

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

June 13, 2025

BOARD OF SUPERVISORS PUBLIC HEARING AND REGULAR MEETING AGENDA

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Sungate Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

June 6, 2025

Board of Supervisors
Sungate Community Development District

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Dear Board Members:

The Board of Supervisors of the Sungate Community Development District will hold a Public Hearing and Regular Meeting on June 13 2025 at 1:00 p.m., at the offices of Cobb Cole, One Daytona Blvd., Suite 600, Daytona Beach, Florida 32114. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Elected Supervisor, Carl Lentz [Seat 4] *(the following to be provided under separate cover)*
 - A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - 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
4. Ratification of Resolution 2025-03, Electing and Removing Officers of the District and Providing for an Effective Date
5. Consider Appointment to Fill Vacant Seat 5; *Term Expires November 2026*
 - Administration of Oath of Office to Appointed Supervisor
6. Consideration of Resolution 2025-07, Electing and Removing Officers of the District and Providing for an Effective Date
7. Public Hearing on Adoption of Fiscal Year 2025/2026 Budget
 - A. Proof/Affidavit of Publication
 - B. Consideration of Resolution 2025-08, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments and Providing an Effective Date

8. Consideration of Resolution 2025-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date
9. Consideration of Resolution 2025-09, Adopting an Amended General Fund Budget for Fiscal Year 2024/2025, Providing for Appropriations; Addressing Conflicts and Severability; and Providing for an Effective Date
10. Acceptance of Unaudited Financial Statements as of April 30, 2025
11. Approval of April 11, 2025 Special Meeting and Audit Committee Meeting Minutes
12. Staff Reports
 - A. District Counsel: *Cobb Cole*
 - B. District Engineer: *Parker Mynchenberg & Associates, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: TBD

- QUORUM CHECK

| | | | | |
|--------|-----------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | E SCOTT BULLOCK | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | VICTORIA HENIGE | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 3 | ETHAN BULLOCK | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 4 | CARL LENTZ | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 5 | | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |

13. Board Members' Comments/Requests
14. Public Comments
15. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (904) 295-5714.

Sincerely,



Ernesto Torres
 District Manager

FOR BOARD AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 782 134 6157

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

3

**SUNGATE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE SUNGATE COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF _____

The foregoing oath was administered before me by means of ☐ physical presence or ☐ online notarization on this ____ day of _____, 20__, by _____, who is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of the Sungate Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

MAILING ADDRESS: ☐ Home ☐ Office County of Residence _____

Street Phone Fax

City, State, Zip Email Address

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

RATIFICATION ITEMS

RESOLUTION 2025-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNGATE
COMMUNITY DEVELOPMENT DISTRICT ELECTING AND
REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, the Sungate Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF SUNGATE COMMUNITY DEVELOPMENT
DISTRICT THAT:**

SECTION 1. The following is/are elected as Officer(s) of the District effective April 11, 2025:

| | |
|------------------------|--------------------------------|
| <u>Scott Bullock</u> | is elected Chair |
| <u>Victoria Henige</u> | is elected Vice Chair |
| <u>Ethan Bullock</u> | is elected Assistant Secretary |
| <u>Carl Lentz</u> | is elected Assistant Secretary |
| <u></u> | is elected Assistant Secretary |
| <u>Felix Rodriguez</u> | is elected Assistant Secretary |

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of April 11, 2025:

| | |
|-------------------|----------------------------|
| <u>Troy Rents</u> | <u>Assistant Secretary</u> |
| <u></u> | <u></u> |

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Ernesto Torres is Assistant Secretary

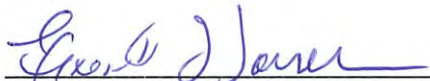
Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 11TH DAY OF APRIL, 2025.

ATTEST:

**SUNGATE COMMUNITY DEVELOPMENT
DISTRICT**


Secretary/Assistant Secretary


Chair/Vice Chair, Board of Supervisors

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2025-07

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNGATE
COMMUNITY DEVELOPMENT DISTRICT ELECTING AND
REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, the Sungate Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF SUNGATE COMMUNITY DEVELOPMENT
DISTRICT THAT:**

SECTION 1. The following is/are elected as Officer(s) of the District effective June 13, 2025:

_____ is elected Chair

_____ is elected Vice Chair

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of June 13, 2025:

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Ernesto Torres is Assistant Secretary

Felix Rodriguez is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 13TH DAY OF JUNE, 2025.

ATTEST:

**SUNGATE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

7A

Serial Number
25-00248I



Ormond Beach Observer
Published Weekly
Ormond Beach , Volusia County, Florida

COUNTY OF VOLUSIA

STATE OF FLORIDA

Before the undersigned authority personally appeared Holly Botkin who on oath says that he/she is Publisher's Representative of the Ormond Beach Observer a weekly newspaper published at Ormond Beach , Volusia County, Florida; that the attached copy of advertisement,

being a Notice of Public Hearing to Consider the Adoption of the Fiscal Year 2026 Budget; and Notice of Regular Board of Supervisors' Meeting

in the matter of Sungate Community Development District Public Hearing and Meeting on June 13, 2025 at 1:00 pm

in the Court, was published in said newspaper by print in the

issues of 5/29/2025, 6/5/2025

Affiant further says that the Ormond Beach Observer complies with all legal requirements for publication in chapter 50, Florida Statutes.

*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.

Holly Botkin

Sworn to and subscribed, and personally appeared by physical presence before me,

6th day of June, 2025 A.D.

by Holly Botkin who is personally known to me.

**SUNGATE COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF
THE FISCAL YEAR 2026 BUDGET; AND NOTICE OF REGULAR BOARD OF
SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Sungate Community Development District ("District") will hold a public hearing and regular meeting as follows:

DATE: June 13, 2025
TIME: 1:00 p.m.
LOCATION: office of Cobb Cole
One Daytona Blvd., Suite 600
Daytona Beach 32114

The purpose of the public hearing is to receive comments and objections on the adoption of the District's proposed budget(s) for the fiscal year beginning October 1, 2025 and ending September 30, 2026 ("Proposed Budget"). A regular Board meeting of the District will also be held at the above time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Wrathell, Hunt & Associates, LLC, at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010 ("District Manager's Office"), during normal business hours, or by visiting the District's website, <https://sungatecdd.net/>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this hearing and meeting because of a disability or physical impairment should contact the District Manager's Office at least forty- eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager
May 29; June 5, 2025

25-00248I

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

7B

RESOLUTION 2025-08

THE ANNUAL APPROPRIATION RESOLUTION OF THE SUNGATE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has submitted to the Board of Supervisors ("**Board**") of the Sungate Community Development District ("**District**") proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2025 and ending September 30, 2026 ("**Fiscal Year 2025/2026**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUNGATE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes ("Adopted Budget")*, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Sungate Community Development District for the Fiscal Year Ending September 30, 2026."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2025/2026, the sums set forth in **Exhibit A** to be raised by the levy of assessments, a funding agreement and/or otherwise. Such sums are deemed by the Board to be necessary to defray all expenditures of the District during said budget year, and are to be divided and appropriated in the amounts set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2025/2026 or within 60 days following the end of the Fiscal Year 2025/2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 13TH DAY OF JUNE, 2025.

ATTEST:

**SUNGATE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2025/2026 Budget

Exhibit A: Fiscal Year 2025/2026 Budget

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2026**

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
TABLE OF CONTENTS**

| <u>Description</u> | <u>Page Number(s)</u> |
|--|---------------------------|
| General Fund Budget | 1 |
| Definitions of General Fund Expenditures | 2 |
| FDEP Capital Budget Fund | 3 |

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

| | Fiscal Year 2025 | | | | Proposed |
|--|------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------|
| | Adopted Budget FY 2025 | Actual through 3/31/2025 | Projected through 9/30/2025 | Total Actual & Projected | Budget FY 2026 |
| REVENUES | | | | | |
| Landowner contribution | \$ 101,540 | 14,032 | 87,508 | 101,540 | 213,269 |
| Total revenues | <u>101,540</u> | <u>14,032</u> | <u>87,508</u> | <u>101,540</u> | <u>213,269</u> |
| EXPENDITURES | | | | | |
| Professional & administrative | | | | | |
| Management/accounting/recording** | 48,000 | 12,000 | 36,000 | 48,000 | 48,000 |
| Legal | 25,000 | 602 | 24,398 | 25,000 | 25,000 |
| Engineering | 2,000 | - | 2,000 | 2,000 | 6,000 |
| FDOT engineer | - | - | - | - | 100,000 |
| Audit* | - | - | - | - | 5,500 |
| Debt service fund accounting | 5,500 | - | 5,500 | 5,500 | 5,500 |
| Dissemination agent* | 1,000 | - | 1,000 | 1,000 | 1,000 |
| Telephone | 200 | 100 | 100 | 200 | 200 |
| Postage | 250 | 150 | 100 | 250 | 250 |
| Printing & binding | 500 | 250 | 250 | 500 | 500 |
| Legal advertising | 1,750 | 215 | 1,535 | 1,750 | 1,750 |
| Annual special district fee | 175 | 175 | - | 175 | 175 |
| Insurance | 5,500 | 5,200 | - | 5,200 | 5,500 |
| Contingencies/bank charges | 750 | 171 | 579 | 750 | 750 |
| Website hosting & maintenance | 705 | 705 | - | 705 | 705 |
| Website ADA compliance | 210 | 210 | - | 210 | 210 |
| Consultant firm | 10,000 | 1,875 | 8,125 | 10,000 | 10,000 |
| Total professional & administrative | <u>101,540</u> | <u>21,653</u> | <u>79,587</u> | <u>101,240</u> | <u>211,040</u> |
| Total expenditures | <u>101,540</u> | <u>21,653</u> | <u>79,587</u> | <u>101,240</u> | <u>211,040</u> |
| Excess/(deficiency) of revenues over/(under) expenditures | - | (7,621) | 7,921 | 300 | 2,229 |
| Fund balance - beginning (unaudited) | <u>-</u> | <u>(2,529)</u> | <u>(10,150)</u> | <u>(2,529)</u> | <u>(2,229)</u> |
| Fund balance - ending (projected) | | | | | |
| Unassigned | - | (10,150) | (2,229) | (2,229) | - |
| Fund balance - ending | <u>\$ -</u> | <u>\$ (10,150)</u> | <u>\$ (2,229)</u> | <u>\$ (2,229)</u> | <u>\$ -</u> |

* These items will be realized when bonds are issued

** WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

| | |
|--|-------------------------|
| Management/accounting/recording** | \$ 48,000 |
| <p>Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p> | |
| Legal | 25,000 |
| <p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p> | |
| Engineering | 6,000 |
| <p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p> | |
| FDOT engineer | 100,000 |
| Audit | 5,500 |
| <p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p> | |
| Debt service fund accounting | 5,500 |
| Dissemination agent* | 1,000 |
| <p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.</p> | |
| Telephone | 200 |
| <p>Telephone and fax machine.</p> | |
| Postage | 250 |
| <p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p> | |
| Printing & binding | 500 |
| <p>Letterhead, envelopes, copies, agenda packages</p> | |
| Legal advertising | 1,750 |
| <p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p> | |
| Annual special district fee | 175 |
| <p>Annual fee paid to the Florida Department of Economic Opportunity.</p> | |
| Insurance | 5,500 |
| <p>The District will obtain public officials and general liability insurance.</p> | |
| Contingencies/bank charges | 750 |
| <p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p> | |
| Website hosting & maintenance | 705 |
| Website ADA compliance | 210 |
| Consultant firm | 10,000 |
| <p>Ovid hired to assist with grant application</p> | |
| Total expenditures | <u><u>\$211,040</u></u> |

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
FDEP Capital Budget Fund
FISCAL YEAR 2026**

| | Fiscal Year 2025 | | | Proposed |
|--|------------------------------|--------------------------------|-----------------------------------|-------------------|
| | Adopted Budget FY 2025 | Actual through 3/31/2025 | Projected through 9/30/2025 | Budget FY 2026 |
| REVENUES | | | | |
| Landowner contribution | \$ - | - | - | 7,500 |
| Total revenues | - | - | - | 7,500 |
| EXPENDITURES | | | | |
| Professional & administrative | | | | |
| Capital project fund accounting | - | - | - | 7,500 |
| Total professional & administrative | - | - | - | 7,500 |
| Total expenditures | - | - | - | 7,500 |
| Excess/(deficiency) of revenues over/(under) expenditures | - | - | - | - |
| Fund balance - beginning (unaudited) | - | - | - | - |
| Fund balance - ending (projected) | | | | |
| Unassigned | - | - | - | - |
| Fund balance - ending | \$ - | \$ - | \$ - | \$ - |

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

8

RESOLUTION 2025-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNGATE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2025/2026 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Sungate Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2025/2026 meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUNGATE COMMUNITY DEVELOPMENT DISTRICT:

1. **ADOPTING FISCAL YEAR 2025/2026 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2025/2026 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 13th day of June, 2025.

ATTEST:

**SUNGATE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

| SUNGATE COMMUNITY DEVELOPMENT DISTRICT | | |
|--|-----------------------------------|--------------------|
| | | |
| BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE | | |
| | | |
| LOCATION | | |
| <i>Offices of Cobb Cole, One Daytona Blvd., Suite 600, Daytona Beach 32114</i> | | |
| | | |
| DATE | POTENTIAL DISCUSSION/FOCUS | TIME |
| | | |
| October __, 2025 | Regular Meeting | __:__ AM/PM |
| | | |
| November __, 2025 | Regular Meeting | __:__ AM/PM |
| | | |
| December __, 2025 | Regular Meeting | __:__ AM/PM |
| | | |
| January __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| February __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| March __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| April __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| May __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| June __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| July __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| August __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |
| September __, 2026 | Regular Meeting | __:__ AM/PM |
| | | |

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

9

RESOLUTION 2025-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNGATE COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN AMENDED GENERAL FUND BUDGET FOR FISCAL YEAR 2024/2025, PROVIDING FOR APPROPRIATIONS; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on August 22, 2024, the Board of Supervisors ("**Board**") of the Sungate Community Development District ("**District**"), adopted Resolution 2024-05 providing for the adoption of the District's fiscal year 2024/2025 annual budget ("**Budget**"); and

WHEREAS, the District Manager, at the direction of the Board, has prepared an amended Budget, to reflect changes in the actual appropriations of the Budget; and

WHEREAS, Chapter 189, *Florida Statutes*, and Section 3 of Resolution 2024-05 authorize the Board to amend the Budget; and

WHEREAS, the Board finds that it is in the best interest of the District and its landowners to amend the Budget to reflect the actual appropriations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUNGATE COMMUNITY DEVELOPMENT DISTRICT:

1. BUDGET AMENDMENT.

- a. The Board has reviewed the District Manager's proposed amended Budget, copies of which are on file with the office of the District Manager and at the District's Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The amended Budget attached hereto as **Exhibit "A"** and incorporated herein by reference as further amended by the Board is hereby adopted in accordance with the provisions of section 189.016(6), *Florida Statutes*; provided, however, that the comparative figures contained in the amended Budget as adopted by the Board (together, "**Adopted Annual Budget**") may be further revised as deemed necessary by the District Manager to further reflect actual revenues and expenditures for fiscal year 2024/2025.
- c. The Adopted Annual Budget shall be maintained in the office of the District Manager and the District Records Office and identified as "The Adopted Budget for the Sungate Community Development District for the fiscal year ending September 30, 2025, as amended and adopted by the Board of Supervisors effective June 13, 2025."

2. APPROPRIATIONS. There is hereby appropriated out of the revenues of the District, the fiscal year beginning October 1, 2024, and ending September 30, 2025, the sums set forth below, raised by the levy of special assessments and otherwise, which sums are deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND \$ _____

TOTAL ALL FUNDS \$ _____

3. CONFLICTS. This Resolution is intended to amend, in part, Resolution 2024-05, which remains in full force and effect except as otherwise provided herein. All terms of Resolution 2024-05 that are not amended by this Resolution apply to the Adopted Annual Budget as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

5. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 13th day of June, 2025.

ATTEST:

**SUNGATE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Amended Fiscal Year 2024/2025 Budget

Exhibit A

Amended Fiscal Year 2024/2025 Budget

[See attached]

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
AMENDED BUDGET
FISCAL YEAR 2025**

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
TABLE OF CONTENTS**

| <u>Description</u> | <u>Page Number(s)</u> |
|--|---------------------------|
| General Fund Budget | 1 |
| Definitions of General Fund Expenditures | 2 |

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025**

| | Adopted Budget FY 2025 | Change | Amended Budget FY 2025 |
|--|------------------------------|---------------|------------------------------|
| REVENUES | | | |
| Landowner contribution | \$ 101,540 | 67,500 | 169,040 |
| Total revenues | <u>101,540</u> | <u>67,500</u> | <u>169,040</u> |
| EXPENDITURES | | | |
| Professional & administrative | | | |
| Management/accounting/recording** | 48,000 | - | 48,000 |
| Legal | 25,000 | - | 25,000 |
| Engineering | 2,000 | - | 2,000 |
| Debt service fund accounting | 5,500 | - | 5,500 |
| Dissemination agent* | 1,000 | - | 1,000 |
| Telephone | 200 | - | 200 |
| Postage | 250 | - | 250 |
| Printing & binding | 500 | - | 500 |
| Legal advertising | 1,750 | - | 1,750 |
| Annual special district fee | 175 | - | 175 |
| Insurance | 5,500 | - | 5,500 |
| Contingencies/bank charges | 750 | - | 750 |
| Website hosting & maintenance | 705 | - | 705 |
| Website ADA compliance | 210 | - | 210 |
| Consultant firm | 10,000 | - | 10,000 |
| FDOT project | - | 67,500 | 67,500 |
| Total professional & administrative | <u>101,540</u> | <u>67,500</u> | <u>169,040</u> |
| Total expenditures | <u>101,540</u> | <u>67,500</u> | <u>169,040</u> |
| Excess/(deficiency) of revenues over/(under) expenditures | - | - | - |
| Fund balance - beginning (unaudited) | - | - | - |
| Fund balance - ending (projected) | - | - | - |
| Unassigned | - | - | - |
| Fund balance - ending | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

* These items will be realized when bonds are issued

** WHA will charge a reduced management fee of \$2,000 per month until bonds are issued

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

| | |
|--|-------------------------|
| Management/accounting/recording** | \$ 48,000 |
| <p>Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p> | |
| Legal | 25,000 |
| <p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p> | |
| Engineering | 2,000 |
| <p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p> | |
| Debt service fund accounting | 5,500 |
| Dissemination agent* | 1,000 |
| <p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.</p> | |
| Telephone | 200 |
| <p>Telephone and fax machine.</p> | |
| Postage | 250 |
| <p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p> | |
| Printing & binding | 500 |
| <p>Letterhead, envelopes, copies, agenda packages</p> | |
| Legal advertising | 1,750 |
| <p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p> | |
| Annual special district fee | 175 |
| <p>Annual fee paid to the Florida Department of Economic Opportunity.</p> | |
| Insurance | 5,500 |
| <p>The District will obtain public officials and general liability insurance.</p> | |
| Contingencies/bank charges | 750 |
| <p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p> | |
| Website hosting & maintenance | 705 |
| Website ADA compliance | 210 |
| Consultant firm | 10,000 |
| <p>Ovid hired to assist with grant application</p> | |
| FDOT project | 67,500 |
| Total expenditures | <u><u>\$169,040</u></u> |

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

**UNAUDITED
FINANCIAL
STATEMENTS**

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2025**

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2025**

| | General Fund | Total Governmental Funds |
|---|------------------|--------------------------------|
| ASSETS | | |
| Cash | \$ 3,693 | \$ 3,693 |
| Due from Landowner | 20,224 | 20,224 |
| Total assets | <u>\$ 23,917</u> | <u>\$ 23,917</u> |
| LIABILITIES AND FUND BALANCES | | |
| Liabilities: | | |
| Accounts payable | \$ 18,005 | \$ 18,005 |
| Landowner advance | 6,000 | 6,000 |
| Total liabilities | <u>24,005</u> | <u>24,005</u> |
| DEFERRED INFLOWS OF RESOURCES | | |
| Deferred receipts | 20,224 | 20,224 |
| Total deferred inflows of resources | <u>20,224</u> | <u>20,224</u> |
| Fund balances: | | |
| Unassigned | (20,312) | (20,312) |
| Total fund balances | <u>(20,312)</u> | <u>(20,312)</u> |
| Total liabilities, deferred inflows of resources and fund balances | <u>\$ 23,917</u> | <u>\$ 23,917</u> |

**SUNGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED APRIL 30, 2025**

| | Current Month | Year to Date | Budget | % of Budget |
|--|--------------------|--------------------|-------------|----------------|
| REVENUES | | | | |
| Landowner contribution | \$ - | \$ 18,341 | \$ 101,540 | 18% |
| Total revenues | - | 18,341 | 101,540 | 18% |
| EXPENDITURES | | | | |
| Professional & administrative | | | | |
| Management/accounting/recording** | 2,000 | 14,000 | 48,000 | 29% |
| Legal | - | 602 | 25,000 | 2% |
| Engineering | - | - | 2,000 | 0% |
| Consulting fees | 12,230 | 14,105 | 10,000 | 141% |
| Debt service fund accounting | - | - | 5,500 | 0% |
| Dissemination agent* | - | - | 1,000 | 0% |
| Telephone | 17 | 117 | 200 | 59% |
| Postage | 22 | 172 | 250 | 69% |
| Printing & binding | 42 | 292 | 500 | 58% |
| Legal advertising | - | 214 | 1,750 | 12% |
| Annual special district fee | - | 175 | 175 | 100% |
| Insurance | - | 5,200 | 5,500 | 95% |
| Contingencies/bank charges | 80 | 332 | 750 | 44% |
| Website hosting & maintenance | - | 705 | 705 | 100% |
| Website ADA compliance | - | 210 | 210 | 100% |
| Total expenditures | 14,391 | 36,124 | 101,540 | 36% |
| Excess/(deficiency) of revenues over/(under) expenditures | (14,391) | (17,783) | - | |
| Fund balances - beginning | (5,921) | (2,529) | - | |
| Fund balances - ending | <u>\$ (20,312)</u> | <u>\$ (20,312)</u> | <u>\$ -</u> | |

*These items will be realized when bonds are issued

**WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

SUNGATE

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
SUNGATE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sungate Community Development District held a Special Meeting and Audit Committee Meeting on April 11, 2025 at 11:00 a.m., at the offices of Cobb Cole, One Daytona Blvd., Suite 600, Daytona Beach, Florida 32114.

Present:

| | |
|----------------------------|---------------------|
| Scott Bullock | Chair |
| Victoria Henige | Vice Chair |
| Carl Lentz (via telephone) | Assistant Secretary |
| Ethan Bullock | Assistant Secretary |

Also present:

| | |
|------------------------------------|------------------------------------|
| Ernesto Torres | District Manager |
| Felix Rodriguez | Wrathell, Hunt and Associates, LLC |
| Mark Watts (via telephone) | District Counsel |
| Parker Mynchenberg (via telephone) | District Engineer |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 11:10 a.m.

Supervisors Scott Bullock, Ethan Bullock and Henige were present. Supervisor Lentz attended via telephone. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisors [Ethan Bullock – Seat 3, Carl Lentz – Seat 4] (the following to be provided under separate cover)

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Ethan Bullock. The Oath of Office will be administered to Mr. Lentz at or before the next meeting. Mr. Bullock is familiar with the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

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

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Mr. Torres presented Resolution 2025-01 and recapped the results of the Landowners' Election, as follows:

| | | | |
|--------|---------------|-----------|-------------|
| Seat 3 | Ethan Bullock | 800 Votes | 4-Year Term |
| Seat 4 | Carl Lentz | 700 Votes | 4-Year Term |

Seat 5 was up for election but no nominations were made or votes cast for Seat 5.

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-02, Declaring a Vacancy in Seat 5 of the Board of Supervisors Pursuant to Section 190.006(2)(b), Florida Statutes; And Providing an Effective Date

Mr. Torres presented Resolution 2025-02.

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, Resolution 2025-02, Declaring a Vacancy in Seat 5 of the Board of Supervisors Pursuant to Section 190.006(2)(b), Florida Statutes; And Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consider Appointment to Fill Vacant Seat 5; Term Expires November 2026

This item was deferred.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Electing and Removing Officers of the District and Providing for an Effective Date

Mr. Torres presented Resolution 2025-03. The following slate was nominated:

| | |
|-----------------|---------------------|
| Scott Bullock | Chair |
| Victoria Henige | Vice Chair |
| Ethan Bullock | Assistant Secretary |
| Carl Lentz | Assistant Secretary |
| Felix Rodriguez | Assistant Secretary |

No other nominations were made.

This Resolution removes the following from the Board:

| | |
|------------|---------------------|
| Troy Rentz | Assistant Secretary |
|------------|---------------------|

The following prior appointments by the Board remain unaffected by this Resolution:

| | |
|----------------|---------------------|
| Craig Wrathell | Secretary |
| Ernesto Torres | Assistant Secretary |
| Craig Wrathell | Treasurer |
| Jeff Pinder | Assistant Treasurer |

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, Resolution 2025-03, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date

Mr. Torres presented Resolution 2025-04. He distributed and reviewed the proposed Fiscal Year 2026 budget, highlighting line item increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any adjustments. He noted that the budget is Landowner-funded, with expenses funded as they are incurred.

Mr. Torres stated that \$7,500 will be budgeted for accounting services related to the anticipated grant work that will be necessary once the grant funds are received.

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, Resolution 2025-04, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law on June 13, 2025 at 1:00 p.m., at the offices of Cobb Cole, One Daytona Blvd., Suite 600, Daytona Beach, Florida 32114; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Fiscal Year 2025/2026 Budget Funding Agreement

Mr. Torres presented the Fiscal Year 2025/2026 Budget Funding Agreement.

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, the Fiscal Year 2025/2026 Budget Funding Agreement, was approved.

TENTH ORDER OF BUSINESS**Recess Regular Meeting/Commencement
of Audit Selection Committee Meeting**

The Regular Meeting recessed and the Audit Selection Committee Meeting commenced.

ELEVENTH ORDER OF BUSINESS**Review of Response to Request for
Proposals (RFP) for Annual Audit Services****A. Affidavit/Proof of Publication****B. RFP Package**

These items were included for informational purposes.

C. Respondents

Mr. Torres stated that District Management has worked with two of the three respondents, and all are qualified. He discussed his scores and rankings, as follows:

➤ Ability of Personnel: All proposers received full points.

➤ Proposer's Experience: Points were deducted from Di Bartolomeo, McBee, Hartley & Barnes, P.A. (DMHB)'s score due to its limited experience with Special Districts compared to the other respondents.

➤ Understanding of Scope of Work: All proposers received full points.

➤ Ability to Furnish Required Services: One point was deducted from Berger, Toombs, Elam, Gaines & Frank (BTEGF) for recent delays in submitting timely audits.

➤ Price: Grau & Associates (Grau), the lowest bidder, received 20 points; DMHB and BTEGF received 19 points and 18 points, respectively.

I. Berger, Toombs, Elam, Gaines & Frank

Bid \$3,700 without bond issuance, \$5,100 with bond issuance.

II. DiBartolomeo, McBee, Hartley & Barnes, P.A.

Bid \$3,150 for Fiscal Year 2024, \$3,300 for Fiscal Year 2025, \$3,450 for Fiscal Year 2026, \$3,600 for Fiscal Year 2027 and \$3,750 for Fiscal Year 2028. In years of new debt issuance fees may be adjusted as mutually agreed upon.

III. Grau & Associates

Bid \$3,000 for Fiscal Year 2024, \$3,100 for Fiscal Year 2025, \$3,200 for Fiscal Year 2026, \$3,300 for Fiscal Year 2027 and \$3,400 for Fiscal Year 2028. If bonds are issued the fee would increase by \$1,500.

D. Auditor Evaluation Matrix/Ranking

It was noted that the Department of Environmental Protection (DEP) grant has an auditing requirement.

Mr. Watts believes that all three firms would qualify to perform the DEP auditing requirement. If the Board wishes to adopt District Management's recommendation, District Management can confirm that the selected respondent can provide the audit services related to the DEP grant. It was noted that the extra fee for the DEP audit requirement would likely be comparable to the additional fee for bond issuance.

The Audit Selection Committee accepted Mr. Torres' scores and ranking, as follows:

| | | |
|----|--|------------|
| #1 | Grau & Associates | 100 points |
| #2 | Berger, Toombs, Elam, Gaines & Frank | 97 points |
| #3 | Di Bartolomeo, McBee, Hartley & Barnes, P.A. | ___ points |

TWELFTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

The Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.

THIRTEENTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

• **Award of Contract**

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, accepting the Audit Selection Committee's scores, ranking and recommendation ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services, as the Board's own, and awarding the Annual Audit Services contract to Grau & Associates, the #1 ranked respondent, subject to confirmation of the ability to perform the audit for the

DEP grant and confirmation of the price for the additional service, was approved.

FOURTEENTH ORDER OF BUSINESS**Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services****A. Affidavit of Publication****B. RFQ Package****C. Respondents****I. Alliant Engineering, Inc****II. Parker Mynchenberg & Associates, Inc.**

These items were included for informational purposes.

D. Competitive Selection Criteria/Ranking

The Board jointly completed the scoring and ranking of the respondents.

Mr. Torres tabulated the Board's scores and ranking, as follows:

#1 Parker Mynchenberg & Associates, Inc. 95 points

#2 Alliant Engineering, Inc. 82 points

E. Award of Contract

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, ranking Parker Mynchenberg & Associates, Inc. as the #1 ranked respondent to the RFQ for Engineering Services and awarding the Engineering Services contract to Parker Mynchenberg & Associates, Inc., the #1 ranked respondent, was approved.

FIFTEENTH ORDER OF BUSINESS**Consideration of Resolution 2025-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date**

The consensus was to meet when needed.

This item was deferred.

243

244 **SIXTEENTH ORDER OF BUSINESS**

Consideration of Resolution 2025-06,
Approving the Florida Statewide Mutual
Aid Agreement; Providing for Severability;
and Providing for an Effective Date

245

246

247

248

249 Mr. Torres presented Resolution 2025-06.

250

251

252

253

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor,
Resolution 2025-06, Approving the Florida Statewide Mutual Aid Agreement;
Providing for Severability; and Providing for an Effective Date, was adopted.

254

255

256 **SEVENTEENTH ORDER OF BUSINESS**

Acceptance of Unaudited Financial
Statements as of March 31, 2025

257

258

259

260

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor,
the Unaudited Financial Statements as of March 31, 2025, were accepted.

261

262

263 **EIGHTEENTH ORDER OF BUSINESS**

Approval of Minutes

264

265 **A. August 22, 2024 Public Hearing and Regular Meeting**266 **B. November 25, 2024 Landowners' Meeting**

267

268

269

270

On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor,
the August 22, 2024 Public Hearing and Regular Meeting Minutes and the
November 25, 2024 Landowners' Meeting Minutes, as presented, were
approved.

271

272

273 **NINETEENTH ORDER OF BUSINESS**

Staff Reports

274

275 **A. District Counsel: Cobb Cole**276 **B. District Engineer (Interim): Parker Mynchenberg & Associates, Inc**

277 There were no District Counsel or District Engineer reports.

278 **C. District Manager: Wrathell, Hunt and Associates, LLC**279 • **NEXT MEETING DATE: TBD**280 ○ **QUORUM CHECK**

Supervisors Scott Bullock, Ethan Bullock and Henige confirmed their attendance at the next meeting, which will be held on June 13, 2025 meeting at 1:00 p.m. Mr. Lentz will attend via telephone.

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

There were no Board Members' comments or requests.

TWENTY-FIRST ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

TWENTY-SECOND ORDER OF BUSINESS**Adjournment**

| |
|--|
| On MOTION by Mr. Scott Bullock and seconded by Ms. Henige, with all in favor, the meeting adjourned at 11:43 a.m. |
|--|

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

303
304
305
306
307

Secretary/Assistant Secretary

Chair/Vice Chair