

MINUTES OF MEETING
CANDLER HILLS EAST
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Candler Hills East Community Development District was held on Tuesday, February 18, 2020 at 9:00 a.m. at Circle Square Commons, Cultural Center, 8395 SW 80th Street, Ocala, Florida.

Present and constituting a quorum were:

Philip J. Moherek	Chairman
Elmer Greene	Vice Chairman
Robert Scherff	Assistant Secretary
John Bain	Assistant Secretary
Larry Garvin	Assistant Secretary

Also present were:

George Flint	District Manager
Rachel Wagoner	District Counsel
Gerald Colen	District Counsel
Lynette Vermillion	On Top Of The World Communities
Robert Stepp	On Top Of The World Communities
Patty Soriano	On Top Of The World Communities
Travis Smith	On Top Of The World Communities

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: This is an opportunity for any members of the public to provide comment to the Candler Hills East CDD board about anything on the agenda or not on the agenda. Is there anything for Candler Hills East? Hearing none, we will move on to the next item.

THIRD ORDER OF BUSINESS

Notice for Meeting

Mr. Flint: You do have the legal notice in your agenda packet showing that there is a meeting advertised for today in this location at 9:00 a.m.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the November 19, 2019 Board of Supervisors Meeting

Mr. Flint: Did the Board have any comments or corrections to the minutes? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Scherff, seconded by Mr. Greene, with all in favor, the Minutes of the November 19, 2019 Board of Supervisors Meeting, were approved as presented.

FIFTH ORDER OF BUSINESS

Ratification of Temporary Access Easement Agreement

Mr. Flint: The next item is a Temporary Access Easement Agreement that we are asking the Board to ratify. This was a situation where a gentleman had to have a tree removed on his property behind his home and he had limited ability for his contractor to get back there to be able to grind the stump. So, he asked to have the ability to cross a CDD dry retention area. We looked at it, evaluated it, and ended up asking the homeowner to enter into this agreement which would have required him to restore, to the extent there would have been damage, the area. There wasn't really any costs associated with this agreement, it's a standard agreement that has been used in the past. We did inspect the area and there was no damage that we saw. We are just asking the Board to ratify this, we didn't want to have to wait until this Board meeting to approve it.

On MOTION by Mr. Moherek, seconded by Mr. Bain, with all in favor, the Temporary Access Easement Agreement, was ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Colen: I don't have anything further to report.

Mr. Flint: Okay, that's always typically good.

B. District Manager's Report

1. Approval of Check Register

Mr. Flint: You have approval of the check register from November 11, 2019 through February 10, 2020. It totals \$111,668.17. The majority of those expenses are transfers of debt service assessment revenue from the General Fund to the Trustee, anywhere it says Candler Hills

East care of US Bank. We have to write a check to move the money, and it shows up in the register as a General Fund expense. Are there any questions?

Mr. Moherek: Were there two payments made in December is that typical?

Mr. Flint: Yes, the distributions come in somewhat sporadically from the Tax Collector. We attempt to transfer that money within seven days of receipt. So, we are processing those checks as we receive them. Any other questions on the check register? If not, is there a motion to approve it?

On MOTION by Mr. Greene, seconded by Mr. Scherff, with all in favor, the Check Register totaling \$111,668.17, was approved.

2. Balance Sheet and Income Statement

Mr. Flint: Next is the unaudited financials through January 31st. There is no action required by the Board on these, but if you have any questions we can discuss them. We've collected through the end of January \$50,553 of the \$55,000 that was certified for collection on the tax bill, which is very good. As you know you have until the end of March to pay your tax bill, so it looks like a lot of people are taking advantage of the discount for early payment. The expenses for Administrative are slightly under the prorated \$22,900 against the prorated budget of \$24,770. Any questions on the financials?

3. Presentation of Arbitrage Rebate Calculation Report

Mr. Flint: The District is required to have an Arbitrage Rebate Calculation done to insure we are not earning more interest than we are paying on the debt service. You have hired Grau and Associates to perform that calculation. And as you can see from their letter, there's a negative rebate requirement of \$13,071. As long as that number is negative that's good. That means we don't have any arbitrage issues. Is there a motion to accept that report?

On MOTION by Mr. Moherek, seconded by Mr. Scherff, with all in favor, the Arbitrage Rebate Calculation Report, was approved.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Flint: Was there any other business or Supervisors' Request, items the Board would like to discuss that were not on the agenda?

Mr. Scherff: In the financial report from Berger Toombs on page 26, it says the District does not have a formal investment policy. Should we have a formal investment policy?

Mr. Flint: That's standard language. Per Florida statute, we do have an investment policy and it's basically laid out in the statute as far as the types of investments. We have not developed our own separate investment policy, we default to the investment policy that's in the statutes. There's a list of four or five different types of investments that we can follow. That's standard language that's in just about every audit, because CDDs typically don't develop their own investment policy, they default to the statutory investment policy.

Mr. Schreff: Okay, good.

Mr. Flint: Mr. Garvin?

Mr. Garvin: Yes, in the management letter they didn't point anything out, that there were any deficiencies.

Mr. Flint: Yes. This audit was actually on the last agenda and accepted by the Board. We just provided you the hard copy of the final. But as Mr. Garvin indicated, there were no findings or recommendations in the prior year, or current year. It is a clean audit. We were just providing you the final bound version. You've already accepted this audit on the last agenda.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Flint: Anything else from the Board? Hearing none,

NINTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

On MOTION by Mr. Moherek, seconded by Mr. Bain, with all in favor, the meeting adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman