

**MINUTES OF MEETING
SUGARLOAF COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sugarloaf Community Development District held a Public Hearing and Regular Meeting on September 23, 2024 at 11:00 a.m., at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715.

Present were:

Matthew Young	Chair
Matt Cuarta	Vice Chair
Curt Wilkinson (via telephone)	Assistant Secretary
Patrick (Rob) Bonin	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC (WHA)
Kyle Magee (via telephone)	District Counsel
James Dunn	Richland Communities

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:04 a.m. Supervisors Young, Cuarta and Bonin were present. Supervisor Wilkinson attended via telephone. Supervisor Lupia was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Acceptance of Resignation from Suzanne Lupia (Seat 4)

<p>On MOTION by Mr. Young and seconded by Mr. Cuarta, with all in favor, the Resignation of Suzanne Lupia from Seat 4, was accepted.</p>

FOURTH ORDER OF BUSINESS

Consider Appointment of James Dunn to Fill Unexpired Term of Seat 4; Term Expires November 2024

Mr. Young nominated Mr. James Dunn to fill Seat 4.

No other nominations were made.

On MOTION by Mr. Young and seconded by Mr. Bonin, with all in favor, the appointment of Mr. James Dunn to fill Seat 4, was approved.

• Administration of Oath of Office (the following will be provided in a separate package)

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. James Dunn. As an experienced CDD Board Member, Mr. Dunn is familiar with the following:

- A. Required Ethics Training and Disclosure Filing**
 - Sample Form 1 2023/Instructions**
- 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**

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-11, Electing and Removing Officers of the District and Providing for an Effective Date

Mr. Rom presented Resolution 2024-11. Mr. Young nominated the following slate:

Chair	Matthew Young
Vice Chair	Matt Cuarta
Assistant Secretary	Curt Wilkinson
Assistant Secretary	Patrick Bonin
Assistant Secretary	James Dunn

No other nominations were made.

This Resolution removes the following from the Board:

Assistant Secretary	Suzanne Lupia
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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. Dunn and seconded by Mr. Cuarta, with all in favor, Resolution 2024-11, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Budget Funding Agreement Fiscal Year 2025

Mr. Rom presented the Fiscal Year 2025 Budget Funding Agreement.

Discussion ensued regarding the Agreement, funding processes and division of expenses between the multiple Builders and Developers. It was noted that, as additional Developers come online, each will be responsible for their proportionate share of expenditures based on the number of units, on an annual basis.

The Board directed the Chair to execute the final Agreement.

SEVENTH 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 Mr. Young and seconded by Mr. Dunn, with all in favor, the Public Hearing was opened.

- A. Affidavit/Proof of Publication**
- B. Mailed Notice to Property Owner(s)**

These items were presented for informational purposes.

- C. Master Engineer’s Report (for informational purposes)**

Mr. Magee stated the Master Engineer's Report was approved, in substantial form, at the last meeting. Some revisions will be made to the legal descriptions in the Exhibits.

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

Mr. Rom presented the Master Special Assessment Methodology Report dated July 22, 2024. He reviewed the pertinent information and discussed the Development Program, Capital Improvement Plan (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 Report is based upon the CIP described in the Engineer's Report dated May 2024, which describes the CIP required for the CDD after the projected expansion of its boundaries from the current amount of approximately 369.49 acres to the anticipated total amount of approximately 1,400 acres.
- The proposed financing plan for the CDD provides for the issuance of the bonds in the approximate principal amount of \$126,465,000 to finance approximately \$90.7 million in CIP costs.
- The True-Up Mechanism is in place so that, if at any time the Development changes, the Engineer's Report and/or the Methodology Report will be updated to ensure that all entities pay their proportionate share.

Mr. Rom stated that the numbers are unchanged since the last meeting; however, updated numbers will be provided in advance of the bond issuance.

Mr. Magee stated that some minor corrections were made. A scrivener's error was corrected as the Mailed Notices were being prepared; the proper amount was noticed and the proper amount in the Methodology Report, for the existing CDD is \$42,078,716.95. That is the correct amount to be incorporated into the Assessment Rolls, should the Board levy these assessments today.

The following questions were posed and answered:

Mr. Magee: In your professional opinion, do the lands subject to the assessments receive special benefits from the District's Capital Improvement Plan?

Mr. Rom: Yes.

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

Mr. Rom: Yes.

Mr. Magee: In your professional opinion, is it reasonable, proper and just to assess the costs of the Capital Improvement Program against the lands in the District in accordance with your Methodology, which results in the special assessments set forth on the final assessment roll?

Mr. Rom: Yes.

Mr. Magee: 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 the maximum special assessments thereon when allocated as set forth in the Methodology?

Mr. Rom: Yes.

Mr. Magee: Is it your opinion that it is in the best interest of the District that the maximum special assessments be paid and collected in accordance with the Methodology and the District's assessment resolutions?

Mr. Rom: 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.**

No affected property owners or members of the public spoke.

<p>On MOTION by Mr. Young and seconded by Mr. Dunn, with all in favor, the Public Hearing was closed.</p>
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- **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 the Equalizing Board, made no changes to the assessment levels.

- E. **Consideration of Resolution 2024-12, 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 Homeowners Associations, Property Owners Association and/or Governmental Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Mr. Rom presented Resolution 2024-12 and read the title.

On MOTION by Mr. Young and seconded by Mr. Cuarta, with all in favor, Resolution 2024-12, 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 Homeowners Associations, Property Owners Association and/or Governmental Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2024

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

TENTH ORDER OF BUSINESS

Approval of July 22, 2024 Public Hearing and Regular Meeting Minutes

On MOTION by Mr. Wilkinson and seconded by Mr. Bonin, with all in favor, the July 22, 2024 Public Hearing and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Magee stated the Boundary Amendment public hearing is tentatively scheduled for October 15, 2024. Further confirmations will be made before the public hearing is finalized and further updates will be provided.

A Board Member stated that the last remaining sections for future annexation, including Pod A the northernmost section, might be pursued in early 2025.

B. District Engineer: Poulos & Bennett, LLC

There was no report.

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

- **NEXT MEETING DATE: October 28, 2024 at 11:00 AM**
 - **QUORUM CHECK**

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

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Young and seconded by Mr. Bonin, with all in favor, the meeting adjourned at 11:27 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Matt Cuarta

Chair/Vice Chair