

**MINUTES OF MEETING
CAYMAN LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Cayman Lakes Community Development District held Public Hearings and a Regular Meeting on June 27, 2024 at 12:00 p.m., at the Holiday Inn Express & Suites Arcadia, 2709 Southeast Highway 70, Arcadia, Florida 34266.

Present:

Landon Thomas	Chair
Chris Quarles	Vice Chair
Patrick Timmons	Assistant Secretary
John Buzzy	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Ashley Ligas (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 12:01 p.m. The Oath of Office was administered to Mr. Everett before the meeting. Supervisors Timmons, Thomas and Everett, were present. Supervisor Quarles attended via telephone. Supervisor Buzzy was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Wayne Everett (the following will be provided in a separate package)

This item was addressed during the First Order of Business.

- A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-26, Electing and Removing Officers of the District and Providing for an Effective Date

Mr. Rom presented Resolution 2024-26. Mr. Thomas nominated the following:

Landon Thomas	Chair
Chris Quarles	Vice Chair
Patrick Timmons	Assistant Secretary
John Buzzy	Assistant Secretary
J. Wayne Everett	Assistant Secretary
Kristen Thomas	Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Daniel Rom	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

On MOTION by Mr. Everett and seconded by Mr. Timmons, with all in favor, Resolution 2024-26, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.
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FIFTH 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**
- B. Consideration of Resolution 2024-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Cayman Lakes Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-27.

On MOTION by Mr. Thomas and seconded by Mr. Timmons, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Thomas and seconded by Mr. Everett, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Thomas and seconded by Mr. Everett, with all in favor, Resolution 2024-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Cayman Lakes Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH 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**
- B. Consideration of Resolution 2024-28, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-28, and briefly described the Rules of Procedure.

On MOTION by Mr. Timmons and seconded by Mr. Everett, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Thomas and seconded by Mr. Timmons, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Timmons and seconded by Mr. Everett, with all in favor, Resolution 2024-28, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2023/2024 Budget

- A. Affidavit of Publication**
- B. Consideration of Resolution 2024-29, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-29 and the proposed Fiscal Year 2024 budget.

On MOTION by Mr. Timmons and seconded by Mr. Thomas, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Thomas and seconded by Mr. Timmons, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Everett and seconded by Mr. Timmons, with all in favor, Resolution 2024-29, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

- A. Affidavit of Publication
- B. Consideration of Resolution 2024-30, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Rom presented Resolution 2024-30 and the proposed Fiscal Year 2025 budget.

On MOTION by Mr. Thomas and seconded by Mr. Timmons, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Thomas and seconded by Mr. Timmons, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Thomas and seconded by Mr. Timmons, with all in favor, Resolution 2024-30, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-31, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

The following will be inserted into the Fiscal Year 2025 Meeting Schedule:

DATES: October 24, 2024; January 23, 2025; March 27, 2025; May 22, 2025; July 24, 2025 and September 25, 2025

TIME: 12:00 PM

On MOTION by Mr. Thomas and seconded by Mr. Everett, with all in favor, Resolution 2024-31, Designating Dates, Times and Locations for Regular

Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-20, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-22, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2023/2024 and Providing for an Effective Date

The following will be inserted into the Fiscal Year 2024 Meeting Schedule:

DATES and POTENTIAL DISCUSSION/FOCUS: April 4, 2024 (Landowner's Meeting); April 4, 2024 (Organizational Meeting) and June 27, 2024 (Public Hearing & Regular Meeting)

TIME: 12:00 PM

LOCATION: Holiday Inn Express & Suites Arcadia, 2709 Southeast Highway 70, Arcadia, Florida 34266

On MOTION by Mr. Timmons and seconded by Mr. Everett, with all in favor, Resolution 2024-22, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Discussion/Consideration: Financing

There were no financing updates.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of May 31, 2024

Mr. Rom recommended not accepting the Unaudited Financials due to a wrong budget and a "Management/accounting/recording" line item error. The fee is \$2,000 fee for the entire fiscal year during dormancy, not per month. Staff will make the correction and issue a credit.

On MOTION by Mr. Everett and seconded by Mr. Thomas, with all in favor, the Unaudited Financial Statements as of May 31, 2024, were not accepted.

FOURTEENTH ORDER OF BUSINESS**Approval of Minutes**

- A. April 4, 2024 Landowners' Meeting
- B. April 4, 2024 Organizational Meeting

On MOTION by Mr. Timmons and seconded by Mr. Thomas, with all in favor, the April 4, 2024 Landowners' Meeting Minutes and the April 4, 2024 Organizational Meeting Minutes, both as presented, were approved.

FIFTEENTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kutak Rock LLP
- B. District Engineer (Interim): Banks Engineering, Inc.
- C. District Manager: Wrathell, Hunt and Associates, LLC

There were no Staff reports.

- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

The next meeting is scheduled for October 24, 2024, unless canceled.

SIXTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

SEVENTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

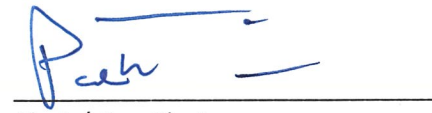
EIGHTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Everett and seconded by Mr. Thomas, with all in favor, the meeting adjourned at 12:21 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair