**MINUTES OF MEETING**
**SPRINGS AT LAKE ALFRED COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Springs at Lake Alfred Community Development District held Multiple Public Hearings and a Regular Meeting on April 20, 2023, at 5:00 p.m., at the Mackay Gardens and Lakeside Preserve, 945 Mackay Blvd., Lake Alfred, Florida 33850.

**Present at the meeting were:**

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| Martha Schiffer | Chair |
| Gabriel Shamma | Assistant Secretary |
| Jeremy Camp | Assistant Secretary |

**Also present were:**

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| Kristen Suit | District Manager |
| Lindsay Whelan (via telephone) | District Counsel |
| Nicole Stalder (via telephone) | Interim District Engineer |

**FIRST ORDER OF BUSINESS** **Call to Order/Roll Call**

Ms. Suit called the meeting to order at 5:01 p.m. The Oath of Office was administered to Supervisor-Elect Jeremy Camp before the meeting. Supervisors Schiffer, Shamma and Camp, were present. Supervisor Fratti and Supervisor-Elect Lee Susewitt were not present.

**SECOND ORDER OF BUSINESS** **Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS** **Administration of Oath of Office to Supervisors Lee Susewitt [Seat 4] and Jeremy Camp [Seat 5] (the following will be provided in a separate package)**

This item was addressed during the First Order of Business. She provided and briefly explained the following:

**A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

**B. Membership, Obligations and Responsibilities**

**C. Chapter 190, Florida Statutes**

**D. Financial Disclosure Forms**

**I. Form 1: Statement of Financial Interests**

**II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

**III. Form 1F: Final Statement of Financial Interests**

**E. Form 8B: Memorandum of Voting Conflict**

The Oath of Office will be administered to Supervisor-Elect Lee Susewitt at or before the next meeting.

**FOURTH ORDER OF BUSINESS** **Acceptance of Resignation of Michael Fratti [Seat 1]**

Ms. Suit presented the resignation of Mr. Fratti from Seat 1.

**On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, the resignation of Mr. Fratti from Seat 1, was accepted.**

**FIFTH ORDER OF BUSINESS** **Consider Appointment to Fill Unexpired Term of Seat 1; Term Expires November 2027**

Mr. Camp nominated Mr. Louis Cioffi to fill Seat 1.

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the appointment of Mr. Louis Cioffi to fill Seat 1, was approved.**

- **Administration of Oath of Office**

This item was deferred.

**SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2023-37, Designating Certain Officers of the District, and Providing for an Effective Date**

This item was deferred.

**SEVENTH ORDER OF BUSINESS** **Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date**

**A. Affidavit/Proof of Publication**

**B. Consideration of Resolution 2023-28, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Springs at Lake Alfred Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the Public Hearing was opened.**

No members of the public or affected property owners spoke.

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the Public Hearing was closed.**

Ms. Suit presented Resolution 2023-28 and read the title.

> **On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, Resolution 2023-28, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Springs at Lake Alfred Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS** **Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements**

> **On MOTION by Mr. Shamma and seconded by Mr. Camp, with all in favor, the Public Hearing was opened.**

**A. Affidavit/Proof of Publication**

**B. Mailed Notice to Property Owner(s)**

**C. Master Engineer's Report (for informational purposes)**

**D. Master Special Assessment Methodology Report (for informational purposes)**

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

  No members of the public or affected property owners spoke.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

  The Board, sitting as the Equalizing Board, made no changes to the assessments.

**E. Consideration of Resolution 2023-29, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing**

**for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date**

Ms. Suit presented Resolution 2023-29 and read the title.

> **On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, the Public Hearing was closed.**

> **On MOTION by Mr. Shamma and seconded by Mr. Camp, with all in favor, Resolution 2023-29, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS** **Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

**A. Affidavits of Publication**

**B. Consideration of Resolution 2023-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Ms. Suit presented Resolution 2023-30.

> **On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the Public Hearing was closed.**

**On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, Resolution 2023-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS** **Public Hearing on Adoption of Fiscal Year 2022/2023 Budget**

**A. Affidavit of Publication**

**B. Consideration of Resolution 2023-31, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Suit presented Resolution 2023-31.

**On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, the Public Hearing was opened.**

No members of the public or affected property owners spoke.

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, Resolution 2023-31, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS** **Public Hearing on Adoption of Fiscal Year 2023/2024 Budget**

**A. Affidavit of Publication**

**B. Consideration of Resolution 2023-32, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Suit presented Resolution 2023-32.

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the Public Hearing was opened.**

No members of the public or affected property owners spoke.

**On MOTION by Mr. Camp and seconded by Ms. Schiffer, with all in favor, the Public Hearing was closed.**

**On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, Resolution 2023-32, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**TWELFTH ORDER OF BUSINESS** **Ratification of Engagement with Jere Earlywine at Kutak Rock LLP**

**On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, engagement of Jere Earlywine/Kutak Rock LLP for District Counsel Services, was ratified.**

- **Consideration of Retention and Fee Agreement**

Ms. Suit presented the Kutak Rock LLP Retention and Fee Agreement.

**On MOTION by Mr. Shamma and seconded by Mr. Camp, with all in favor, the Kutak Rock LLP Retention and Fee Agreement for District Counsel Services, was approved.**

**THIRTEENTH ORDER OF BUSINESS** **Ratification of Assignment of Petitioner's Agreement**

Ms. Suit presented the Assignment of Petitioner’s Agreement.

**On MOTION by Ms. Schiffer and seconded by Mr. Shamma, with all in favor, the Assignment of Petitioner's Agreement, was approved.**

**FOURTEENTH ORDER OF BUSINESS** **Resolution 2023-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date**

This item was deferred.

**FIFTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2023-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date**

This item was deferred.

**SIXTEENTH ORDER OF BUSINESS** **Approval of Minutes**

**A. January 12, 2023 Landowners’ Meeting**

**B. January 12, 2023 Organizational Meeting**

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| **On MOTION by Ms. Schiffer and seconded by Mr. Shamma, with all in favor, the January 12, 2023 Landowners' Meeting and the January 12, 2023 Organizational Meeting Minutes, as presented, were approved.** |

**SEVENTEENTH ORDER OF BUSINESS** **Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Ms. Whelan stated that the bond validation hearing will be on July 10, 2023 at 9:30 a.m.

**B. District Engineer (Interim): Dewberry Engineers Inc.**

There was no report.

**C. District Manager: Wrathell, Hunt and Associates, LLC**

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

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

There were no Board Members' comments or requests.

**NINETEENTH ORDER OF BUSINESS** **Public Comments**

No members of the public spoke.

**TWENTIETH ORDER OF BUSINESS** **Adjournment**

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| **On MOTION by Ms. Schiffer and seconded by Mr. Camp, with all in favor, the meeting adjourned at 5:19 p.m.** |

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair