

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, May 16, 2024 at 2:00 p.m. at 1115 Aloha Blvd., Davenport, Florida.

Present and constituting a quorum were:

Chris Wrenn	Chairman
Mary Burns	Assistant Secretary
Sean Bailey	Assistant Secretary
Serena Turke	Assistant Secretary

Also, present were:

George Flint	District Manager
Tom Santos	Field Manager
Tucker Mackie	District Counsel
Ryan Dugan	District Counsel

The following is a summary of the discussions and actions taken at the May 16, 2024 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. Four Board members were in attendance at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were only Board members and staff present at the meeting.

THIRD ORDER OF BUSINESS

Approval of Minutes of the March 21, 2024 Board of Supervisors Meeting

Mr. Flint presented the minutes from the March 21, 2023 Board of Supervisors meeting. He asked for any comments, corrections, or changes. The Board had no changes to the minutes.

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Mr. Flint noted this is a company that provides software that facilitates the collection of reporting data for the quarterly annual reporting letter required for the bond issue. In the past, an Excel spreadsheet has been provided to the developer which automates that process. The bond issues basically where FMS is Underwriting, they are asking that this software be used for the reporting. The first-year cost of this is covered out of the cost of issuance and then for subsequent years budgeted in the General Fund.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Agreement between the District and Disclosure Technology Services, LLC, for Disclosure Dissemination Support Services, was approved.

E. Ratification of Acquisition of Completed Improvements

Mr. Dugan stated in the agenda are acquisition binders for completed improvements that the District has acquired pursuant to the Acquisition Agreement with the developer. District staff has reviewed and made sure the documentation meets the requirements of the agreement. All of Phase 1 improvements have been acquired with the exception of the sewer improvements. The total acquisition value for these improvements is just under \$6M.

On MOTION by Mr. Bailey, seconded by Mr. Wrenn, with all in favor, the Acquisition of Completed Improvements, was ratified.

F. Consideration of Requisition #1 for Series 2024 Project

Mr. Flint stated this is the requisition form that references the total amount of the acquisitions which was the \$5,952,000 and indicates it would be that amount or the lesser of the balance in the construction account. Now that the bonds have been priced, they know that the construction account has \$4,123,996 so that will be filled in. He asked for any questions on the requisition. Hearing no questions, the next item followed.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, Requisition #1 for Series 2024 Project, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2024-04
Approving the Proposed Fiscal Year 2025
Budget and Setting a Public Hearing**

Mr. Flint recommended the August 15th meeting at 2:00 p.m. in this location for the budget hearing and attached as exhibit A is the proposed budget. The admin budget is contemplated being

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funded through assessments on the 517 assessable units at Hartford Terrace. He noted some of the cost estimates will be refined between now and the public hearing. They have been working on developing the initial cost estimates for landscape, etc.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, Resolution 2024-04 Approving the Proposed Fiscal Year 2025 Budget and Setting a Public Hearing for August 15th at 2:00 p.m. at this location, was approved.

SIXTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2023 Audit Report – ADDED

Mr. Flint noted the 2023 Audit Report starts on page 185 of the agenda. The management letter had no current or prior year findings or recommendations and determined that the District has complied with the provisions of the Auditor General.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Fiscal Year 2023 Audit Report, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Dugan had nothing further to report. Mr. Flint asked for the date of closing. Mr. Dugan noted May 29th is the closing. Ms. Mackie noted they will be sending all of the documents to George and will set up a time to get Chris’s signatures.

B. Engineer

There being no comments, the next item followed.

C. District Manager’s Report

i. Balance Sheet and Income Statement

Mr. Flint presented the balance and income statements. No action is required. It is developer funded at this point. He offered to answer any questions on the financials.

ii. Approval of Funding Requests 30 – 31

Mr. Flint stated Funding Request 30 includes District Counsel, audit, and District Manager and 31 includes District Counsel and District Manager.

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On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, Funding Requests 30-31, were ratified.

iii. Presentation of Number of Registered Voters: 0

Mr. Flint stated the Supervisor of Elections indicates there are no registered voters.

iv. Designation of November 5, 2024 as Landowners' Meeting Date

Mr. Flint stated there needs to be a Landowner's meeting this year on the first Tuesday in November so would be November 5th at this location at 2:00 p.m.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, Designation of November 5, 2024 as Landowner's Meeting Date, was approved.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Burns, seconded by Ms. Turke, with all in favor, the meeting was adjourned.

DocuSigned by:
George Flint

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Secretary/Assistant Secretary

Signed by:
Chris Wrenn

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Chairman/Vice Chairman