

**MINUTES OF MEETING
SPRINGSIDE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Springside Community Development District Held Public Hearings and a Regular Meeting on January 9, 2025 at 3:30 p.m., at Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601.

Present were:

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

Also present:

Cindy Cerbone	District Manager
Chris Conti	Wrathell Hunt and Associates LLC
Mike Eckert	District Counsel
Kubra Metin	Kutak Rock LLP
Jared Young	District Engineer
Blaise Grubbs	Member of the public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 3:32 p.m. Supervisors Ricciardi, Grubbs and Fernandez were present. Two seats were vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

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

Mr. Conti, 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 and Mr. Eckert previously 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

FOURTH 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

Ms. Cerbone presented Resolution 2025-02, and recapped the results of the Landowners’ election, as follows:

Seat 1	Deborah Ricciardi	79 votes	Four-year Term
Seat 2	Debbie Grubbs	79 votes	Four-year Term
Seat 3	Tammi Fernandez	70 votes	Two-year Term

There were no nominations or votes for Seats 4 and 5.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, 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, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-33, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-33. Ms. Fernandez nominated the following:

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

No other nominations were made.

The following prior appointments to the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary

Craig Wrathell

Treasurer

Jeffrey Pinder

Assistant Treasurer

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, Resolution 2025-33, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

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

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, the Public Hearing was opened.

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

No affected property owners or members of the public spoke.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, the Public Hearing was closed.

B. Consideration of Resolution 2025-34, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-34.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, Resolution 2025-34, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

The affidavits of publication were included for informational purposes.

B. Consideration of Resolution 2025-35, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Mr. Eckert reviewed the Rules of Procedure and recommended Board approval.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, Resolution 2025-35, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, the Public Hearing was opened.

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

The following questions were asked and answered:

Ms. Metin: Was the meeting properly noticed and published in the newspaper?

Ms. Cerbone: Yes.

Ms. Metin: And do you have proof of publications?

Ms. Cerbone: Yes.

Ms. Metin: And can the District Manager confirm those proofs with me off the record?

Ms. Cerbone: Yes.

Ms. Metin: And (inaudible), as per Chapter 170?

Ms. Cerbone: Yes.

Ms. Metin: Inaudible question

Ms. Cerbone: Yes.

Ms. Metin stated the issuance of bonds provides the CDD with the funds to construct the infrastructure improvements outlined in the Engineer's Report; it reveals the infrastructure in the District property and that properties within the District receive special benefits. The assessed properties that receive special benefits arise out of the financial infrastructure. It is important to note that each property within the CDD is assessed based on the special benefits received and not based on the property value.

C. Engineer's Report (for informational purposes)

The following questions were asked and answered:

Ms. Metin: Can you please provide an overview of the Engineer's Report, including any changes?

Mr. Young: There have been no changes since the Report was last presented to the Board. The Springside CDD consists of 78.69 acres of land located within Hernando County. The site is located south of Highgrove Road, east of Landover Boulevard, west of Nocklyn Road and north of Elgin Boulevard, within Section 4, Township 23S and Range 18E. The CDD is to be developed in two phases, with Phase 1 having 129 units and Phase 2 having 100 units, for a total of 229 units. The Engineering process was concluded with nine categories; namely, roadway improvements, stormwater management system, water and wastewater utilities, hardscape, landscape and irrigation, streetlights, undergrounding of electrical utility lines,

recreational amenities, off-site improvements and professional services and a 10% contingency, which is an industry standard for permitted design projects.

Ms. Metin: Based on your experience, are the cost estimates in your Engineer’s Report, as supplemented, reasonable and proper?

Mr. Young: Yes. They are based on recent similar projects located within the County.

Ms. Metin: And do you have any reason to believe the project cannot be carried out?

Mr. Young: No. The project has been permitted by all applicable agencies.

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

Ms. Metin: Ms. Cerbone, can you provide an overview of the Master Special Assessment Methodology Report?

Ms. Cerbone: Yes. The first part of the Methodology Report references the District Engineer’s Report related to acreage and the types of improvements that are being anticipated and could be but do not have to be covered under a bond issuance. The purpose is to describe public improvements or CDD improvements within the boundaries of the District and the cost of those improvements and how they could be funded. The scope of the report discusses the Capital Improvement Plan (CIP) in the Engineer’s Report. Section 1.3 describes the special benefits and general benefits that those property owners within the boundaries of the District will receive based on those improvements. The Development Program describes the number of acres in the District, the County in which it is located, the general description of where the District is located. It talks about the current property owner and/or Developer for the District, understanding that at some point, that could change. The CIP refers again to the Engineer’s Report and reserves some rights if things were to change for the district to create distinct assessment areas to coincide with the phases of development but they don’t have to. The District Engineer referred to the two phases, that does not mean there has to be two bond issuances; it could be one bond issuance if that is what the Board so desires. The financing program outlines the types of bonds proposed, the bond par value of \$13,540,000, benefit allocation, amenities, assigning debt, transferred property, lienability tests, True-Up mechanism, the assessment roll and the Appendix Tables.

Ms. Metin: Do the benefits exceed or equal the items assessed?

Ms. Cerbone: Yes.

Ms. Metin: Are the assessments being imposed in a manner proportional to benefits received by (inaudible)?

Ms. Cerbone: Yes.

Ms. Metin: In your professional opinion, are the special assessments reasonably apportioned among the lands subject to the special assessments?

Ms. Cerbone: Yes.

Ms. Metin: In your professional opinion, is it reasonable, proper, fair and just to assess the cost of the project against the lands in the District according to the Methodology, which result in special assessments set forth in the final assessment roll?

Ms. Cerbone: Yes.

Ms. Metin: And is it your opinion that the special benefits the lands will receive, as set forth in the final assessment roll, will be equal to or in excess of special assessments thereon and allocated as set forth in the Methodology?

Ms. Cerbone: Yes.

Ms. Metin: Is it your opinion that it is in the best interest of the District that special assessments be paid and collected in accordance with the Methodology?

Ms. Cerbone: Yes.

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

Ms. Metin asked if there are any comments or questions from the public.

No affected property owners or members of the public spoke.

Ms. Metin asked if any letters were received by the District Manager. Ms. Cerbone replied none were received.

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

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

- E. **Consideration of Resolution 2025-36, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing**

for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Ms. Metin presented Resolution 2025-36 and read the title.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, Resolution 2025-36, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

On MOTION by Ms. Fernandez and seconded by Ms. Grubbs, with all in favor, the Public Hearing was closed.

Mr. Eckert stated this may seem overly formal; however, in bond validation hearings, the State Attorney and the judge ask about the assessment hearing, if there were any members of the public present, what Staff presented, etc.

NINTH ORDER OF BUSINESS

Consideration of 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.

TENTH ORDER OF BUSINESS

Consideration of 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 read the title. Ms. Cerbone reviewed the proposed Fiscal Year 2025 budget.

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, Resolution 2025-21, Approving the Proposed Budget(s) for FY 2025; Setting a Public Hearing Thereon for May 8, 2025 at 3:00 p.m., at Coastal Engineering Associates, Inc., 966 Candlelight Blvd., Brooksville, Florida 34601, subject to ratification if the location changes, and Directing Publication; Addressing Transmittal and Posting Requirements; Addressing Severability and Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

**RECESS REGULAR MEETING/ANNOUNCE
AUDIT SELECTION COMMITTEE MEETING**

• **COMMENCEMENT OF AUDIT SELECTION COMMITTEE MEETING**

The Regular Meeting recessed and the Audit Selection Committee Meeting commenced.

TWELFTH ORDER OF BUSINESS

**Review of Responses to Request for
Proposals (RFP) for Annual Audit Services**

A. Affidavit of Publication

B. RFP Package

These items were included for informational purposes.

C. Respondents

- I. Berger, Toombs, Elam, Gaines & Frank**
- II. DiBartolomeo, McBee, Hartley & Barnes, P.A.**
- III. Grau & Associates**

Ms. Cerbone stated she is very familiar with all three respondents and the firm that struggles the most with timeliness is Berger, Toombs, Elam, Gaines & Frank. She presented a completed evaluation matrix/ranking sheet based on her experience working with the respondents. The Board has the option of accepting Staff’s scores and rankings, completing a joint evaluation matrix/ranking or individually scoring and ranking the respondents. The consensus was to utilize Staff ‘s rankings.

D. Auditor Evaluation Matrix/Ranking

Staff’s scores and rankings were as follows:

#1	DiBartolomeo, McBee, Hartley & Barnes, P.A.	100 points
#2	Grau & Associates	99 points
#3	Berger, Toombs, Elam, Gaines & Frank	86 points

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, accepting as the CDD Board’s own, the scores and ranking of District Management, as agreed upon by the Auditor Selection Committee, to score DiBartolomeo, McBee, Hartley & Barnes, P.A., 100 points and rank DiBartolomeo, McBee, Hartley & Barnes, P.A., as the #1 ranked respondent to the RFQ for Annual Audit Services and award the Annual Audit Services contract to DiBartolomeo, McBee, Hartley & Barnes, P.A., was approved.

▪ **ADJOURN AUDIT SELECTION COMMITTEE MEETING/ANNOUNCE-REGULAR MEETING**

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

The Audit Selection Committee meeting adjourned and the Regular meeting reconvened.

THIRTEENTH ORDER OF BUSINESS

Discussion: RFQ for Engineering Services

Ms. Cerbone stated Staff conferred with Coastal Engineering and, although they did not reply to the RFQ, they are amenable to staying as an interim District Engineer.

FOURTEENTH ORDER OF BUSINESS

ADJOURN AUDIT SELECTION COMMITTEE MEETING/ANNOUNCE-REGULAR MEETING

This item occurred following the Twelfth Order of Business.

FIFTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of November 30, 2024

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, the Unaudited Financial Statements as of November 30, 2024, was accepted.

SIXTEENTH ORDER OF BUSINESS

Approval of Meeting Minutes

A. November 20, 2024 Landowners’ Meeting

Line 17: Change “Debby Ricciardi” to “Deborah Ricciardi”

Line 18: Change “Grubs” to “Grubbs”

B. November 20, 2024 Organizational Meeting

Line 10 and throughout: Change “Debby” to “Deborah”

Line 11 and throughout: Change “Grubs” to “Grubbs”

C. December 11, 2024 Continued Landowners’ Meeting

Line 37 and throughout: Change “Debby” to “Deborah”

On MOTION by Ms. Fernandez and seconded by Ms. Ricciardi, with all in favor, the November 20, 2024 Landowners’ Meeting, the November 20, 2024 Organizational Meeting and December 11, 2024 Continued Landowners’ Meeting, all as amended, were approved.

SEVENTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Eckert stated that the Bond Validation Hearing is set for March 18, 2025 at 3:00 p.m., via Zoom. It would be helpful if the Chair or Vice Chair could attend.

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

There was no report.

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

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

The next meeting will be held on May 8, 2025 at 3:00 p.m.

EIGHTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

NINETEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWENTIETH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Ricciardi and seconded by Ms. Fernandez, with all in favor, the meeting adjourned at 4:40 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair