MINUTES OF MEETING

CEDAR POINTE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES
Thursday, April 17, 2025, at 11:15 a.m.
14785 Old St. Augustine Road, Suite 3,
Jacksonville, FL 32258

Board Members present at roll call in person via speaker phone:

Susan Calvo	Chairperson	
Thomas Schoonover	Vice Chairperson	(via phone)
Malcolm Hogan	Assistant Secretary	
Kelly White	Assistant Secretary	
Robin Brown	Assistant Secretary	(via phone)

Also present were:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	
Kwame Jackson	ADM - PFM Group Consulting LLC	(via phone)
Amy Champagne	District Accountant - PFM Group Consulting LLC	(via phone)
Katie Buchanan	District Counsel - Kutak Rock LLP	
Mike Veazey	ICI Homes Representative	
Neal Brockmeier	District Engineer – Prosser	(via phone)

FIRST ORDER OF BUSINESS **Organizational Matters**

Call to Order and Roll Call

The meeting was called to order at 11:17 a.m. Ms. Carvalho proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comment Period

There were no public comments.

SECOND ORDER OF BUSINESS **General Business Matters**

Consideration of Resolution 2025-02, Election of Officers

Ms. Carvalho noted this resolution is to add Mr. Jackson as an Assistant Secretary for the District.

ON MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the Board approved Resolution 2025-02, Election of Officers with the slate of officers remaining the same and Kwame Jackson added as Assistant Secretary.

Consideration of Minutes of the January 16, 2025, Board of Supervisors Meeting

The Board reviewed the minutes.

ON MOTION by Ms. Brown, seconded by Ms. Calvo, with all in favor, the Board approved the Minutes of the January 16, 2025, Board of Supervisors Meeting.

Appointment of Auditor Selection Committee

Ms. Carvalho gave an overview of the Auditor Selection Committee which is usually comprised of the Board members.

ON MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the Board approved the appointment of the Board as the Auditor Selection Committee.

Consideration of VGlobalTech Website Maintenance Proposed Fee Increase

Ms. Carvalho stated there is a slight increase for VGlobalTech website maintenance. The current price is $110 per month, and the increase puts the monthly fee at $125.00.

ON MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the Board approved the VGlobalTech Website Maintenance Proposed Fee Increase.

Consideration of PFM Group Consulting LLC District Management Proposed Fee Increase

Ms. Carvalho stated that the increase has previously been discussed with the Chair, and the increase is factored into the proposed budget.

ON MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the Board approved the PFM Group Consulting LLC District Management Proposed Fee Increase.

Consideration of Resolution 2025-03, Approving a Preliminary Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Date

Ms. Carvalho noted the recommended date for the Public Hearing as July 10, 2025, at 11:15 a.m., at the same location.

Ms. White gave an overview of the budget process and the upcoming expenses. She noted some of the upcoming expenses: replacing the silo roof which will cost approximately $15,000, oak trimming which will cost approximately $4,000, grinding of sidewalks, and repairing landscaping. Currently, everything could be done except the entirety of the oak trimming. If the budget is increased, a notice will have to go out to residents for increased assessments. Ms. White also gave an overview of the budget surplus and assessment timing, and noted there will be about 25% of the budget left this year. The recommended budget is still within the amount that was previously noticed and would put assessments at $400 per unit.

There was a brief discussion regarding oak trimming. It was noted this could probably be held off until next spring. There is one tree that overhangs over the silo that could be trimmed.

There was also brief discussion regarding the assessments.

ON MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the Board approved Resolution 2025-03, Approving a Preliminary Budget for Fiscal Year 2025/2026 in the amount of $140,599.70 and Setting a Public Hearing Date for July 10, 2025.

Consideration of Engineers Certificate of Completion 2005A Project

Mr. Brockmeier gave an overview. He noted this is for completion of the project improvements in the Cedar Pointe District for Phase 4. This certifies that the work associated with the plans and the 2005A Bonds have been completed in conformance with the approved construction plan.

ON MOTION by Ms. Brown, seconded by Ms. Calvo, with all in favor, the Board approved the Engineers Certificate of Completion for 2005A Project.

Ratification of Payment Authorizations 231 — 236

Ms. Carvalho stated these are all related to the O&M budget General Fund expenses. These have previously been approved by the Chair and are solely for ratification.

ON MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the Board ratified Payment Authorizations 231-236.

Review of District Financial Statements

The Board reviewed the District Financial Statements. Ms. Carvalho stated the financials are as of February 28, 2025.

THIRD ORDER OF BUSINESS **Other Business**

Staff Reports

District Counsel – Ms. Buchanan stated that the Capital Conversations continue. There are no other updates at this time.

District Engineer – No report.

District Manager – Ms. Carvalho reminded the Board of the ASC meeting, as well as the upcoming Public Hearing. Notices will be sent out for the July 10, 2025, meeting.

Audience Comments and Supervisors Requests

Mr. Schoonover requested an update on the transfer of the stormwater conveyance.

Mr. Veazey gave an update and noted that everything has been transferred to the CDD.

There was a brief discussion regarding the conveyance, and it was noted that unless in compliance, it would not be accepted for transfer.

Mr. Brockmeier can follow up. He gave an overview of the process and noted that the permits for the project were obtained throughout the completion of the development.

Mr. Schoonover clarified that he would like to know how the permits are monitored and operated on a day-to-day basis as he feels these are not in compliance.

There was a brief discussion regarding the compliance issue.

Mr. Schoonover noted there is erosion happening and soil issues that are not being addressed.

Mr. Veazey will follow up.

FOURTH ORDER OF BUSINESS **Adjournment**

There were no additional items to come before the Board.

On MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the Thursday, April 17, 2025, Board of Supervisors' Meeting of the Cedar Pointe Community Development District was adjourned at 11:44 a.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson