

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, July 17, 2025, at 2:05 p.m. at 1115 Aloha Blvd., Davenport, Florida.

Present and constituting a quorum were:

Mary Burns	Assistant Secretary
Duane "Rocky" Owen	Assistant Secretary
Tom Franklin	Assistant Secretary

Also present were:

George Flint	District Manager
Ryan Dugan <i>by phone</i>	District Counsel
Broc Althafer <i>by phone</i>	District Engineer
Ashley Hilyard	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called roll. Three Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint noted there were no members of the public present other than Board members and staff.

THIRD ORDER OF BUSINESS

Organizational Matters

Mr. Flint noted Mary Burns was administered the oath before the meeting.

A. Acceptance of Resignation of Chris Wrenn and Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2026

Mr. Flint presented Chris Wrenn's resignation and asked for a motion to accept the resignation.

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On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, the Resignation of Chris Wrenn, was accepted.

Mr. Flint stated that there are no nominations to fill the vacancy at this time. The vacancy will be carried over.

B. Administration of Oath of Office to Newly Appointed Supervisor

C. Election of Officers

D. Consideration of Resolution 2025-04 Electing Officers

Items B through D were tabled to a future meeting agenda.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the April 17, 2025 Meeting

Mr. Flint presented the minutes of the April 17, 2025 meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, the Minutes of the April 17, 2025 Meeting, were approved, as presented.

FIFTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2024 Audit Report

Mr. Flint stated the 2024 audit report is included in the agenda package for review. There were no findings or recommendations. It is a clean audit report.

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, Accepting the Fiscal Year 2024 Audit Report, was approved.

SIXTH ORDER OF BUSINESS

Public Hearing

Mr. Flint asked to open the public hearing.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Public Hearing, was opened.

Mr. Flint stated there is no members of the public present to provide comment or testimony,

A. Consideration of Resolution 2025-05 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations

Mr. Flint presented Resolution 2025-05. He explained that the assessment levels are the same for next year as they are for the current year. He noted the administrative expenses have

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increased by about \$3,800 which is primarily a combination of the management fees and insurance. He stated the field expenses went down by about \$4,000. They increased the transfer to capital reserve to \$10,400. The total budget remains the same at \$368,473. The per unit assessments for FY 2026 are the same as FY 2025.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, Resolution 2025-05 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2025-06 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint stated there are no members of the public present to provide comments. He presented Resolution 2025-06 stating there are two attachments, one is the budget they just approved and the second is the assessment roll that lists each property within the District and their per unit assessments.

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, Resolution 2025-06 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint asked to close the public hearing.

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, the Public Hearing, was closed.

SEVENTH ORDER OF BUSINESS

Acceptance of Audit Committee Recommendation and Selection of #1 Ranked to Provide Auditing Services for the Fiscal Year 2025

Mr. Flint stated the Board met as the Audit Committee prior to this Board meeting. They ranked Grau & Associates #1 and DiBartolomeo, McBee, Hartley & Barnes #2.

On MOTION by Mr. Owen, seconded by Ms. Burns, with all in favor, Accepting the Audit Committee Rankings and Selection of Grau & Associates to Provide Auditing Services for the Fiscal Year 2025, was approved.

EIGHTH ORDER OF BUSINESS

District Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals and Objectives

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Mr. Flint explained the adoption of Fiscal Year 2026 goals and objectives. He noted they included the same objectives for 2026 as they have for 2025.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Adoption of Fiscal Year 2026 Goals and Objectives, was approved.

B. Presentation of Fiscal Year 2025 Goals and Objectives and Authorization to Chair to Execute

Mr. Flint explained that this item would be to delegate authority to the Chair to execute the annual Goals and Objectives report for the current year and authorize it to be posted on the website.

On MOTION by Mr. Owen, seconded by Ms. Burns, with all in favor, the Fiscal Year 2025 Goals and Objectives and Authorizing the Chair to Execute, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Dugan had nothing to report but offered to answer any questions.

B. Engineer

Mr. Althafer had nothing to report.

C. District Manager’s Report

i. Approval of Check Register

Mr. Flint presented the check register from March 1, 2025 through May 31, 2025 for the general fund \$625,833.35. A detailed register is behind the summary.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint stated the unaudited financials are available for Board review and offered to take any questions. No action is required.

iii. Presentation of Number of Registered Voters – 10

Mr. Flint stated there are 10 registered voters.

iv. Approval of Fiscal Year 2026 Meeting Schedule

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Mr. Flint presented the Fiscal Year 2026 meeting schedule. They prepared a notice following the same meeting protocol of the third Thursday of the month at 2:00 p.m. in this location. The Board approved the meeting notice.

On MOTION by Mr. Owen, seconded by Ms. Burns, with all in favor, the Fiscal Year 2026 Meeting Schedule, was approved.

v. Field Manager’s Report

i. Tree/Palm Trimming Proposal

Ms. Hilyard reviewed the Field Manager’s Report. The report included the landscape maintenance, which continues to be completed on a weekly basis. Her report also included minor irrigation repairs will be completed as identified during the June monthly irrigation inspection, the annuals are currently being changed out, a proposal to transition the remaining CDD areas was provided after the CDD area of exterior landscape along HWY 27 was accidentally transitioned from pine bark to cocoa brown, and a proposal to prune palms and oaks was provided. Her report also included site items, discing and dry pond maintenance, fountain maintenance, border fence and wall inventory, and additional border fence repair. She explained that the HOA has requested permission to install an 8 ft. to 12 ft. bamboo privacy wall on CDD property. Discussion ensued regarding the HOA request.

Ms. Hilyard presented a tree/palm trimming proposal.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Proposal for Tree/ Palm Trimming, was approved.

ii. Mulch Proposal

Ms. Hilyard presented a proposal for mulch.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Proposal for Mulch, was approved.

TENTH ORDER OF BUSINESS

Other Business

There being no other comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

There being no other comments, the next item followed.

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TWELFTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, the meeting was adjourned.

DocuSigned by:

George Flint

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Secretary/Assistant Secretary

Signed by:

Rocky Owen

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Chairman/Vice Chairman