

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, May 16, 2024 at 2:00 p.m. at 1115 Aloha Blvd, Davenport, Florida.

Present and constituting a quorum were:

Eric Baker	Chairman
Chris Wrenn	Vice Chairman
Mary Burns	Assistant Secretary
Serena Turke	Assistant Secretary
Sean Bailey	Assistant Secretary

Also present were:

George Flint	District Manager
Tom Santos	Field Manager
Ryan Dugan <i>by Phone</i>	District Counsel
Tucker Mackie <i>by Phone</i>	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 constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint stated that there were no members of the public present. He noted that Amy Steiger provided her resignation. The Board accepted Ms. Steiger's resignation.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, Accepting Amy Steiger Resignation, was approved.

Mr. Bailey nominated Serena Turke to fill that vacancy.

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On MOTION by Mr. Bailey, seconded by Ms. Burns, with all in favor, the Appointment of Serena Turke to Fill Board Vacancy, was approved.

Mr. Flint administered the oath of office to Serena Turke.

Mr. Flint asked if Board wanted to consider approval of Resolution 2024-03 appointing Serena Turke as an Assistant Secretary.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, Resolution 2024-03 Appointing Serena Turke as Assistant Secretary, was approved.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the March 21, 2024 Board of Supervisor’s Meeting**

Mr. Flint presented the minutes from the March 21, 2024 Board of Supervisor’s meeting minutes. He asked for any comments or corrections. Hearing none,

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Minutes of the March 21, 2024 Board of Supervisor’s Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-02 Approving the Proposed Fiscal Year 2025 Budget and Setting a Public Hearing**

Mr. Flint stated the Board each year has to approve a proposed budget by the end of June, and they have to set the public hearing for its consideration. The recommended date for the public hearing is the August 15<sup>th</sup> meeting in this location at 2:00 p.m. Mr. Flint stated Exhibit A to the resolution is the proposed budget. He explained that it contemplates no change in the per unit assessment amounts. He pointed out the total amount of the budget is the same as the current year. He explained that they balanced it through adjusting the internal line items. The adopted budget for this year was a build out budget that covered all the landscaping and the expenses. He added that they are asking for an increase in some of the management fees with the Board transitioning now from developer eventually to homeowner and also with everything that is impacting labor costs, etc. He explained that they are trying to true-up their management fees with where they need to be based on the market. He noted the Board wasn’t approving this today, but they have it in there for the Board’s consideration.

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On MOTION by Mr. Wrenn, seconded by Mr. Bailey, with all in favor, Resolution 2024-02 Approving the Proposed Fiscal Year 2025 Budget and Setting a Public Hearing for August 15, 2024 in this Location at 2:00 p.m., was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Acquisition of Phase 2A Water and Sewer Connection Fees**

Mr. Flint explained that this was an eligible expense to utilize bond funds. He noted this was prepared by District Counsel. District Counsel, Ryan Dugan, explained that Mr. Flint just described the eligible expenses that were proposed for what the District is requiring pursuant to the Acquisition Agreement entered into with the developer. He explained that the developer expended these fees in connection with water and sewer improvements. He noted the total amount is \$1,069,552. He stated District staff has reviewed the documentation submitted by the developer and confirmed that it meets the requirements of the Acquisition Agreement. He explained that in connection with the 2021 Series bonds are issued, there was a contribution requirement due from the developer. He explained that they are applying the contribution requirement to the acquisition of value to decrease the value that the District is paying for these improvements. The contribution requirement is \$135,000 and a net acquisition value of \$934,552. He added that this was outlined in the acquisition documents in the agenda package. He was happy to answer any questions.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Acquisition of Phase 2A Water and Sewer Connection Fees, was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Dugan stated they have been working with District staff on completion of the projects for the various outstanding bonds that have been issued by the District. He noted they would bring the completion resolutions back to the Board as soon as they can.

**B. Engineer**

Mr. Althafer had nothing to report to the Board.

**C. Field Manager’s Report**

**i. Consideration of Proposal from Resort Pools for Fountain Maintenance**

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Mr. Flint introduced Tom Santos to the Board. Mr. Santos will be taking over the field management responsibilities for Sandmine Road. There was a proposal presented to the Board for fountain maintenance. The proposal was from Resort Pools for 7-days a week fountain maintenance as opposed to 3-days a week on the previous agreement for the same exact same price of \$500 a month.

On MOTION by Mr. Wrenn, seconded by Mr. Bailey, with all in favor, the Proposal from Resort Pools for 7-Days a Week Fountain Maintenance, was approved.

Mr. Santos presented the Field Manager's Report. He noted the irrigation seems to be working well with no dry spots. They added some sod along Sandmine Road. They dropped some pine straw in multiple places around the fence. He asked for any questions. The question was asked if the entry sign on 27 was the CDD's. Mr. Flint responded yes. It was explained that they have been working in partnership with Polk County for the last couple of years and they are ultimately going to need to add a turn lane and move a sidewalk over there, which would probably demolish that entry sign at some point in the future. It was noted that Polk County initiated funds towards replacement. It was also noted that they replaced the LED light on the community entrance.

#### **D. District Manager's Report**

##### **i. Check Register**

Mr. Flint presented the check register for April 1<sup>st</sup> through May 9<sup>th</sup> for \$113,167.39 provided in the agenda. He asked for any questions on that. Hearing none,

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

##### **ii. Balance Sheet and Income Statement**

Mr. Flint presented the unaudited financials through the end of March. No action was required. He asked if the Board had any questions. Hearing no questions, the next item followed.

##### **iii. Presentation of Number of Registered Voters**

Mr. Flint stated there were nine registered voters.

##### **iv. Designation of Landowners' Meeting Date, Time and Location**

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Mr. Flint presented this item to the Board. The Board agreed to designate November 5, 2024 at 2:00 p.m. in this location for the landowner meeting.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, Designating November 5, 2024 at 2:00 p.m. in this Location for the Landowner Meeting, was approved.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint asked for a motion to adjourn the meeting.

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

DocuSigned by:  
*George Flint*

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Secretary/Assistant Secretary

Signed by:  
*Chris Wrenn*

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Chairman/Vice Chairman