

**MINUTES OF MEETING
ISLAND LAKE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of Island Lake Estates Community Development District was held on Tuesday, August 9, 2022, at 9:30 A.M. at the Country Inn and Suites, 24244 Corporate Court, Port Charlotte, Florida 33954.

Present and constituting a quorum:

Scott Edwards	Chair
David Truxton	Assistant Secretary
Terry Kirshner	Assistant Secretary
Andrew Nelson	Assistant Secretary

Absent:

Russell Smith	Vice Chair
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Also present were:

James P. Ward	District Manager
Jere Earlywine	District Attorney

Audience:

All resident's names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

District Manager James P. Ward called the meeting to order at approximately 9:34 a.m. He stated all Members of the Board were present at roll call, with the exception of Supervisor Smith, constituting a quorum.

SECOND ORDER OF BUSINESS

Administration of Oath of Office

Administration of Oath of Office for the Board of Supervisors of the Island Lake Estates Community Development District

- a) Oath of Office
- b) Guide to the Sunshine Law and Code of Ethics for Public Employees
- c) Form 1 – Statement of Financial Interests

Mr. Ward: Since we had a landowner's meeting just prior to today's meeting I have to swear you all in again even though you are on the existing Board.

Mr. Ward distributed the necessary forms and indicated there was no need to file the Form 1 again at this point. As a notary public, he administered the Oath of Office to the Board Members; the Oaths were signed and returned to Mr. Ward for the record.

THIRD ORDER OF BUSINESS**Consideration of Resolution 2022-20**

Consideration of Resolution 2022-20, a resolution of the Board of Supervisors of the Island Lake Estates Community Development District Re-Designating Certain Officers of the Island Lake Estates Landing Community Development District following the Landowners' Election

Mr. Ward indicated the existing slate had Mr. Scott Edwards serving as Chairperson, Mr. Russell Smith as Vice Chair, the remaining Board Members serving as Assistant Secretaries while he served as Secretary and Treasurer. He indicated if this was acceptable a motion to adopt Resolution 2022-20 was in order.

On MOTION made by Mr. Scott Edwards, seconded by Mr. Drew Nelson, Resolution 2022-20 was adopted, and the Chair was authorized to sign.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2022-21**

Consideration of Resolution 2022-21, a resolution of the Board of Supervisors of the Island Lake Estates Community Development District canvassing and certifying the results of the landowners' election of Supervisors held pursuant to Section 190.006(2), Florida Statutes

Mr. Ward: In section 1, Seat 1, will be Mr. Smith with 170 votes, in Seat 2 will be Mr. Truxton with 169 votes, in Seat 3 will be Mr. Edwards with 170 votes, in Seat 4 will be Mr. Kirshner with 168 votes, and in Seat 5 will be Mr. Nelson with 168 votes. In section 2, the four-year terms will be held by Mr. Smith and Mr. Edwards. The two-year terms will be held by Mr. Truxton, Mr. Nelson and Mr. Kirshner.

On MOTION made by Mr. Terry Kirshner, seconded by Mr. Drew Nelson, Resolution 2022-21 was adopted, and the Chair was authorized to sign.

FIFTH ORDER OF BUSINESS**Consideration of Minutes****July 12, 2022 - Regular Meeting Minutes**

Mr. Ward asked if there were any additions, corrections, or deletions to the Minutes. Hearing none, he called for a motion.

On MOTION made by Mr. Terry Kirshner, seconded by Mr. Drew Nelson, and with all in favor, the July 12, 2022 Regular Meeting Minutes were approved.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2022-22**

Consideration of Resolution 2022-22, a resolution of the Board of Supervisors of the Island Lake Estates Community Development District declaring special assessments, designating the nature and location of the proposed improvements, declaring the total estimated cost of the improvements the portion to be paid by assessments, and the manner and timing in which the assessments are to be paid, designating the lands upon which the assessments shall be levied, providing for an assessment plat and a preliminary assessment roll, addressing the setting of a public hearing and providing for publication

Mr. Ward: This Resolution was deferred from the last meeting and started the capital assessments process for this District related to all of the property currently within the boundaries of the District. Attached to the Resolution are two exhibits. One is the engineer's report. That Master Engineer's Report identifies the anticipated number of units to be constructed within the District, along with its various product types. The total is 500 units, and it identifies, most importantly, the types of facilities that will be constructed in accordance with Chapter 190 and the estimated cost of those improvements which is \$10,960,000 dollars. In addition to that report is a Master Special Assessment Methodology. That report takes the estimated cost of the project and assigns various equivalent residential units to it which allows us to then notate how much of the \$10.9 million dollars' worth of infrastructure will be levied across all of the property within the District itself. We do that by an ERU factor on the various units. The smaller the product, the smaller the ERU, which means the smaller the assessment; the larger the product, the larger the ERU which means the larger the assessment. So, the \$10,960,000 dollars that equates to an overall allocation of debt of \$13,220,000 dollars. This Resolution also sets a public hearing date, time and location scheduled for Tuesday, September 13, 2022, at 9:30 a.m. here at the Country Inn and Suites, 24244 Corporate Court, Port Charlotte, Florida 33954. It's important to note. Please put that date on your calendar. Once we adopt this Resolution today, if there is a change to that date we have to go back and restart this process. I just need three of you here. He asked if there were any questions; hearing none, he called for a motion.

Mr. Truxton – the platted lots for them, and then also, we've got estate homes; actually, manor homes is the second lot category for 51 to 60. That's actually the 215. It looks like the numbers are swapped between manor and estate homes. The second category should be executive homes which is 51 to 60 feet and that maybe counts 215. On the estates, which Lennar refers to as our manor homes, it's 61 to 70, and that's 106. It should read Twin Villa Executive Homes at 215.

Mr. Ward: I will ask you to go ahead and adopt the Resolution subject to my amending the assessment report consistent with what you just noted of record which are Manor Homes will change to Estate Homes and they will be 215, and the Estate Homes will change to Manor Homes and that will be 106 units. So, the total remains the same at 400.

On MOTION made by Mr. David Truxton, seconded by Mr. Drew Nelson, Resolution 2022-22 was adopted as amended, and the Chair was authorized to sign.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals

Ranking of engineering proposal(s) to serve as District Engineer and consideration and approval of a Master Engineering Services Agreement

- a) Ranking of engineering proposals
- b) Consideration and approval of the form of Master Engineering Services Agreement between the Island Lake Estates Community Development District and Banks Engineering, for Engineering Services

Mr. Ward: We received one proposal from Banks Engineering to serve as engineer for the District. Statute requires you to rank them, and then for Staff to go back and enter into negotiations with them pursuant to an agreement. Since you only received one submittal, I'm going to ask you to rank the firm as #1, and then I'll ask for a separate motion to enter into an agreement with the firm.

On MOTION made by Mr. Terry Kirshner, seconded by Mr. Drew Nelson, and with all in favor, Banks Engineering was ranked as #1 firm to provide engineering services for the District.

Mr. Ward: Enclosed in your Agenda Packet is a form of Engineering Services Agreement; a typical form Jere and I have used for Districts for many years. Since we only received one proposal, I asked Banks to look at this and make sure they were okay with it. They have indicated that they are fine with the agreement, and it is consistent with the agreements they use with other CDDs. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Mr. Terry Kirshner, seconded by Mr. Drew Nelson, and with all in favor, the form of Master Engineering Services Agreement between the Island Lake Estates Community Development District and Banks Engineering, for Engineering Services was approved

EIGHTH ORDER OF BUSINESS

Staff Reports

Staff Reports

I. District Attorney

Mr. Earlywine: We have got our validation complaints filed, and the hearing is on November 7, 2022, so we should be in a position to issue bonds the second week of December. Everything is moving forward.

II. District Engineer

No report.

III. District Manager

- I. Financial Statement for period ending July 31, 2022 (unaudited)
- II. Board Meeting Dates for Balance of Fiscal Year 2022

- i. Public Hearings:

- 1. Uniform Method of Collection - September 13, 2022, 9:30 A.M.
 - 2. FY 2022 & FY2023 Budget – September 13, 2022, 9:30 A.M.

No report.

SEVENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Ward asked if there were any Supervisor’s Requests; there were none. He noted there were no audience members present in person or by audio or video, therefore, there were no audience comments or questions.

EIGHTH ORDER OF BUSINESS

Adjournment

Mr. Ward adjourned the meeting at approximately 9:50 a.m.

On MOTION made by Mr. Scott Edwards, seconded by Mr. Drew Nelson, and with all in favor, the meeting was adjourned.

Island Lake Estates Community Development District



James P. Ward, Secretary



Scott Edwards, Chairman