2025-02 appoints Lindsey Roden as an Assistant Secretary.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, Resolution 2025-02 Appointing Lindsey Roden as an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 8, 2025 Board of Supervisors Meeting & the January 8, 2025 Audit Committee Meeting

Ms. Burns presented the minutes from the January 8, 2025 Board of Supervisors meeting and the January 8, 2025 audit committee meeting. She asked for any questions, comments, or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, the Minutes of the January 8, 2025 Board of Supervisors, Meeting & January 8, 2025 Audit Committee Meeting, were approved.

FIFTH ORDER OF BUSINESS

Items Pertaining to Fiscal Year 2025/2026 Budget Adoption

A. Consideration of Resolution 2025-03 Approving the Proposed Fiscal Year 2025/2026 Budget (Suggested Date: July 9, 2025) and Setting the Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget (Option A)

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B. Consideration of Resolution 2025-03 Approving the Proposed Fiscal Year 2025/2026 Budget (Suggested Date: July 9, 2025), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments (Option B)

Ms. Burns noted this will kick off the budget process. She noted that the preliminary budget has to be approved prior to June 15th each year and the budget will be sent to the city or county at least 60 days prior to the public hearing date that will be set today. Ms. Burns noted with Option A the assessments will be kept the same. Option B will result in an increase. A few items have been included such as holiday lighting and larger contingency amounts. It would be a \$128.59 increase. The public hearing will be July 9, 2025 at 4:00 p.m. at this location.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, Resolution 2025-03 Approving the Proposed Fiscal Year 2025/2026 Budget and Setting the Public Hearing for July 9, 2025 at 4:00 p.m. on the Adoption of the Fiscal Year 2025/2026 Budget (Option A), was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-04
Extending Board Terms of Office to Align
with General Election**

Ms. Burns stated currently the election schedule falls on odd years. As the District the threshold of six years and having at least 250 voters, they need to align with the even years because the process transfers to the Supervisor of Election office. This will extend the existing terms another year. Instead of being up in 2025, they will be up in 2026.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2025-04 Extending Board Terms of Office to Align with General Election, was approved.

SEVENTH ORDER OF BUSINESS

**Presentation of Arbitrage Rebate Report
for Series 2022 Bonds**

Ms. Burns stated under internal revenue code, the District has to demonstrate they do not earn more interest than they pay on the bonds. On page 4 of the report shows a negative amount listed.

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On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Arbitrage Rebate Report for Series 2022 Bonds, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Temporary Construction Easement with Peninsula Pipeline Company

Ms. Burns stated there was a request from them as they are installing some lines in the area and it was approved that Bobbie work with them to provide this easement agreement so they could stage some equipment on a District parcel as well as install that pipe.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Temporary Construction Easement with Peninsula Pipeline Company, was ratified.

NINTH ORDER OF BUSINESS

Ratification of 2025 Data Sharing & Usage Agreement with Polk County Property Appraiser

Ms. Burns stated this is just the annual renewal of this agreement.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the 2025 Data Sharing & Usage Agreement with Polk County Property Appraiser, was ratified.

TENTH ORDER OF BUSINESS

Ratification of 2025 Contract Agreement with Polk County Property Appraiser

Ms. Burns stated this is just the annual renewal of this agreement.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was ratified.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry reminded Board members that the 4 hours of ethics training resets and is due again in 2025.

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B. Engineer

Mr. Malave had nothing to report.

C. Field Manager's Report

Mr. Tindall reviewed the Field Managers Report on page 100 of the agenda package.

i. Consideration of Landscape Maintenance Proposals

a) Proposal to Replace Oak Trees Around the Lake

Mr. Tindall noted this proposal is for 20 oak trees primarily along the main pond on the north side for \$10,100.

b) Proposal for Mulch Replacement *(to be provided under separate cover)*

Mr. Tindall noted this proposal is for mulch to cover the walls. Mr. Tindall noted the last proposal is to sod an area where there used to be an easement road on the south side that the city is worried about.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Proposal to Replace Oak Trees Around the Lake and Proposal for Mulch Replacement, was approved.

Based on Board discussion, Ms. Burns asked for a motion to approve the sod and authorize the Chair to sign off on final approval with a NTE amount after coordination with the city.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, to Approve the Sod and Authorize Chair to Sign off on Final Approval with a NTE Amount after Coordination with the City, was approved.

ii. Consideration of Placement of Dog Waste Stations in Community

a) Consideration of Estimate for Purchase and Installation of Dog Waste Stations (Map of Possible Placements Included)

The Board reviewed the map and discussed potential dog waste station locations. The Board approved two dog stations near the walking trail and the dock.

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On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Two Dog Waste Stations Near the Walking Trail and the Dock, were approved.

b) Consideration of Estimate for Janitorial Services for Dog Waste Stations

Ms. Burns asked for a motion to approve the additional janitorial costs for the waste stations at \$100 per month, \$50 for each station with a total of \$1,200 per year to the increased scope for janitorial.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Estimate for Janitorial Services for Dog Waste Stations - \$1,200 per year, was approved.

iii. Consideration of Request for 3% Increase in Services Costs from Pool Maintenance Services Vendor (Resort Pool Services)

Mr. Tindall reviewed Resort Pool's request for a 3% increase in service costs for pool maintenance effective in October.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Request for 3% Increase in Service Costs from Pool Maintenance Services Vendor from Resort Pool Services, was approved.

D. District Manager's Report

i. Approval of the Check Register

Ms. Burns presented the check register and offered to take questions on any of the invoices.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns noted the financial statements are included in the package for review. If anyone has any questions, she would be happy to answer. No action is necessary from the Board.

TWELFTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

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THIRTEENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Bobbie Henley

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Chairman/Vice Chairman