

**MINUTES OF MEETING
DAVIS RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Davis Reserve Community Development District was held Wednesday, **May 7, 2025** at 1:07 p.m. at 2420 N Essex Avenue, Hernando, Florida.

Present and constituting a quorum:

Cyle Moses	Appointed as Chairperson
Sandra Taylor	Appointed as Vice Chairperson
Laura Lambert	Appointed as Assistant Secretary
Tara Edwards	Appointed as Assistant Secretary
Cheryl Wisser	Appointed as Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Jennifer Kilinski <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Patrick Collins <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Ken Ward	District Engineer, Burrell Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called roll. All five Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns opened the public comment period on agenda items. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns administered the oath of office to Cyle Moses, Cheryl Wisser, Laura Lambert, Sandra Taylor and Tara Edwards. She reviewed Sunshine Law, public records law, ethics law, ethics training, and Form1.

B. Consideration of Resolution 2025-33 Canvassing and Certifying the Results of the Landowners' Election

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Ms. Burns stated she will fill in who was elected and the number of votes they received.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Resolution 2025-33 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Election of Officers

Ms. Burns noted each time a landowner's election is held officers will be reelected.

D. Consideration of Resolution 2025-34 Electing Officers

Ms. Burns stated the Board needs to elect a Chair and Vice Chair. Mr. Moses noted he will be Chairperson, Sandra Taylor will be Vice Chair, Jill Burns as Secretary, George Flint as Assistant Secretary, Cheryl Wisser, Tara Edwards, and Laura Lambert as Assistant Secretaries.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Resolution 2025-34 Electing Officers, was approved.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the April 2, 2025
Organizational Meeting**

Ms. Burns presented the minutes of the April 2, 2025 organizational meeting and asked for any questions, comments, or corrections to the minutes. If not, she is just looking for a motion to approve.

On MOTION by Mr. Moses seconded by Ms. Taylor, with all in favor, the Minutes of the April 2, 2025 Organizational Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated this public hearing has been advertised in the newspaper in accordance with Florida statute. A mailed notice was also sent to any property owners within the community. She asked for a motion to open the public hearing.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Opening the Public Hearing, was approved.

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i. Presentation of Engineer's Report

Mr. Ward reviewed the Engineer's Report on page 28 of the agenda package. Ms. Kilinski asked Mr. Ward based on his experience, are the cost estimates in your Engineer's Report reasonable and proper. Mr. Ward stated yes. She asked Mr. Ward; do you have any reason to believe the capital improvement plan cannot be carried out by the District. Mr. Ward stated no not at all.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Master Assessment Methodology

Ms. Burns reviewed the Master Assessment Methodology. Table 1 shows the development program 399 single family units all with an ERU of 1. Table 2 is the Master Infrastructure Cost Estimates which is a total of \$23M, from the Engineer's Report. Table 3 shows an estimated bond sizing of \$30,815,000. Table 4 shows the improvement cost per unit for each of the 399 units. Table 5 shows the par debt per unit which would be the most amount of debt that would be issued on each of the lots which is \$77,231. Table 6 breaks down the net and gross annual debt assessment per unit. The gross annual debt assessment, the highest would be \$6,621 a year. Table 7 shows the preliminary assessment roll that is allocated by acres. It is 102.41 acres all owned by one entity – Brentwood Farms, LLC. There is also a legal description attached. Ms. Kilinski asked Ms. Burns in her professional opinion; does the land subject to the assessments receive special benefits from the Districts Improvement Plan. Ms. Burns stated yes, they do. Ms. Kilinski asked Ms. Burns in her professional opinion are the Master Assessments reasonably apportioned among the land subject to the assessment. Ms. Burns stated yes, they are. Ms. Kilinski asked Ms. Burns in her profession opinion is it reasonable, proper and just to assess the cost of the capital improvement plan against the lands to the District in accordance with the methodology you just reviewed. Ms. Burns stated yes, it is. Ms. Kilinski asked Ms. Burns is it your opinion that the special benefits the lands will receive will be equal to or in excess of the maximum master assessments there in when allocated as set forth in the methodology. Ms. Burns stated yes. Ms. Kilinski asked Ms. Burns is it your opinion that it is in the best interest of the District that the master assessments be paid and

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collected in accordance with the methodology and the Districts assessment resolution. Ms. Burns stated yes, it is.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, the Master Assessment Methodology, was approved.

iii. Consideration of Resolution 2025-35 Levying Special Assessments

Ms. Kilinski stated this process is the milestone for initiation of the financing process for debt assessments. The Board approved the declaring resolution which declared the Districts intent to levy special assessments and set a public hearing. This resolution is where the Board sets as a Board of equalization which means you are equalizing assessments based on the methodology that was just approved. She reviewed sections 1-7 of this resolution.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Resolution 2025-35 Levying Special Assessments, was approved.

iv. Consideration of Master Notice of Special Assessments

Ms. Burns stated this will be recorded. Jennifer reviewed that as part of the resolution. She offered to take any questions the Board might have. This is notice for members of the public of the lean on the property.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, the Master Notice of Special Assessments, was approved.

There were no public comments. Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Moses seconded by Ms. Taylor, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcements of Non-Ad Valorem Assessments

Ms. Burns stated this public hearing has been advertised in the newspaper in accordance with Florida Statue. She asked for a motion to open the public hearing.

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On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-36 Expressing the District's Intent to Utilize the Uniform Method of Collection and Ratifying the Board's Actions in Placing Proper Published Notice for the Hearing

Ms. Burns noted this resolution once approved would be sent to the county and would authorize the District to collect assessments on the Citrus County tax bill when the District is ready to do so. She asked for any public comments.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Resolution 2025-36 Expressing the District's Intent to Utilize the Uniform Method of Collection and Ratifying the Board's Actions in Placing Proper published Notice for the Hearing, was approved.

There were no public comments. Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Closing the Public Hearing, was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns noted this public hearing has been advertised in the newspaper in accordance with Florida Statute. She asked for a motion to open the public hearing.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-37 Adopting Rules of Procedure for the District

Ms. Burns stated these are the sets of rules that govern the District for a variety of items such as running the meetings and bidding construction projects. She asked for any public comment. Hearing none.

Ms. Kilinski noted a new bill that is pending signature by the governor with a small change to the CCNA criteria. It's not effective yet but she would like the Board to approve the rules but allow staff pending signature by the governor of that bill. The two criteria it will change is it will

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not allow previous volume of work to be considered within the CCNA process and it would prohibit any MDE scoring in the future.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Resolution 2025-37 Adopting Rules of Procedure for the District as Outlined by Ms. Kilinski to Authorize Counsel and Staff to Update Pending Signature from the Governor on that Bill, was approved.

There were no public comments. Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns stated two proposals were received to the RFQ that was placed. Mr. Moses reviewed the rankings for Burrell Engineering Incorporated and Align Engineering Incorporated. He noted Burrell is the #1 ranked firm with a total of 95 points. Align was ranked #2 with 89 points. Ms. Burns stated if the Board accepts Cyle's ranking, she would be looking for a motion to approve those rankings and authorize staff to send a notice of intent to award.

On MOTION by Ms. Taylor, seconded by Ms. Wisser, with all in favor, the Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer – Burrell Engineering Ranked #1, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Kilinski reminded the Board of the validation hearing in June.

B. Engineer

Mr. Ward had nothing to report.

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C. District Manager's Report

Ms. Burns had nothing further to report.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Moses, seconded by Ms. Taylor, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Cyle Moses

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Chairman/Vice Chairman