

MINUTES OF MEETING
HARTFORD TERRACE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Hartford Terrace Community Development District was held on Thursday, February 16, 2023 at 2:30 p.m. at 1115 Aloha Blvd., Davenport, Florida.

Present and constituting a quorum were:

Eric Baker	Vice Chairman
Serena Turke	Assistant Secretary
Mary Burns	Assistant Secretary

Also, present were:

George Flint	District Manager
Jason Alligood <i>by phone</i>	District Engineer
Ryan Dugan <i>by phone</i>	District Counsel

The following is a summary of the discussions and actions taken at the February 16, 2023 Hartford Terrace Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order. Three Supervisors were in attendance at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Supervisors (Mary & Sean)

Mr. Flint administered the oath of office to the newly elected Supervisor, Ms. Burns, before the meeting. He noted that they would provide the oath of office to Sean separately.

FOURTH ORDER OF BUSINESS

Acceptance of Minutes of the August 18, 2022 Landowners' Meeting and Approval of Minutes of the August 18, 2022 Meeting

Mr. Flint presented the minutes of the August 18, 2022 Landowners' meeting and Board of Supervisors meeting. He asked for any comments or corrections on those minutes. Hearing none,

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Minutes of the August 18, 2022 Landowners' Meeting were accepted and the Minutes of the August 18, 2022 Board of Supervisors Meeting, was approved as presented.

FIFTH ORDER OF BUSINESS

Ratification of Polk County Contract Agreement

Mr. Flint reviewed the Polk County Contract Agreement stating that this was ratification of the agreement with the property appraiser to use the tax bill as the collection method for the District's O&M and debt service assessments. He noted that there was a deadline for them getting this agreement back, so he executed it and was asking the Board to ratify it.

On MOTION by Ms. Burns, seconded by Mr. Baker, with all in favor, the Polk County Contract Agreement, was ratified.

SIXTH ORDER OF BUSINESS

Ratification of Polk County Data Sharing and Usage Agreement

Mr. Flint stated that the property appraiser also required a Data Sharing and Usage Agreement. He explained that this was primarily directed at confidential information to the extent that if the county provides them with any confidential information, the CDD will not disclose that information. He noted that he executed this item as well and was seeking ratification.

On MOTION by Ms. Burns, seconded by Mr. Baker, with all in favor, the Polk County Data Sharing and Usage Agreement, was ratified.

SEVENTH ORDER OF BUSINESS

Appointment of Audit Committee

Mr. Flint noted that the District as a government entity was required to have an annual independent audit. He added that there was a process that they had to go through that was prescribed in the statutes to select an independent auditor, which involves appointing an Audit Committee as part of that process. He explained that the Audit Committee could be comprised of the Board members or non-Board members. He recommended that they appoint themselves as the Audit Committee for administrative efficiency. He also noted that as part of that, they would need to designate a Chairperson for the Audit Committee. The Board decided to appoint themselves as the Audit Committee and to designate Mr. Baker as the Chairman.

On MOTION by Ms. Burns, seconded by Mr. Baker, with all in favor, Appointing the Board as the Audit Committee and Mr. Eric Baker as the Chairman of the Audit Committee, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Dugan stated that he had nothing to report.

B. Engineer

Mr. Alligood stated that the construction was underway and they were getting closer with DOT permitting.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financials through December 31, 2022. He stated that there was no action required.

ii. Ratification of Funding Requests 4-10

Mr. Flint presented Funding Requests 4-10 that were submitted to the developer under the Developer Funding Agreement.

On MOTION by Ms. Burns, seconded by Mr. Baker, with all in favor, Funding Requests 4-10, were ratified.

NINTH ORDER OF BUSINESS

There being none, the next item followed.

Other Business

TENTH ORDER OF BUSINESS

There being none, the next item followed.

Supervisor's Requests

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Burns, seconded by Mr. Baker, with all in favor, the meeting was adjourned at 2:36 p.m.


Secretary/Assistant Secretary
Chairman/Vice Chairman