MINUTES OF MEETING
PALERMO
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Palermo Community Development District was held on Thursday, March 21, 2024 at 9:00 A.M. at the offices of Lennar Homes, LLC, 10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966.

Present:

Scott Edwards	Chairperson
Dalton Drake	Vice Chairperson
Barry Ernst	Assistant Secretary
Ashley Kingston	Assistant Secretary

Absent:

Zane Zeidan	Assistant Secretary

Also present were:

James P. Ward	District Manager
Greg Urbancic	District Attorney
Ben Steets	Grau and Associates

Audience:

All residents' 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.

PORTIONS OF THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS WERE TRANSCRIBED IN *ITALICS*.

FIRST ORDER OF BUSINESS **Call to Order**

Mr. James Ward called the meeting to order at approximately 9:00 a.m. He conducted roll call; all Members of the Board were present, with the exception of Supervisor Zeidan, constituting a quorum.

SECOND ORDER OF BUSINESS **Consideration of Minutes**

July 21, 2023 – Public Hearing and Regular Meeting Minutes

Mr. Ward asked if there were any additions, deletions, or corrections for the Minutes; there were none.

On MOTION made by Barry Ernst, seconded by Ashley Kingston, and with all in favor, the July 21, 2023, Public Hearing and Regular Meeting Minutes were approved.

THIRD ORDER OF BUSINESS Consideration of Audited Financial Statements

Consideration of the acceptance of the Audited Financial Statements for the Fiscal Year ended September 30, 2023

Mr. Ward introduced Ben Steets with Grau and Associates.

Mr. Ben Steets with Grau and Associates indicated this audit was performed in accordance with the standards set by the Florida Auditor General and the generally accepted auditing standards. He declared the auditor's opinion was clean, which meant Grau and Associates believed the financial statements were fairly presented in accordance with generally accepted accounting principles (GAP). He stated there were no instances of noncompliance with Florida Statutes and there were no findings. He concluded the District was in compliance, Grau issued a clean opinion, and there were no findings.

On MOTION made Scott Edwards, seconded by Ashley Kingston, and with all in favor, the Audited Financial Statements for the Fiscal Year ended September 30, 2023 were accepted

FOURTH ORDER OF BUSINESS Consideration of Resolution 2024-1

Consideration of Resolution 2024-1, a Resolution of the Board of Supervisors of Palermo Community Development District approving a proposed Fiscal Year 2025 Budget and setting the Public Hearing to be held on Thursday, June 20, 2024, at 9:00 A.M. at the offices of Lennar Homes LLC, 10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966

Mr. Ward explained approval of the Budget today did not bind the Board to any of the costs or assessment rates contemplated, it merely set the cap rates. He stated the assessment rate for fiscal year 2025 was the same as fiscal year 2024, $189.02 per year. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made Scott Edwards, seconded by Ashley Kingston, and with all in favor, Resolution 2024-1 was adopted, and the Chair was authorized to sign.

Mr. Ward explained this Resolution set the Public Hearing date for Thursday June 20, 2024 at 9:00 a.m. and this could not be changed. He asked the Board to please mark this date on the calendar and plan to be present.

FIFTH ORDER OF BUSINESS Consideration of Resolution 2024-2

Consideration of Resolution 2024-2, a Resolution of the Board of Supervisors Reaffirming, Restating and Re-Establishing the District's adoption of an Electronic Records Policy and a Policy on the use of Electronic Signatures; addressing severability, conflicts and an effective date

Mr. Ward stated Resolution 2024-2 updated the District's electronic records policy to bring it into alignment with some minor changes to State Statute. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made Barry Ernst, seconded by Ashley Kingston, and with all in favor, Resolution 2024-2 was adopted, and the Chair was authorized to sign.

SIXTH ORDER OF BUSINESS Staff Reports

I. District Attorney

a) New performance reporting requirements for CDDs

Mr. Greg Urbancic reminded the Board to complete the 4 ours of ethics training this year. He noted there were a lot of options for completing the training, but Mr. Ward and he had a memo to send to the Board which included links to free options for the training. He reported a new bill passed regarding performance reporting requirements for CDDs and was awaiting action from the Governor; however, he felt the Governor would sign the bill. He explained the CDD would be required to create performance measures by October 1st, and every year annually the CDD would be required to publish an annual report regarding how the CDD performed with respect to the performance measures. He stated he would keep the CDD Board updated regarding this bill.

Mr. Scott Edwards asked what exactly would be measured.

Mr. Urbancic: It says any program and activity undertaken by the District. If we do stormwater, we have to have goals and objectives for stormwater. I know it sounds kind of silly, but I guess that's what we have to do. There isn't a whole lot of context. It's a very short paragraph they added to the Special District section, so we will have to come up with something in that regard.

II. District Engineer
No report.

III. District Manager
a) Florida Law changes to Form 1 Filings
b) Important Board Meeting Dates for Balance of Fiscal Year 2024
1. June 20, 2024 - Public Hearings: Proposed Fiscal Year 2025 Budget
2. November 21, 2024 - Landowners Election (Seats 1, 2 & 5)
c) Financial Statement for period ending December 31, 2023 (unaudited)
d) Financial Statement for period ending January 31, 2024 (unaudited)
e) Financial Statement for period ending February 29, 2024 (unaudited)

Mr. Ward: There is a memo in your Board Packet. We will send you the memo separately that has the links for ethics training in it. There are three ethics courses you have to take this year, one is ethics, one is the sunshine law, and one is public records. The links we will send you, you can do the courses for free. One is a YouTube video, the other two are power point presentations. The ethics training is required to be finished by December 31 this year. It will go on your Form 1 that

you file by July of 2025, but you have to complete it this year to be able to check the box on the Form 1 for next year when you file. I would strongly suggest you just do it and get it out of the way. In addition to that, the State did change the way in which you file your Form 1 this year. You must file them electronically with the Ethics Commission. We will also send you the link to their website. You will have to create a username and password. I understand it is relatively simple to do. The Form 1 that you fill out this year is for 2023. So, there is no ethics training required this year. You do not need to check the box. You just fill it out, sign it, and off you go. Then next year you will check the box. We will send you instructions. Greg will send you instructions. We will make sure we do it a couple times before the dates are over, but please make sure you do it. The one change in the law in addition to what Greg mentioned is the $25 dollar per day fine for late filing which previously was somewhat discretionary by the Supervisor of Elections, but with the new law, if you don't file, you will automatically get fined by the system and you will get notice, and the fines will continue to accrue every day, until it hits $1,500 dollars, or until you file the Form 1. So, if you don't file on time, there is nothing we can do, so please make sure you do it going forward.

SEVENTH ORDER OF BUSINESS **Supervisor's Requests and Audience Comments**

Mr. Ward asked if there were any Supervisor's requests; there were none. He asked if there were any audience comments from audience members present in person, or via audio/video; there were none.

EIGHTH ORDER OF BUSINESS **Public Comments**

Public Comments: - Public comment period is for items NOT listed on the Agenda, and comments are limited to three (3) minutes per person and assignment of speaking time is not permitted; however, the Presiding Officer may extend or reduce the time for the public comment period consistent with Section 286.0114, Florida Statutes

Mr. Ward noted there were no audience members present.

NINTH ORDER OF BUSINESS **Adjournment**

Mr. Ward adjourned the meeting at approximately 9:13 a.m.

On MOTION made by Scott Edwards, seconded by Barry Ernst, and with all in favor, the Meeting was adjourned.

Palermo Community Development District

James P. Ward, Secretary

Scott Edwards, Chairperson