

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, May 19, 2020 at 9:00 a.m. via Zoom Video Conferencing, pursuant to Executive Orders 20-52, 20-69, 20-112, and 20-150 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, and June 23, 2020 respectively, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

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
Tricia Adams	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Five Board members were present, via zoom, quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: We did advertise with the Zoom link and the legal notice as well as on the CDD's website and in the agenda for the meeting. If any members of the public wanted to

participate, they would be able to do that through the Zoom link. There are no members of the public on the Zoom call, so we will move on to the next item.

THIRD ORDER OF BUSINESS

Notice for Meeting

Mr. Flint: The notice of the meeting is in your agenda package.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 8, 2020 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. Bain, with all in favor, the minutes of the February 8, 2020 Board of Supervisors Meeting, were approved as presented.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2020-01
Approving the Proposed Fiscal Year 2021
Budget and Setting a Public Hearing**

Mr. Flint: We are recommending that the public hearing be held on August 18th at 9:00 a.m. in the Circle Square Commons. Exhibit 'A' to the resolution is the proposed budget which contemplates the per unit assessment would remain the same at \$93 per unit. The budget is basically identically to the current year, and we do not see any significant changes in any of the expenses. Were there any questions on the budget or the resolution? Is there a motion to approve?

On MOTION by Mr. Moherrek, seconded by Mr. Scherff, with all in favor, Resolution 2020-01 Approving the Proposed Fiscal Year 2021 Budget and Setting the Public Hearing for August 18th at 9:00 a.m. in the Circle Square Commons, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Proposal with Sharp
Site Services, LLC to Regrade and Re-sod
Pond Inlets**

Mr. Flint: You also have a Proposal from Sharp Site Services, LLC to regrade and re-sod on Candler Hills on 1, 2, and 7. The outfalls, they go into those ponds and over time sediment

has built up at the mouth of those. This would be to go in and clean out that sediment, level the area, and then re-sod the area. That hasn't been done since the initial construction of these ponds so it's really a maintenance issue at this point. We would like to get it done before we go into the rainy season if we are going to get one. Any questions?

Mr. Bain: What's the cost of that? If I adopt these numbers is that about \$10,700 or something to do that? I think it's just in their wording I didn't see any dollar signs, so I assume that's what it is.

Mr. Flint: Yes, that's it. It's \$4,500, \$1,200, \$2,500 and \$2,500.

Mr. Bain: I guess we've got that in the budget somewhere, that doesn't happen very often.

Mr. Flint: Yes, we do have money in the reserve. We don't have a specific capital line, but we do have the funds available to be able to do this. At the end of the year, we will likely just do a budget amendment to true up our line items with the funds that are available.

Mr. Bain: Is this all of our ponds, or are there some that didn't need any work this year?

Mr. Flint: Bo, can you comment on that? Is this coming from you or Phillip?

Mr. Stepp: We were working on it together, George. The issue came to light in a specific area in the community, so when the contractor brought it to our attention we asked that he generally inspect all of the outfall structures in the pond and prepare to do that maintenance for all of them. So the short answer is, it will be all of the ones that need it Mr. Bain.

Mr. Bain: Thank you. And one last question, on the ponds and things do we do our Engineer's Report on that every five years? Or does our Engineering Department take care of that themselves?

Mr. Flint: We have an annual inspection every year by the Engineer. It's part of our compliance for bond documents. It's a letter report. They may not be looking at this detail. I don't think it was something that came up in their last couple of reports, but they are making sure we have the appropriate insurance and that the facilities are being maintained. It's a one page letter report.

Mr. Bain: Okay, thank you.

Mr. Flint: Are there any other questions? If not, is there a motion to approve it?

On MOTION by Mr. Greene, seconded by Mr. Bain, with all in favor, the Proposal with Sharp Sites Services, LLC to Regrade and Re-sod Pond Inlets, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Rachel, Jerry, any Attorney's Report?

Mr. Colen: Nothing to report at this time.

B. District Manager's Report

1. Approval of Check Register

Mr. Flint: You have approval of the check register from February 10, 2020 through May 12, 2020. It totals \$125,880.45. Are there any comments or questions on the check register?

Mr. Scherff: I have one question. On page 31, it says disclosure services for a \$100. What's that?

Mr. Flint: Because of the number of prepayments that we receive for the debt service, a lot of homeowners choose to prepay the remaining debt. Every year we basically have to recalculate the amortization schedule because our debt service payments adjust accordingly because of that pay down on the debt. So, disclosure services for the \$100 is basically recalculating our remaining debt and payments.

Mr. Scherff: And who does that? Do you do that?

Mr. Flint: No, Disclosure Services is a separate company.

Mr. Scherff: Okay.

Mr. Flint: They are affiliated with the original underwriter of the bonds.

Mr. Scherff: Alright, just curious.

Mr. Flint: Any other questions? If not, is there a motion to approve the check register?

On **MOTION** by Mr. Bain, seconded by Mr. Scherff, with all in favor, the Check Register totaling \$125,880.45, was approved.

2. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited balance sheet and income statement. There is no action required by the Board on these, but if you have any questions we can discuss them.

3. Presentation of Number of Registered Voters – 940

Mr. Flint: You've got a letter from the Supervisor of Elections indicating there are 940 active, registered voters.

4. Discussion of Qualifying Period and Procedure

Mr. Flint: And then you have the one-page instructions to qualify to run for the Board of Supervisors for special Districts. We have Mr. Moherek and Mr. Greene's seats both up in November. If you want to re-run for those seats, you would need to contact the Supervisor of Elections and file the necessary paperwork. The qualifying period is between June 8th and June 12th. Although I believe you can file your information prior to that.

Mr. Greene: I normally stop down there, I'll just go down and see them.

Mr. Flint: That's the best way to do it.

Mr. Greene: Yes sir.

EIGHTH ORDER OF BUSINESS

Other Business

Mr. Flint: Is there anything else? Any other questions, or issues that weren't on the agenda the Board wanted to discuss?

Mr. Moherek: When we go to the Election of Supervisors do we have to bring any paperwork with us, or do they have it there?

Mr. Flint: They will have the forms that you have to file. You've got to pay a \$25 qualifying fee. I think you probably just need to bring your identification. You might want to bring your passport with you.

Mr. Moherek: Okay.

Mr. Flint: Just in case, but they have all the forms there you can fill out.

Mr. Garvin: Remember last year when I went down there they got confused. I was turning in those tax forms we just got. So, be specific when you are down there, because I may not have been specific enough.

Mr. Greene: Right, they do that. That's why I usually go down there because they told me last year when I went there I don't owe \$25 and I think I owe \$25 this year. So there is a little confusion, that's why I usually go there in person.

Mr. Flint: Yeah, you shouldn't owe that \$25 unless you are running for office. You've got the Form 1 disclosure of financial interest that has to be filed every year by July 1.

NINTH ORDER OF BUSINESS

Supervisor's Requests


Mr. Flint: If there is nothing else, we will move to the next item.

TENTH 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