

**MINUTES OF MEETING
SCHALLER PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Schaller Preserve Community Development District was held on Tuesday, **July 26, 2022** at 1:46 p.m. at The Hampton Inn Lakeland, 4420 N. Socrum Loop Road, Lakeland, Florida.

Present and constituting a quorum were:

Scott Shapiro	Supervisor; Elected as Chairman
Mike Seney	Supervisor; Elected as Vice-Chairman
Andy Mason	Supervisor; Elected as Assistant Secretary

Also, present were:

Jeremy LeBrun	District Manager, GMS
Meredith Hammock	KE Law
Rodney Gadd <i>by Zoom</i>	Gadd & Associates
Grace Kobitter	KE Law
Darrin Mossing Jr. <i>by Zoom</i>	GMS
Samantha Hoxie	GMS

The following is a summary of the discussions and actions taken at the July 26, 2022 Schaller Preserve Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order at 1:46 p.m. 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 Board Members

Ms. Hoxie conducted the Oath of Office to the new officers—Mr. Shapiro, Mr. Seney,

July 26, 2022

Schaller Preserve CDD

and Mr. Mason. Ms. Hammock reviewed the rules and regulations, disclosures, and the Florida Sunshine law. Supervisors Michele Shapiro and Debbie Mason will be sworn in at a later date.

B. Consideration of Resolution 2022-34 Canvassing and Certifying the Results of the Landowners' Election

Mr. LeBrun noted a Landowners' meeting was held prior to this meeting and the results were Scott Shapiro with 80 votes, Michael Seney with 80 votes, Debbie Mason with 50 votes, Amy Mason with 50 votes, and Michele Shapiro with 50 votes. He asked for a motion to approve the results of the election.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2022-34 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Election of Officers

D. Resolution 2022-35 Appointing Officers

Mr. LeBrun noted that the current Board Officers was Mr. Scott Shapiro as Chair, Mr. Mike Seney as Vice Chair, Mr. Andy Mason, and Ms. Debbie Mason and Ms. Michele Shapiro as Assistant Secretaries. He noted GMS staff of George Flint as Assistant Secretary and Jill Burns as Secretary. The Board decided to continue as outlined.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2022-35 Appointing Officers with Mr. Shapiro as Chair and Mr. Seney as Vice Chair, Mr. Mason, and Ms. Mason and Ms. Shapiro as Assistant Secretaries, and GMS staff of George Flint as an Assistant Secretary and Ms. Burns as Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 24, 2022 Organizational Meeting

Mr. LeBrun presented the minutes of the May 24, 2022 meeting and asked for any comments, corrections, or changes. The Board had no changes.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Minutes of the May 24, 2022 Organizational Meeting, was approved.

July 26, 2022

Schaller Preserve CDD

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Mr. LeBrun stated the hearing was advertised per the state statute, and mailed notices were sent to landowners. He asked for a motion to open the hearing,

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Opening the Public Hearing, was approved.

Mr. LeBrun stated there were no members of the public present. He asked for a motion to close the hearing.

On MOTION by Mr. Seney, seconded by Mr. Mason, with all in favor, Closing the Public Hearing, was approved.

i. Presentation of Engineer’s Report

Mr. Gadd presented a summary of the Engineer’s Report. He noted included in the report was the construction cost estimate, the timing, permits and the responsible party and who will maintain ownership of infrastructure improvements. Ms. Hammock asked for confirmation that the report has not changed since presented at the May 24, 2022 organizational meeting. Mr. Gadd noted that was correct. Mr. Gadd agreed that the cost estimates in the report were reasonable and proper. Mr. Gadd also noted that the capital improvement plan contemplated in the report can be carried out by the District.

**Mr. Gadd left the meeting at this time.*

ii. Presentation of Assessment Methodology

Mr. Mossing, Jr. presented the assessment methodology report. He noted this report had no material changes since the Board saw the report last. He summarized the tables with Table 1 noted 415 residential units with each assigned an ERU of 1. Table 2 contains the capital improvement costs. Table 3 contains the financing of all costs for bonds issued.

Ms. Hammock confirmed with Mr. Mossing, Jr. that the lands subject to the assessments did receive special benefits from the District’s capital improvement plan and that the master assessments are reasonably apportioned among the lands subject to the special assessments. She

July 26, 2022

Schaller Preserve CDD

also asked if it was reasonable, proper, and just to assess the costs of the capital improvement plan of a system of improvements and against the lands in the District in accordance with this methodology. Mr. Mossing, Jr. confirmed yes that was correct. She added the special benefits the land will receive as set forth in the assessment roll will be equal to or in excess of the maximum master assessments when allocated as set forth in the methodology. Mr. Mossing, Jr. noted that was correct. Mr. Mossing, Jr. stated that in his opinion that in the best interest of the District the Master Assessments be paid and collected in accordance with the methodology at the District’s resolutions.

iii. Consideration of Resolution 2022-36 Levying Special Assessments

Mr. LeBrun asked for a motion to approve. Ms. Hammock noted there was a date that needed to be changed to today’s date of July 26, 2022 and ask the Board to allow that change.

On MOTION by Mr. Shapiro, seconded by Mr. Mason, with all in favor, Resolution 2022-36 Levying Special Assessments, was approved.

B. Public Hearing on the District’s Use of the Uniform Method of Levying Collection, and Enforcement of Non-Ad Valorem Assessments

Mr. LeBrun noted this hearing was advertised as required and asked for a motion to open the hearing.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Opening the Public Hearing, was approved.

Mr. LeBrun stated there were no member of the public present or on Zoom. He asked for a motion to close the hearing.

On MOTION by Mr. Seney, seconded by Mr. Shapiro, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2022-37 Expressing the District’s Intent to Utilize the Uniform Method of Collection

Mr. LeBrun stated that this allows the District to utilize county tax bills to collect assessments. He asked for a motion to approve.

July 26, 2022

Schaller Preserve CDD

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2022-37 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

Mr. LeBrun stated the hearing had been advertised per state statute and asked for a motion to open the hearing.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Opening the Public Hearing, was approved.

Mr. LeBrun noted there were no members of the public present or on Zoom and asked for a motion to close the hearing.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2022-38 Adopting the Rules of Procedure

Mr. LeBrun noted these are standard rules and were attached for the Board.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2022-38 Adopting the District's Rules of Procedure, was approved.

D. Public Hearing on the Adoption of the Fiscal Year 2021/2022 and 2022/2023 Budgets

Mr. LeBrun stated this hearing has been advertised and asked for a motion to open the hearing.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Opening the Public Hearing, was approved.

Mr. LeBrun noted there were no members of the public present or on Zoom. He asked for a motion to close.

July 26, 2022

Schaller Preserve CDD

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2022-39 Adopting the District’s Fiscal Year 2021/2022 and Fiscal Year 2022/2023 Budgets and Appropriating Funds

Mr. LeBrun stated this would approve the prorated funds for this fiscal year and the next year.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2022-39, Adopting the District’s Fiscal Year 2021-2022 and Fiscal Year 2022/2023 Budgets and Appropriating Funds, was approved.

SIXTH ORDER OF BUSINESS

Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer

Mr. LeBrun stated that two proposals were received. One proposal from Gadd & Associates and one from Lighthouse Engineering. He added these were attached for Board review and asked for questions. It was noted that Gadd had more experience with Community Development Districts. For purposes of documentation the final scores would give Gadd a score of 95 and Lighthouse a score of 80. Gadd would be ranked #1.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Ranking Gadd & Associates as the #1 Candidate for Engineering Services based on the Scoring Using the Established Criteria, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock noted the bond validation is scheduled for August 8, 2022 at 9:00 a.m.

B. Engineer

There being none, the next item followed.

C. District Manager’s Report

Mr. LeBrun noted there was nothing further to report.

