

**MINUTES OF MEETING
COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Colbert Landings Community Development District held Continued Public Hearings and a Regular Meeting on May 11, 2023 at 10:00 a.m., at the Hilton Garden Inn Palm Coast, 55 Town Center Blvd., Palm Coast, Florida 32137.

Present at the meeting were:

Martha Schiffer	Chair
Chris Trahan (via telephone)	Vice Chair
Rose Bock	Assistant Secretary
Michael Owens	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Jennifer Kilinski	District Counsel
Matt Lahti (via telephone)	Interim District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 10:03 a.m. Supervisors Schiffer, Owens and Bock were present, in person. Supervisor Trahan was attending via telephone. Supervisor Germino was not present.

Mr. Rom stated this is the Continued Meeting and Public Hearings from May 1, 2023, with the same agenda.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida

Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Colbert Landings Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Mr. Rom presented Resolution 2023-27 and read the title.

On MOTION by Ms. Schiffer and seconded by Ms. Bock, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, Resolution 2023-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Colbert Landings Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

- A. Affidavit/Proof of Publication
- B. Mailed Notice to Property Owner(s)
- C. Master Engineer's Report *(for informational purposes)*
- D. Master Special Assessment Methodology Report *(for informational purposes)*

These items were included for informational purposes.

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, the Public Hearing was opened.

- Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.

No members of the public or affected property owners spoke.

- Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.

The Board, sitting as the Equalizing Board, made no changes or adjustments to the assessments.

On MOTION by Ms. Schiffer and seconded by Ms. Bock, with all in favor, the Public Hearing was closed.

- E. Consideration of Resolution 2023-28, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida

Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Mr. Rom presented Resolution 2023-28 and read the title.

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, Resolution 2023-28, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-29, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Ms. Schiffer and seconded by Ms. Bock, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, the Public Hearing was closed.

Mr. Rom presented Resolution 2023-29 and read the title.

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, Resolution 2023-29, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

This item was deferred.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

This item was deferred.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-18, Approving Proposed Budgets for Fiscal Year 2022/2023 and Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date

Mr. Rom presented Resolution 2023-18. He reviewed the proposed Fiscal Years 2023 and 2024 budgets. He recalled that the Board previously directed him to coordinate with the Chair and the Property Manager to revise and finalize the Field Ops portion of the budgets.

The following changes will be made:

Fiscal Year 2024: Double the "Arbitrage Rebate Calculation", "Dissemination Agent" and "Trustee" line item amounts

Fiscal Year 2024: Add "Supervisors' fees" line item

Fiscal Year 2024: Remove Page 5

On MOTION by Ms. Schiffer and seconded by Ms. Bock, with all in favor, Resolution 2023-18, Approving Proposed Budgets for Fiscal Year 2022/2023, as presented, and Fiscal Year 2023/2024, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for July 19, 2023 at 11:00 a.m., at the Hilton Garden Inn Palm Coast, 55 Town Center Blvd., Palm Coast, Florida 32137; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, , was adopted.

NINTH ORDER OF BUSINESS

Consideration of Fiscal Year 2022/2023 and 2023/2024 Budget Funding Agreement

Mr. Rom presented the Fiscal Year 2022/2023 and 2023/2024 Budget Funding Agreement between the CDD and Meritage Homes.

Ms. Schiffer will be the point of contact with Meritage Homes. All funding requests should be transmitted to Ms. Schiffer.

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, the Fiscal Year 2022/2023 and 2023/2024 Budget Funding Agreement, was approved.

TENTH ORDER OF BUSINESS

Approval of March 28, 2023 Organizational Meeting Minutes

Mr. Rom presented the March 28, 2023 Organizational Meeting Minutes.

On MOTION by Ms. Schiffer and seconded by Ms. Bock, with all in favor, the March 28, 2023 Organizational Meeting Minutes, as presented, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kilinski/Van Wyk, PLLC*

Ms. Kilinski stated the Bond Validation Hearing is scheduled for June 22, 2023.

B. District Engineer (Interim): *Gulfstream Design Group, LLC.*

Mr. Lahti stated construction is progressing nicely.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **0 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING DATE: May 24, 2023 at 10:00 AM [Landowners' Meeting; Board is not required to attend]**

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Schiffer and seconded by Mr. Owens, with all in favor, the meeting adjourned at 10:28 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair