

SAVANNA LAKES
COMMUNITY DEVELOPMENT
DISTRICT

February 9, 2024

BOARD OF SUPERVISORS

REGULAR MEETING
AGENDA

SAVANNA LAKES

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Savanna Lakes Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

February 2, 2024

Board of Supervisors
Savanna Lakes Community Development District

Dear Board Members:

The Board of Supervisors of the Savanna Lakes Community Development District will hold a Regular Meeting on February 9, 2024 at 1:30 p.m., at 10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966-6460. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2024-01, Designating a Date, Time, and Location for Landowners' Meeting; Providing for Publication, Providing for an Effective Date
4. Consideration of Resolution 2024-02, Designating the Location of the Local District Records Office and Providing an Effective Date
5. Acceptance of Unaudited Financial Statements as of December 31, 2023
6. Approval of August 11, 2023 Public Hearings and Regular Meeting Minutes
7. Staff Reports
 - A. District Counsel: *Coleman, Yovanovich & Koester*
 - Required Ethics Training
 - B. District Engineer: *RWA, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: March 8, 2024 at 1:30 PM

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

○ QUORUM CHECK

SEAT 1	SCOTT EDWARDS	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	BARRY ERNST	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 3	THOMAS DEAN	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 4	FERNANDA MARTINHO	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 5	DALTON DRAKE	☐ IN PERSON	☐ PHONE	☐ NO

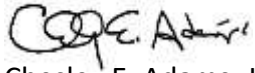
8. Board Members' Comments/Requests

9. Public Comments

10. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

SAVANNA LAKES

COMMUNITY DEVELOPMENT DISTRICT

3

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME, AND LOCATION FOR LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Savanna Lakes Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Lee County, Florida; and

WHEREAS, the District's Board of Supervisors (the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the effective date of Lee County Ordinance No. 22-16 creating the District (the "Ordinance") June 27, 2022; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board of Supervisors for the District on the first Tuesday in November, which shall be noticed pursuant to Section 190.006(2)(a), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. In accordance with section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect three (3) supervisors of the District, shall be held on the 5th day of November, 2024 at 1:30 p.m., at 10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966-6460.

SECTION 2. The District's Secretary is hereby directed to publish notice of this landowners meeting in accordance with the requirements of Section 190.006(2)(a), *Florida Statutes*.

SECTION 3. Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election is hereby announced by the Board at its February 9, 2024 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the at the office of the District Manager, Wrathell, Hunt & Associates, LLC, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 9TH DAY OF FEBRUARY, 2024.

ATTEST:

**SAVANNA LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

**NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF
SUPERVISORS OF THE SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Savanna Lakes Community Development District (the "District") in Lee County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) persons to the District Board of Supervisors. Immediately following the landowners' meeting, there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November 5, 2024

TIME: 1:30 p.m.

PLACE: 10461 Six Mile Cypress Parkway
Fort Myers, Florida 33966-6460

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. At said meeting, each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (877) 276-0889, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

District Manager

Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **November 5, 2024**

TIME: **1:30 p.m.**

LOCATION: **10461 Six Mile Cypress Parkway
Fort Myers, Florida 33966-6460**

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT
LEE COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 5, 2024**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Savanna Lakes Community Development District to be held at 1:30 p.m., on November 5, 2024, at 10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966-6460, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the proxy holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT

**SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT
LEE COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 5, 2024**

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4)-year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2)-year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Savanna Lakes Community Development District and described as follows:

Description

Acreage

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT	NAME OF CANDIDATE	NUMBER OF VOTES
3		
4		
5		

Date: _____

Signed: _____

Printed Name: _____

SAVANNA LAKES

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2024-02

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE SAVANNA LAKES
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE LOCATION OF THE
LOCAL DISTRICT RECORDS OFFICE AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Savanna Lakes Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within Lee County, Florida; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District’s records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE
SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. The District’s local records office shall be located at: _____

_____.

SECTION 2. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, 2024.

ATTEST:

**SAVANNA LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

SAVANNA LAKES

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**SAVANNA LAKES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2023**

**SAVANNA LAKES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2023**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 408,950	\$ -	\$ -	\$ 408,950
Investments				
Revenue	-	24,985	-	24,985
Reserve	-	149,284	-	149,284
Prepayment	-	38	-	38
Capitalized interest	-	334	-	334
Construction	-	-	4,071,682	4,071,682
Undeposited funds	-	102,352	-	102,352
Due from Landowner	5,435	-	-	5,435
Due from general fund	-	292,244	-	292,244
Total assets	<u>\$ 414,385</u>	<u>\$ 569,237</u>	<u>\$ 4,071,682</u>	<u>\$ 5,055,304</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 10,417	\$ -	\$ -	\$ 10,417
Due to Landowner	-	11,610	990	12,600
Due to debt service fund	292,244	-	-	292,244
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>308,661</u>	<u>11,610</u>	<u>990</u>	<u>321,261</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	10,435	-	-	10,435
Unearned revenue	35,620	-	-	35,620
Total deferred inflows of resources	<u>46,055</u>	<u>-</u>	<u>-</u>	<u>46,055</u>
Fund balances:				
Restricted for:				
Debt service	-	557,627	-	557,627
Capital projects	-	-	4,070,692	4,070,692
Unassigned	59,669	-	-	59,669
Total fund balances	<u>59,669</u>	<u>557,627</u>	<u>4,070,692</u>	<u>4,687,988</u>
Total liabilities and fund balances	<u>\$ 414,385</u>	<u>\$ 569,237</u>	<u>\$ 4,071,682</u>	<u>\$ 5,055,304</u>

**SAVANNA LAKES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED DECEMBER 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 47,614	\$ 48,399	\$ 48,339	100%
Assessment levy: off-roll	35,620	35,620	71,240	50%
Total revenues	<u>83,234</u>	<u>84,019</u>	<u>119,579</u>	70%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording*	2,000	6,000	40,000	15%
Legal	105	280	25,000	1%
Engineering	-	2,630	2,500	105%
Dissemination agent**	-	-	664	0%
Telephone	16	50	200	25%
Postage	-	-	500	0%
Printing & binding	42	125	500	25%
Legal advertising	-	-	6,500	0%
Annual special district fee	-	175	175	100%
Insurance	-	5,000	5,500	91%
Contingencies/bank charges	-	-	500	0%
Tax collector	-	486	1,231	39%
Website hosting & maintenance	-	-	1,680	0%
Website ADA compliance	-	210	210	100%
Property appraiser	-	-	669	0%
Total professional & administrative	<u>2,163</u>	<u>14,956</u>	<u>85,829</u>	17%
Field operations				
Lake/stormwater maintenance	-	-	10,000	0%
Lake Bank Erosion Repairs	-	-	5,000	0%
Conservation Area Maint.	-	-	11,250	0%
Monitor/Reporting	-	-	7,500	0%
Total field operations			<u>33,750</u>	0%
Total expenditures	<u>2,163</u>	<u>14,956</u>	<u>119,579</u>	13%
Excess/(deficiency) of revenues over/(under) expenditures	81,071	69,063	-	
Fund balances - beginning	(21,402)	(9,394)	-	
Fund balances - ending	<u>\$ 59,669</u>	<u>\$ 59,669</u>	<u>\$ -</u>	

*WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

**These items will be realized when bonds are issued

**SAVANNA LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED DECEMBER 31, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 292,244	\$ 294,079	\$ 296,760	99%
Interest	703	2,046	-	N/A
Total revenues	<u>292,947</u>	<u>296,125</u>	<u>296,760</u>	100%
EXPENDITURES				
Principal	-	-	65,000	0%
Interest	123,510	123,510	237,520	52%
Total debt service	<u>123,510</u>	<u>123,510</u>	<u>302,520</u>	41%
Other fees & charges				N/A
Transfer out	102,770	103,375	-	N/A
Total other fees and charges	<u>102,770</u>	<u>103,375</u>	<u>-</u>	N/A
Total expenditures	<u>226,280</u>	<u>226,885</u>	<u>302,520</u>	75%
				N/A
Excess/(deficiency) of revenues over/(under) expenditures	66,667	69,240	(5,760)	-1202%
OTHER FINANCING SOURCES/(USES)				
Transfer in	226,281	226,281	-	N/A
Total other financing sources	<u>226,281</u>	<u>226,281</u>	<u>-</u>	N/A
Net change in fund balances	292,948	295,521	(5,760)	
Fund balances - beginning	264,679	262,106	271,560	
Fund balances - ending	<u>\$ 557,627</u>	<u>\$ 557,627</u>	<u>\$ 265,800</u>	

**SAVANNA LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND
FOR THE PERIOD ENDED DECEMBER 31, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 16,572	\$ 49,871
Total revenues	<u>16,572</u>	<u>49,871</u>
EXPENDITURES		
Capital outlay	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	16,572	49,871
OTHER FINANCING SOURCES/(USES)		
Transfer in	<u>-</u>	<u>605</u>
Total other financing sources/(uses)	<u>-</u>	<u>605</u>
Fund balances - beginning	4,054,120	4,020,216
Fund balances - ending	<u><u>\$ 4,070,692</u></u>	<u><u>\$ 4,070,692</u></u>

SAVANNA LAKES

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

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

The Board of Supervisors of the Savanna Lakes Community Development District held Public Hearings and a Regular Meeting on August 11, 2023 at 1:30 p.m., at 10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966-6460.

Present at the meeting were:

Barry Ernst	Vice Chair
Dalton Drake	Assistant Secretary
Fernanda Martinho	Assistant Secretary
Thomas Dean	Assistant Secretary

Also present:

Chuck Adams	District Manager
Greg Urbancic	District Counsel
Michael Pappas	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:31 p.m.

Supervisors Ernst, Drake, Dean and Martinho were present. Supervisor Edwards was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2023/2024 Budget**

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented Resolution 2023-09. He reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes.

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams closed the Public Hearing.

On MOTION by Mr. Dean and seconded by Ms. Martinho, with all in favor, Resolution 2023-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2023/2024, Pursuant to Florida Law

A. Proof/Affidavit of Publication

B. Mailed Notice(s) to Property Owners

These items were included for informational purposes.

C. Consideration of Resolution 2023-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments; Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Adams presented Resolution 2023-10, which allows the CDD to collect the assessments adopted through the budget utilizing the services of the Property Appraiser and Tax Collector and to direct bill for off-roll assessments.

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams closed the Public Hearing.

On MOTION by Mr. Ernst and seconded by Mr. Dean, with all in favor, Resolution 2023-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments; Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-11, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Mr. Adams presented Resolution 2023-11.

The following change will be made to the Fiscal Year 2023/2024 Meeting Schedule:

DATE: Change "November 10, 2023" to "November 3, 2023"

On MOTION by Mr. Drake and seconded by Mr. Ernst, with all in favor, Resolution 2023-11, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2023

Mr. Adams presented the Unaudited Financial Statements as of June 30, 2023.

106 The financials were accepted.

107

108 **SEVENTH ORDER OF BUSINESS**

Approval of May 12, 2023 Regular Meeting Minutes

109

110

111 Mr. Adams presented the May 12, 2023 Regular Meeting Minutes.

112

113 **On MOTION by Mr. Ernst and seconded by Mr. Dean, with all in favor, the May**
114 **12, 2023 Regular Meeting Minutes, as presented, were approved.**

115

116

117 **EIGHTH ORDER OF BUSINESS**

Staff Reports

118

119 **A. District Counsel: Coleman, Yovanovich & Koester**

120 There was no report.

121 **B. District Engineer: RWA, Inc.**

122 Mr. Pappas stated Phase I construction is essentially complete. The Phase I requisition is
123 being prepared.

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

- 125 • **NEXT MEETING DATE: September 8, 2023 at 1:30 P.M.**

- 126 ○ **QUORUM CHECK**

127 The September 8, 2023 meeting will be cancelled if not necessary.

128

129 **NINTH ORDER OF BUSINESS**

Board Members' Comments/Requests

130

131 There were no Board Members' comments or requests.

132

133 **TENTH ORDER OF BUSINESS**

Public Comments

134

135 No members of the public spoke.

136

137 **ELEVENTH ORDER OF BUSINESS**

Adjournment

138

139
140
141
142
143
144
145

On MOTION by Mr. Dean and seconded by Mr. Drake, with all in favor, the meeting adjourned at 1:38 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

146

147

148

149

150

151 _____
Secretary/Assistant Secretary

Chair/Vice Chair

SAVANNA LAKES

COMMUNITY DEVELOPMENT DISTRICT

STAFF REPORTS A

MEMORANDUM

To: Board of Supervisors
From: District Counsel
Date: January 1, 2024
Subject: Ethics Training Requirements

Beginning January 1, 2024, all Board Supervisors of Florida Community Development Districts will be required to complete four (4) hours of Ethics training each year. The four (4) hours must be allocated to the following categories: two (2) hours of Ethics Law, one (1) hour of Sunshine Law, and one (1) hour of Public Records law.

This training may be completed online, and the four (4) hours do not have to be completed all at once. The Florida Commission on Ethics (“COE”) has compiled a list of resources for this training. An overview of the resources are described below, and links to the resources are included in this memo.

Each year when Supervisors complete the required financial disclosure form (Form 1 Statement of Financial Interests), Supervisors must mark a box confirming that he or she has completed the Ethics training requirements. At this time, there is no requirement to submit a certificate; however, the COE advises that Supervisors keep a record of all trainings completed (including date and time of completion), in the event Supervisors are ever asked to provide proof of completion. The training is a calendar year requirement and corresponds to the form year. So, Supervisors will not report their 2024 training until they fill out their Form 1 for the 2025 year.

Free Training Options

The Florida Commission on Ethics’ (“COE”) website has several free online resources and links to resources that Supervisors can access to complete the training requirements. Navigate to that page here: [Florida Commission on Ethics Training](https://ethics.state.fl.us/Training/Training.aspx).¹ Please note that the COE only provides free training for the two (2) hour Ethics portion of the annual training. However, the COE does provide links to free outside resources to complete the Sunshine and Public Records portion of the training. These links are included in this memorandum below for your ease of reference.

¹ <https://ethics.state.fl.us/Training/Training.aspx>

Free Ethics Law Training

The COE provides several videos for Ethics training, none of which are exactly two (2) hours in length. Please ensure you complete 120 minutes of Ethics training when choosing a combination of the below.

State Ethics Laws for Constitutional Officers & Elected Municipal Officers (100 minutes)

Click here: [Kinetic Ethics](#)

Business and Employment Conflicts and Post-Public-Service (56 minutes)

Restriction

Click here: [Business and Employment Conflicts](#)

Gifts (50 minutes)

Click here: [Ethics Laws Governing Acceptance of Gifts](#)

Voting Conflicts - Local Officers (58 minutes)¹

Click here: [Voting Vertigo](#)

Free Sunshine/Public Records Law Training

The Office of the Attorney General provides a two (2) hour online training course (audio only) that meets the requirements of the Sunshine Law and Public Records Law portion of Supervisors' annual training.

Click here to access: [Public Meeting and Public Records Law](#)

Other Training Options

4- Hour Course

Some courses will provide a certificate upon completion (not required), like the one found from the Florida State University, Florida Institute of Government, linked here: [4-Hour Ethics Course](#). This course meets all the ethics training requirements for the year, including Sunshine Law and Public Records training. This course is currently \$79.00

CLE Course

The COE's website includes a link to the Florida Bar's Continuing Legal Education online tutorial which also meets all the Ethics training requirements. However, this is a CLE course designed more specifically for attorneys. The 5 hours 18 minutes' long course exceeds the 4-hour requirement and its cost is significantly higher than the 4-Hour Ethics course provided by the Florida State University. The course is currently \$325.00. To access this course, click here: [Sunshine Law, Public Records and Ethics for Public Officers and Public Employees](#).

If you have any questions, please do not hesitate to contact me.

SAVANNA LAKES

COMMUNITY DEVELOPMENT DISTRICT

**STAFF
REPORTS
C**

SAVANNA LAKES COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966-6460</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 13, 2023 CANCELED	Regular Meeting	1:30 PM
November 10, 2023 CANCELED	Regular Meeting	1:30 PM
December 8, 2023 CANCELED	Regular Meeting	1:30 PM
January 12, 2024 CANCELED	Regular Meeting	1:30 PM
February 9, 2024	Regular Meeting	1:30 PM
March 8, 2024	Regular Meeting	1:30 PM
April 12, 2024	Regular Meeting	1:30 PM
May 10, 2024	Regular Meeting	1:30 PM
June 14, 2024	Regular Meeting	1:30 PM
July 12, 2024	Regular Meeting	1:30 PM
August 9, 2024	Regular Meeting	1:30 PM
September 13, 2024	Regular Meeting	1:30 PM