

**MINUTES OF MEETING
LANGLEY SOUTH COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Langley South Community Development District held a Regular Meeting on May 9, 2024 at 10:30 a.m., at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715.

Present at the meeting were:

Nora Schuster
Susan Kane
Daniel Evans
Shane Willows

Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Andrew Kantarzhi
Jere Earlywine (via telephone)
Kaitlyn Crowell (via telephone)
Antonio Shaw (via telephone)

District Manager
District Counsel
District Engineer+
Field Operations

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 10:37 a.m. Supervisors Schuster, Kane, Willows and Evans were present. Supervisor LaRosa was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Acceptance of Resignation of Shane Willows [Seat 4]

This item was addressed following the Thirteenth Order of Business.

FOURTH ORDER OF BUSINESS

Consider Appointment of Andrea Fidler to Fill Unexpired Term of Seat 4; Term Expires November 2025

This item was addressed following the Thirteenth Order of Business.

- **Administration of Oath of Office (the following will also be provided in a separate package)**
 - 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**

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-37, Electing and Removing Officers of the District and Providing for an Effective Date

This item was addressed following the Thirteenth Order of Business.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-38, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Kantarzhi reviewed the proposed Fiscal Year 2025 budget highlighting increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any adjustments. The CDD will continue to be Landowner-funded in Fiscal Year 2025, with expenses funded as they are incurred. A reduced monthly Management Fee of \$2,000 will be billed until bonds are issued.

Mr. Kantarzhi stated the CDD's field operations budget will be developed further, prior to the Public Hearing. He will work with Mr. Willows and Mr. Shaw in this regard.

Discussion ensued regarding landscaping, miscellaneous contingency, the decision to delay ratifying the Agreement signed with Duke pending further information, use of solar lighting in comparable communities and installation and delivery considerations.

On MOTION by Mr. Evans and seconded by Ms. Kane, with all in favor, Resolution 2024-38, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on August 8, 2024, at 10:30 a.m., at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-39, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date

Mr. Kantarzhi presented Resolution 2024-39. The terms of office for Seats 3, 4 and 5 will be extended to coincide with the November 2026 General Election and the terms of office for Seats 1 and 2 will be extended to coincide with the November 2028 General Election.

On MOTION by Ms. Kane and seconded Ms. Schuster, with all in favor, Resolution 2024-39, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services

- A. Affidavit of Publication
- B. RFQ Package
- C. Respondent: Madden Moorhead & Stokes, LLC
- D. Competitive Selection Criteria/Ranking

These items were included for informational purposes.

- E. Award of Contract

Mr. Kantarzhi stated that the current Interim District Engineer Madden Moorhead & Stokes, LLC (MMS), was the sole respondent to the RFQ. If the Board finds that MMS meets all the requirements of the RFQ/Selection Criteria, awarding the contract to MMS can proceed. The options are to reject the respondent and readvertise or to rank MMS the highest ranked respondent to the RFQ for Engineering Services and authorize Staff to negotiate a contract.

On MOTION by Ms. Kane and seconded by Ms. Schuster, with all in favor, accepting the response from Madden Moorhead & Stokes, LLC, the sole respondent to the RFQ for Engineering Services, as a qualified response, ranking Madden Moorhead & Stokes, LLC as the #1 ranked respondent, and authorizing Staff to negotiate and prepare the Contract/Agreement, was approved.

NINTH ORDER OF BUSINESS

**Ratification of Duke Energy One, Inc.,
Lighting Servies Agreement**

This item was deferred.

Discussion ensued regarding the status of the project. It was noted that some preliminary design work was done.

Mr. Earlywine recommended calling to cancel the Agreement as soon as possible.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2024-35,
Designating the Primary Administrative
Office and Principal Headquarters of the
District and Providing an Effective Date**

Mr. Kantarzhi presented Resolution 2024-35.

On MOTION by Mr. Evans and seconded by Ms. Schuster, with all in favor, Resolution 2024-35, Designating 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office and a location within Lake County, Florida as the Principal Headquarters of the District and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2024-36,
Designating the Location of the Local**

District Records Office and Providing an Effective Date

This item was deferred.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

On MOTION by Mr. Evans and seconded by Ms. Kane, with all in favor, the Unaudited Financial Statements as of March 31, 2024, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of January 11, 2024 Public Hearings, Regular Meeting and Audit Committee Minutes

On MOTION by Mr. Evans and seconded by Ms. Kane, with all in favor, the January 11, 2024 Public Hearings, Regular Meeting and Audit Committee Minutes, as presented, were approved.

▪ **Acceptance of Resignation of Shane Willows [Seat 4]**

This item, previously the Third Order of Business, was presented out of order.

Mr. Kantarzhi presented the resignation of Mr. Shane Willows from Seat 4.

On MOTION by Ms. Schuster and seconded by Ms. Kane, with all in favor, the resignation of Mr. Shane Willows from Seat 4, was accepted.

▪ **Consider Appointment of Andrea Fidler to Fill Unexpired Term of Seat 4; Term Expires November 2025**

This item, previously the Fourth Order of Business, was presented out of order.

Ms. Schuster nominated Ms. Andrea Fidler to fill Seat 4.

No other nominations were made.

On MOTION by Ms. Schuster and seconded by Ms. Kane, with all in favor, the appointment of Ms. Andrea Fidler to Seat 4, was approved.

Discussion ensued regarding the term for Seat 4, which is being extended to 2026.

Ms. Kane noted that Resolution 2024-39 mistakenly listed Ms. Fidler in Seat #4; however, it should have listed Mr. Shane Willows, as he was in the position at the time the Resolution was adopted.

Mr. Kantarzhi stated that Resolution 2024-39 should reflect the actual Seat and not the Board Member; the Resolution will be amended accordingly.

▪ **Consideration of Resolution 2024-37, Electing and Removing Officers of the District and Providing for an Effective Date**

This item, previously the Fifth Order of Business, was presented out of order.

Mr. Kantarzhi presented Resolution 2024-37. The slate was as follows:

Chair	Nora Schuster
Vice Chair	Daniel LaRosa
Assistant Secretary	Susan Kane
Assistant Secretary	Andrea Fidler
Assistant Secretary	Daniel Evans
Assistant Secretary	Andrew Kantarzhi

No other nominations were made.

This Resolution removes the following from the Board:

Assistant Secretary	Shane Willows
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The following prior appointments by the Board remain unaffected by this Resolution:

Secretary	Craig Wrathell
Assistant Secretary	Cindy Cerbone
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

On MOTION by Ms. Kane and seconded by Ms. Schuster, with all in favor, Resolution 2024-37, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

A. District Counsel: Kutak Rock LLP

Mr. Earlywine asked for an update on projected dates and asked if bond issuance and substantial completion of the utilities are on track for August 2024, as originally estimated. A Board Member stated, given the current construction, utilities are on track for August 2024.

It was noted that bond issuance questions should be directed to Kevin.

B. District Engineer (Interim): Madden Moorhead & Stokes, LLC

There was no report.

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

- **NEXT MEETING DATE: June 13, 2024 at 10:30 AM**
 - **Quorum Check**

The next meeting will be held on June 13, 2024, unless cancelled.

Mr. Kantarzhi reminded the Board Members to use the link forwarded by the Florida Commission on Ethics to register so they can submit Form 1 electronically.

Mr. Kantarzhi reminded Supervisor Willows to submit Form 1F and stated that he will circulate information regarding Form 1F and the ethics training requirements.

Online completion of Form 1F was discussed.

Mr. Kantarzhi stated that, given the timing of Ms. Fidler's appointment to the Board, she will not need to complete the ethics training requirement until next year.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Schuster and seconded by Ms. Kane, with all in favor, the meeting adjourned at 11:02 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair