

MINUTES OF MEETING  
PARKSIDE TRAILS  
COMMUNITY DEVELOPMENT DISTRICT

The Organizational meeting of the Board of Supervisors of the Parkside Trails Community Development District was held Wednesday, September 25, 2024 at 12:00 p.m. at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, Florida.

Present and constituting a quorum were:

Aaron Struckmeyer	Chairman
Mary Burns	Vice Chairperson
Bernard Sullivan	Assistant Secretary
Dan Edwards	Assistant Secretary
Richard Jerman	Assistant Secretary

Also present were:

George Flint	District Manager
Ryan Dugan <i>by phone</i>	District Counsel
John Prowell <i>by phone</i>	Interim District Engineer
Steve Sanford <i>by phone</i>	Bond Counsel

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. Five Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present for the meeting.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Supervisors**

Mr. Flint administered the oaths of office to the five Board members before the meeting.

**B. Consideration of Resolution 2024-25 Canvassing and Certifying the Results of Landowners' Election**

Mr. Flint noted the official Landowner's Election was on August 28 and he and Aaron attended. The five Board members were reelected at that point. The Board now is sitting as the

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canvassing Board for purposes of certifying the results of that action. Aaron received 200 points, Mary 200, Richard 199, Dan 199, and Bernie 199. Aaron and Mary will serve 4-year terms and the other three 2-year terms.

On MOTION by Mr. Jerman, seconded by Mr. Struckmeyer, with all in favor, Resolution 2024-25 Canvassing and Certifying the results of Landowner's Election, was approved.

### **C. Election of Officers**

### **D. Consideration of Resolution 2024-26 Electing Officers**

Mr. Flint stated each time the Board holds elections, statutes require the Board consider officers. Mr. Edwards motioned to keep the same. Aaron Struckmeyer as Chair, Mary Burns as Vice Chair, and the other three Board members as Assistant Secretaries.

On MOTION by Mr. Edwards, seconded by Mr. Struckmeyer, with all in favor, Resolution 2024-26 Electing Officers as slated above, was approved.

## **FOURTH ORDER OF BUSINESS**

### **Approval of Minutes of the July 24, 2024 Board of Supervisors Meeting and Acceptance of Minutes of the August 28, 2024 Landowners' Meeting**

Mr. Flint presented the minutes from the July 24, 2024 Board of Supervisors Meeting and acceptance of the minutes from the August 28, 2024 Landowners' Meeting. He asked for any comments or corrections.

On MOTION by Mr. Struckmeyer, seconded by Mr. Edwards, with all in favor, the Minutes from the July 24, 2024 Board of Supervisors Meeting and Acceptance of the Minutes from the August 28, 2024 Landowners' Meeting, were approved.

## **FIFTH ORDER OF BUSINESS**

### **Ranking of Proposals for District Engineering Services and Selection of District Engineer**

Mr. Flint noted at the organizational meeting the Board designated VHB as the interim District Engineer and authorized issuance of an RFQ for engineering services. One response was received and that was from VHB. He recommended to assign all of the points in all of the categories except for the minority business that would result in 95 points and ranking of 1. Mr. Struckmeyer agreed with the recommendation.

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On MOTION by Mr. Struckmeyer, seconded by Ms. Burns, with all in favor, the Ranking of Proposals for District Engineering Services and Selection of VHB District Engineer, was approved.

**SIXTH ORDER OF BUSINESS****Public Hearings****A. Rules of Procedure**

Mr. Flint asked for a motion to open the public hearing for the rules.

On MOTION by Mr. Jerman, seconded by Ms. Burns, with all in favor, the Public Hearing, was Opened.

**i. Consideration of Resolution 2024-27 Adopting the District's Rules of Procedure**

Mr. Flint stated these are standard rules and were provided to the Board during the Organizational Meeting. They have not changed since the Board authorized the hearing to be set. Four notices were run for the rule hearing. He noted no members of the public are present to provide comment or testimony or asked for a motion to close the public hearing.

On MOTION by Mr. Jerman, seconded by Ms. Burns, with all in favor, the Public Hearing, was Closed.

Mr. Flint asked for a motion to take action on Resolution 2024-27.

On MOTION by Mr. Struckmeyer seconded by Mr. Edwards, with all in favor, Resolution 2024-27 Adopting the District's Rules of Procedure, was approved.

**B. Uniform Method of Collection**

Mr. Flint stated the next public hearing is to consider Resolution 2024-28 Expressing the Districts intent to utilize the Uniform Method of Collection. He asked for a motion to open the hearing.

On MOTION by Mr. Jerman, seconded by Mr. Edwards, with all in favor, the Public Hearing, was Opened.

Mr. Flint noted for the record there are no members of the public present to provide comment or testimony. He asked for a motion to close the public hearing.

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On MOTION by Mr. Jerman, seconded by Mr. Edwards, with all in favor, the Public Hearing, was Closed.

**i. Consideration of Resolution 2024-28 Expressing the District's Intent to Utilize the Uniform Method of Collection**

Mr. Flint presented Resolution 2024-28 which allows the District to use the tax bill to collect O&M debt assessments. A Board member noted the first phase plat was recorded last week so it should show up next year.

On MOTION by Mr. Sullivan, seconded by Mr. Struckmeyer with all in favor, Resolution 2024-28 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

**C. Budget Hearing**

Mr. Flint stated the proposed budgets were approved and the public hearings were set for today to approve the current year budget and next year's budget. He asked for a motion to open the public hearing.

On MOTION by Mr. Jerman, seconded by Ms. Burns, with all in favor, the Public Hearing, was Opened.

Mr. Flint noted no members of the public are present to provide comment or testimony. He asked for a motion to close the hearing.

On MOTION by Mr. Jerman, seconded by Ms. Burns, with all in favor, the Public Hearing, was Closed.

**i. Consideration of Resolution 2024-29 Adopting the Remainder of Fiscal Year 2024 Budget and Relating to the Annual Appropriations**

Mr. Flint noted Resolution 2024-29 adopts the budget for the current year which ends at the end of this month. It is a prorated administrative budget that contemplates a Developer Funding Agreement. The Board approved the funding agreement at the last meeting. The developer would only be responsible for the actual cost incurred. It is the same budget for both resolutions, there are two columns, a 2024 column and a 2025 column.

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On MOTION by Mr. Sullivan seconded by Mr. Struckmeyer, with all in favor, Resolution 2024-29 Adopting the Remainder of Fiscal Year 2024 Budget and Relating to the Annual Appropriations, was approved.

**ii. Consideration of Resolution 2024-30 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations**

Mr. Flint presented Resolution 2024-30 that adopts the FY25 budget which is a full year administrative budget with a separate funding agreement that is on the agenda after this item.

On MOTION by Mr. Jerman, seconded by Mr. Struckmeyer, with all in favor, Resolution 2024-30 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2025 Budget Funding Agreement**

Mr. Flint noted this is the same form of funding agreement that was on the last agenda for FY24. It is between the District and Pulte. Any questions on the funding agreement, if not, asking for a motion to approve.

On MOTION by Mr. Struckmeyer, seconded by Ms. Burns, with all in favor, the Fiscal Year 2025 Budget Funding Agreement, was approved.

**EIGHTH ORDER OF BUSINESS**

**Financing Matters**

**A. Consideration of Engineer's Report**

Mr. Flint noted John Prowell with VHB is the District Engineer and prepared the Engineer's Report. Mr. Prowell stated the project is 948 units consisting of all of the public improvements that are on site. He summarized the permitting status of improvements consistent with the original CDD request and approval. He noted they are North of \$62M in the full program. Today the Board is approving this report declaring the Districts intent to levy assessments and set a public hearing. Mr. Flint noted this can be amended and revised between now and the public hearing. The Board agreed to remove the gap parcel.

On MOTION by Mr. Struckmeyer, seconded by Ms. Burns, with all in favor, the District Engineer's Report Including Removal of the Reference to the Gap Parcel, was approved in substantial form.

**B. Consideration of Master Assessment Methodology Report**

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Mr. Flint noted Table 1 shows the Development Program in the Engineer's Report consisting of 948 units. ERU factors were assigned resulting in 764.12 ERU's. Table 2 is the cost estimates for the Capital Improvement Plan totaling \$62,818,750. Table 3 is a very conservative bond sizing for purposes of this process resulting in a par amount of \$82,515,000. There is a 6.5% interest rate, 30-year amortization, 24 months capitalized interest and one years max annual debt. These are all conservative parameters. He recommended approving in substantial form with the option that the townhome ERU factor may be adjusted.

On MOTION by Mr. Struckmeyer, seconded by Ms. Burns, with all in favor, the Master Assessment Methodology Report, was approved in substantial form with option of the townhome ERU factor may be adjusted.

**C. Consideration of Resolution 2024-31 Declaring Special Assessments**

Mr. Flint stated Resolution 2024-31 declares the Districts intent to levy assessments.

On MOTION by Mr. Struckmeyer, seconded by Ms. Burns, with all in favor, Resolution 2024-31 Declaring Special Assessments, was approved.

**D. Consideration of Resolution 2024-32 Setting a Public Hearing for Special Assessments**

Mr. Flint noted Resolution 2024-32 sets the public hearing where the Board would actually take action to levy the assessments. The Board agreed to set the hearing for January 22<sup>nd</sup> at 2 p.m. in this location.

On MOTION by Mr. Struckmeyer, seconded by Mr. Edwards, with all in favor, Resolution 2024-32 Setting a Public Hearing for Special Assessments – January 22<sup>nd</sup> at 2:00 p.m., was approved.

**E. Consideration of Resolution 2024-34 Authorizing the Issuance of Bonds**

Mr. Sanford presented Resolution 2024-34 which authorizes the financing of all or a portion of the public infrastructure described in the Engineer's Report. It is authorizing a principal amount of bonds not exceeding \$82,515,000 which is consistent with George's Master Methodology. There are 2 exhibits a Master Trust Indenture which governs all series of bonds and form of Supplemental Indenture which govern each series of bonds. Both of those documents are for purposes of the validation and the bind between the District and US Bank as your bond Trustee.

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On MOTION by Mr. Jerman, seconded by Mr. Struckmeyer, with all in favor, Resolution 2024-34 Authorizing the Issuance of Bonds, was approved.

**NINTH ORDER OF BUSINESS****Adoption of District Goals and Objectives**

Mr. Flint updated the Board on new legislation that requires Districts to adopt goals and objectives annually. This is required by October 1<sup>st</sup> of this year and reported by December 1<sup>st</sup> of next year. GMS put together some goals and objectives for the Board to consider.

On MOTION by Mr. Struckmeyer, seconded by Ms. Burns, with all in favor, the Adoption of District Goals and Objectives, was approved.

**TENTH ORDER OF BUSINESS****Consideration of Resolution 2024-33  
Designating the Regular Monthly Meeting  
Date, Time and Location for Fiscal Year  
2025**

Mr. Flint noted the Board expressed an interest in moving the meeting time to 2:00 and there were some conflicts in November and December. The Board will keep the November meeting and skip the December meeting. He asked for motion to approve the meeting schedule with removing December's meeting.

On MOTION by Mr. Struckmeyer, seconded by Mr. Jerman, with all in favor, Resolution 2024-33 Designating the Regular Monthly Meeting, Date, Time and Location for Fiscal Year 2025 with Removing December's Meeting, was approved.

**ELEVENTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

Mr. Cohen noted he will work with the developer on getting the assessment level set and work on validation targeting post January 22<sup>nd</sup>.

**B. Engineer**

Mr. Prowell had nothing further to report.

**C. District Manager's Report**

Mr. Flint had nothing further to report.

**TWELFTH ORDER OF BUSINESS****Other Business**

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There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being no comments, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Struckmeyer, seconded by Mr. Edwards, with all in favor, the meeting was adjourned.

DocuSigned by:

*George Flint*

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Secretary/Assistant Secretary

DocuSigned by:

*Laron Struckmeyer*

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Chairman/Vice Chairman