

**MINUTES OF MEETING
HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Hills of Minneola Community Development District held multiple Public Hearings and a Regular Meeting on February 3, 2020, at 11:00 a.m., continued from January 27, 2020, at Minneola City Hall, "Café Room", 800 US-27 Minneola, Florida 34715.

Present at the meeting were:

Richard Jerman	Chair
Denver Marlow	Vice Chair
Jennifer Jerman	Assistant Secretary
Chris Gardner	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Daniel Rom	Wrathell, Hunt and Associates, LLC
Vivek Babbar (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 11:32 a.m. Supervisors Marlow, Gardner, Richard Jerman and Jennifer Jerman were present, in person. One seat remained vacant.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Consider Appointment to Vacant Seat 5;
Term Expires September, 2021**

- **Appointee to be Designated as Assistant Secretary**

This item was deferred.

FOURTH 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

- *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.*
- *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.*

These items occurred below.

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Mailed Notice to Property Owner(s)

The mailed notice to property owners was included for informational purposes.

C. Presentation of Engineer’s Report *(for informational purposes)*

The previously approved Engineer’s Report was provided for informational purposes.

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

Mr. Wrathell reviewed the Master Special Assessment Methodology Report. Discussion ensued regarding amounts to be financed and the possibility of the Developer considering additional subdivision enhancements. Table 1, on Page 11, would be updated to reflect the current unit counts and product types and the headings would be updated as necessary.

On MOTION by Mr. Gardner and seconded by Mr. Marlow, with all in favor, the Public Hearing was opened.

- *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 spoke.

On MOTION by Mr. Marlow and seconded by Mr. Gardner, with all in favor, the Public Hearing was closed.

- ***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.***

Mr. Wrathell asked if the Board, sitting as the Equalizing Board, wished to make any changes to the assessments, based on any Board or public comments.

The Board, sitting as the Equalizing Board, did not make any changes.

- E. **Consideration of Resolution 2020-06, Authorizing the Construction and Acquisition of Certain Public Capital Improvements; Equalizing, Approving, Confirming, and Levying Non-Ad Valorem Special Assessments on the Property Specially Benefited By Such Improvements to Pay the Cost Thereof; Providing a Method for Allocating the Total Assessments Among the Benefited Parcels Within the District; Providing for Penalties, Charges, Discounts, and Collection Procedures; Confirming the District's Intention to Issue Its Special Assessment Revenue Bonds or Bond Anticipation Notes; Providing for Challenges and Procedural Irregularities; Providing for Severability, Conflicts, and an Effective Date**

Mr. Wrathell presented Resolution 2020-06 and read the title. Mr. Babbar stated this was a continued Regular Meeting and Public Hearing. The notices and advertisements were originally for January 27, 2020; the notices and the meeting and public hearing were properly continued to today's date and time and the Landowners are present.

On MOTION by Mr. Gardner and seconded by Mr. Marlow, with all in favor, Resolution 2020-06, Authorizing the Construction and Acquisition of Certain Public Capital Improvements; Equalizing, Approving, Confirming, and Levying Non-Ad Valorem Special Assessments on the Property Specially Benefited By Such Improvements to Pay the Cost Thereof; Providing a Method for Allocating the Total Assessments Among the Benefited Parcels Within the District; Providing for Penalties, Charges, Discounts, and Collection Procedures; Confirming the District's Intention to Issue Its Special Assessment Revenue Bonds or Bond Anticipation Notes; Providing for Challenges and Procedural Irregularities; Providing for Severability, Conflicts, and an Effective Date, was adopted.

FIFTH 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/ Proofs of Publication

- **Notice of Rule Development**
- **Notice of Rulemaking**

The affidavits were included for informational purposes.

B. Consideration of Resolution 2020-07, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Mr. Wrathell stated the Rules of Procedure set forth the District’s processes and procedures for meetings, officers, competitive bidding, etc., consistent with Florida Statutes.

On MOTION by Mr. Gardner and seconded by Mr. Marlow, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Marlow and seconded by Ms. Jerman, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Gardner and seconded by Ms. Jerman, with all in favor, Resolution 2020-07, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2020-08, Designating a Date, Time, and Location of a Public Hearing Regarding the District’s Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date

Mr. Wrathell presented Resolution 2020-08 and read the title.

On MOTION by Mr. Gardner and seconded by Ms. Jerman, with all in favor, Resolution 2020-08, Designating a Date, Time, and Location of March 9, 2020, at 11:00 a.m. at the Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 24715, for a Public Hearing Regarding the District’s Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2020-09.

The following meeting was added to the Fiscal Year 2020 Meeting Schedule:

March 9, 2020 at 11:00 a.m.

On MOTION by Ms. Jerman and seconded by Mr. Marlow with all in favor, Resolution 2020-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Continued Discussion: Board Member Compensation: 190.006 (8), F.S.

The Board Members elected not to receive compensation.

NINTH ORDER OF BUSINESS

Continued Discussion: District’s Local Records Office

This item was deferred.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2019

Mr. Wrathell presented the Unaudited Financial Statements as of December 31, 2019.

Discussion ensued regarding credits to account for the temporarily discounted “Management/accounting/recording” expense line item.

On MOTION by Mr. Marlow and seconded by Ms. Jerman, with all in favor, the Unaudited Financial Statements as of December 31, 2019, were accepted.

ELEVENTH ORDER OF BUSINESS

Consideration of November 18, 2019 Public Hearings and Regular Meeting Minutes

Mr. Wrathell presented the November 18, 2019 Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Marlow and seconded by Mr. Gardner, with all in favor, the November 18, 2019 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Straley Robin Vericker*

Mr. Babbar stated bond validation was scheduled for February 4, 2020.

B. District Engineer (Interim): *Poulos & Bennett, LLC*

There being no report, the next item followed.

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

Mr. Wrathell stated that the next meeting would be held February 24, 2020 at 1:00 p.m. A meeting and public hearing would be held on March 9, 2020 at 11:00 a.m.

THIRTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There being no Board Members’ comments or requests, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Ms. Jerman and seconded by Mr. Marlow, with all in favor, the meeting adjourned at 11:38 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair