

ACREE

Community Development District

OCTOBER 8, 2024

AGENDA

Acree
Community Development District
475 West Town Place
Suite 114
St. Augustine, Florida 32092

October 1, 2024

Board of Supervisors
Acree Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Acree Community Development District will be held Tuesday, October 8, 2024 at 10:00 a.m. at 1000 Riverside Avenue, Suite 600, Jacksonville, Florida 32204.

- I. Roll Call
- II. Public Comments (*regarding agenda items below*)
- III. Consideration of Minutes of the September 10, 2024 Meeting
- IV. Appointment of Audit Committee
- V. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
- VI. Supervisor's Request and Public Comments
- VII. Consideration of Funding Request No. 7
- VIII. Financial Statements as of August 31, 2024
- IX. Next Scheduled Meeting – November 12, 2024 @ 10:00 a.m.
- X. Adjournment

THIRD ORDER OF BUSINESS

MINUTES OF MEETING
ACREE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Acree Community Development District was held Tuesday, October 10, 2024 at 10:05 a.m. at 1000 Riverside Avenue, Suite 600, Jacksonville, Florida.

Present and constituting a quorum:

George Leone	Chairman
Shannon Acevedo	Vice Chairperson
Josh Beauchamp	Supervisor
Rick Egger	Supervisor

Also present:

Daniel Laughlin	District Manager
Wes Haber <i>by phone</i>	District Counsel
Bill Schaefer <i>by phone</i>	District Engineer
Walt Schwartz	Corner Lot
Justin Holmes	Corner Lot
Jeremy Wannamaker	Corner Lot
Cole Blaker	Corner Lot

The following is a summary of the actions taken at the September 10, 2024 regular meeting of the Board of Supervisors of the Acree Community Development District.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 10:05 a.m. and called the roll. Four Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments (*regarding agenda items below*)

Mr. Laughlin stated no members of the public were present for comment and the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the July 31, 2024 Meeting

Mr. Laughlin presented the minutes of the July 31, 2024 meeting and asked if there were any questions, comments, or revisions. The Board had no changes to the minutes and there was a motion of approval.

On MOTION by Mr. Egger, seconded by Mr. Beauchamp, with all in favor, the Minutes of the July 31, 2024 Meeting, were approved 4-0.

FOURTH ORDER OF BUSINESS

Discussion of CDD Goals & Objectives

Mr. Laughlin stated that new Florida statute will require CDDs to adopt goals and objectives for Fiscal Year 2025. At the end of the Fiscal Year there will be a post on the website where the goals were achieved. He presented the goals and objectives that were a collaboration of GMS and District Counsel to meet the requirements. He offered to answer any Board questions on this item. There being none, there was a motion of approval.

On MOTION by Mr. Leone, seconded by Mr. Egger, with all in favor, Adoption of CDD Goals and Objectives, was approved 4-0.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report but offered to answer any questions.

B. Engineer

Mr. Schaefer noted that he had updated the engineer's report with changes that include reducing the acreage and presented the product types while presenting other important changes. The latest form will be reviewed by staff before bringing it to the Board for approval at a later meeting.

C. Manager

Mr. Laughlin had nothing to report to the Board and offered to answer any questions.

SIXTH ORDER OF BUSINESS

Supervisor’s Request and Public Comments

Mr. Laughlin noted no members of the public are present and there were no Supervisor comments.

SEVENTH ORDER OF BUSINESS

Ratification of Funding Request No. 6

Mr. Laughlin presented funding request No. 6 in the amount of \$2,492.09. If there are no questions or comments, staff was seeking a motion to ratify requisition No. 6.

On MOTION by Mr. Leone, seconded by Mr. Egger, with all in favor, Funding Request No. 6, was ratified.

EIGHTH ORDER OF BUSINESS

Financial Statements as of July 31, 2024

Mr. Laughlin presented the financial statements as of July 31st. No action is required by the Board.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 8, 2024 @
10:00 a.m.**

Mr. Laughlin stated that the next scheduled meeting will be October 8th at 10:00 a.m. at the corner lot office.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Laughlin adjourned the meeting.

On MOTION by Mr. Leone seconded by Mr. Beauchamp, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SEVENTH ORDER OF BUSINESS

Acree

Community Development District

Funding Request #7
September 30, 2024

PAYEE	GENERAL FUND	GENERAL FUND
	FY24	FY25
1 EGIS Inv #24431 FY25 insurance Renewal 10/1/24 - 10/1/2025		\$ 5,200.00
2 Governmental Management Services Inv# 17 - Management Fees - September 2024	\$ 1,006.29	
3 Kutak Rock LLP Inv# 3453890 - General Counsel - June 2024 Inv# 3453892 - Boundary Amendment - June 2024	655.00 108.00	
TOTAL	\$ 1,769.29	\$ 5,200.00

Total Funding Request

Please make check payable to:

Acree Community Development District
475 West Town Place Ste 114
St Augustine FL 32092

INVOICE



Customer	Acree Community Development District
Acct #	1429
Date	08/19/2024
Customer Service	Kristina Rudez
Page	1 of 1

Acree Community Development District
c/o Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 5,200.00
Payment Amount	
Payment for:	Invoice#24431
1001241041	

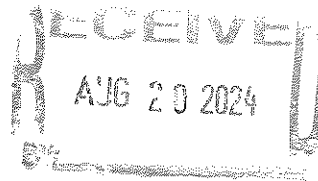
Thank You

Please detach and return with payment



Customer: Acree Community Development District

Invoice	Effective	Transaction	Description	Amount
24431	10/01/2024	Renew policy	Policy #1001241041 10/01/2024-10/01/2025 Florida Insurance Alliance Package - Renew policy Due Date: 8/19/2024	5,200.00



Total			
\$ 5,200.00			

Thank You

*FOR PAYMENTS SENT OVERNIGHT:
Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349*

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939 sclimer@egisadvisors.com	Date
		08/19/2024

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 17
Invoice Date: 9/1/24
Due Date: 9/1/24
Case:
P.O. Number:

Bill To:

Acree CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - September 2024		750.00	750.00
Website Administration - September 2024		100.00	100.00
Information Technology - September 2024		150.00	150.00
Copies		1.35	1.35
Telephone		4.94	4.94

Total	\$1,006.29
Payments/Credits	\$0.00
Balance Due	\$1,006.29

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 26, 2024

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3453890

Client Matter No. 42123-1

Notification Email: eftgroup@kutakrock.com

Mr. Jim Oliver

Acree CDD

c/o Governmental Mangement Services, LLC

Suite 114

475 West Town Place

St. Augustine, FL 32092

Invoice No. 3453890

42123-1

Re: General

For Professional Legal Services Rendered

06/10/24	W. Haber	0.20	72.00	Review budget notices
06/10/24	K. Jusevitch	0.40	66.00	Correspond with district manager regarding meeting documents; prepare budget and uniform method notices; confer with Haber regarding same
06/12/24	K. Jusevitch	0.20	33.00	Correspond with district manager regarding meeting documents
07/02/24	W. Haber	0.40	144.00	Review and revise budget notices and resolutions
07/02/24	K. Jusevitch	0.40	66.00	Prepare budget and uniform method hearing documents; confer with Haber regarding same
07/03/24	K. Jusevitch	0.20	33.00	Correspond with district manager regarding budget and uniform method documents
07/15/24	G. Lovett	0.10	25.00	Research matters relating to district rules of procedure and incorporation of new legislation
07/31/24	W. Haber	0.60	216.00	Prepare for and participate in Board meeting

KUTAK ROCK LLP

Acree CDD

September 26, 2024

Client Matter No. 42123-1

Invoice No. 3453890

Page 2

TOTAL HOURS	2.50	
TOTAL FOR SERVICES RENDERED		\$655.00
TOTAL CURRENT AMOUNT DUE		\$655.00
UNPAID INVOICES:		
July 8, 2024	Invoice No. 3421530	136.00
August 12, 2024	Invoice No. 3436948	459.00
TOTAL DUE		<u>\$1,250.00</u>

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 26, 2024

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3453892

Client Matter No. 42123-5

Notification Email: eftgroup@kutakrock.com

Mr. Jim Oliver

Acree CDD

c/o Governmental Mangement Services, LLC

Suite 114

475 West Town Place

St. Augustine, FL 32092

Invoice No. 3453892

42123-5

Re: Boundary Amendment

For Professional Legal Services Rendered

06/21/24	W. Haber	0.30	108.00	Prepare correspondence regarding boundary and expansion parcels
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TOTAL HOURS	0.30			
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TOTAL FOR SERVICES RENDERED				\$108.00
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TOTAL CURRENT AMOUNT DUE				<u>\$108.00</u>
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EIGHTH ORDER OF BUSINESS

Acree
Community Development District

Unaudited Financial Reporting
August 31, 2024



Table of Contents

1 Balance Sheet

2 General Fund Income Statement

3 Month to Month

4 Developer Contributions

Acree
Community Development District
Combined Balance Sheet
August 31, 2024

		<i>General Fund</i>
Assets:		
<u>Cash:</u>		
Operating Account	\$	15,637
Assessments Receivable		-
Due from Developer		4,673
Total Assets	\$	20,309
Liabilities:		
Accounts Payable	\$	2,335
Accounts FICA Payable		-
Due to Debt Service		-
Total Liabilities	\$	2,335
Fund Balance:		
Nonspendable:		
Prepaid Items	\$	-
Deposits		-
Unassigned		17,974
Total Fund Balances	\$	17,974
Total Liabilities & Fund Balance	\$	20,309

Acree
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
Revenues:				
Developer Contributions	\$ 125,893	\$ 115,402	\$ 25,173	\$ (90,229)
Interest Income	-	-	-	-
Total Revenues	\$ 125,893	\$ 115,402	\$ 25,173	\$ (90,229)
Expenditures:				
<i>General & Administrative:</i>				
Supervisor Fees	\$ 12,000	\$ 11,000	\$ -	\$ 11,000
FICA Expense	918	842	-	842
Engineering	12,000	11,000	-	11,000
Attorney	25,000	22,917	8,301	14,615
Assessment Administration	5,000	-	-	-
Management Fees	45,000	41,250	8,250	33,000
Dissemination	7,500	6,875	-	6,875
Information Technology	1,800	1,650	1,650	-
Website Maintenance	1,200	1,100	1,100	-
Telephone	500	458	18	440
Postage & Delivery	1,500	1,375	25	1,350
Insurance	5,500	5,500	5,000	500
Printing & Binding	1,200	1,100	211	889
Legal Advertising	5,000	4,583	859	3,725
Other Current Charges	600	550	299	251
Office Supplies	1,000	917	2	915
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 125,893	\$ 111,292	\$ 25,890	\$ 85,401
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 4,110	\$ (718)	\$ (175,630)
<i>Other Financing Sources/(Uses):</i>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ 4,110	\$ (718)	\$ (175,630)
Fund Balance - Beginning	\$ -		\$ 18,692	
Fund Balance - Ending	\$ -		\$ 17,974	

Acree
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Developer Contributions	\$ 8,582	\$ 2,556	\$ 1,611	\$ 2,173	\$ 1,067	\$ 1,027	\$ 1,203	\$ 1,077	\$ 1,205	\$ 2,181	\$ 2,492	\$ -	\$ 25,173
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 8,582	\$ 2,556	\$ 1,611	\$ 2,173	\$ 1,067	\$ 1,027	\$ 1,203	\$ 1,077	\$ 1,205	\$ 2,181	\$ 2,492	\$ -	\$ 25,173
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA Expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-	-	-	-
Attorney	2,227	1,541	609	1,173	2,550	-	202	-	-	-	-	-	8,301
Assessment Administration	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Fees	750	750	750	750	750	750	750	750	750	750	750	-	8,250
Dissemination	-	-	-	-	-	-	-	-	-	-	-	-	-
Information Technology	150	150	150	150	150	150	150	150	150	150	150	-	1,650
Website Maintenance	100	100	100	100	100	100	100	100	100	100	100	-	1,100
Telephone	-	10	-	-	-	-	-	-	-	8	-	-	18
Postage & Delivery	20	2	1	-	-	-	1	-	-	-	1	-	25
Insurance	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Printing & Binding	112	2	1	-	1	27	-	1	44	2	22	-	211
Legal Advertising	-	-	-	-	-	-	-	76	556	127	100	-	859
Other Current Charges	55	16	18	18	19	99	20	12	11	12	20	-	299
Office Supplies	0	1	0	-	-	-	0	-	-	-	0	-	2
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 8,590	\$ 2,571.57	\$ 1,629.17	\$ 2,191.04	\$ 3,569.89	\$ 1,125.35	\$ 1,222.78	\$ 1,089.18	\$ 1,610.06	\$ 1,148.93	\$ 1,142	\$ -	\$ 25,890
Excess (Deficiency) of Revenues over Expenditures	\$ (8)	\$ (16)	\$ (18)	\$ (18)	\$ (2,503)	\$ (99)	\$ (20)	\$ (12)	\$ (405)	\$ 1,032	\$ 1,350	\$ -	\$ (718)
Other Financing Sources/Uses:													
Transfer In/(Out)	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (8)	\$ (16)	\$ (18)	\$ (18)	\$ (2,503)	\$ (99)	\$ (20)	\$ (12)	\$ (405)	\$ 1,032	\$ 1,350	\$ -	\$ (718)

**Acree Community Development District
Developer Contributions/Due from Developer**

Funding Request #	Date Prepared	Date Payment Received	Check Amount	Total Funding Request FY24	Capital (Due to Developer)	Over and (short) Balance Due
1	5/17/23	8/2/23	\$ 20,250.00	\$ -	\$ -	\$ -
2	9/8/23	10/25/24	\$ 10,942.59	\$ -	\$ -	\$ -
3	2/11/24	3/6/24	\$ 19,365.47	\$ 14,749.70	\$ -	\$ -
4	4/30/24	7/3/24	\$ 5,750.36	\$ 5,750.36	\$ -	\$ -
5	7/1/24			\$ 2,180.55	\$ -	\$ 2,180.55
6	8/31/24			\$ 2,492.09	\$ -	\$ 2,492.09
Due from Developer			\$ 56,308.42	\$ 25,172.70	\$ -	\$ 4,672.64
Total Developer Contributions				\$ 25,172.70		