

**MINUTES OF MEETING
ENCLAVE AT LAKE GENEVA
COMMUNITY DEVELOPMENT DISTRICT**

The Enclave at Lake Geneva Community Development District held a Public Hearing, Regular Meeting and an Audit Committee Meeting on July 16, 2025 at 1:15 p.m., at the Fruitland Park Library, 604 W. Berckman Street, Fruitland Park, Florida 34731.

Present:

Tom McNamara	Chair
Andon Calhoun (via telephone)	Vice Chair
Mary Eberhardt	Assistant Secretary
Tim Bayer	Assistant Secretary

Also present:

Chris Conti	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Tucker Mackie (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Conti called the meeting to order at 1:17 p.m.

Supervisors McNamara, Eberhardt, and Bayer were present. Supervisor Calhoun attended via telephone. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 2; Term Expires November 2028 (the following will be provided in a separate package)

This item was deferred.

- A. Update: Required Ethics Training and Form 1 Disclosure Filing
- B. Board Membership, Obligations and Responsibilities
- C. Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees 2023
- D. Chapter 190, Florida Statutes
- E. Form 8B: Memorandum of Voting Conflict

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-42,
Electing and Removing Officers of the
District and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year
2025/2026 Budget

- A. Affidavit/Proof of Publication
- B. Consideration of Resolution 2025-43, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Conti presented Resolution 2025-43. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes. Ms. Cerbone stated that this is a Landowner-contribution budget, with expenses funded as they are incurred.

**On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor,
the Public Hearing was opened.**

No affected property owners or members of the public spoke.

**On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor,
the Public Hearing was closed.**

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, Resolution 2025-43, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

- **Consideration of Budget Funding Agreement FY2026**

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

“Fruitland Park Development IV, LLC” will be inserted as the Developer/Landowner entity.

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, the Fiscal Year 2026 Budget Funding Agreement, as amended, was approved.

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

The Regular Meeting recessed and the Audit Selection Committee Meeting commenced.

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

- A. **Affidavit/Proof of Publication**
- B. **RFP Package**
- C. **Respondents**

Ms. Cerbone stated that District Management has worked with all three respondents, and all are qualified. Mr. Conti presented the following, along with his scores for each category and the reason for the scores, which are based on the Evaluation Matrix/Ranking form:

I. Berger, Toombs, Elam, Gaines & Frank

Bid: \$3,500 without bond issuance and \$4,900 with bond issuance.

II. DiBartolomeo, McBee, Hartley & Barnes, P.A.

Bid: \$3,200 for Fiscal Year 2025, \$3,350 for Fiscal Year 2026, \$3,500 for Fiscal Year 2027, \$3,600 for Fiscal Year 2028 and \$3,750 for Fiscal Year 2029, plus an additional \$1,250 with bond issuance.

Ms. Cerbone stated DiBartolomeo, McBee, Hartley & Barnes, P.A. notified her of its fee if bonds are issued, as that information was omitted from their bid response.

III. Grau & Associates

Bid: \$3,000 for Fiscal Year 2025, \$3,100 for Fiscal Year 2026 and \$3,200 for Fiscal Year 2027, plus an additional \$1,500 with bond issuance.

Discussion ensued regarding adding a penalty clause to the Engagement letter, to ensure audits are filed timely.

D. Auditor Evaluation Matrix/Ranking

The Audit Selection Committee accepted Mr. Conti's scores and ranking, as follows:

#1	Di Bartolomeo, McBee, Hartley & Barnes, P.A.	100 points
#2	Grau & Associates	99 points
#3	Berger, Toombs, Elam, Gaines & Frank	88 points

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, accepting Mr. Conti's scores and ranking of Di Bartolomeo, McBee, Hartley & Barnes, P.A. as the #1 ranked respondent to the RFP for Annual Audit Services, as the Audit Selection Committee's own scores and ranking, was approved.

EIGHTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

The Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.

NINTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

- Award of Contract

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, accepting the Audit Selection Committee's scores, ranking and recommendation of Di Bartolomeo, McBee, Hartley & Barnes, P.A., as the #1 ranked respondent to the RFP for Annual Audit Services, as the Board's own scores and ranking, and awarding the Annual Audit Services contract to Di Bartolomeo, McBee, Hartley & Barnes, P.A., the #1 ranked respondent, was approved.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-44, Appointing a District Engineer and Authorizing an Agreement Relative to the Provision of Engineering Services; Providing a Severability Clause; and Providing an Effective Date

Mr. Conti stated that there were no responses to the Request for Qualifications (RFQ) for Engineering Services; therefore, the Board can select the CDD Interim Engineering firm to serve as the District Engineer or solicit new bids.

Mr. Calhoun stated that Mr. Wohlfarth's mailing address needs to be updated to Lake Mary, Florida.

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, Resolution 2025-44, as amended, Appointing Wohlfarth Consulting Group, LLC as District Engineer and Authorizing an Agreement Relative to the Provision of Engineering Services; Providing a Severability Clause; and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-23, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

TWELFTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]

Ms. Cerbone presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. She noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

THIRTEENTH ORDER OF BUSINESS

Consideration of Budget Funding
Agreement FY2026

This item was presented following the Fifth Order of Business.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial
Statements as of May 31, 2025

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, the Unaudited Financial Statements as of May 31, 2025, were accepted.

FIFTEENTH ORDER OF BUSINESS

Approval of April 23, 2025 Public Hearing
and Regular Meeting Minutes

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, the April 23, 2025 Public Hearing and Regular Meeting Minutes, as presented, were approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Mackie stated that the City of Fruitland Park first boundary amendment reading and assessment hearing was successful; the second and final hearing is scheduled for August 28, 2025.

B. District Engineer (Interim): Wohlfarth Consulting Group, LLC

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

There was no report.

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

Mr. Conti reminded the Board Members to file Form 1 Financial Disclosure electronically. He will re-email the link to complete the required four hours of ethics training by December 31, 2025.

- **UPCOMING MEETINGS**

- **August 20, 2025 at 1:15 PM**
- **September 17, 2025 at 1:15 P M**
- **QUORUM CHECK**

The August 20, 2025 meeting will be cancelled. The next meeting will be held on September 17, 2025, unless cancelled.

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

There were no Board Members' comments or requests.

EIGHTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

NINETEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. McNamara and seconded by Mr. Bayer, with all in favor, the meeting adjourned at 1:45 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

ENCLAVE AT LAKE GENEVA CDD

July 16, 2025



Secretary/Assistant Secretary

Signed by:

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Chair/Vice Chair Andon Calhoun