

**MINUTES OF MEETING
KELLY PARK COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Kelly Park Community Development District held a Special Meeting and Audit Committee Meeting on April 16, 2025 at 8:00 a.m., at the offices of Poulos & Bennett, LLC, 2602 E Livingston Street, Orlando, Florida 32803.

Present:

Seth Bennett
Quint “Robert” Noordstar
Alex Gross
Louis Avelli
Tatiana Ross

Chair
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Ernesto Torres
Felix Rodriguez
Antonio Shaw
Jere Earlywine (via telephone)

District Manager
Wrathell, Hunt and Associates, LLC
Field Operations Manager
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 8:07 a.m. Supervisors Bennett, Noordstar, Avelli and Gross were present. One seat was vacant.

Mr. Torres introduced Field Operations Manager Mr. Antonio Shaw and Mr. Felix Rodriguez who will be teaming up with him and should be copied on all his emails and contacted if Mr. Torres is unavailable.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consider Appointment of Tatiana Ross to
Fill Unexpired Term of Seat 3; Term Expires
November 2026**

Mr. Bennett nominated Ms. Tatiana Ross to fill Seat 3. No other nominations were made.

On MOTION by Mr. Bennett and seconded by Mr. Gross, with all in favor, the appointment of Ms. Tatiana Ross to Fill Seat 3, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor, Tatiana Ross (the following to be provided under separate cover)**

This item was an addition to the agenda.

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Tatiana Ross. He explained the following and told Ms. Ross to contact him with any questions:

- A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-09, Electing and Removing Officers of the District and Providing for an Effective Date

Mr. Torres presented Resolution 2025-09. Mr. Bennett nominated the following:

Seth Bennett	Chair
Quint Noordstar	Vice Chair
Alex Gross	Assistant Secretary
Louis Avelli	Assistant Secretary
Tatiana Ross	Assistant Secretary
Felix Rodriguez	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Ernesto Torres	Assistant Secretary

Craig Wrathell

Treasurer

Jeff Pinder

Assistant Treasurer

On MOTION by Mr. Bennett and seconded by Mr. Gross, with all in favor, Resolution 2025-09, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-10, Ratifying, Confirming, and Approving the Sale of the Kelly Park Community Development District Special Assessment Bonds, Series 2025 (Assessment Area Two Project); Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres presented Resolution 2025-10. He and Mr. Earlywine explained the purpose of this Resolution, which is a typical Resolution following a bond issuance.

On MOTION by Mr. Gross and seconded by Mr. Bennett, with all in favor, Resolution 2025-10, Ratifying, Confirming, and Approving the Sale of the Kelly Park Community Development District Special Assessment Bonds, Series 2025 (Assessment Area Two Project); Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of The City of Apopka, Florida Interlocal Agreement for Operation and Maintenance

Mr. Earlywine explained the purpose of and presented the Agreements behind the Sixth and Seventh Orders of Business. As both are under review by the City, he suggested approval in substantial form.

On MOTION by Mr. Gross and seconded by Mr. Noordstar, with all in favor, the City of Apopka, Florida Interlocal Agreement for Operation and Maintenance and the City Council of the City of Apopka Right-of-Way Maintenance Agreement, both in substantial form, were approved.

SEVENTH ORDER OF BUSINESS

Consideration of City Council of the City of Apopka Right-of-Way Maintenance Agreement

This item was presented in conjunction with the Sixth Order of Business.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-11, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Mr. Torres presented Resolution 2025-11. This is an updated version of the Agreement.

On MOTION by Mr. Gross and seconded by Ms. Ross, with all in favor, Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

This item was tabled. Meetings will be scheduled as needed.

TENTH ORDER OF BUSINESS

Ratification of CLI of Florida, LLC Agreement for Landscape Maintenance Services

Mr. Torres stated he worked with Mr. Avelli and Mr. Bennett separately on the Agreement.

On MOTION by Mr. Gross and seconded by Mr. Avelli, with all in favor, the CLI of Florida, LLC Agreement for Landscape Maintenance Services, was ratified.

ELEVENTH ORDER OF BUSINESS**Recess Special Meeting/Commencement
of Audit Selection Committee Meeting**

The Special Meeting recessed and the Audit Selection Committee Meeting commenced at 8:08 a.m.

TWELFTH ORDER OF BUSINESS**Review of Response to Request for
Proposals (RFP) for Annual Audit Services****A. Affidavit of Publication****B. RFP Package****C. Respondents****I. Berger, Toombs, Elam, Gaines & Frank**

The base bid is \$4,750, plus \$1,350, if bonds are issued.

II. Grau & Associates

The base bid is \$3,600, plus \$1,500 with bond issuances. The base rate will increase \$500 per year over a five-year period.

Mr. Torres presented his scores and ranking of the respondents, which he based on service and contract pricing. He stated both respondents are qualified to perform the CDD's audit but Berger, Toombs, Elam, Gaines & Frank (BTEGF) has struggled to complete some of the audits by the June 30th deadline.

D. Auditor Evaluation Matrix/Ranking

The Audit Committee evaluated, scored and ranked the bid responses as a group, based on the evaluation criteria and ranking form.

THIRTEENTH ORDER OF BUSINESS**Termination of Audit Selection Committee
Meeting/Reconvene Regular Meeting**

The Audit Selection Committee Meeting terminated and the Special Meeting reconvened at 8:22 a.m.

FOURTEENTH ORDER OF BUSINESS**Consider Recommendation of Audit Selection Committee**

Mr. Torres presented the Audit Committee's scores, ranking and recommendation, as follows:

#1	Grau & Associates	100 points
#2	Berger, Tombs, Elam, Gaines & Frank	98 points

- Award of Contract**

On MOTION by Mr. Gross and seconded by Mr. Noordstar, with all in favor, accepting the Audit Selection Committee scores, ranking and recommendation as the Board's own, ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services and awarding the Annual Audit Services contract to Grau & Associates, the #1 ranked respondent, was approved.

FIFTEENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of February 28, 2025**

On MOTION by Mr. Gross and seconded by Ms. Ross, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

SIXTEENTH ORDER OF BUSINESS**Approval of February 12, 2025 Regular Meeting Minutes**

On MOTION by Mr. Gross and seconded by Mr. Bennett, with all in favor, the February 12, 2025 Regular Meeting Minutes, as presented, were approved.

SEVENTEENTH ORDER OF BUSINESS**Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer: Poulos & Bennett, LLC

There were no District Counsel or District Engineer reports.

C. Field Operations: Wrathell, Hunt and Associates, LLC

Mr. Rodriguez reported working with CLI on replacing dead trees in the right-of-way and on the fountain maintenance contract; the irrigation issues were repaired and palm tree trimming might have been completed yesterday or should be completed today.

Mr. Shaw provided updates to concerns that the sod at the entrance may not survive and the status of the pocket park.

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

Mr. Torres stated the proposed Fiscal Year 2026 budget will be formally presented at the May meeting and the budget Public Hearing will be set for a later date.

- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

The next meeting will be on May 21, 2025 at 1:00 p.m., at the offices of Poulos & Bennett, LLC, 2602 E Livingston Street, Orlando, Florida 32803.

Mr. Noordstar, Ms. Ross and Mr. Gross confirmed their attendance at the May 21, 2025 meeting. Mr. Bennett and Mr. Avelli might attend the meeting via telephone.

EIGHTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Ms. Ross stated she was asked to notify everyone of a deep slope in the wetland area that might need to be fenced. She will contact District Staff once she obtains additional information about the location.

Discussion ensued regarding the sales center and a Board Member's request for an updated schedule.

NINETEENTH ORDER OF BUSINESS

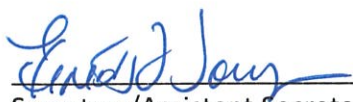
Public Comments

No members of the public spoke.

TWENTIETH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Gross and seconded by Mr. Noordstar, with all in favor, the meeting adjourned at 8:34 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair