

**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, August 15, 2023** at 9:00 a.m. at the Circle Square Commons, 8395 SW 80<sup>th</sup> Street, Ocala, Florida.

Present and constituting a quorum were:

Philip J. Moherek, Sr.	Chairman
Elmer Greene	Vice Chairman
Robert Scherff	Assistant Secretary
John D. Bain	Assistant Secretary
George Hill	Assistant Secretary

Also present were:

George Flint	District Manager
Rachel Wagoner	District Counsel
Robert (Bo) Stepp	Colen Built
Andy Jorgenson	OTOW

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. Five Board members were present at the meeting constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Anyone can provide comment at this time. Any Candler Hills East comments? Hearing none, we will move on to the next item.

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**THIRD ORDER OF BUSINESS**

**Notice for Meeting**

Mr. Flint: You will see in your agenda the affidavit of publication of the legal notice that was advertised for today. Today was advertised as the budget hearing and as a Board meeting. It was advertised twice on July 25<sup>th</sup> and August 2<sup>nd</sup>.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the May 16, 2023 Meeting**

Mr. Flint: Next is approval of the minutes from the May 16, 2023 meeting. Did the Board have any additions, deletions, or corrections to the minutes?

Mr. Scherff: One correction, on page 3, check register is spelled incorrectly.

Mr. Flint: We will get that updated. Thank you, Mr. Scherff.

On MOTION by Mr. Scherff, seconded by Mr. Greene, with all in favor, the Minutes of the May 16, 2023 Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

**A. Consideration of Resolution 2023-07 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations**

Mr. Flint: We will open the public hearing. This is an opportunity if there are any members of the public that want to provide comment or testimony to the Board on the budget or the assessments associated with the budget, now would be an opportunity to do that. I do not see or hear any wanting to provide comments, so we will close the public comment section and bring it back to the Board. In your agenda you have Resolution 2023-07 which adopts the Fiscal Year 2024 budget. At your last meeting in May you approved a proposed budget and set today as the public hearing for final consideration. It was posted on the District's website and was advertised as required by statute. It was sent to Marion County at least 60 days prior to today. All of the notice requirements were met. The budget itself is attached as exhibit 'A' and is substantially the same as what you saw when you reviewed it back in May. One note, we did email out a revision yesterday just the wrong version had been included in the agenda. There were only two minor differences between what was in the agenda and what we provided you and that is in the insurance line item and the engineering line item. The insurance has gone down a little bit over what we were anticipating back in May and the engineering went up a little bit. The total budget is \$67,411 and

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the per unit assessment amounts are remaining the same. Any questions on the resolution or the budget? Hearing none.

On MOTION by Mr. Moherek, seconded by Mr. Bain, with all in favor, Resolution 2023-07 Adopting the Fiscal year 2024 Budget and Relating to the Annual Appropriations, was approved.

**B. Consideration of Resolution 2023-08 Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Flint: This imposes the assessments related to the budget that you just adopted. There are two exhibits attached to that resolution. The first is the budget and the second is the assessment roll. The assessment roll just lists all of the properties within the CDD and the per unit amounts that are being collected on the tax bill for those properties. Any questions or comments from the Board on the resolution, if not is there a motion to approve it? We will close the public hearings.

On MOTION by Mr. Scherff, seconded by Mr. Hill, with all in favor, Resolution 2023-08 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-09 Designating an Assistant Treasurer of the District**

Mr. Flint: This adds Darrin Mossing as an Assistant Treasurer. He is the President of GMS. We are making him an Assistant Treasurer on all of our Districts in the event it is necessary for him to do anything with the Districts bank accounts and become a signer.

On MOTION by Mr. Bain, seconded by Mr. Greene, with all in favor, Resolution 2023-09 Designating Darrin Mossing as Assistant Treasurer of the District, was approved.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Dewberry Work Authorization for Annual Engineer's Report**

Mr. Flint: The Master Trustee Indenture for the Districts bond issue requires the Engineer to do an annual inspection of the infrastructure to review the District's budget and the District's insurance policies and produce a letter report with their findings. That was due by the end of June

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so subsequent to your May meeting I executed the work authorization. I am just asking the Board to ratify that.

On MOTION by Mr. Moherek, seconded by Mr. Scherff, with all in favor, the Dewberry Work Authorization for Annual Engineer's Report, was ratified.

**EIGHTH ORDER OF BUSINESS**

**Review and Acceptance of Annual Engineer's Report**

Mr. Flint: You will see the letter report in your agenda as a result of the inspection that they found the infrastructure is being adequately maintained and there are no issues of concern noted.

On MOTION by Mr. Bain, seconded by Mr. Greene, with all in favor, Accepting the Annual Engineer's Report, was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Wagoner: I have nothing to report.

**B. District Manager**

**1. Approval of Check Register**

Mr. Flint: You have the check register from May 5, 2023 through July 27, 2023 that totals \$24,374.81. The detailed register is behind the summary. If you have any questions, we can discuss those.

On MOTION by Mr. Moherek, seconded by Mr. Bain, with all in favor, the Check Register for \$24,374.81 was approved.

**2. Balance Sheet and Income Statement**

Mr. Flint: You have the unaudited financials through June 30<sup>th</sup>. You have the combined balance sheet and the statements of revenue and expenditures for your General Fund, Capital Reserve, and Debt Service Fund. There is no action required on these. Are there are any questions on the financial statements.

Mr. Scherff: I noticed that the interest is going up considerably.

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Mr. Flint: That is your Debt Service Fund and that money is invested in a money market fund and as you know the interest rates on the money market accounts have increased so the interest earnings are increasing as a result of that.

**3. Approval of Fiscal Year 2024 Meeting Schedule**

Mr. Flint: You are required to set an annual meeting schedule so you can see the proposed notice that would be advertised. It keeps the meetings at 9:00 a.m. or shortly thereafter as reasonable on the dates that are indicated in the notice so it would be in November, February, May, and August. You can meet more often if needed. If there is a need to have a meeting, we can always schedule a special meeting with the appropriate advertising. Is the Board okay with keeping the same quarterly meetings at 9:00 a.m. at Circle Square Commons?

On MOTION by Mr. Moherek, seconded by Mr. Greene, with all in favor, the Fiscal Year 2024 Meeting Schedule, was approved.

**TENTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Was there any other business? Hearing no comments,

**ELEVENTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Flint: Supervisors Requests? Hearing no comments,

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned.

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

DocuSigned by:  
*George Flint*  
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Secretary/Assistant Secretary

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*[Signature]*  
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Chairman/Vice Chairman