

**MINUTES OF MEETING
HARMONY ON LAKE ELOISE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Harmony on Lake Eloise Community Development District held a Regular Meeting and Audit Committee Meeting on November 8, 2023 at 9:30 a.m., at the Ramada by Wyndham Davenport Orlando South, 43824 Highway 27, Davenport, Florida 33837-6808.

Present at the meeting were:

William (Bill) Fife
Mary Moulton
Shelley Kaercher

Chair
Vice Chair
Assistant Secretary

Also present:

Cindy Cerbone
Andrew Kantarzhi
Jere Earlywine (via telephone)
Nicole Stalder (via telephone)
Derek B. Lovett

District Manager
Wrathell Hunt and Associates LLC
District Counsel
District Engineer
Leland Management

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 9:33 a.m.

Supervisors Moulton, Fife, and Kaercher were present. Supervisors Nowotny and Tyree were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Recess Regular Meeting/Commencement
of Audit Selection Committee Meeting**

The Regular Meeting recessed at 9:35 a.m., and the Audit Selection Committee Meeting convened.

FOURTH ORDER OF BUSINESS

Review of Response to Request for Proposals (RFP) for Annual Audit Services

A. Affidavit of Publication

B. RFP Package

The above items were included for informational purposes.

C. Respondents

I. Berger, Toombs, Elam, Gaines & Frank

II. Grau & Associates

Ms. Cerbone stated that, as the District Manager of many CDDs, she has worked with both respondents and, in her opinion, both are qualified to perform the audit. She noted that some firms struggled meeting the June 30, 2023 audit deadlines; of the two, the majority of the issues were experienced with Berger, Toombs, Elam, Gaines & Frank (BTEGF) but Mr. Gaines provided valid explanations for those issues. Given that both firms are well qualified, cost is the factor that sets the firms apart.

Mr. Kantarzhi stated that Grau & Associates (Grau) bid \$4,900 for the first year, \$5,000 for the second year, \$5,100 for the third year, \$5,200 for the fourth year and \$5,300 for the fifth year. BTEGF bid \$5,200 for the first year, with subsequent annual increases totaling \$5,480 per year.

D. Auditor Evaluation Matrix/Ranking

Mr. Kantarzhi stated that Grau is the lowest priced respondent. Ms. Cerbone stated Staff scored and ranked the respondents on the Auditor Selection Evaluation Criteria, as follows:

- | | | |
|----|--------------------------------------|-----|
| 1. | Grau & Associates | 100 |
| 2. | Berger, Toombs, Elam, Gaines & Frank | 99 |

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, accepting the District Manager’s scores and rankings, was approved.

FIFTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

The Audit Selection Committee Meeting terminated at 9:41 a.m., and the Regular Meeting reconvened.

SIXTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

- **Award of Contract**

On MOTION by Mr. Fife and seconded by Ms. Kaercher, with all in favor, accepting the scores, rankings and recommendation of the Audit Selection Committee ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services and authorizing District Staff to negotiate an agreement with Grau & Associates, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

Ms. Cerbone proposed bifurcating Resolution 2024-01 and establishing only the Primary Administrative Office, at this time. The Resolution will be amended accordingly.

On MOTION by Mr. Fife and seconded by Ms. Kaercher, with all in favor, Resolution 2024-01, as amended, Designating 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office of the District and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Designating the Location of the Local

District Records Office and Providing an Effective Date

This item was deferred.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2023

On MOTION by Mr. Fife and seconded by Ms. Kaercher, with all in favor, the Unaudited Financial Statements as of September 30, 2023, were accepted.

TENTH ORDER OF BUSINESS

Approval of September 13, 2023 Public Hearings and Regular Meeting Minutes

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, the September 13, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Dewberry Engineers, Inc.**

There were no District Counsel or District Engineer reports.

- C. Field Operations: Leland Management Inc.**

Mr. Lovett introduced himself and stated he is monitoring the landscaping and maintenance, which is now performed every other week, in order to ensure that details and hedge lines are cleaned up.

Mr. Fife stated he has had some issues with United Land; if results are not satisfactory, changes might need to be considered in the spring.

- D. District Manager: Wrathell, Hunt and Associates, LLC**

- **NEXT MEETING DATE: December 13, 2023 at 9:30 AM, immediately following the adjournment of the Fox Branch Ranch CDD meeting, scheduled to commence at 9:30 AM**
 - **QUORUM CHECK**

The next meeting will be December 13, 2023, unless cancelled. Mr. Kantarzhi will check with the Board Members and District Counsel a few weeks prior to the meeting.

Discussion ensued regarding the boundary amendment for Hawthorne Mill North CDD, the expectation that the Harmony on Lake Eloise CDD will not issue bonds until 2025 and the possibility that the next meeting will be in April or May 2024.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

FOURTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Fife and seconded by Ms. Kaercher, with all in favor, the meeting adjourned at 9:48 a.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair