

**MINUTES OF MEETING
SUNGATE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sungate Community Development District held a Public Hearing and Regular Meeting on August 22, 2024 at 11:00 a.m., at the offices of Cobb Cole, One Daytona Blvd., Suite 600, Daytona Beach, Florida 32114.

Present:

Scott Bullock
Victoria Henige
Carl Lentz
Ethan Bullock

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Ernesto Torres
Mark Watts (via telephone)

Wrathell, Hunt and Associates LLC
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 11:13 a.m.

Supervisors Scott Bullock, Ethan Bullock, Henige and Lentz were present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consider Appointment to Fill Unexpired
Term of Seat 5; Term Expires November
2024**

- **Administration of Oath of Office (the following to be also provided in a separate package)**
 - A. Required Ethics Training and Disclosure Filing**

- Sample Form 1 2023/Instructions
- B. Membership, Obligation 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

This item was deferred.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-01,
Electing and Removing Officers of the
District and Providing for an Effective Date**

This item was deferred.

FIFTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget**

- A. Proof/Affidavit of Publication
- B. Consideration of Resolution 2024-05, 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 2024-05. He reviewed the proposed Fiscal Year 2025 budget, highlighting any increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes. This is a Landowner-funded budget, with expenses funded as they are incurred, along with funding via a grant.

**On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor,
the Public Hearing was opened.**

No affected property owners or members of the public spoke.

On MOTION by Mr. Lentz and seconded by Mr. Scott Bullock, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Lentz and seconded by Ms. Henige, with all in favor, Resolution 2024-05, 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.

SIXTH ORDER OF BUSINESS

Consideration of Fiscal Year 2024/2025 Budget Funding Agreement

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

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

SEVENTH 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. Lentz and seconded by Mr. Scott Bullock, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, 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

This item was deferred.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2024

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

TENTH ORDER OF BUSINESS

Approval of Minutes

- A. August 16, 2023 Public Hearing and Regular Meeting**
- B. June 3, 2024 Regular Meeting**

On MOTION by Mr. Lentz and seconded by Mr. Scott Bullock, with all in favor, the August 16, 2023 Public Hearing and Regular Meeting Minutes and the June 3, 2024 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Cobb Cole**

Mr. Watts' work on the assignment related to the grant is underway.

- B. District Engineer (Interim): Parker Mynchenberg & Associates, Inc**
- C. District Manager: Wrathell, Hunt and Associates, LLC**

Mr. Torres reminded the Board Members to complete the required four hours of ethics training by December 31, 2024. Form 1 will be filed electronically, going forward.

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

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Scott Bullock and seconded by Mr. Lentz, with all in favor, the meeting adjourned at 11:24 a.m.</p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair