

MINUTES OF MEETING
SANDMINE ROAD
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the Sandmine Road Community Development District was held Thursday, September 17, 2020 at 2:00 p.m. via Zoom Video Conferencing, pursuant to Executive Orders 20-52, 20-69, 20-112, 20-150, 20-179, 20-193 and 20-246 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, June 23, 2020, July 30, 2020, August 7, 2020, and September 30, 2020 respectively, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

Present and constituting a quorum were:

Wesley Hunt	Chairman
Aaron Struckmeyer	Vice Chairman
Eric Baker	Assistant Secretary
Amy Steiger	Assistant Secretary
Chris Wrenn	Assistant Secretary

Also present were:

George Flint	District Manager
Tucker Mackie	District Counsel
Emma Gregory	District Counsel
Broc Althafer	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Three Board Members were present via Zoom teleconference constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint recognized that no public was present via Zoom, only Board Members and staff were in attendance.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 20, 2020 Meeting

Mr. Flint asked if the Board had any comments or corrections to the August 20, 2020 Board meeting. The Board had no changes.

On MOTION by Mr. Hunt, seconded by Mr. Baker, with all in favor, the minutes of the August 20, 2020 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Ratification of Series 2020 Requisition #1

Mr. Flint stated that this was paid out at closing and was prepared by the District Counsel and the District Engineer, and was certified by the District and signed off by himself as a responsible officer. We are asking the Board to ratify this. It is not required to be approved by the Board prior to funding but they like to place them on the agenda to have them ratified so it gets into public record.

Ms. Gregory adds that the Board did specifically authorize the acquisition of the improvements in the “not to exceed amount” previously, and the amount of \$3,352,115.98 is below that “not to exceed amount”. There were no questions from the Board on the requisition.

On MOTION by Mr. Wrenn, seconded by Mr. Hunt, with all in favor, Ratification of Series 2020 Requisition #1, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Series 2020 Requisition #2

Mr. Flint stated that the second requisition was for Hopping Green & Sams and it pertains to services related to preparing and processing the other requisition. The cost is \$2,035.90 and it has been submitted to the Trustee and is still awaiting signature.

On MOTION by Mr. Hunt, seconded by Mr. Baker, with all in favor, Consideration of Series 2020 Requisition #2, was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Audit Committee Recommendation and Selection of #1 Ranked Firm to Provide Auditing Services for Fiscal Year 2020

Mr. Flint reports that the Board met as the Audit Committee just prior to the Board meeting. The Board reviewed and ranked the three responses that were received and the Board ranked Berger Toombs #1, Grau & Associates #2, and McDirmit Davis #3.

On MOTION by Mr. Wrenn, seconded by Mr. Hunt, with all in favor, the Audit Committee Recommendation and Selection of #1 ranked Firm Berger Toombs to Provide Auditing Services for Fiscal Year 2020, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. District Manager's Report.

i. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financials through August 31st. There was no action required.

ii. Consideration of FY20 Funding Request #6

Mr. Flint reported that the funding request includes the liability insurance for the Fiscal Year 2021 which begins on October 1, 2020. These are District Management and District Counsel expenses.

On MOTION by Mr. Hunt, seconded by Mr. Wrenn, with all in favor, Consideration of FY20 Funding Request #6, was approved.

EIGHTH ORDER OF BUSINESS

Other Business

Mr. Flint asked for any other comments.

Mr. Baker brought up the question of looking to turn over to the HOA the gatehouse in the front entry of the Resort starting Monday, and he asked if a landscaper had been locked in for the CDD side yet. Mr. Flint reports that they have not and asked what the timeline for that was.

Mr. Baker noted that the landscaping at the entries were installed and they are probably going to be accepted by mid-October, letting about thirty to forty days of the install to set in to still fall in under the land department/installer. Mr. Baker noted that Exclusive Landscaping is going to do the maintenance for the HOA side and the preference from Mr. Baker is that they use the same vendor if the Board is okay with that.

Mr. Flint added that the dollar amount will be under the statutory bidding thresholds for having to advertise and do a sealed bid, so the Board's discretion can be used on who is hired. The best thing to do at this point is to get a proposal from them to add that to the October agenda. The Board is currently in a Funding Agreement arrangement, and Pulte is paying it at this point. If there's a need to maintain it in advance of the October meeting, Pulte might want to fund that for the next thirty days until there is an agreement in place. Not having the agreement today the Board is unable to approve it unless there is a dollar amount and the Board can approve a not to exceed.

Ms. Mackie wanted to state a reminder that the initial acquisition of improvements did not include landscape and some of the hardscape irrigation costs as those costs were not finalized yet. It does not necessarily need to be tied to the District's maintenance obligation, but it sounds like if those improvements are going to be complete in October the Board should probably move forward so the funds can be requisitioned from the trust account to reimburse Pulte for those amounts.

Mr. Flint suggested that Mr. Althafer be involved so he can help prepare the backup for that. A note was made to put in a landscape maintenance proposal on the October agenda and work towards hopefully having another requisition for acquisition of improvements.

NINTH ORDER OF BUSINESS

Supervisors Request

There being none, the next item followed.

TENTH ORDER OF BUSINESSES

Adjournment

Mr. Flint adjourned the meeting.

On MOTION by Mr. Struckmeyer, seconded by Mr. Baker, with all in favor, the meeting was adjourned.

September 17, 2020

Sandmine Road CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman