

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT

DISTRICT

December 9, 2024

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Hills of Minneola Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

December 2, 2024

Board of Supervisors
Hills of Minneola Community Development District

Dear Board Members:

The Board of Supervisors of the Hills of Minneola Community Development District will hold a Regular Meeting on December 9, 2024 at 2:00 p.m., at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Newly Elected Supervisors [Matt White - Seat 1, Daniel Edwards - Seat 2, Trina Dziewior - Seat 3] *(the following to be provided in separate package)*
 - A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1
 - B. Membership, Obligations and Responsibilities
 - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
4. Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date
5. Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date
6. Consideration of Resolution 2025-03, Ratifying the Actions of the District Manager in Redesignating the Time for Landowners' Meeting; Providing for Publication, Providing for an Effective Date
7. Discussion/Consideration: Common Areas Policies

8. Consideration of Minneola Hills Homeowners' Association, Inc. Quit Claim Deed
9. Acceptance of Unaudited Financial Statements as of October 31, 2024
10. Approval of Minutes
 - A. September 23, 2024 Continued Public Hearings and Regular Meeting
 - B. November 5, 2024 Landowners' Meeting
11. Staff Reports
 - A. District Counsel: *Straley Robin Vericker*
 - B. District Engineer: *Poulos & Bennett, LLC*
 - C. Field Operations: *Mark Hills*
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: January 27, 2025, at 1:00 PM

○ QUORUM CHECK

SEAT 1	MATTHEW WHITE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	DANIEL EDWARDS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	TRINA DZIEWIOR	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	RICHARD JERMAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	MAX PERLMAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

12. Board Members' Comments/Requests
13. Public Comments
14. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at 561-909-7930.

Sincerely,



Daniel Rom
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 528 064 2804

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), *FLORIDA STATUTES*, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Hills of Minneola Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Minneola, Lake County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District's creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HILLS OF MINNEOLACOMMUNITY DEVELOPMENT DISTRICT:

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

BOARD OF SUPERVISOR	SEAT	VOTES
Matthew White	Seat 1	475 Votes
Daniel Edwards	Seat 2	475 Votes
Trina Dziewior	Seat 3	474 Votes

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following term of office:

BOARD OF SUPERVISOR	SEAT	TERM OF OFFICE
Matthew White	Seat 1	4-Year Term
Daniel Edwards	Seat 2	4-Year Term
Trina Dziewior	Seat 3	2-Year Term

3. **EFFECTIVE DATE.** This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 9th day of December, 2024.

Attest:

**HILLS OF MINNEOLA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Hills of Minneola Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT THAT:

SECTION 1. The following is elected as Officer of the District effective December 9, 2024:

_____ is elected Chair
_____ is elected Vice Chair
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary

SECTION 2. The following Officer shall be removed as Officer effective December 9, 2024:

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
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Daniel Rom Assistant Secretary

Kristen Thomas Assistant Secretary

Craig Wrathell Treasurer

Jeff Pinder Assistant Treasurer

PASSED AND ADOPTED THIS 9TH DAY OF DECEMBER, 2024.

ATTEST:

HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT RATIFYING THE ACTIONS OF THE DISTRICT MANAGER IN REDESIGNATING THE TIME FOR LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Hills of Minneola Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Minneola, Lake County, Florida; and

WHEREAS, the District's Board of Supervisors (the "Board") previously adopted Resolution 2024-01, Designating a Date, Time, and Location for Landowners' Meeting of the District, and Providing for an Effective Date [SEATS 1, 2 & 3]; and

WHEREAS, the Board desires to ratify its actions in redesignating the time of the Landowners' Meeting and the District Manager's action in providing the required notice landowners' meeting and election, proxy, ballot form and instructions.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The actions of the District Manager in redesignating the time of the Landowners' Meeting and providing the notice are hereby ratified. Resolution 2024-01 is hereby amended to reflect that the time and location of Landowners' Meeting as declared in Resolution 2024-01 is redesignated to 9:00 a.m., on November 5, 2024, at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715.

SECTION 2. Except as otherwise provided herein, all of the provisions of Resolution 2024-01 continue in full force and effect.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 9th day of December, 2024.

ATTEST:

**HILLS OF MINNEOLA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

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Hills of Minneola Community Development District

Common Areas Policies

December 9, 2024

Definitions

“Board” shall mean the Board of Supervisors of the District.

“Field Operations Manager” – shall mean the person or firm so designated by the Board to manage the District’s common areas.

“District” shall mean the Hills of Minneola Community Development District.

“District Manager” shall mean the professional management company with which the District has contracted to provide management services to the District.

“District’s website” – shall mean <https://hillsofminneolacdd.net/>

“Guest” shall mean any individual who is invited by a Patron and must be accompanied to use the Recreational Property by a Patron.

“Patron” shall mean Residents and Tenants, including and members of the households of any of the foregoing.

“Recreational Property” shall mean the properties and areas owned by the District intended for recreational use or ancillary to recreational areas, including but limited to, the playground, parks and common areas with green space, and parking lots.

“Resident” shall mean any person, spouse, or registered domestic partner of a person or family owning property within the District.

“Tenant” shall mean any tenant residing in a Resident’s home pursuant to a valid rental or lease agreement.

Enforcement of Policies

The Board, the District Manager, and the Field Operations Manager shall have full authority to enforce these policies and shall have the authority to waive strict application of any of these policies when prudent, necessary, or in the best interest of the District and its Patrons and their Guests. Such a temporary waiver of any policy shall not constitute a continuous, ongoing waiver of said policy.

Use of Recreational Property at Your Own Risk

Patrons and their Guests are welcome to enjoy the Recreational Property at their own risk and pursuant to the District's policies. The District does not provide on-site staff dedicated for the purpose of monitoring the use of the Recreational Property or safety of the Patrons or their Guests. The District will not accept responsibility for any injuries from the use of the Recreational Property or damage or theft of personal property. The District assumes no liability for any theft, vandalism and/ or damage that might occur to personal property.

Persons interested in using the Recreational Property are encouraged to consult with a physician prior to commencing a physical fitness program.

Designation of Tenant to Use Resident's Privileges

1. Residents who rent or lease out their home shall have the right to designate the Tenant of their home as the beneficial users of the Resident's privileges for purposes of Recreational Property use.
2. A Tenant who is designated as the beneficial user of the Resident's privileges shall be entitled to the same privileges to use the Recreational Property as a Resident.
3. During the period when a Tenant is designated as the beneficial user, the Resident shall not be entitled to use the Recreational Property.

Guests

Each Patron household may bring no more than 2 persons as Guests to the Recreational Property at one time.

1. Infants, 1 year old and younger, do not count towards the maximum guest total.
2. Patrons that are 15-17 who are visiting without a Patron at least 18 years of age may only bring 1 Guest that is at least 15 years of age or older.

General Policies

1. The Board reserves the right to amend, modify, or delete, in part or in their entirety, these policies at a duly-noticed Board meeting and will notify the Patrons of any changes by posting such new policies on the District's website. However, in order to change or modify rates or fees beyond any increases that may be specifically allowed for by the District's policies, the Board must hold a duly-noticed public hearing.
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2. All Patrons and their Guests shall abide by and comply with any and all federal, state, and local laws and ordinances while present at or utilizing the Recreational Property and shall ensure that any minor for whom they are responsible also complies with the same.
3. All Patrons and their Guests using the Recreational Property are expected to conduct themselves in a responsible, courteous, respectful, and safe manner, in compliance with all District policies governing the Recreational Property. Violation of the District's Policies and/or misuse or destruction of Recreational Property equipment may result in the suspension or termination of privileges with respect to the offending Patron in accordance with the policies set forth herein.
4. Upon the District's insurance carrier's recommendation to ensure that the District mitigates children's exposure to injury, children under 15 years of age must be accompanied by a parent, guardian, or adult Patron, 18 years of age or older. This policy is meant to follow the sound public policy and determination of appropriate age for minors to assume responsibility for their actions in accordance with the State of Florida's requirements for obtaining a Florida's learner's permit.
5. Patrons or their Guests shall not bring, serve, or consume alcoholic beverages at the Recreational Property.
6. The Recreational Property are available for use by Patrons and their Guests during normal operating hours to be established and posted by the District.
7. Outdoor grilling is prohibited unless at a pre-approved special event.
8. Patrons and Guests are responsible for cleaning up after themselves and disposing of trash in appropriate containers.
9. Patrons are responsible for any damage, contamination, pollution, or other such action they or their Guests cause to District property and will be responsible for the costs associated with repairing, treating, remediating, or fixing such District property, including any professional or legal fees.
10. Patrons are responsible for any and all actions taken by any of their Guests. Violation by a Guest of any of these policies as set forth by the District could result in loss of the privileges of that Patron.
11. All Patrons and their Guests may be required to present a valid government issued identification card in order to gain access to the Recreational Property.
12. Off-road motorbikes/vehicles (including ATVs and motorized scooters) are prohibited on all property owned, maintained and operated by the District including, but not limited to, the Recreational Property.
13. Skateboarding and rollerblading are not permitted on all property owned, maintained and operated

by the District including, but not limited to, the Recreational Property.

14. Animals must be leashed, restrained, or in appropriate carriers and never left unattended. The animals should have all applicable vaccinations and the Patron must present of such records if requested. Patrons must clean up after their animals and not allow them to dig up or damage District property. Patrons are legally responsible for their animals and injuries caused by them.
15. There is no trespassing allowed in all designated wetland conservation and/or mitigation areas. Trespassers will be reported to the local authorities.
16. Loitering (the offense of standing idly or prowling in a place, at a time or in a manner not usual for law-abiding individuals, under circumstances that warrant a justifiable and reasonable alarm or immediate concern for the safety of persons or property in the vicinity) is not permitted.
17. Fireworks of any kind are not permitted anywhere at or in the Recreational Property or adjacent areas; however, notwithstanding this general prohibition, the Board may approve the use of fireworks over a body of water.
18. No signage or advertisements shall be posted or circulated within the Recreational Property or other District property.
19. The Recreational Property shall not be used for commercial purposes without written permission from the District Manager or Field Operations Manager. The term “commercial purposes” shall mean those activities which involve, in any way, the provision of goods or services for compensation or advertising. Any use of the Recreational Property on a regular basis for commercial purposes must be presented to the Board and if approved an agreement will need to be signed and appropriate certificate of insurance may be required.
20. No vendor, operator, or contractor (Food trucks, bounce house, DJ, fitness instructor, etc...) may operate at the Recreational Property unless approved in advance by the District in writing.
21. The District Manager or Field Operations Manager have the right to authorize all programs and activities, including the number of participants, usage of equipment and supplies etc., at the Recreational Property, except with respect to user and rental fees that have been established by the Board. The District Manager or Field Operations Manager also have the right to authorize management sponsored events and programs to better serve the Patrons, and to reserve any Recreational Property for said events (if the schedule permits) and to collect revenue for those services provided. This includes, but is not limited to, various athletic events, cultural programs and social events. Should the District be entitled to any of these revenues based on its established rental or usage fees, the District Manager will coordinate the compensation from such programs or events to the District accordingly.
22. For any emergencies, please call 911. Afterwards please report all emergencies and injuries to the Field Operations Manager as well as the District Manager via the contact information on the District’s website.
23. All malfunctioning or broken equipment should immediately be reported to the District Manager.
24. No person shall remove or relocate any piece property in the Recreational Property that belongs to

the District and/or their vendors and contractors, without prior written authorization.

Playground, Parks, and Common Areas with Green Space Policies

1. Proper footwear and clothing are required. Loose clothing, especially with strings, is prohibited.
2. Mulch must not be picked up, thrown, or kicked for any reason.
3. No food, drinks, or gum are permitted in play areas.
4. No glass containers are permitted.
5. No jumping off from any climbing bar or platform.
6. Profanity, rough-housing, and disruptive behavior are prohibited.
7. No permanent or temporary improvements can be installed or placed upon the grounds.

General Parking Policies:

1. There should be no parking of vehicles on any District property except for on the Parking Lot.
2. Vehicles must not be parked in any way which blocks the normal flow of traffic, or in any way that limits the ability of emergency service workers to respond to situations.
3. Unless authorized in writing by the District, only vehicles that can fit in a standard parking space are permitted to park in the Parking Lot.
 - a. No commercial vehicles (other than vendors currently servicing the District), RVs, boats, trailers, moving trucks, or oversized vehicles are permitted.
4. The Parking Lot is only intended for the parking of vehicles operated by Patrons using the Recreational Property during hours of operation or visiting the mail kiosk.
5. Vehicles should not be parked more than 3 hours in the Parking Lot.
6. The District does not provide any security or monitoring for the Parking Lot and assumes no liability for any theft, vandalism and/ or damage that might occur to personal property and/or to such vehicles.
7. No overnight (between 10:00 pm and 6:00 am) parking is permitted.
8. All vehicles must have valid and proper license plates and registration affixed to their vehicles. Unregistered vehicles may be reported to license inspectors or law enforcement as a violation of Section 320.02, Florida Statutes. Additionally unregistered vehicles may be considered to have been abandoned and reported to law enforcement or code enforcement.
9. Unauthorized parking may result in being towed or reported to the local authorities for trespassing.
10. These policies are in addition to, and exclusive of, various state laws, county regulations, or homeowners' association standards governing parking.

Towing Policies:

1. Any vehicle that is parked on District property or the Parking Lot in violation of this policy or applicable regulatory requirements may be towed, at the sole expense of the owner, in accordance with applicable laws and regulations (including Section 715.07, Florida Statutes).
2. The District shall keep a logbook of all violations of the District's parking restrictions.
3. Upon discovery of a first-time violation:
 - a. an Authorized Representative shall affix a warning to the vehicle.
 - i. The warning shall include the date, time, location, violation, and a notice that if the vehicle is still in violation within 24 hours it shall be subject to towing.
 - b. an Authorized Representative shall take a picture evidencing the warning and the violation.
 - c. then an Authorized Representative shall enter the relevant information (including but not

- limited to the make, model, color, and license plate) in the logbook and provide the picture to the District's records custodian.
- d. If an Authorized Representative finds that the vehicle remains in violation after 24 hours of the warning, they shall:
 - i. take a picture evidencing the failure to move the vehicle
 - ii. enter the relevant information in the logbook and provide the picture to the District's records custodian.
 - iii. then provide authorization for the Towing Operator to commence towing for only the reported violation and not to patrol for other violations.
4. Upon discovery of a subsequent violation within 2 calendar years of a first-time violation:
- a. an Authorized Representative shall take a picture evidencing the unauthorized parking
 - b. enter the relevant information in the logbook and provide the picture to the District's records custodian.
 - c. then provide authorization for the Towing Operator to commence towing for only the reported violation and not to patrol for other violations.

Natural Areas Policy Statement

The following is the policy statement of the District as it regards the natural buffer areas, community buffers, or environmentally sensitive areas that are scattered in large numbers throughout the Community. This policy statement is consistent with the policies of other governmental entities including the City of Minneola, Lake County, the Water Management District, and the State of Florida as it regards to natural upland and wetland conservations/preservations areas.

The natural areas are not intended to be maintained. These areas are to be left untouched to allow for nature to take its normal course. Any vegetation that dies or is damaged by storms or other “acts of God” is to remain in its existing configuration within these areas to fulfill its role in nature’s process.

Trees, within or immediately adjacent to these areas that have died and appear to pose a threat of falling and damaging an abutting property owner’s property may be addressed by the abutting property owner. The abutting property owner must initially contact the District Manager to assess the threat. Any subsequent trimming and/or removal, if warranted/permitted by the appropriate governing entity shall be done at the expense of the abutting property owner. The goal is to prohibit or minimize disturbance to these areas.

In the event that a tree does fall onto another’s property, that property owner has the right to cut back or “limb” the tree, as necessary to their individual property line. The rest of the tree is to be left alone. Notwithstanding, removal of native vegetation within and immediately surrounding these areas is discouraged and may be restricted or prohibited by the City of Minneola, Lake County, and ultimately the Water Management District to protect the upland/wetland area or water body. Ultimately, except as noted above, no one is allowed to encroach into the natural areas for any reason, from maintenance to placement of personal property of any kind.

Common Areas Maintenance and Erosion Policy

The Common Areas provide many benefits to the District including wildlife habitat areas, natural aesthetic views, wetland recharge areas, and stormwater drainage areas. The District maintains these areas in accordance with all applicable environmental laws and regulatory permits (in some cases these areas are not intended to be maintained and are left in their natural state).

If the District Engineer determines that erosion of the Common Areas is caused by a homeowner lot, the homeowner shall bear the responsibility to fix any issues. If the District Engineer determines that erosion of a homeowner’s lot is caused by District owned property then the District shall bear the responsibility to fix any issues.

The District does not maintain private property within the community. Residents are prohibited from disturbing or altering the trees and vegetation in these areas without written permission from the District.

Common Area Event Application with Policies

1. A group of 8 or more is considered a party. A minimum of 7 days advance notice must be given by the resident to host a party. (Maximum of 25 attendees)
2. Parties are limited to 1 per day and scheduled on a first come first served basis.
3. Parties may not exceed 3 hours and must end prior to the closing time. You are allowed 30 minutes prior to start time of your party to setup.
4. Patrons will be given a written list of park policies with their application. Patrons and their guests will be expected to follow these policies.
5. Patrons and their guests will be expected to clean up after their party.
6. Loud music is not permitted.
7. An approved "party" does not allow exclusive use.

Name of Patron: _____

Address of Resident: _____

Home Phone: _____ Mobile Phone: _____

Email: _____

Date of Party: _____ Time of Party: _____

Number of Invited Guests: _____

Signed by Patron _____ Date _____

Permission Given By _____ Date _____

**Hills of Minneola Community Development District reserves the right to change, modify or transfer this agreement without notice as allowed by law.*

Suspension and Termination of Privileges

1. **Violations.** The privileges of a Patron to use the Recreational Property may be suspended or terminated if the Patron engages in any of the following behavior:
 - a. Submits false information on any application for use of the Recreational Property.
 - b. Exhibits unsatisfactory behavior or appearance.
 - c. Fails to pay fees or assessments owed to the District in a proper and timely manner.
 - d. Fails to abide by any policies established for the use of the Recreational Property or other policies of the District.
 - e. Treats the District's supervisors, contractors, other representatives, or other Patrons, in an unreasonable or abusive manner.
 - f. Damages or destroys District property.
 - g. Engages in conduct that is improper or likely to endanger the welfare, safety, harmony or reputation of the District, or its supervisors, staff, management, contractors, other representatives, or other Patrons.
2. **Documentation of Violations.** The Field Operations Manager or District Manager shall record all violations, including repeat violations, on written incident reports and shall include the date, time, name of the parties involved, and nature of the violation. The Field Operations Manager shall file such report with the District Manager within 24 hours of the incident. The District Manager shall maintain all records in accordance with public record laws.
3. **Suspension by the Field Operations Manager or District Manager**
 - a. The Field Operations Manager or District Manager may at any time suspend a Patron's privileges to use the Recreational Property for committing any of the violations outlined above.
 - b. The Field Operations Manager or District Manager shall ask the Patron to leave the Recreational Property immediately and shall call local law enforcement for assistance if the Patron fails to comply with the request.
 - c. Such suspension shall be for a maximum period of 30 consecutive days.
 - d. In determining the length of any suspension, the Field Operations Manager or District Manager, shall take into account the nature of the conduct and any prior violations.
4. **Longer Suspension or Termination of Privileges by the Board.**
 - a. The Field Operations Manager or District Manager may recommend to the Board, or the Board on its own initiative may elect to consider, a longer suspension or termination of a Patron's privileges for committing any of the violations.
 - b. At least 7 days prior to any Board meeting where a longer suspension or termination is to be considered, the District shall send written notice of the meeting by United States mail to the Patron's last known address.
 - c. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances to address the violations, including imposing a longer suspension or permanent termination of a Patron's privileges to use the Recreation Property.
 - d. In determining the appropriate action to be taken, the Board shall take into account the nature of the violation and any prior violations.
5. **Trespass.** If a Patron subject to a suspension or termination is found on the premises, such Patron may be subject to arrest for trespassing.

6. Appeal of Suspension

- a. A Patron subject to a suspension may appeal the suspension to the Board by filing a written request for an appeal, which written request shall be immediately sent to the District's Chairperson with a copy to the District Manager.
- b. The filing of a request for an appeal shall not result in the stay of the suspension.
- c. The District shall consider the appeal at its next Board meeting and shall provide reasonable notice to the Patron of the Board meeting where the appeal will be considered.
- d. At that meeting, the Board shall allow the Patron to appear and present statements and/or evidence on the Patron's behalf, subject to any reasonable restrictions that the Board may impose.
- e. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension, to address the appeal and any violations.
- f. In determining the appropriate action to be taken, the Board shall take into account the nature of the violation and any prior violations.

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

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This instrument prepared by
and returned to:

Grant T. Downing, Esq.
Godbold, Downing, Bill & Rentz, P.A.
222 W. Comstock Ave., Suite 101
Winter Park, Florida 32789

-----[SPACE ABOVE THIS LINE FOR RECORDING DATA]-----

QUIT CLAIM DEED

THIS QUIT CLAIM DEED executed the ____ day of December, 2024, by **MINNEOLA HILLS HOMEOWNERS' ASSOCIATION, INC.**, a Florida not for profit corporation, whose address is 811 Mabette Street, Kissimmee, Florida 34741 (hereinafter referred to as "Grantor"), to **HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT**, a limited special and single purpose local government created by Chapter 190, Florida Statutes,, whose address is c/o District Manager 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (hereinafter referred to as "Grantee").

W I T N E S S E T H:

That the Grantor, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00), in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, does hereby remise, release, and quit-claim unto the Grantee forever, all the right, title and interest, claim and demand which the said Grantor has in and to that certain land situate in City of Minneola, Lake County, Florida, more particularly described as follows:

See Exhibit "A" attached hereto and made a part hereof by reference.

TO HAVE AND TO HOLD, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said Grantor, either in law or equity, to the only proper use, benefit and behoof of the said Grantee forever.

IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered
in the presence of:

“GRANTOR”

MINNEOLA HILLS HOA, INC., a Florida
not for profit corporation

Sign: _____
Print: _____
Address: _____

By: _____

Print Name: Richard A. Jerman
Its: President

Sign: _____
Print: _____
Address: _____

STATE OF FLORIDA

COUNTY OF _____

This instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of November, 2024, by Richard A. Jerman, the President of MINNEOLA HILLS HOA, INC. a Florida not for profit corporation , on behalf of said company. He/She _ is personally known to me or _has produced _____as identification.

Notary Public, State of Florida

(Print, Type or Stamp Commissioned
Name)

Exhibit "A"

TRACT OS-1, TRACT OS-2, TRACT OS-3, TRACT OS-4, TRACT OS-5, TRACT OS-6, TRACT OS-8, TRACT OS-9, TRACT OS-10, TRACT OS-11, TRACT OS-12, TRACT OS-13, **VILLAGES AT MINNEOLA HILLS PHASE 1A**, according to the plat thereof as recorded in Plat Book 75, Pages 33 through 47, inclusive of the Public Records of Lake County, Florida.

TRACT LA-1, TRACT OS-14, TRACT OS-15, TRACT OS-16, TRACT OS-22, TRACT OS-23, TRACT OS-24, **VILLAGES AT MINNEOLA HILLS PHASE 2A**, according to the plat thereof as recorded in Plat Book 75, Pages 76 through 83, inclusive of the Public Records of Lake County, Florida.

TRACT OS-17, TRACT OS-18 TRACT OS-19 TRACT OS-20 TRACT OS-21 **VILLAGES AT MINNEOLA HILLS PHASE 2B** according to the plat thereof as recorded in Plat Book 78, Pages 78 through 83, inclusive of the Public Records of Lake County, Florida.

TRACT OS-7, **VILLAGES AT MINNEOLA HILLS PHASE 1B**, according to the plat thereof as recorded in Plat Book 78, Pages 43 through 47, inclusive of the Public Records of Lake County, Florida.

TRACT OS-26, TRACT OS-27, TRACT OS-28, TRACT OS-29, TRACT OS-30, TRACT OS-31, **VILLAGES AT MINNEOLA HILLS PHASE 3**, according to the plat thereof as recorded in Plat Book 81, Pages 27 through 32, inclusive of the Public Records of Lake County, Florida.

TRACT OS-32, TRACT OS-33, TRACT OS-35, TRACT OS-36, TRACT OS-37, TRACT OS-38, TRACT OS-39, TRACT OS-40, TRACT OS-41, **VILLAGES AT MINNEOLA HILLS PHASE 4**, according to the plat thereof as recorded in Plat Book 82, Pages 37 through 44, inclusive of the Public Records of Lake County, Florida.

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
OCTOBER 31, 2024**

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 31, 2024**

	General Fund	SRF North	SRF South	Debt Service Fund 2020	Debt Service Fund 2021	Debt Service Fund 2024	Capital Projects Fund 2020	Capital Projects Fund 2021	Capital Projects Fund 2024	Total Governmental Funds
ASSETS										
Cash	\$102,774	\$31,399	\$426,424	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 560,597
Investments										
Revenue	-	-	-	540,389	135,044	-	-	-	-	675,433
Reserve	-	-	-	1,338,412	163,410	268,156	-	-	-	1,769,978
Prepayment	-	-	-	-	192	-	-	-	-	192
Construction	-	-	-	-	-	-	81,180	15	6,848,615	6,929,810
Cost of issuance	-	-	-	-	-	2,951	-	-	-	2,951
Interest	-	-	-	-	-	180,546	-	-	-	180,546
Undeposited funds	270	-	-	585	-	-	-	-	-	855
Due from Starlight	630	-	-	-	-	-	-	-	-	630
Due from Ashton Woods	596	-	-	-	-	-	-	-	-	596
Due from LB Minneola	3,689	-	-	-	-	-	-	-	-	3,689
Due from Pulte Group	3,257	-	-	-	-	-	-	-	-	3,257
Due from Arroyo CAP II-1, LLC	43	-	414	33,372	-	-	-	-	-	33,829
Due from JEN Florida 49	-	-	103,469	-	-	-	-	-	-	103,469
Due from general fund	-	-	-	1,853	-	-	-	-	-	1,853
Utility deposit	20	-	1,165	-	-	-	-	-	-	1,185
Total assets	<u>\$111,279</u>	<u>\$31,399</u>	<u>\$531,472</u>	<u>\$1,914,611</u>	<u>\$298,646</u>	<u>\$451,653</u>	<u>\$ 81,180</u>	<u>\$ 15</u>	<u>\$6,848,615</u>	<u>\$10,268,870</u>
LIABILITIES AND FUND BALANCES										
Liabilities:										
Accounts payable on-site	\$ -	\$ -	\$ 10,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,875
Retainage payable	-	-	-	-	-	-	322,094	271,812	-	593,906
Due to Landowner	4,671	-	-	18,526	-	-	3,084	-	-	26,281
Due to debt service fund	1,853	-	-	-	-	-	-	-	-	1,853
Landowner advance	5,500	-	-	-	-	-	-	-	-	5,500
Total liabilities	<u>12,024</u>	<u>-</u>	<u>10,875</u>	<u>18,526</u>	<u>-</u>	<u>-</u>	<u>325,178</u>	<u>271,812</u>	<u>-</u>	<u>638,415</u>
DEFERRED INFLOWS OF RESOURCES										
Deferred receipts	3,585	-	103,883	27,324	-	-	-	-	-	134,792
Total deferred inflows of resources	<u>3,585</u>	<u>-</u>	<u>103,883</u>	<u>27,324</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>134,792</u>
Fund balances:										
Assigned										
Debt service	-	-	-	1,868,761	298,646	451,653	-	-	-	2,619,060
Capital projects	-	-	-	-	-	-	(243,998)	(271,797)	6,848,615	6,332,820
3 months working capital	26,366	-	257,088	-	-	-	-	-	-	283,454
Unassigned	69,304	31,399	159,626	-	-	-	-	-	-	260,329
Total fund balances	<u>95,670</u>	<u>31,399</u>	<u>416,714</u>	<u>1,868,761</u>	<u>298,646</u>	<u>451,653</u>	<u>(243,998)</u>	<u>(271,797)</u>	<u>6,848,615</u>	<u>9,495,663</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$111,279</u>	<u>\$31,399</u>	<u>\$531,472</u>	<u>\$1,914,611</u>	<u>\$298,646</u>	<u>\$451,653</u>	<u>\$ 81,180</u>	<u>\$ 15</u>	<u>\$6,848,615</u>	<u>\$10,268,870</u>

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ -	\$ 50,636	0%
Assessment levy: off-roll	-	-	37,418	0%
Total revenues	-	-	88,054	0%
EXPENDITURES				
Professional & administrative				
Management/recording	4,000	4,000	48,000	8%
Legal - general counsel	-	-	15,000	0%
Engineering	-	-	7,500	0%
Audit	-	-	5,900	0%
Telephone	16	16	200	8%
Postage	33	33	139	24%
Printing & binding	7	7	50	14%
Legal advertising	-	-	1,500	0%
Annual district filing fee	175	175	175	100%
Insurance: GL & POL	6,161	6,161	6,334	97%
Contingencies	-	-	750	0%
Hosting & maintenance	-	-	705	0%
ADA compliance	199	199	210	95%
Total professional & administrative	10,591	10,591	86,463	12%
Other fees & charges				
Property appraiser & tax collector	-	-	1,582	0%
Total other fees & charges	-	-	1,582	0%
Total expenditures	10,591	10,591	88,045	12%
Excess/(deficiency) of revenues over/(under) expenditures	(10,591)	(10,591)	9	
Fund balances - beginning	106,261	106,261	123,272	
Fund balance - ending				
Assigned				
3 months working capital	26,366	26,366	26,366	
Unassigned	69,304	69,304	96,915	
Fund balances - ending	\$ 95,670	\$ 95,670	\$ 123,281	

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND - NORTH
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ -	\$ 12,569	0%
Assessment levy: off-roll	-	-	39,869	0%
Total revenues	-	-	52,438	0%
EXPENDITURES				
Professional & administrative				
Arbitrage rebate calculation	-	-	750	0%
Debt service fund - accounting	458	458	5,500	8%
Dissemination agent	83	83	1,000	8%
EMMA software services	2,500	2,500	-	N/A
Total professional & administrative	3,041	3,041	12,750	24%
Field operations and maintenance				
Pressure washing	-	-	20,000	0%
Landscaping maintenance	-	-	19,296	0%
Total field operations & maintenance	-	-	39,296	0%
Other fees & charges				
Property appraiser & tax collector	-	-	393	0%
Total other fees & charges	-	-	393	0%
Total expenditures	3,041	3,041	52,439	6%
Excess/(deficiency) of revenues over/(under) expenditures	(3,041)	(3,041)	(1)	
Fund balances - beginning	34,440	34,440	11,665	
Fund balances - ending	\$ 31,399	\$ 31,399	\$ 11,664	

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND - SOUTH
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ -	\$ 730,980	0%
Assessment levy: off-roll	-	-	273,716	0%
Total revenues	-	-	1,004,696	0%
EXPENDITURES				
Professional & administrative				
Arbitrage rebate calculation	-	-	1,500	0%
Debt service fund - accounting	458	458	5,500	8%
Dissemination agent	167	167	2,000	8%
Trustee	-	-	8,400	0%
Mailed notices	-	-	1,500	0%
Total professional & administrative	625	625	18,900	3%
Field operations and maintenance				
Field operations manager	500	500	6,000	8%
Field operations accounting	292	292	3,500	8%
Landscaping labor	29,408	29,408	499,000	6%
Insurance: property	9,299	9,299	15,000	62%
Backflow test	-	-	450	0%
Irrigation repair	-	-	23,000	0%
Plants, shrubs & annuals	-	-	20,000	0%
Tree trimming	-	-	47,000	0%
Mulch	-	-	102,000	0%
Pressure washing	-	-	4,000	0%
Signage	-	-	5,500	0%
General maintenance	-	-	13,000	0%
Fence wall repairs	-	-	4,000	0%
Electric:				
Irrigation	-	-	33,000	0%
Street lights	2,402	2,402	150,000	2%
Entrance signs	-	-	2,000	0%
Water irrigation	2	2	12,000	0%
Playground ADA mulch	-	-	25,000	0%
Total field operations & maintenance	41,903	41,903	964,450	4%
Other fees & charges				
Property appraiser & tax collector	-	-	22,843	0%
Total other fees & charges	-	-	22,843	0%
Total expenditures	42,528	42,528	1,006,193	4%
Excess/(deficiency) of revenues over/(under) expenditures	(42,528)	(42,528)	(1,497)	
Fund balances - beginning	459,242	459,242	558,559	
3 months working capital	257,088	257,088	257,088	
Unassigned	159,626	159,626	299,974	
Fund balances - ending	\$ 416,714	\$ 416,714	\$ 557,062	

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2020
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ -	\$ 1,234,724	0%
Assessment levy: off-roll	-	-	142,272	0%
Interest	6,441	6,441	-	N/A
Total revenues	<u>6,441</u>	<u>6,441</u>	<u>1,376,996</u>	0%
EXPENDITURES				
Debt service				
Principal	-	-	500,000	0%
Interest	-	-	844,875	0%
Total debt service	<u>-</u>	<u>-</u>	<u>1,344,875</u>	0%
Other fees & charges				
Tax collector	-	-	25,723	0%
Total other fees and charges	<u>-</u>	<u>-</u>	<u>25,723</u>	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>1,370,598</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	6,441	6,441	6,398	
OTHER FINANCING SOURCES/(USES)				
Transfer out	<u>(5,216)</u>	<u>(5,216)</u>	-	N/A
Total other financing sources	<u>(5,216)</u>	<u>(5,216)</u>	-	N/A
Net change in fund balances	1,225	1,225	6,398	
Fund balances - beginning	1,867,536	1,867,536	1,837,813	
Fund balances - ending	<u>\$ 1,868,761</u>	<u>\$ 1,868,761</u>	<u>\$ 1,844,211</u>	

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: off-roll	\$ -	\$ -	\$ 327,190	0%
Interest	1,159	1,159	-	N/A
Total revenues	<u>1,159</u>	<u>1,159</u>	<u>327,190</u>	0%
EXPENDITURES				
Debt service				
Principal	-	-	130,000	0%
Interest	-	-	200,219	0%
Total debt service	<u>-</u>	<u>-</u>	<u>330,219</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	1,159	1,159	(3,029)	
Fund balances - beginning	<u>297,487</u>	<u>297,487</u>	<u>289,186</u>	
Fund balances - ending	<u>\$ 298,646</u>	<u>\$ 298,646</u>	<u>\$ 286,157</u>	

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2024
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ -	\$ 305,387	0%
Assessment levy: off-roll	-	-	231,682	0%
Interest	1,753	1,753	-	N/A
Total revenues	<u>1,753</u>	<u>1,753</u>	<u>537,069</u>	0%
EXPENDITURES				
Debt service				
Principal	-	-	105,000	0%
Interest	-	-	389,284	0%
Total debt service	<u>-</u>	<u>-</u>	<u>494,284</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	1,753	1,753	42,785	
Fund balances - beginning	449,900	449,900	441,351	
Fund balances - ending	<u>\$ 451,653</u>	<u>\$ 451,653</u>	<u>\$ 484,136</u>	

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2020
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 293	\$ 293
Total revenues	<u>293</u>	<u>293</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	293	293
OTHER FINANCING SOURCES/(USES)		
Transfer in	5,216	5,216
Total other financing sources/(uses)	<u>5,216</u>	<u>5,216</u>
Net change in fund balances	5,509	5,509
Fund balances - beginning	<u>(249,507)</u>	<u>(249,507)</u>
Fund balances - ending	<u><u>\$ (243,998)</u></u>	<u><u>\$ (243,998)</u></u>

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2021
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year To Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	(271,797)	(271,797)
Fund balances - ending	<u><u>\$ (271,797)</u></u>	<u><u>\$ (271,797)</u></u>

**HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2024
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 26,576	\$ 26,576
Total revenues	<u>26,576</u>	<u>26,576</u>
EXPENDITURES	-	-
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	26,576	26,576
Fund balances - beginning	6,822,039	6,822,039
Fund balances - ending	<u><u>\$ 6,848,615</u></u>	<u><u>\$ 6,848,615</u></u>

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

MINUTES A

DRAFT
MINUTES OF MEETING
HILLS OF MINNEOLA
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Hills of Minneola Community Development District held Continued Public Hearings and a Regular Meeting on September 23, 2024 at 1:00 p.m., at City of Minneola City Hall, 800 N US Hwy 27, Minneola, FL 34715.

Present:

Richard Jerman	Chair
Daniel Edwards	Vice Chair
Matthew White	Assistant Secretary
Max Perlman	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Vivek Babbar (via telephone)	District Counsel
Mark Hills (via telephone)	Operations Manager
Trina Dziewior	SunTerra Communities
Chase Hanse	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 1:03 p.m. Supervisors Jerman, Edwards, Perlman and White were present. Supervisor Dunn was not present.

SECOND ORDER OF BUSINESS

Public Comments

Resident Chase Hanse stated that, on behalf of the homeowners, he was asked to present a few issues. He stated some community members expressed concerns about the parking situation near the public dog park and the mailboxes; the grass around the playground, which is causing children to trip and fall; a steep drop-off at the tot lot, with no stairs leading up out of that playground; and cameras that are mounted on streetlights throughout the community. Several residents are unhappy and would like to see something done about those items. He asked for an update on repairing the mailboxes that were struck by a motorist.

Regarding the damaged mailboxes, Mr. Rom stated a proposal to order and replace them was received and, once an agreement is fully executed, new mailboxes will be ordered.

THIRD ORDER OF BUSINESS**Discussion: Activities in CDD Open Areas**

Mr. Rom distributed photographs of soccer nets in an open space owned by the CDD and stated a complaint was made alleging that soccer playing damaged all the sod. It seems like there is something on social media inviting non-residents to gatherings in the open space on weekends, with loud music and littering. This situation has escalated into confrontations. Mr. Rom stated he informed the resident who submitted the complaint that, at the present time, the CDD does not have any rules in place preventing open play in those types of areas. He referred them to the non-emergency City of Minneola Police Department to report incidents.

Mr. Jerman stated no CDD "No Trespassing" signage is posted and, in his opinion, rules related to the operation and utilization of the open space are needed. Mr. Rom concurred that rules should be established and adopted.

Discussion ensued regarding creating a policy and posting the rules, who should draft the rules for the open space, parking issues, the mailboxes, rulemaking procedure, imposing non-resident user fees, enforcement and towing capabilities.

Mr. Babbar stated Staff can draft rules; the Board can give direction as to what they would like in the rules and the rules can be tailored to a specific area and to make sure residents are responsible for their trash and being respectful.

Asked about the soccer nets, Mr. Rom stated they were removed and the owners of the goals were notified that they need to remove them after using the park.

FOURTH ORDER OF BUSINESS**Acceptance of Resignation of James Dunn
[Seat 3]; Term Expires November 2024**

Mr. Rom presented Mr. James Dunn's resignation.

**On MOTION by Mr. Edwards and seconded by Mr. Perlman, with all in favor,
the resignation of James Dunn from Seat 3, was accepted.**

FIFTH ORDER OF BUSINESS**Consider Appointment to Fill Unexpired
Term of Seat 3**

Mr. Jerman nominated Ms. Trina Dziewior to fill Seat 3.

No other nominations were made.

On MOTION by Mr. Jerman and seconded by Mr. Edwards, with all in favor, the appointment of Ms. Trina Dziewior to Seat 3, was approved.

- **Administration of Oath of Office (the following will also be provided in a separate package)**

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the of Oath of Office to Ms. Trina Dziewior. Mr. Rom stated that he will explain the contents of the Supervisor's packet to Ms. Dziewior after the meeting.

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligation and Responsibilities

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

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2024-12,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Mr. Rom presented Resolution 2024-12. Mr. Edwards nominated the following:

Richard Jerman	Chair
Daniel Edwards	Vice Chair
Matthew White	Assistant Secretary
Trina Dziewior	Assistant Secretary
Max Perlman	Assistant Secretary

This Resolution removes the following from the Board:

James Dunn	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Daniel Rom	Assistant Secretary
Kristen Thomas	Assistant Secretary
Craig Wrathell	Treasurer

Jeff Pinder

Assistant Treasurer

On MOTION by Mr. Edwards and seconded by Mr. Perlman, with all in favor, Resolution 2024-12, Electing and Removing Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year 2024/2025 Budget****A. Proof/Affidavit of Publication**

This item was included for informational purposes. The Public Hearing was initially set for August 26, 2024 but it needed to be continued to today; the continuation was posted.

B. Consideration of Resolution 2024-13, Adopting a Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; and Providing an Effective Date

Mr. Rom presented Resolution 2024-13. He reviewed the proposed Fiscal Year 2025 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Discussion ensued regarding the insurance increase, Field Operations Manager's contract, phases that are coming online and the debt service expenditures.

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

No affected property owners or members of the public spoke.

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

On MOTION by Mr. Edwards and seconded by Mr. Perlman, with all in favor, Resolution 2024-13, Adopting a Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS**Public Hearing on the Imposition of Maintenance and Operation Assessments**

to Fund the Budget for Fiscal Year
2024/2025, Pursuant to Florida Law

A. Proof/Affidavit of Publication

B. Mailed Notice(s) to Property Owners

These items were included for informational purposes.

C. Consideration of Resolution 2024-14, Imposing Annually Recurring Operations and Maintenance Non-Ad Valorem Special Assessments; Providing for Collection and Enforcement of All District Special Assessments; Certifying an Assessment Roll; Providing for Amendment of the Assessment Roll; Providing for Challenges and Procedural Irregularities; Providing for Severability; Providing for an Effective Date

Mr. Rom presented Resolution 2024-14 and read the title.

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

No affected property owners or members of the public spoke.

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

On MOTION by Mr. Edwards and seconded by Mr. White, with all in favor, the 2024-14, Imposing Annually Recurring Operations and Maintenance Non-Ad Valorem Special Assessments; Providing for Collection and Enforcement of All District Special Assessments; Certifying an Assessment Roll; Providing for Amendment of the Assessment Roll; Providing for Challenges and Procedural Irregularities; Providing for Severability; Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Landscape Maintenance Services Proposals

A. Contours Landscape Solution, Inc. (Del Webb Minneola Phase 1)

Mr. Rom stated this vendor was referred by Pulte, the current Developer.

Discussion ensued regarding the scope of work and pricing.

On MOTION by Mr. Jerman and seconded by Mr. Perlman, with all in favor, the Contours Landscape Solution, Inc. proposal for the Del Webb Minneola Phase 1 project, authorizing District Counsel to draft an agreement, was approved.

B. Yellowstone Landscape (Del Webb Minneola Phase 1)

This item was not considered.

TENTH ORDER OF BUSINESS

Ratification of Yellowstone Landscape-Southeast, LLC Addendum #2 to the Landscape and Irrigation Services Agreement (Imperial Road)

Mr. Rom presented the Yellowstone Landscape-Southeast, LLC Addendum #2 to the Landscape and Irrigation Services Agreement for Imperial Road, for ratification.

On MOTION by Mr. Edwards and seconded by Mr. White, with all in favor, the Yellowstone Landscape-Southeast, LLC Addendum #2 to the Landscape and Irrigation Services Agreement for Imperial Road, was ratified.

ELEVENTH ORDER OF BUSINESS

Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2023, Prepared by McDirmit Davis

Mr. Rom presented the Audited Financial Report for Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2024-15, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023

On MOTION by Mr. Jerman and seconded by Mr. Perlman, with all in favor, Resolution 2024-15, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2024

On MOTION by Mr. Edwards and seconded by Mr. White, with all in favor, the Unaudited Financial Statements as of August 31, 2024, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of May 29, 2024 Public Hearing
and Regular Meeting Minutes

On MOTION by Mr. Perlman and seconded by Mr. Edwards, with all in favor,
the May 29, 2024 Public Hearing and Regular Meeting Minutes, as presented,
were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Straley Robin Vericker
- B. District Engineer: Poulos & Bennett, LLC
- C. Field Operations: Mark Hills

There were no District Counsel, District Engineer or Field Operations Manager reports.

- D. District Manager: Wrathell, Hunt and Associates, LLC

- NEXT MEETING DATE: October 28, 2024 at 1:00 PM

- QUORUM CHECK

The next meeting will be held on October 28, 2024, unless canceled.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Mr. Jerman asked about the cameras on the streetlights, stated Staff will obtain quotes to rectify the issues at the playground and requested confirmation that District Counsel will draft and distribute the parking policies.

Discussion ensued regarding the cameras on the streetlights, the issues with the tot lot, the motorist who struck the mailboxes and ordering mailboxes and repair and installation time.

SIXTEENTH ORDER OF BUSINESS

Public Comments

Mr. Hanse stated residents love using the common areas and he hopes nothing changes; the events have been very positive. The noise complaint for the open space surprised him.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Edwards and seconded by Ms. Dziewior, with all in favor,
the meeting adjourned at 1:52 p.m.

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Secretary/Assistant Secretary

Chair/Vice Chair

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

MINUTES B

DRAFT

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

A Landowners' Meeting of the Hills of Minneola Community Development District was held on Tuesday, November 5, 2024 at 9:00 a.m., at the City of Minneola City Hall, 800 N. US Hwy 27, Minneola, Florida 34715.

Present were:

Daniel Rom District Manager and Proxy Holder

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 9:24 a.m.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners' Meeting

Mr. Rom served as Chair to conduct the Landowners' Meeting.

FOURTH ORDER OF BUSINESS

Election of Supervisors [SEATS 1, 2 &3]

A. Nominations

Mr. Rom stated that he is the designated Proxy Holder for the Landowner, JEN Florida 49, LLC, owner of 71.57 acres, equating to 72 votes, and 403 platted units, equating to 403 votes, for a total of 475 voting units. Mr. Rom is eligible to cast up to 475 votes per seat.

Mr. Rom nominated the following:

Seat 1 Matt White

Seat 2 Dan Edwards

36 Seat 3 Trina Dziewior

37 No other nominations were made.

38 **B. Casting of Ballots**

39 **I. Determine Number of Voting Units Represented**

40 A total of 475 voting units were represented.

41 **II. Determine Number of Voting Units Assigned by Proxy**

42 All 475 voting units represented were assigned by proxy to Mr. Rom.

43 Mr. Rom cast the following votes:

44 Seat 3 Matt White 475 Votes

45 Seat 4 Dan Edwards 475 Votes

46 Seat 5 Trina Dziewior 474 Votes

47 **C. Ballot Tabulation and Results**

48 Mr. Rom reported the following ballot tabulation, results and term lengths:

49 Seat 3 Matt White 475 Votes 4-Year Term

50 Seat 4 Dan Edwards 475 Votes 4-Year Term

51 Seat 5 Trina Dziewior 474 Votes 2-Year Term

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53 **FIFTH ORDER OF BUSINESS**

Landowners' Questions/Comments

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55 There were no Landowners' questions or comments.

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57 **SIXTH ORDER OF BUSINESS**

Adjournment

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59 There being nothing further to discuss, the meeting adjourned at 9:26 a.m.

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62 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

HILLS OF MINNEOLA

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

HILLS OF MINNEOLA COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>City of Minneola City Hall, 800 N US Hwy 27, Minneola, FL 34715</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 28, 2024 CANCELED	Regular Meeting	1:00 PM
November 5, 2024	Landowners' Meeting	9:00 AM
November 25, 2024 <i>rescheduled to December 9, 2024</i>	Regular Meeting	1:00 PM
December 9, 2024	Regular Meeting	2:00 PM
January 27, 2025	Regular Meeting	1:00 PM
February 24, 2025	Regular Meeting	1:00 PM
March 24, 2025	Regular Meeting	1:00 PM
April 28, 2025	Regular Meeting	1:00 PM
June 23, 2025	Regular Meeting	1:00 PM
July 28, 2025	Regular Meeting	1:00 PM
August 25, 2025	Regular Meeting	1:00 PM
September 22, 2025	Regular Meeting	1:00 PM