

**MINUTES OF MEETING
SPRINGSIDE COMMUNITY DEVELOPMENT DISTRICT**

An Organizational Meeting of the Springside Community Development District was held on November 20, 2024 at 11:00 a.m., at Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601.

Present were:

Deborah Ricciardi	Chair
Debbie Grubs	Vice Chair
Tammi Jo Fernandez	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Craig Wrathell	Wrathell, Hunt and Associates (WHA)
Jason Middleton	WHA
Chris Conti	WHA
Mike Eckert	District Counsel
Kubra Metin	Kutak Rock LLP
Brian Malmberg	District Engineer
Cliff Manuel	Coastal Engineering Associates, Inc.
Cynthia Wilhelm (via telephone)	Bond Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 11:02 a.m. She noted that the Landowners' Election scheduled for today was opened and then continued.

Ms. Deborah Ricciardi, Ms. Debbie Grubbs and Ms. Tammi Jo Fernandez, named in the Petition to Establish the District as Initial Board Supervisors, were present. Mr. Darren Williamson and Mr. Danial Williamson, also named in the Petition to Establish the District as Initial Board Supervisors, were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

GENERAL DISTRICT ITEMS

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Board of Supervisors (the following will also be provided in a separate package)

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Deborah Ricciardi, Ms. Debbie Grubbs and Ms. Tammi Jo Fernandez.

Ms. Cerbone provided and explained the following:

- A. Update: Required Ethics Training and Form 1 Disclosure Filing**
- B. Board Membership, Obligations and Responsibilities**
- C. Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees 2023**
- D. Chapter 190, Florida Statutes**
- E. Form 8B: Memorandum of Voting Conflict**

Ms. Cerbone and Mr. Wrathell discussed the Sunshine Law, use of email, public records requests and Form 1 filings. Ms. Cerbone and Mr. Eckert discussed conflicts of interest related to voting conflict and Form 8B, which each Board Member completed; Form 8B will be kept on file for use when necessary. Ms. Cerbone paraphrased Form 8B, which states:

“I am a member of the Board of Supervisors of the Springside Community Development District created under Chapter 190, Florida Statutes, and I am a principal, employee and/or business associate, or relative, of a landowner in the District. Decisions potentially affecting the landowner may come before the Board from time to time. Pursuant to Section 112.3143(3)(b), and 190.007(1), Florida Statutes, I understand that I do not have a conflict of interest when voting on such matters, and that I am not prohibited from voting on such matters. That said, I am filing this disclosure of voting conflict in an abundance of caution, and to follow the procedures required by section 112.3143, Florida Statutes, and for the duration of my term and any subsequent terms.”

Mr. Eckert will call each Supervisor individually to respond to any questions as they arise. Ms. Metin will email information regarding ethics training courses, completion deadlines and reporting completion of the requirement.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-01, Ratifying the Actions of the District

Manager and District Staff in Noticing the Landowners’ Meeting; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-01.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-01, Ratifying the Actions of the District Manager and District Staff in Noticing the Landowners’ Meeting; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-02, 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

This item was deferred.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Electing Certain Officers of the District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-03. Ms. Fernandez nominated the following:

- | | |
|---------------------|--------------------|
| Chair | Deborah Ricciardi |
| Vice Chair | Debbie Grubbs |
| Secretary | Craig Wrathell |
| Assistant Secretary | Tammi Jo Fernandez |
| Assistant Secretary | Cindy Cerbone |
| Treasurer | Craig Wrathell |
| Assistant Treasurer | Jeffrey Pinder |

No other nominations were made.

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-03, Electing Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

ORGANIZATIONAL ITEMS

SEVENTH ORDER OF BUSINESS

Consideration of the Following Organizational Items:

A. Resolution 2025-04, Appointing and Fixing the Compensation of the District Manager and Methodology Consultant; Providing an Effective Date

- **Agreement for District Management Services: Wrathell, Hunt and Associates, LLC**

Mr. Wrathell presented Resolution 2025-04 and the Fee Schedule and Management Agreement. Wrathell, Hunt and Associates, LLC (WHA) will charge a discounted Management Fee of \$2,000 per month until bonds are issued.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, Resolution 2025-04, Appointing and Fixing the Compensation of Wrathell, Hunt and Associates, LLC as the District Manager and Methodology Consultant; Providing an Effective Date, was adopted.

B. Resolution 2025-05, Appointing District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date

- **Fee Agreement: Kutak Rock LLP**

Mr. Eckert presented Resolution 2025-05, the Kutak Rock LLP Attorney Retainer Agreement and the Retention and Fee Agreement.

Discussion ensued regarding funding requests and accounting processes.

On MOTION by Ms. Ricciardi and seconded by Ms. Grubbs, with all in favor, Resolution 2025-05, Appointing Kutak Rock LLP as District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date, was adopted.

C. Resolution 2025-06, Designating a Registered Agent and Registered Office of the District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-06.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-06, Designating Michael C. Eckert as Registered Agent and 107 West College Avenue, Tallahassee, Florida 32301 as the Registered Office of the District, and Providing for an Effective Date, was adopted.

D. Resolution 2025-07, Appointing an Interim District Engineer for the Springside Community Development District, Authorizing Its Compensation and Providing for an Effective Date

- **Interim Engineering Services Agreement: Coastal Engineering Associates, Inc.**

Ms. Carbone presented Resolution 2025-07 and the Interim Engineering Services Agreement and accompanying Exhibits.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, Resolution 2025-07, Appointing an Interim District Engineer for the Springside Community Development District, Authorizing Its Compensation and Providing for an Effective Date, was adopted.

E. Authorization of Request for Qualifications (RFQ) for Engineering Services

Ms. Carbone presented the RFQ for Engineering Services and Competitive Selection Criteria.

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, the Request for Qualifications for Engineering Services, the Competitive Selection Criteria, and authorizing Staff to advertise, were approved.

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

This item was deferred.

G. Resolution 2025-08, Designating the Primary Administrative Office and Principal Headquarters of the District; and Providing an Effective Date

Ms. Carbone presented Resolution 2025-08. The address of the Wrathell, Hunt and Associates office will be inserted into Section 1 of the Resolution.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-08, Designating 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office and a location within Hernando County, Florida as the Principal Headquarters of the District; and Providing an Effective Date, was adopted.

H. Resolution 2025-09, Designating the Location of the Local District Records Office and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-09. The following will be inserted into Resolution 2025-09:

Section 1: Insert "Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601"

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, Resolution 2025-09, Designating Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601 as the Location of the Local District Records Office and Providing an Effective Date, was adopted.

I. Resolution 2025-10, Setting Forth the Policy of the Springside Community Development District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors, Officers; and Providing for an Effective Date

- **Authorization to Obtain General Liability and Public Officers' Insurance**

Ms. Cerbone presented Resolution 2025-10.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, Resolution 2025-10, Setting Forth the Policy of the Springside Community Development District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors, Officers; and Providing for an Effective Date, was adopted, and authorizing Staff to obtain General Liability and Public Officers' Insurance, was approved.

J. Resolution 2025-11, Providing for the Public's Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be

Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date

Ms. Cerbone presented Resolution 2025-11.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, Resolution 2025-11, Providing for the Public’s Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date, was adopted.

K. Resolution 2025-12, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date

Ms. Cerbone presented Resolution 2025-12. In general, WHA retains documents in perpetuity.

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-12, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date, was adopted.

L. Resolution 2025-13, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-13.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, Resolution 2025-13, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

M. Resolution 2025-14, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the Springside Community Development District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-14.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-14, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the Springside Community Development District and Providing for an Effective Date, was adopted.

N. Authorization of Request for Proposals (RFP) for Annual Audit Services

Ms. Cerbone presented the RFP For Annual Audit Services and the Auditor Selection Evaluation Criteria.

- **Designation of Board of Supervisors as Audit Committee**

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, the Request for Proposals for Annual Auditing Services, the Auditor Selection Evaluation Criteria, authorizing the District Manager to advertise and designating the Board of Supervisors as the Audit Committee, were approved.

O. Strange Zone, Inc., Quotation #M24-1034 for District Website Design, Maintenance and Domain Web-Site Design Agreement

Ms. Cerbone presented the Strange Zone, Inc. (SZI) proposal.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, Strange Zone, Inc., Quotation #M24-1034 for District Website Design, Maintenance and Domain Web-Site Design Agreement, in the amount of \$1,679.99, was approved.

P. ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

Ms. Cerbone presented the ADA Site Compliance proposal.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, in the amount of \$210 annually, was approved.

Q. Resolution 2025-15, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date

I. Rules of Procedure

II. Notices [Rule Development and Rulemaking]

These items were included for informational purposes.

Ms. Cerbone presented Resolution 2025-15.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, Resolution 2025-15, to Designate Date, Time and Place of January 9, 2025 at 3:30 p.m., at Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601, for a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was adopted.

R. Resolution 2025-16, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

This item was deferred.

S. Resolution 2025-17, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-17.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, Resolution 2025-17, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

T. Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting

Ms. Cerbone presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form developed for the District, which explains how the goals will be met.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

BANKING ITEMS

EIGHTH ORDER OF BUSINESS

Consideration of the Following Banking Items:

- A. Resolution 2025-18, Designating a Public Depository for Funds of the District and Providing an Effective Date**
- B. Resolution 2025-19, Directing the District Manager to Establish a Local Bank Account and Appoint Signors on the Account; and Providing an Effective Date**
- C. Resolution 2025-20, Authorizing the District Manager or Treasurer to Execute the Public Depositor Report; Authorizing the Execution of Any Other Financial Reports as Required by Law; Providing for an Effective Date**

This Order of Business was presented following the Eleventh Order of Business.

BUDGETARY ITEMS

NINTH ORDER OF BUSINESS

Consideration of the Following Budgetary Items:

- A. Resolution 2025-21, Approving the Proposed Budget(s) for FY 2025; Setting a Public Hearing Thereon and Directing Publication; Addressing Transmittal and Posting Requirements; Addressing Severability and Effective Date
- B. Fiscal Year 2024/2025 Budget Funding Agreement
- C. Resolution 2025-22, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes
- D. Resolution 2025-23, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date
- E. Resolution 2025-24, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date
- F. Resolution 2025-25, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date
- G. Resolution 2025-26, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date
- H. Consideration of E- Verify Memo with MOU
- I. Resolution 2025-27, Authorizing an Individual Designated by the Board of Supervisors to Act as the District's Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District's Infrastructure Improvements as Provided in the District's Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date

This Order of Business was presented following the Eleventh Order of Business.

BOND FINANCING ITEMS

TENTH ORDER OF BUSINESS

Consideration of the Following Bond Financing Related Items:

A. Bond Financing Team Funding Agreement

Mr. Eckert presented the Bond Financing Team Funding Agreement.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, the Bond Financing Team Funding Agreement, in substantial form, was approved.

B. Engagement of Bond Financing Professionals

I. Underwriter/ Investment Banker: FMSbonds, Inc.

Ms. Cerbone presented the FMSbonds, Inc. Agreement for Underwriting Services & Rule G-17 Disclosure.

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, the FMSbonds, Inc. Agreement for Underwriting Services & Rule G-17 Disclosure, was approved.

II. Bond Counsel: Nabors, Giblin & Nickerson, P.A.

Ms. Wilhelm presented the Nabors, Giblin & Nickerson, P.A. proposal and Bond Counsel Agreement.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, the Nabors, Giblin & Nickerson, P.A. proposal and Bond Counsel Agreement, were approved.

III. Trustee, Paying Agent and Registrar: US Bank Trust Company, N.A.

Ms. Cerbone presented the US Bank Trust Company, N.A. Engagement Letter to serve as Trustee, Paying Agent and Registrar.

On MOTION by Ms. Ricciardi and seconded by Ms. Grubbs, with all in favor, the US Bank Trust Company, N.A. Engagement Letter to serve as Trustee, Paying Agent and Registrar, was approved.

- C. Resolution 2025-28, 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**

Ms. Cerbone presented Resolution 2025-28.

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-28, Designating a Date, Time, and Location of January 9, 2025 at 3:30 p.m., at Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601, 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.

- D. Presentation of Master Engineer’s Report**

Mr. Malmberg presented the Master Engineer’s Report dated March 2024 and noted the following:

- The Report outlines the Capital Improvements required for the infrastructure in the CDD.
- The Report in the agenda presents development in three separate phases; however, Staff is working with Mr. Darren Williamson to consolidate the Report to two phases to match planned construction. The numbers will not change, but a Revised Report will be issued.
- 229 total units are anticipated, comprised of 206 50’ lots and 23 70’ lots.
- An amenity will be constructed during Phase 2.
- The Capital Improvement Plan (CIP) will include roadway improvements, stormwater management system, water and wastewater utilities, hardscape, landscape and irrigation, streetlights, off-site improvements and undergrounding of electrical utility lines. The CDD will

pay for the cost difference between installing overhead electrical utility lines and underground lines.

➤ Section 5 shows cost estimates and maintenance responsibilities for each category of improvement; the Total CIP Cost Estimate, including 10% contingency, is \$9,647,000.

Mr. Malmberg stated that he will update the date of the Report and consolidate the improvements into two phases. None of the dollar amounts will change.

E. Presentation of Master Special Assessment Methodology Report

Mr. Wrathell presented the Master Special Assessment Methodology Report dated October 15, 2024. He reviewed the pertinent information and discussed the Development Program, CIP, Financing Program, Assessment Methodology, lienability tests, special and peculiar benefits to the units, True-up Mechanism and the Appendix Tables. He noted the following:

- The CDD consists of approximately 78.69 acres in Hernando County, Florida.
- 229 residential dwelling units are anticipated.
- The anticipated total CIP costs are estimated at \$9.647 million.
- The total par amount of bonds, including the costs of financing, capitalized interest and debt service reserve, is \$13,540,000 to finance estimated total CIP costs of \$9,647,000.
- No bond assessments are allocated to any private amenities or governmental property.

Mr. Eckert left the meeting and rejoined the meeting via telephone.

➤ The Master Special Assessment Methodology Report will be updated to reflect revisions to the Engineer's Report.

F. Resolution 2025-29, District Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid by Assessments, and the Manner and Timing in Which the Assessments are to be Paid; Designating the Lands Upon Which the Assessments Shall be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date

Ms. Cerbone presented Resolution 2025-29 and read the title.

Discussion ensued regarding bond validation proceedings, advertising and processes.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, Resolution 2025-29, District Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid by Assessments, and the Manner and Timing in Which the Assessments are to be Paid; Designating the Lands Upon Which the Assessments Shall be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings on January 9, 2025 at 3:30 p.m., at Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date, was adopted.

G. Resolution 2025-31, Authorizing the Issuance of Not to Exceed \$13,540,000 Springside Community Development District Capital Improvement Revenue Bonds, in One or More Series; Approving the Form of a Master Trust Indenture; Appointing a Trustee, Registrar and Paying Agent; Approving a Capital Improvement Program; Authorizing the Commencement of Validation Proceedings Relating to the Bonds; and Providing an Effective Date

Ms. Wilhelm presented Resolution 2025-31, which accomplishes the following:

- Approves the form of the Master Trust Indenture.
- Appoints U.S. Bank Trust Company, National Association, as the Trustee.
- Authorizes validation of bonds in an amount not to exceed \$13,540,000.
- Approves the Capital Improvement Program.
- Allows District Counsel to file the bond validation complaint.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-31, Authorizing the Issuance of Not to Exceed \$13,540,000 Springside Community Development District Capital Improvement Revenue Bonds, in One or More Series; Approving the Form of a Master Trust Indenture; Appointing a Trustee, Registrar and Paying Agent; Approving a Capital Improvement Program; Authorizing the Commencement of Validation Proceedings Relating to the Bonds; and Providing an Effective Date, was adopted.

PROJECT ITEMS

ELEVENTH ORDER OF BUSINESS

Consideration of the Following Project Related Items:

A. Acquisition Agreement

Ms. Cerbone presented the Acquisition Agreement.

Discussion ensued regarding acquisition of CDD improvements.

On MOTION by Ms. Ricciardi and seconded by Ms. Grubbs, with all in favor, the Acquisition Agreement, in substantial form, was approved.

B. Construction Funding Agreement

Ms. Cerbone presented the Construction Funding Agreement.

Discussion ensued regarding construction-related expenses, use of bond funds, Developer payments and assignment of the balance of the site contract.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, the Construction Funding Agreement, in substantial form, was approved.

C. Resolution 2025-32, Authorizing Certain Actions in Connection with the Implementation of the District’s Capital Improvement Plan, Including the Conveyance and/or Acquisition of Real and Personal Property, Execution of Plats, Transfer of Permits, Execution of Contracts and Change Orders, Payment of Requisitions, and Other Actions as Described Herein; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-32 and read the title.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, Resolution 2025-32, Authorizing Certain Actions in Connection with the Implementation of the District’s Capital Improvement Plan, Including the Conveyance and/or Acquisition of Real and Personal Property, Execution of Plats, Transfer of Permits, Execution of Contracts and Change Orders, Payment of Requisitions, and Other Actions as Described Herein; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

▪ **Consideration of the Following Banking Items:**

This item, previously the Eighth Order of Business, was presented out of order.

- A. **Resolution 2025-18, Designating a Public Depository for Funds of the District and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-18.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-18, Designating Truist Bank as Public Depository for Funds of the District and Providing an Effective Date, was adopted.

- B. **Resolution 2025-19, Directing the District Manager to Establish a Local Bank Account and Appoint Signors on the Account; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-19.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, Resolution 2025-19, Directing the District Manager to Establish a Local Bank Account and Appoint Signors on the Account; and Providing an Effective Date, was adopted.

- C. **Resolution 2025-20, Authorizing the District Manager or Treasurer to Execute the Public Depositor Report; Authorizing the Execution of Any Other Financial Reports as Required by Law; Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-20.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, Resolution 2025-20, Authorizing the District Manager or Treasurer to Execute the Public Depositor Report; Authorizing the Execution of Any Other Financial Reports as Required by Law; Providing for an Effective Date, was adopted.

- **Consideration of the Following Budgetary Items:**

This item, previously the Ninth Order of Business, was presented out of order.

- A. **Resolution 2025-21, Approving the Proposed Budget(s) for FY 2025; Setting a Public Hearing Thereon and Directing Publication; Addressing Transmittal and Posting Requirements; Addressing Severability and Effective Date**

Ms. Cerbone presented Resolution 2025-21 and the proposed Fiscal Year Fiscal Year 2025 budget, which is Landowner-funded, with expenses funded as they are incurred.

Discussion ensued regarding budget processes and the administrative-only budget.

Approval of this item was deferred and will be included on the January 2025 agenda.

B. Fiscal Year 2024/2025 Budget Funding Agreement

Ms. Cerbone presented the Budget Funding Agreement.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, the Fiscal Year 2024/2025 Budget Funding Agreement, in substantial form, was approved.

C. Resolution 2025-22, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes

Ms. Cerbone presented Resolution 2025-22.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, Resolution 2025-22, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes, was adopted.

D. Resolution 2025-23, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-23.

On MOTION by Ms. Grubbs and seconded by Ms. Fernandez, with all in favor, Resolution 2025-23, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors;

Providing for a Monetary Threshold; and Providing for an Effective Date, was adopted.

- E. Resolution 2025-24, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date**

Ms. Cerbone presented Resolution 2025-24.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-24, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date, was adopted.

- F. Resolution 2025-25, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-25.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-25, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

- G. Resolution 2025-26, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-26.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-26, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date, was adopted.

- H. Consideration of E- Verify Memo with MOU**

Ms. Cerbone presented the E-Verify Memo related to the requirement for all employers to verify employment eligibility utilizing the E-Verify System and the requirement for the

District to enroll with E-Verify and enter into a Memorandum of Understanding (MOU) with E-Verify.

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, acknowledging the E-Verify Memo requirements, as set forth in the Memorandum, and authorizing enrollment and utilization of the E-Verify program, was approved.

- I. **Resolution 2025-27, Authorizing an Individual Designated by the Board of Supervisors to Act as the District’s Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District’s Infrastructure Improvements as Provided in the District’s Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-27.

On MOTION by Ms. Grubbs and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-27, Authorizing an Individual Designated by the Board of Supervisors to Act as the District’s Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District’s Infrastructure Improvements as Provided in the District’s Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Staff Reports

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

Mr. Eckert stated that his Staff will work diligently to file the bond validation complaint this week or next week. Supervisors will be informed when the hearing is scheduled.

B. District Engineer (Interim): Coastal Engineering Associates, Inc.

There was no report.

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

The next Board Meeting will be held on January 9, 2025 at 3:30 p.m.

Discussion ensued regarding the Continued Landowners' Meeting.

Ms. Cerbone stated that Board Members are not required to attend the Continued Landowners' Meeting on December 11, 2024, if a Proxy Holder is designated.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, the meeting adjourned at 2:13 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair