

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

The Board of Supervisors of the Hills of Minneola Community Development District held a Regular Meeting on March 25, 2024 at 1:00 p.m., at the City of Minneola City Hall, 800 N. U.S. Highway 27, Minneola, Florida 34715.

Present were:

Richard Jerman	Chair
Daniel Edwards	Vice Chair
James Dunn	Assistant Secretary
Matthew White (via telephone)	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Vivek Babbar (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 1:01 p.m.

Supervisors Jerman, Edwards and Dunn were present. Supervisor White attended via telephone. Supervisor Perlman was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2024-01,
Designating a Date, Time, and Location for
Landowners' Meeting of the District, and
Providing for an Effective Date**

Mr. Rom presented Resolution 2024-01.

On MOTION by Mr. Edwards and seconded by Mr. Dunn, with all in favor, Resolution 2024-01, Designating a Date, Time, and Location of November 5, 2024 at 11:00 a.m., at the City of Minneola City Hall, 800 N. U.S. Highway 27, Minneola, Florida 34715, for a Landowners’ Meeting of the District, and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

**Update: Required Ethics Training/
Disclosure Filing**

- **Sample Form 1/Filing Instructions**

Mr. Rom and Mr. Babbar discussed the new annual requirement for Supervisors to complete four hours of ethics continuing education by December 31, 2024. The agenda includes information related to online trainings, some of which are free; Supervisors are advised to keep a log of courses taken, including the name of the course, the course provider, the date and time taken and the number of hours because some course providers do not provide documentation of completion. The Florida Commission on Ethics (FCOE) will email Supervisors asking them to complete a short registration process in order to complete Form 1 in its portal link within the coming months. Going forward, Form 1 will be submitted electronically to the FCOE, rather than the Supervisor of Elections. Completion of the ethics training requirement will be notated on Form 1 for the calendar year following completion.

FIFTH ORDER OF BUSINESS

Ratification Items

A. Requests for Transfer of Environmental Resource Permits to the Perpetual Operation and Maintenance Entity

I. Pod 7 Phase 2

II. Pod 8 Phase 3

Mr. Rom presented the Requests for Transfer of Environmental Resource Permits to the Perpetual Operation and Maintenance Entity, which would be the Hills of Minneola CDD. Mr. Rom will verify that Phase 1 was previously transferred.

On MOTION by Mr. Jerman and seconded by Mr. Edwards, with all in favor, the Requests for Transfer of Environmental Resource Permits to the Perpetual Operation and Maintenance Entity, for Pod 7 Phase 2 and Pod 8 Phase 3, were ratified.

B. Assignment of Lighting Services with Agreement Duke Energy One, Inc.

On MOTION by Mr. Jerman and seconded by Mr. Edwards, with all in favor, the Assignment of Lighting Services Agreement 23003DE1F to the CDD, was ratified.

C. Bill of Sale, CDD to City of Minneola, Del Webb Hills of Minneola Phase 1

D. Bill of Sale and Assignment of Work Product [Pulte Home Company, LLC]

Mr. Rom presented the Bill of Sale for Del Webb Hills of Minneola Phase 1 from the CDD to the City of Minneola and the Bill of Sale and Assignment of Work Product by Pulte Home Company, LLC, and the accompanying Exhibits.

On MOTION by Mr. Jerman and seconded by Mr. Edwards with all in favor, the Bill of Sale for the Del Webb Hills of Minneola Phase1 from the CDD to the City of Minneola and the Bill of Sale and Assignment of Work Product by Pulte Home Company, LLC, and the accompanying Exhibits, were ratified.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Authorizing a Petition to Amend the Boundaries of the Hills of Minneola Community Development District

Mr. Rom presented Resolution 2024-02. Mr. Babbar stated his office is preparing the Petition to be filed with the City of Minneola.

On MOTION by Mr. Edwards and seconded by Mr. Dunn, with all in favor, Resolution 2024-02, Authorizing a Petition to Amend the Boundaries of the Hills of Minneola Community Development District, was adopted.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 29, 2024

Mr. Rom presented the Unaudited Financial Statements as of February 29, 2024.

Discussion ensued regarding development of a Field Operations budget.

Mr. Hills will work with Staff to develop budget projections for the South Parcel, Phase 3 and Phase 4, and the amended boundary, which will be a separate parcel that will require maintenance.

On MOTION by Mr. Jerman and seconded by Mr. Edwards, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of August 28, 2023 Public Hearings and Regular Meeting Minutes

Mr. Rom presented the August 28, 2023 Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Jerman and seconded by Mr. Dunn, with all in favor, the August 28, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Straley Robin Vericker
- B. District Engineer: Poulos & Bennett, LLC
- C. Field Operations Manager: Mark Hills
- D. District Manager: Wrathell, Hunt and Associates, LLC

There were no Staff reports.

- **NEXT MEETING DATE: April 22, 2024 at 1:00 PM**
 - **QUORUM CHECK**

The next meeting will be held on April 22, 2024, unless cancelled.

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments


There were no public comments.

TWELFTH ORDER OF BUSINESS


Adjournment

On MOTION by Mr. Jerman and seconded by Mr. Edwards, with all in favor, the meeting adjourned at 1:18 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair