MINUTES OF MEETING
CRESSWIND LAKE HARRIS
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Cresswind Lake Harris Community Development District held a Public Hearing and Regular Meeting on September 18, 2024 at 11:00 a.m., at Halff Associates, Inc., 902 N Sinclair Ave., Tavares, Florida 32778.

Present:

Justin Allen	Chair
Bradley Walker	Assistant Secretary
Brian Valavicius	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Jere Earlywine (via telephone)	District Counsel
Chuck Hiott	District Engineer

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Torres called the meeting to order at 11:03 a.m. Supervisors Allen, Walker and Valavicius were present. Supervisors Morton and Bines were not present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Acceptance of Resignation of Scott Morton; Seat 5**

Mr. Torres presented Mr. Morton's resignation.

On MOTION by Mr. Valavicius and seconded by Mr. Allen, with all in favor, the resignation of Mr. Morton from Seat 5, was accepted.

FOURTH ORDER OF BUSINESS **Consider Appointment to Fill Unexpired Term of Seat 5; Term Expires November 2024**

Mr. Allen nominated Mr. Rob Fisher to fill Seat 5. No other nominations were made.

On MOTION by Mr. Walker and seconded by Mr. Valavicius, with all in favor, the appointment of Mr. Rob Fisher to Seat 5, was approved.

- **Administration of Oath of Office (the following will also be provided in a separate package)**

  A. Required Ethics Training and Disclosure Filing

  B. Membership, Obligations and Responsibilities

  C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

  D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

  These items were deferred.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2024-08, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was deferred.

SIXTH ORDER OF BUSINESS **Public Hearing to Consider the Adoption of the Fiscal Year 2024/2025 Budget**

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2024-09, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Torres presented Resolution 2024-09. He reviewed the proposed Fiscal Year 2025 budget, which is a Landowner-funded budget with expenses funded as they are incurred.

On MOTION by Mr. Allen and seconded by Mr. Walker, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Walker and seconded by Mr. Valavicius, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, Resolution 2024-09, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2024-10, Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Earlywine presented Resolution 2024-10.

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, of Resolution 2024-10, Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Consideration of Fiscal Year 2024/2025 Budget Funding Agreement**

Mr. Earlywine presented the Fiscal Year 2024/2025 Budget Funding Agreement.

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, the Fiscal Year 2024/2025 Budget Funding Agreement, was approved.

NINTH ORDER OF BUSINESS **Consideration of Goals and Objectives Reporting [HB7013 - Special Districts**

Performance Measures and Standards Reporting]

Mr. Torres presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. He presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2024-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date**

Mr. Earlywine stated that the bond closing will occur within the next few weeks. The next meeting will likely be in the Spring of 2025. This item was deferred.

ELEVENTH ORDER OF BUSINESS **Ratification Items**

Mr. Earlywine presented the following:

A. Acquisition Agreement

B. Temporary Construction Easement

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, the Acquisition Agreement, and the Temporary Construction Easement, were ratified.

TWELFTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of July 31, 2024**

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, the Unaudited Financial Statements as of July 31, 2024, were accepted.

THIRTEENTH ORDER OF BUSINESS **Approval of July 16, 2024 Special Meeting Minutes**

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, the July 16, 2024 Special Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer (Interim): Halff & Associates, Inc.

There were no District Counsel or District Engineer reports.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: TBD**
  - **QUORUM CHECK**

FIFTEENTH ORDER OF BUSINESS **Board Members' Comments/Requests**

Mr. Earlywine will schedule a call to discuss turnover of the Phase 1A and Phase 1B utilities.

Mr. Hiott stated that substantial completion is expected in October 2024 but the utility turnover process might not proceed until the generator is installed; likely in February 2025. Mr. Torres stated that funding requests will be sent for unbudgeted expenditures.

SIXTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Allen and seconded by Mr. Valavicius, with all in favor, the meeting adjourned at 11:21 a.m.

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Secretary/Assistant Secretary

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Chair/Vice Chair