

Coral Lakes Community Development District

Board of Supervisors
Jeffery Hills, Chairman
Nicholas Dister, Vice Chairperson
Alberto Viera, Assistant Secretary
Robert Ter Doest, Assistant Secretary
Kyle Smith, Assistant Secretary

Brian Lamb, District Manager
Angie Grunwald, District Manager
John Vericker, District Counsel
Tonja Stewart, District Engineer

Special Meeting Agenda

Thursday, June 22, 2023, at 2:00 p.m.

The Special Meeting of the Coral Lakes Community Development District will be held on **June 22, 2023, at 2:00 p.m. at the King's Gate Golf Club located at 24000 Rampart Blvd., Port Charlotte, FL 33980.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Join Zoom Meeting

<https://us06web.zoom.us/j/87932683116?pwd=ZmF0QjBsLzFkTytBK0ZXbVnKakpFdz09>

Dial by your location +1 305 224 1968

Meeting ID: 879 3268 3116

Passcode: 510528

All cellular phones and pagers must be turned off during the meeting.

REGULAR MEETING OF BOARD OF SUPERVISORS

1. CALL TO ORDER/ROLL CALL

2. **PUBLIC COMMENT** Each individual has the opportunity to comment and is limited to **three (3) minutes** for such comment.

3. VENDOR AND STAFF REPORTS

- A. District Counsel
- B. District Manager
- C. District Engineer

4. BUSINESS ITEMS

- A. Resignation of Board of Supervisor – Jeffery Hills Tab 01
- B. Appointment of Board Member Replacement(s)
- C. Individual Board Member Acceptance or Waiver of Compensation
- D. Consideration of Resolution 2023-29; Re-Designation of Officers.....Tab 02
- F. Announcement of Qualified Electors Tab 03
- G. Consideration of Resolution 2023-30; Approving the Proposed Fiscal Year 2024
Budget & Setting Public Hearing..... Tab 04
- H. General Matters of the District

5. CONSENT AGENDA ITEMS

- A. Consideration of Minutes of the Special Organizational Meeting November 15, 2022, Tab 05
- B. Consideration of Minutes of the Landowner's Election Meeting December 10, 2022 Tab 06
- C. Consideration of Minutes of the Public Hearing, Audit Committee
& Regular Meeting January 09, 2023, Tab 07

6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

7. ADJOURNMENT

Sincerely,
District Manager



District Office
Inframark Community Development Services
2005 Pan Am Circle
Tampa, Florida 33607
(813) 873 – 7300

Meeting Location:
King's Gate Golf Club
24000 Rampart Blvd.
Port Charlotte, FL 33980

January 11, 2023
Board of Supervisors

Dear Board Members:

Please accept my letter of resignation as a member of the Board of Supervisors for the following Community Development Districts, effective immediately:

Balm Grove CDD
Belmond Reserve CDD
Berry Bay CDD
Park East CDD
Simmons Village North CDD
South Creek CDD
Creek Preserve CDD
North Park Isle CDD
Shell Point CDD
Sherwood Manor CDD
Spencer Creek CDD
Timber Creek CDD
Ventana CDD
Two Rivers North CDD
Two Rivers West CDD
Two Rivers East CDD
Buckhead Trails CDD
Buckhead Trails II CDD
Sawgrass Village CDD
Coral Lakes CDD

Sincerely,

DocuSigned by:

Jeffery S. Hills

00ED0F50AC82413...

Jeffery Hills

RESOLUTION 2023-29

A RESOLUTION OF THE BOARD OF SUPERVISORS DESIGNATING THE OFFICERS OF CORAL LAKES COMMUNITY DEVELOPMENT DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Coral Lakes Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the County of Charlotte; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting was held for the purpose of electing supervisors of the District; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to designate the Officers of the District per F.S. 190.006(6).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CORAL LAKES COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons are elected to the offices shown to wit:

_____	Chairman
_____	Vice-Chairman
<u>Brian Lamb</u>	Secretary
<u>Eric Davidson</u>	Treasurer
<u>Angie Grunwald</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 22nd DAY OF June 2023.

ATTEST:

CORAL LAKES COMMUNITY DEVELOPMENT DISTRICT

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/ Vice Chair of the Board of Supervisors

RESOLUTION 2023-30

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2023/2024; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Coral Lakes Community Development District (“**District**”) a proposed operation and maintenance budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CORAL LAKES COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 21, 2023
HOUR: 2:00 p.m.
LOCATION: King’s Gate Golf Club
24000 Rampart Blvd.
Port Charlotte, Florida 33980

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Charlotte County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON June 22, 2023.

Attest:

**Coral Lakes Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2023/2024

2024

CORAL LAKES

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024

PROPOSED ANNUAL OPERATING BUDGET

Prepared by:



June 12, 2023

CORAL LAKES
COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024
PROPOSED ANNUAL OPERATING BUDGET

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CORAL LAKES COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Coral Lakes Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2024, which begins on October 1, 2023. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following fund(s).

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

Coral Lakes CDD

	Fiscal Year 2023 Final Operating Budget	Fiscal Year 2024 Actual Operating Budget
REVENUES		
SPECIAL ASSESSMENTS		
Operations & Maintenance Assmts-Tax Roll	0.00	0.00
Operations & Maintenance Assmts- Off Roll	0.00	0.00
TOTAL SPECIAL ASSESSMENTS	0.00	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES		
Developer Contribution	150,000.00	118,425.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	150,000.00	118,425.00
TOTAL REVENUES	150,000.00	118,425.00
EXPENDITURES		
LEGISLATIVE		
Supervisor Fees	10,000.00	3,000.00
TOTAL LEGISLATIVE	10,000.00	3,000.00
FINANCIAL & ADMINISTRATIVE		
Administrative Services	0.00	4,500.00
District Manager	43,300.00	25,000.00
District Engineer	15,000.00	9,500.00
Trustee Fees	0.00	6,500.00
Recording Secretary	0.00	2,400.00
Organizational Meeting/Initial Set Up	0.00	4,000.00
Construction Accounting	0.00	9,000.00
Dissemination Services	0.00	4,200.00
Financial & Revenue Collections	0.00	1,200.00
Rentals & Leases	0.00	600.00
Office Supplies	0.00	100.00
Technology Services	0.00	600.00
Accounting Services	0.00	9,000.00
Auditing Services	5,000.00	6,000.00
Postage, Phone, Faxes, Copies	400.00	500.00
Public Officials Insurance	2,500.00	2,500.00
Legal Advertising	3,500.00	3,500.00
Bank Fees	360.00	200.00
Dues, Licenses & Fees	150.00	175.00
Miscellaneous Fees	3,590.00	250.00
Website Development & Maintenance	1,200.00	1,200.00
ADA Website Compliance	0.00	1,800.00
TOTAL FINANCIAL & ADMINISTRATIVE	75,000.00	92,725.00
LEGAL COUNSEL		
District Counsel	15,000.00	9,500.00
TOTAL LEGAL COUNSEL	15,000.00	9,500.00
OTHER PHYSICAL ENVIRONMENT		
General Liability Insurance	0.00	3,200.00
Property & Casualty Insurance	20,000.00	0.00
Entry & Wall Maintenance	0.00	0.00
Landscape Maintenance	0.00	0.00
Miscellaneous Services	30,000.00	0.00
Plant Replacement Program	0.00	0.00
Irrigation Maintenance	0.00	0.00
Landscape Mulch	0.00	0.00
Landscape Annuals	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	50,000.00	3,200.00
PARKS & RECREATION		
Field Management	0.00	0.00
Playground Equipment Maintenance	0.00	0.00
Events Service & Supplies	0.00	0.00
Dog Waste Station Service & Supplies	0.00	0.00
TOTAL PARKS & RECREATION	0.00	0.00
CONTINGENCY		
Miscellaneous	0.00	10,000.00
TOTAL RESERVES	0.00	10,000.00
TOTAL EXPENDITURES	150,000.00	118,425.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	0.00	0.00

FISCAL YEAR 2024
PROPOSED OPERATING BUDGET

Coral Lakes CDD

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Website Administration

This is for maintenance and administration of the District's official website.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Other Physical Environment

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Miscellaneous Services

To provide for unbudgeted operating expenses.

Coral Lakes CDD

Fiscal Year 2024 Actual Operating Budget

Lot Size	EAU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2024 Total Assessment
Single Family 40'	0.80	311	\$0.00	\$129.91	\$129.91
Single Family 50'	1.00	329	\$0.00	\$162.39	\$162.39
Single Family 60'	1.20	165	\$0.00	\$194.87	\$194.87
TOTAL		805			

Notations:

⁽¹⁾ Annual assessments include county collection costs and statutory discounts for early payment.

**CORAL LAKES
COMMUNITY DEVELOPMENT DISTRICT**

November 15, 2022, Minutes of the Continued Special Organizational Meeting

MINUTES OF THE CONTINUED SPECIAL ORGANIZATIONAL MEETING

The Special Organizational Meeting of the Board of Supervisors for the Coral Lakes Community Development District was held on **Tuesday, November 15, 2022, at 2:30 p.m.** at the King's Gate Golf Club located at 24000 Rampart Blvd., Port Charlotte, FL 33980.

1. CALL TO ORDER

Brian Lamb called the Continued Special Organizational Meeting of the Board of Supervisors of the Coral Lakes Community Development District to order on **Tuesday, November 15, 2022, at 2:30 p.m.**

Board Members Present and Constituting a Quorum:

Kyle Smith	Supervisor
Albert Viera	Supervisor
Robert Ter Doest	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Inframark
John Vericker	District Counsel, Straley Robin Vericker

There were some members of the development team present.

There were no members of the general public present.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION

Mr. Lamb stated for the record that he had the signed and notarized Oaths of Office from Kyle Smith, Albert Viera, and Robert er Doest.

38 **SEAT NEW BOARD MEMBERS**

39 **A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor**
40 **Responsibilities**

41
42 Mr. Lamb went over that the Board members are well-versed in Sunshine Laws, the Code of
43 Ethics, and supervisor responsibilities. If they have any questions, they will contact Counsel.
44

45 **4. APPOINTMENT OF OFFICERS – Resolution 2023-01**

- 46 **A. Chairman**
- 47 **B. Vice Chairman**
- 48 **C. Secretary**
- 49 **D. Treasurer**
- 50 **E. Assistant Secretaries**

51
52 The Board discussed the officer positions. Supervisor Jeffery Hill will be the Chair, and
53 Supervisor Nicholas Dister will be the Vice-Chair. Brian Lamb with Inframark will be the
54 Secretary, and Eric Davidson with Inframark will be the Treasurer. The rest of the Board will be
55 Assistant Secretaries.
56

57	MOTION TO:	Approve Resolution 2023-01 as stated.
58	MADE BY:	Supervisor Viera
59	SECONDED BY:	Supervisor Smith
60	DISCUSSION:	None further
61	RESULT:	Called to Vote: Motion PASSED
62		3/0 - Motion Passed Unanimously

63
64 **5. APPOINTMENT OF CONSULTANTS**

65 **A. Consider Appointment of District Manager/Assessment Consultant– Resolution**
66 **2023-02**

67
68 Inframark will be the District Manager/Assessment Consultant.
69

70 **B. Designation of Registered Agent/Office – Resolution 2023-03**

71
72 Brian Lamb/Inframark will be the Registered Agent/Office.
73

74 **C. Consider Appointment of District General Counsel – Resolution 2023-04**

75
76 Straley Robin Vericker Law will be District Counsel.
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D. Consider Appointment of Interim District Engineer – By Motion
i. Authorize RFQ for District Engineer

Stantec will be the Interim Engineer. The Board authorized an RFQ for District Engineer.

E. Consider Appointment of Bond Counsel – Gray Robinson

Gray Robinson will be the Bond Counsel.

F. Consider Appointment of Investment Banker – FMS Bonds

FMS Bonds will be the Investment Banker.

G. Consider Appointment of Trustee – US Bank

US Bank will be the Trustee.

MOTION TO:	Approve Items 6A-G in substantial form, subject to final review of the Chair.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Ter Doest
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

7. BUSINESS MATTERS

- A. Consider Authorizing Notice of Establishment – Resolution 2023-05**
- B. Consider Policy of Compensation for Board Members – Resolution 2023-06**
- C. Consider Policy of Reimbursement of District Travel Expenses – Resolution 2023-07**
- D. Consider Designation of Primary Administrative Officer and Local Records Office – Resolution 2023-08**
- E. Consider District Records Retention Schedule – Resolution 2023-09**
- F. Consider Fiscal Year 2023 Regular Meeting Schedule and Location – Resolution 2023-10**
- G. Consider Landowners’ Meeting Date, Time, and Location – Resolution 2023-11**
- H. Consider Proposed FY 2023 Annual Budget & Set Public Hearing – Resolution 2023-12**
 - i. Consider 2023 Developer Funding Agreement**
- I. Set Public Hearing for Uniform Method of Collections – Resolution 2023-13**
- J. Consider Rules of Procedure & Setting Public Hearing – Resolution 2023-14**
- K. Consider Policy Re: Support & Legal Defense for Board & Staff – Resolution 2023-15**

- 123 **L. Authorization to Obtain General Liability and Public Officers Insurance – By**
- 124 **Motion**
- 125 **M. Consider Designation of a Qualified Public Depository – Resolution 2023-16**
- 126 **N. Authorization of Signatories – Resolution 2023-17**
- 127 **O. Authorization to Disburse Funds for Expenses – Resolution 2023-18**
- 128 **P. Consider Adoption of Investment Policy – Resolution 2023-19**
- 129 **Q. Consider Approval of Florida Statewide Mutual Aid Agreement – Resolution**
- 130 **2023-20**
- 131 **R. Consider Provisions for Public Comments – Resolution 2023-21**
- 132 **S. Appointment of Audit Committee – By Motion**
- 133 **T. Consideration of ADA Website Compliance Agreement**
- 134

135 Mr. Lamb went over all the Business Items with the Board. Supervisor Smith, Supervisor Viera,
 136 and Supervisor Ter Doest accepted supervisor compensation. The Landowners Election will be
 137 held on December 12, 2022, at 2:00 p.m. The Public Hearings for the Budget, uniform method of
 138 collections, and rules of procedure will be on January 09, 2023, at 2:00 p.m. The Board
 139 authorized obtaining general liability and public officers’ insurance. The Board appointed the
 140 Board as the Audit Committee. The Board briefly discussed the meeting schedule and confirmed
 141 the dates listed on the exhibit.
 142

MOTION TO:	Approve Business Matters 7A-T as stated.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Ter Doest
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

149

150 **8. PRELIMINARY REPORT PRESENTATION – ASSESSMENT BONDS**

151 **A. Consider Bond Validation Report of the Engineer**

152

153 Mr. Lamb went over the Bond Validation Report of the Engineer with the Board.
 154

MOTION TO:	Approve the Bond Validation Report of the Engineer in substantial form, subject to final revisions from the development team, finance team, and various counsels that will be reviewing for purposes of the issuance of bonds.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Ter Doest
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

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B. Consider Bond Validation Report of the Assessment Consultant

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Mr. Lamb went over the Bond Validation Report of the Assessment Consultant with the Board.

MOTION TO:	Approve the Bond Validation Report of the Assessment Consultant in substantial form, subject to any revisions or comments received from various counsels and the finance team.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Ter Doest
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

C. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution 2023-22

i. Master Trust Indenture

Mr. Lamb went over the Resolution 2023-22 with the Board.

MOTION TO:	Approve the Resolution 2023-22 and associated exhibits in substantial form.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Ter Doest
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

D. Consider Authorization of Chairman to Accept or Execute Certain Documents Resolution 2023-23

Mr. Lamb went over the resolution with the Board.

MOTION TO:	Approve Resolution 2023-23.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Ter Doest
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

206 **E. Other Matters Related to Financing**

207
208 There were no other matters related to financing that needed to be discussed at this time.
209

210 **9. ADMINISTRATIVE MATTERS**
211 **A. Request for Working Capital – By Motion**

212
213 Mr. Lamb briefly discussed requesting working capital.
214
215

216 **10. STAFF REPORTS**
217 **A. District Counsel**
218 **B. District Engineer**
219 **C. District Manager**

220
221 There were no further reports from staff.
222
223

224 **11. BOARD MEMBERS' COMMENTS**

225
226 There were no comments from the Board.
227
228

229 **12. PUBLIC COMMENTS**

230
231 There were no public comments.
232
233

234 **14. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Ter Doest
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

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253 **Please note the entire meeting is available on disc.*
254
255 **These minutes were done in summary format.*
256
257 **Each person who decides to appeal any decision made by the Board with respect to any matter*
258 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
259 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
260 *based.*
261

262 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
263 **noticed meeting held on _____.**

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266 _____
267 **Signature**

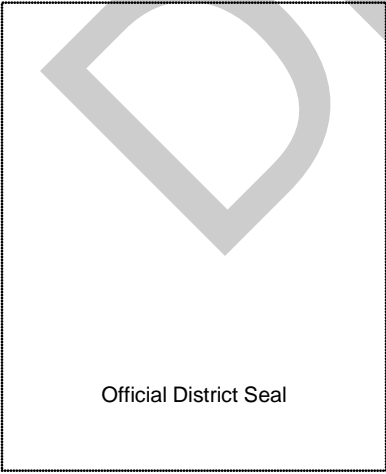
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266 _____
267 **Signature**

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269 _____
270 **Printed Name**

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269 _____
270 **Printed Name**

271
272 **Title:**
273 **Secretary**
274 **Assistant Secretary**

271
272 **Title:**
273 **Chairman**
274 **Vice Chairman**



Recorded by Records Administrator

Signature

Date

**CORAL LAKES
COMMUNITY DEVELOPMENT DISTRICT**

December 12, 2022, Minutes of the Landowner's Election Meeting

MINUTES OF THE LANDOWNER'S ELECTION

The Landowner's Election of the Board of Supervisors for the Coral Lakes Community Development District was held on **Monday, December 12, 2022, at 2:00 p.m. at the King's Gate Golf Club located at 24000 Rampart Blvd., Port Charlotte, Fl, 33980**

1. CALL TO ORDER/ROLL CALL

Eric Davidson called the Landowner's Election of the Board of Supervisors of the Coral Lakes Community Development District to order on **Monday, December 12, 2022, at 2:00 p.m.**

Staff Members Present:

Eric Davidson	District Manager, Inframark
Kyle Smith	Eisenhower Property Group
Albert Viera	Eisenhower Property Group
Robert Ter Doest	Eisenhower Property Group

There were no audience members present.

2. APPOINTMENT OF MEETING CHAIRMAN

Eric Davidson from Inframark will be serving as the meeting chairman.

3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS

Mr. Davidson announced the candidates: Jeff Hills, Nick Dister, Kyle Smith, Robert Ter Doest, and Albert Viera.

4. ELECTION OF SUPERVISORS

Mr. Davidson announced the results: Jeff Hills with 306 votes and will have Seat 1 with a four-year term, Nick Dister with 306 votes and will have Seat 2 with a four-year term, Albert Viera with 305 votes will have Seat 4 with a two-year term, and Robert Ter Doest with 304 will have Seat 4 with a two-year term. Kyle Smith with 303 votes will have Seat 5 with a two-year term

5. OWNERS REQUESTS

There were no requests.

48 **6. ADJOURNMENT**

49
50 The landowner's election was adjourned and closed.

51
52
53 **These minutes were done in summary format.*

54
55 **Each person who decides to appeal any decision made by the Board with respect to any matter*
56 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
57 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

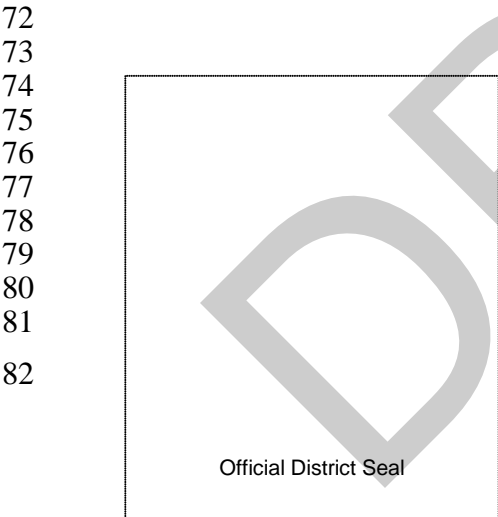
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59 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
60 **meeting held on _____.**

61
62 _____
63 **Signature**

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65 _____
66 **Printed Name**

67
68 **Title:**
69 **Secretary**
70 **Assistant Secretary**

Title:
 Chairman
 Vice Chairman



Recorded by Records Administrator

Signature

Date

**CORAL LAKES
COMMUNITY DEVELOPMENT DISTRICT**

**January 09, 2023, Minutes of the Public Hearing, Audit Committee
and Regular Meetings**

**MINUTES OF THE PUBLIC HEARING, AUDIT COMMITTEE
AND REGULAR MEETINGS**

The Public Hearing, Audit Committee and Regular Meetings of the Board of Supervisors for the Coral Lakes Community Development District was held on **Monday, January 09, 2023, at 2:00 p.m. at the King’s Gate Golf Club located at 24000 Rampart Blvd., Port Charlotte, FL 33980.**

1. CALL TO ORDER

Bryan Radcliff called the Public Hearing, Audit Committee and Regular Meetings of the Board of Supervisors of the Coral Lakes Community Development District to order on **Monday, January 09, 2023, at 2:06 p.m.**

Board Members Present and Constituting a Quorum:

Kyle Smith	Supervisor
Albert Viera	Supervisor
Robert Ter Doest	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Inframark	
John Vericker	District Counsel, Straley Robin Vericker	<i>(via conference call)</i>

There were no members of the general public present.

2. PUBLIC COMMENT PERIOD

There were no residents present.

3. RECESS TO PUBLIC HEARINGS

Mr. Radcliff directed the Board to recess to the Public Hearing.

4. PUBLIC HEARING ON ADOPTING UNIFORM METHOD OF COLLECTION

A. Open the Public Hearing on Adopting Uniform Method of Collection

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Smith
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

47 **B. Staff Presentation**

48
49 There were no staff presentation.

50
51 **C. Public Comment**

52
53 There were no public comments.

54
55 **D. Close the Public Hearing on Adopting Uniform Method of Collection**

56
57 MOTION TO: Close the Public Hearing.
58 MADE BY: Supervisor Viera
59 SECONDED BY: Supervisor Smith
60 DISCUSSION: None Further
61 RESULT: Called to Vote: Motion PASSED
62 3/0 - Motion Passed Unanimously

63
64 **E. Consideration of Resolution 2023-24; Adopting Uniform Method of Collection**

65
66 The Board reviewed and discussed the resolution.

67
68 MOTION TO: Approve Resolution 2023-24.
69 MADE BY: Supervisor Viera
70 SECONDED BY: Supervisor Ter Doest
71 DISCUSSION: None Further
72 RESULT: Called to Vote: Motion PASSED
73 3/0 - Motion Passed Unanimously

74
75 **6. PUBLIC HEARING ON ADOPTING UNIFORM RULES OF PROCEDURE**

76
77 **A. Open the Public Hearing on Adopting Uniform Rules of Procedure**

78
79 MOTION TO: Open the Public Hearing.
80 MADE BY: Supervisor Viera
81 SECONDED BY: Supervisor Smith
82 DISCUSSION: None Further
83 RESULT: Called to Vote: Motion PASSED
84 3/0 - Motion Passed Unanimously

85

86 **B. Staff Presentations**

87
88 There were no staff presentation.

89
90 **C. Public Comment**

91
92 There were no public comments.

93
94 **D. Close the Public Hearing on Adopting Uniform Rules of Procedure**

95
96 MOTION TO: Close the Public Hearing.
97 MADE BY: Supervisor Viera
98 SECONDED BY: Supervisor Smith
99 DISCUSSION: None Further
100 RESULT: Called to Vote: Motion PASSED
101 3/0 - Motion Passed Unanimously

102
103 **E. Consideration of Resolution 2023-25; Adopting Uniform Rules of Procedure**

104
105 The Board reviewed and discussed the resolution.

106
107 MOTION TO: Approve Resolution 2023-25.
108 MADE BY: Supervisor Viera
109 SECONDED BY: Supervisor Smith
110 DISCUSSION: None Further
111 RESULT: Called to Vote: Motion PASSED
112 3/0 - Motion Passed Unanimously

113
114 **7. PUBLIC HEARING ON ADOPTING FINAL FISCAL YEAR 2023 BUDGET**

115
116 **A. Open Public Hearing on Adopting Final Fiscal Year 2023 Budget**

117
118 MOTION TO: Open the Public Hearing.
119 MADE BY: Supervisor
120 SECONDED BY: Supervisor
121 DISCUSSION: None Further
122 RESULT: Called to Vote: Motion PASSED
123 3/0 - Motion Passed Unanimously

124

125 **B. Staff Presentations**

126
127 There were no staff presentation.
128

129 **C. Public Comment**

130
131 There were no public comments.
132

133 **D. Close Public Hearing on Adopting Final Fiscal Year 2023 Budget**

134
135 MOTION TO: Close the Public Hearing.
136 MADE BY: Supervisor Viera
137 SECONDED BY: Supervisor Smith
138 DISCUSSION: None Further
139 RESULT: Called to Vote: Motion PASSED
140 3/0 - Motion Passed Unanimously

141
142 **E. Consideration of Resolution 2023-26; Adopting Final Fiscal Year 2022 Budget**
143 **i. Developer Funding Agreement**

144
145 The Board reviewed and discussed the resolution.
146

147 MOTION TO: Approve Resolution 2023-26.
148 MADE BY: Supervisor Viera
149 SECONDED BY: Supervisor Smith
150 DISCUSSION: None Further
151 RESULT: Called to Vote: Motion PASSED
152 3/0 - Motion Passed Unanimously

153
154 The Board Approved the Developer Funding Agreement for the District.
155

156 MOTION TO: Approve the Developer Funding Agreement for the
157 District.
158 MADE BY: Supervisor Viera
159 SECONDED BY: Supervisor Smith
160 DISCUSSION: None Further
161 RESULT: Called to Vote: Motion PASSED
162 3/0 - Motion Passed Unanimously

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8. RECESS TO AUDIT COMMITTEE MEETING

Mr. Radcliff directed the Board to recess to the Audit Committee Meeting.

9. AUDIT COMMITTEE MEETING

- A. Call to Order/Roll Call**
- B. Appoint Chairman**
- C. Selection of Criteria for Evaluation of Proposals**
- D. Determine Date, Time and Location RFP Required**
 - i. Consider Notice of Request for Proposals for Audit Services**
- E. Consider Sending RFP to Interested Firms**
- F. Determine Date of Next Committee Meeting**
 - i. Audit Committee Evaluation Criteria**

The Board elected to have the next Audit Committee meeting held on May 8th at 2:00 p.m. The location will be the King’s Gate Golf Club located at 24000 Rampart Blvd in Port Charlotte, FL. The Board will review an RFP for auditing services at the May 8th meeting.

10. BUSINESS ITEMS

A. Consideration of Resolution 2023-27; Canvassing and Certifying the Results of the Landowners Election

The Board reviewed Adopted Resolution 2023-27, Certifying and Canvassing the results of the landowner’s election held on December 12, 2023.

MOTION TO:	Approve Resolution 2023-27 as stated.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Smith
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

B. Consideration of Resolution 2023-28; Designating Officers

The Board reviewed and Adopted Resolution 2023-28, Designating officers of the District and elected to have Jefferey Hills serve as Chairman and Nicholas “Nick” Dister serve as Vice Chair.

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MOTION TO:	Approve Resolution 2023-28.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Smith
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

C. General Matters of the District

There were no additional matters of the District.

11. VENDOR AND STAFF REPORTS

- A. District Counsel
- B. District Engineer
- C. District Manager

There were no further reports from vendor or staff.

12. BOARD MEMBERS' COMMENTS

There were no current Board Member comments.

13. PUBLIC COMMENTS

There were no public comments.

14. ADJOURNMENT

MOTION TO:	Adjourn the meeting at 2:12 P.M.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Smith
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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253 **Please note the entire meeting is available on disc.*
254
255 **These minutes were done in summary format.*
256
257 **Each person who decides to appeal any decision made by the Board with respect to any matter*
258 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
259 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
260 *based.*
261

262 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
263 **noticed meeting held on _____.**

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Signature

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Signature

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Printed Name

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272 **Title:**
273 **Secretary**
274 **Assistant Secretary**

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272 **Title:**
273 **Chairman**
274 **Vice Chairman**



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279 *Recorded by Records Administrator*

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Signature

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Date
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