

**MINUTES OF MEETING  
PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Preserve at Savannah Lakes Community Development District held Multiple Public Hearings and a Regular Meeting on March 21, 2022, at 11:15 a.m., at the offices of Culpepper and Terpening, Inc., 2960 South 25th Street, Fort Pierce, Florida 34981.

**Present at the meeting were:**

Michael Caputo	Chair
Tim Smith	Vice Chair
Jon Seifel	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Andrew Kantarzi	Wrathell, Hunt and Associates, LLC (WHA)
Jere Earlywine (via telephone)	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 11:53 a.m. Supervisors Caputo, Tim Smith and Seifel were present, in person. Supervisors Candice Smith and Meath were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD 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**

**A. Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-28, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Preserve at Savannah Lakes Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Public Hearing was closed.**

Ms. Cerbone presented Resolution 2022-28.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, Resolution 2022-28, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Preserve at Savannah Lakes Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

Ms. Cerbone stated that the Silver Oaks CDD (SOCDD) meeting just concluded and the agendas are almost identical.

**FOURTH 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**

- *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.*
- *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.*

These items were addressed below.

- A. **Affidavit/Proof of Publication**
- B. **Mailed Notice to Property Owner(s)**
- C. **Engineer’s Report *(for informational purposes)***
- D. **Master Special Assessment Methodology Report *(for informational purposes)***

Items 4A, 4B, 4C, and 4D were included for informational purposes.

- E. **Consideration of Resolution 2022-29, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date**
- *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.*

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Public Hearing was closed.**

- ***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 of Supervisors, meeting as the Equalizing Board, made no changes to the assessments, as proposed.

Ms. Cerbone presented Resolution 2022-29. Mr. Earlywine stated that the components incorporated in the Resolution were presented at the last meeting.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, Resolution 2022-29, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.**

**FIFTH 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 2022-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

These Rules of Procedure were essentially the same as those discussed during the SOCDD meeting.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Public Hearing was closed.**

Ms. Cerbone presented Resolution 2022-30.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, Resolution 2022-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year 2021/2022 Budget**

**A. Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-31, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Cerbone stated that the Fiscal Year 2022 budget is the same as the version presented at the last meeting.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Public Hearing was closed.**

Ms. Cerbone presented Resolution 2022-31.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, Resolution 2022-31, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

Ms. Cerbone stated that the responses to the Request for Qualifications (RFQ) for Engineering Services would be presented at the next meeting. The delay was because the newspaper misread and published only three of the four advertisements, Management submitted simultaneously with other CDDs.

**SEVENTH ORDER OF BUSINESS**

**Consideration 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**

Ms. Cerbone stated that the three respondents were the same as the ones that responded to the SOCCD RFP. She recapped the proposed amounts:

- I. Berger, Toombs, Elam, Gaines & Frank**  
\$3,150 without bonds and \$4,075 with bonds.
- II. Carr, Riggs & Ingram, LLC**

\$4,900 without bonds and \$6,000 with bonds.

**III. Grau & Associates**

\$3,200 without bonds and \$4,700 with bonds.

**D. Auditor Evaluation Matrix/Ranking**

Ms. Cerbone recommended the following scores and rankings:

#1	Berger, Toombs, Elam, Gaines & Frank (BTEGF)	100 points
#2	Grau & Associates	99 points
#3	Carr, Riggs & Ingram, LLC (CRI)	98 points

The Board accepted Ms. Cerbone’s rankings and noted that all respondents are well-qualified and the ranking was determined by price.

**E. Award of Contract**

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, accepting Management’s scoring and ranking recommendations, ranking Berger Toombs, Elam, Gaines and Frank, as the #1 ranked firm to provide Annual Audit Services, and authorizing District Staff to negotiate and prepare an engagement letter and for the Chair or Vice Chair to execute, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date**

This item was deferred.

**NINTH ORDER OF BUSINESS**

**Ratification of Engagement with Regions Bank for Trustee Services**

Ms. Cerbone presented the Regions Bank Engagement Letter and Fee Schedule.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Regions Bank Engagement Letter to serve as Trustee, Paying Agent and Registrar, and Fee Schedule, were ratified.**

**TENTH ORDER OF BUSINESS**

**Consideration of Stormwater Management Needs Proposal**

Ms. Cerbone would remind the District Engineer to submit a proposal and that a full report is not necessary and a letter would suffice since the CDD does not have a stormwater management system yet.

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2022**

Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2022.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Unaudited Financial Statements as of January 31, 2022, were accepted.**

**TWELFTH ORDER OF BUSINESS**

**Approval of Minutes**

Ms. Cerbone presented the following:

- A. January 10, 2022 Landowners' Meeting**
- B. January 10, 2022 Organizational Meeting**

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the January 10, 2022 Landowners' Meeting and the January 10, 2022 Organizational Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel: *KE Law Group, PLLC***



Mr. Earlywine stated he would contact Mr. Terpening to ensure his attendance at the validation hearing. The Bond Delegation Resolution and the Bond Issuance Resolution would be presented at the May and June CDDs’ meetings, respectively.

**B. District Engineer [Interim]: *Culpepper and Terpening, Inc.***

There was no report.

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

Ms. Cerbone recalled prior discussions with Mr. Adams and Board Members in preparing the Field Operations portion of the proposed Fiscal Year 2023 budget for this CDD and the SOCDD. She would work with Mr. Smith on finalizing the amounts, as the proposed Fiscal Year 2023 budget would be presented at the May meeting.

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

The next meeting will be held in May 2022 on a date to be determined.

**FOURTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

**FIFTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

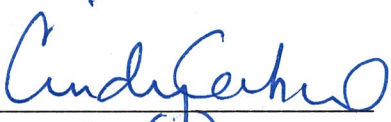
**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the meeting adjourned at 12:09 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair