MINUTES OF MEETING
SUNRISE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Sunrise Community Development District held a Public Hearing, Regular Meeting and Audit Committee Meeting on August 29, 2024 at 1:30 p.m., at the Susan Broom Kilmer (formerly Fort Pierce) Branch Library, 101 Melody Lane, Fort Pierce, Florida 34950.

Present:

Brent Howells	Chair
James Hall	Vice Chair
Rosa Romero	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Jere Earlywine (via telephone)	Kutak Rock LLP
Wesley Mills (via telephone)	District Engineer
David Clark	Member of the Public

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 1:35 p.m.

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Supervisors-Elect Mr. Howells, Mr. Hall and Ms. Romero. Supervisor-Elect Mr. Wesley Mills might decline the seat on the Board and is only attending via telephone as the Interim District Engineer.

Supervisor Howells, Hall and Romero were present. Supervisor-Elect Mills attended via telephone. Supervisor-Elect Jason Short 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 Elected Board of Supervisors (the following will also be provided in a separate package)**

This item was addressed during the First order of Business. Ms. Cerbone discussed filing Form 1.

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 2024-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-01. The Landowners' Election results were as follows:

Seat 1	Brent Howells	117 votes	4-year Term
Seat 2	James Hall	117 votes	4-year Term
Seat 3	Rose Romero	115 votes	2-year Term
Seat 4	Wesley Mills	115 votes	2-year Term
Seat 5	Jason Short	115 votes	2-year Term

On MOTION by Mr. Howells and seconded by Ms. Romero, with all in favor, Resolution 2024-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2024-29, Electing Certain Officers of the District, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-02. Mr. Howells nominated the following slate:

Chair	Brent Howells
Vice Chair	James Hall
Assistant Secretary	Rosa Romero
Assistant Secretary	Cindy Cerbone

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer and Assistant Treasure(s) remain unaffected by this Resolution.

On MOTION by Mr. Howells and seconded by Mr. Hall, with all in favor, Resolution 2024-29, Electing Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2024-30, Ratifying the Action of the District Manager in Re-Setting the Time of the Public Hearings on the Proposed Budgets for Fiscal Year 2023/2024 and Fiscal Year 2024/2025; Amending Resolution 2024-24 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2024-30.

On MOTION by Mr. Howells and seconded by Ms. Romero, with all in favor, Resolution 2024-30, Ratifying the Action of the District Manager in Re-Setting the Time of the Public Hearings on the Proposed Budgets for Fiscal Year 2023/2024 and Fiscal Year 2024/2025; Amending Resolution 2024-24 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Public Hearing on Adoption of Fiscal Year 2023/2024 and Fiscal Year 2024/2025 Budgets**

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2024-31, Relating to the Annual Appropriations and Adopting the Budget for the Remainder of the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-31. She reviewed the proposed Fiscal Year 2024 and Fiscal Year 2025 budgets, which are the same as the versions presented at the last meeting. These are Landowner-funded budgets with expenses funded as they are incurred.

Mr. Earlywine asked everyone to make sure the Funding Agreement approved at the last meeting is assignable. Mr. Howells and Ms. Cerbone will confirm.

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

No affected property owners or members of the public spoke.

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

On MOTION by Mr. Hall and seconded by Mr. Howells, with all in favor, Resolution 2024-31, Relating to the Annual Appropriations and Adopting the Budget for the Remainder of the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2024-32, Ratifying the Amendment to Resolution 2024-21 to Re-Set the Date of the Public Hearing to Consider and Hear Comment on the Adoption of Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone recommended deferring this item to avoid advertising costs, as the next meeting will likely occur in the first quarter of next year.

This item was deferred.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2024-33, 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**

This item was deferred.

TENTH ORDER OF BUSINESS **Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

The Regular Meeting recessed and the Audit Selection Committee Meeting commenced at 1:52 p.m.

ELEVENTH ORDER OF BUSINESS **Review of Responses to Request for Proposals (RFP) for Annual Audit Services**

A. Affidavit of Publication

B. RFP Package

C. Respondents

Ms. Cerbone stated the Berger, Toombs, Elam, Gaines & Frank (BTEGF) response to the RFP was excluded from the hard copy of the agenda but it is included in the electronic agenda.

She voiced her opinion that both respondents are qualified to perform the CDD's audit; however, BTEGF has struggled to complete its audits by the June 30th deadline.

- **Grau & Associates**

The base bid is $3,000 plus $1,500 with bond issuance; the base rate increases $100 per year over a five-year period.

- **Berger, Toombs, Elam, Gaines & Frank**

The base bid is $3,400 and will increase to $4,800, if bonds are issued.

D. Auditor Evaluation Matrix/Ranking

Ms. Cerbone presented her scores and ranking, as follows.

#1	Grau & Associates	100 points
#2	Berger, Tombs, Elam, Gaines & Frank	97 points

On MOTION by Mr. Hall and seconded by Ms. Romero, with all in favor, accepting Ms. Cerbone's scores and ranking of the respondents to the RFP for Annual Audit Services, as the Audit Selection Committee's own scores and ranking, ranking Grau & Associates as the #1 ranked respondent, with 100 points, and Berger, Tombs, Elam, Gaines & Frank as the #2 ranked respondent, with 97 points, was approved.

TWELFTH ORDER OF BUSINESS **Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting**

The Audit Selection Committee Meeting terminated and the Regular Meeting reconvened at 1:58 p.m.

THIRTEENTH ORDER OF BUSINESS **Consider Recommendation of Audit Selection Committee**

- **Award of Contract**

On MOTION by Mr. Hall and seconded by Ms. Romero, with all in favor, accepting the Audit Selection Committee scores, ranking and recommendation as the Board's own, ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services and awarding the Annual Audit Services contract to Grau & Associates, the #1 ranked respondent, was approved.

FOURTEENTH ORDER OF BUSINESS **Status: Request for Qualifications (RFQ) for Engineering Services**

Ms. Cerbone stated that Mills, Short & Associates, the interim District Engineer, was unable to submit a bid due to time constraints and there were no other responses to the Request for Qualifications (RFQ) for Engineering Services. As such, the Board can choose to award the District Engineering Services Contract to Mills, Short & Associates.

Mr. Earlywine stated he will send the CDD's District Engineering Services Agreement to Mr. Mills and Mr. Howells to review and execute outside of a CDD meeting.

On MOTION by Mr. Howells and seconded by Mr. Hall, with all in favor, awarding the District Engineering Services Contract to Mills, Short & Associates, was approved.

FIFTEENTH 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.

SIXTEENTH ORDER OF BUSINESS **Consideration of the Following Bond Financing Matters:**

A. Resolution 2025-29, Designating a Date, Time, and Location of a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-29. This Resolution enables placement of the assessments on the tax bill utilizing the services of the Property Appraiser and Tax Collector.

This item was deferred, as the hearing date will be coordinated with the other deferred items in the agenda.

B. Presentation of Master Engineer's Report

This item was presented at the last meeting.

C. Presentation of Master Special Assessment Methodology

The Master Special Assessment Methodology Report and the First Supplemental Special Assessment Methodology Report will be presented at the next meeting.

D. Resolution 2024-26, Authorizing the Issuance of Not to Exceed $72,770,000 Sunrise Community Development District Capital Improvement Revenue Bonds, in One or More Series; Approving the Form of a Master Trust Indenture; Appointing a Trustee, Registrar and Paying Agent; Approving a Capital Improvement Program; Authorizing the Commencement of Validation Proceedings Relating to the Bonds; and Providing an Effective Date

Resolution 2024-26 was adopted at the last meeting.

SEVENTEENTH ORDER OF BUSINESS **Consideration of Acquisition Agreement**

This item was deferred.

EIGHTEENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of July 31, 2024**

On MOTION by Mr. Hall and seconded by Ms. Romero, with all in favor, the Unaudited Financial Statements as of July 31, 2024, were accepted.

NINETEENTH ORDER OF BUSINESS **Approval of Minutes**

A. June 17, 2024 Organizational Meeting

B. July 12, 2024 Landowners' Meeting

On MOTION by Mr. Hall and seconded by Mr. Howells, with all in favor, the June 17, 2024 Organizational Meeting Minutes and the July 12, 2024 Landowners' Meeting Minutes, both as presented, were approved.

TWENTIETH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer (Interim): Mills, Short & Associates

Going forward, "(Interim)" will be removed from the above title.

There were no District Counsel or District Engineer reports.

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

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

The next meeting will probably be in calendar year 2025.

TWENTY-FIRST ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

TWENTY-SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

TWENTY-THIRD ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Howells and seconded by Ms. Romero, with all in favor, the meeting adjourned at 2:11 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair