

BEAUMONT
COMMUNITY DEVELOPMENT
DISTRICT

November 4, 2024

BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Beaumont Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 570-0013

October 28, 2024

Board of Supervisors
Beaumont Community Development District

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Dear Board Members:

The Board of Supervisors of the Beaumont Community Development District will hold a Regular Meeting on November 4, 2024, immediately following the adjournment of the Landowners' Meeting, scheduled to commence at 1:30 p.m., at 7764 Penrose Place, Wildwood, Florida 34785. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments (*Agenda Items: 3 Minutes Per Speaker*)
3. Administration of Oath of Office to Newly Elected Supervisor **[SEAT 5]** (*the following will also be provided in a separate package*
 - 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
4. Consideration of Resolution 2025-02, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date
5. Consideration of Resolution 2025-03, Electing and Removing Officers of the District, and Providing for an Effective Date
6. Consideration of Sun Kool Air Conditioning Commercial Maintenance Proposal
7. Consideration of Juniper Landscaping of Florida, LLC Proposal No. 295704 for Mulching
8. Consideration of Proposals for Speed Tables

9. Consideration of Proposals for Fencing
10. Update: Developer Projects
11. Acceptance of Unaudited Financial Statements as of September 30, 2024
12. Approval of October 7, 2024 Regular Meeting Minutes
13. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Morris Engineering and Consulting, LLC*
 - C. Field Operations Manager: *RealManage, LLC*
 - Action Items/Tracker
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: December 9, 2024 at 1:30 PM
 - QUORUM CHECK

SEAT 1		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 2	ARIANE WILLIAMS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 3	GARY SMITH	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 4		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 5		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

14. Board Members' Comments/Requests
15. Public Comments (*Non-Agenda Items: 3 Minutes Per Speaker*)
16. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at 239-464-7114.

Sincerely,



Chuck Adams
District Manager

BOARD AND STAFF ONLY: TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 229 774 8903

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

3A

MEMORANDUM

To: Board of Supervisors

From: District Counsel

Date: January 1, 2024

Subject: Ethics Training Requirements

Beginning January 1, 2024, all Board Supervisors of Florida Community Development Districts will be required to complete four (4) hours of Ethics training each year. The four (4) hours must be allocated to the following categories: two (2) hours of Ethics Law, one (1) hour of Sunshine Law, and one (1) hour of Public Records law.

This training may be completed online, and the four (4) hours do not have to be completed all at once. The Florida Commission on Ethics (“COE”) has compiled a list of resources for this training. An overview of the resources are described below, and links to the resources are included in this memo.

Each year when Supervisors complete the required financial disclosure form (Form 1 Statement of Financial Interests), Supervisors must mark a box confirming that he or she has completed the Ethics training requirements. At this time, there is no requirement to submit a certificate; however, the COE advises that Supervisors keep a record of all trainings completed (including date and time of completion), in the event Supervisors are ever asked to provide proof of completion. The training is a calendar year requirement and corresponds to the form year. So, Supervisors will not report their 2024 training until they fill out their Form 1 for the 2025 year.

Free Training Options

The Florida Commission on Ethics’ (“COE”) website has several free online resources and links to resources that Supervisors can access to complete the training requirements. Navigate to that page here: [Florida Commission on Ethics Training](https://ethics.state.fl.us/Training/Training.aspx).¹ Please note that the COE only provides free training for the two (2) hour Ethics portion of the annual training. However, the COE does provide links to free outside resources to complete the Sunshine and Public Records portion of the training. These links are included in this memorandum below for your ease of reference.

¹ <https://ethics.state.fl.us/Training/Training.aspx>

Free Ethics Law Training

The COE provides several videos for Ethics training, none of which are exactly two (2) hours in length. Please ensure you complete 120 minutes of Ethics training when choosing a combination of the below.

State Ethics Laws for Constitutional Officers & Elected Municipal Officers (100 minutes)
Click here: [Kinetic Ethics](#)

Business and Employment Conflicts and Post-Public-Service (56 minutes)

Restriction

Click here: [Business and Employment Conflicts](#)

Gifts (50 minutes)

Click here: [Ethics Laws Governing Acceptance of Gifts](#)

Voting Conflicts - Local Officers (58 minutes)¹

Click here: [Voting Vertigo](#)

Free Sunshine/Public Records Law Training

The Office of the Attorney General provides a two (2) hour online training course (audio only) that meets the requirements of the Sunshine Law and Public Records Law portion of Supervisors' annual training.

Click here to access: [Public Meeting and Public Records Law](#)

Other Training Options

4- Hour Course

Some courses will provide a certificate upon completion (not required), like the one found from the Florida State University, Florida Institute of Government, linked here: [4-Hour Ethics Course](#). This course meets all the ethics training requirements for the year, including Sunshine Law and Public Records training. This course is currently \$79.00

CLE Course

The COE's website includes a link to the Florida Bar's Continuing Legal Education online tutorial which also meets all the Ethics training requirements. However, this is a CLE course designed more specifically for attorneys. The 5 hours 18 minutes' long course exceeds the 4-hour requirement and its cost is significantly higher than the 4-Hour Ethics course provided by the Florida State University. The course is currently \$325.00. To access this course, click here: [Sunshine Law, Public Records and Ethics for Public Officers and Public Employees](#).

If you have any questions, please do not hesitate to contact me.

General Information

Name: DISCLOSURE FILER
Address: SAMPLE ADDRESS
County: SAMPLE COUNTY

PID SAMPLE

AGENCY INFORMATION

Organization Suborganization
SAMPLE SAMPLE

Title
SAMPLE

Disclosure Period

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2023.

Primary Sources of Income

PRIMARY SOURCE OF INCOME (Over \$2,500) (Major sources of income to the reporting person)
(If you have nothing to report, write "none" or "n/a")

Name of Source of Income	Source's Address	Description of the Source's Principal Business Activity

Secondary Sources of Income

SECONDARY SOURCES OF INCOME (Major customers, clients, and other sources of income to businesses owned by the reporting person) (If you have nothing to report, write "none" or "n/a")

Name of Business Entity	Name of Major Sources of Business' Income	Address of Source	Principal Business Activity of Source

Real Property

REAL PROPERTY (Land, buildings owned by the reporting person)
(If you have nothing to report, write "none" or "n/a")

Location/Description

Intangible Personal Property

INTANGIBLE PERSONAL PROPERTY (Stocks, bonds, certificates of deposit, etc. over \$10,000)
(If you have nothing to report, write "none" or "n/a")

Type of Intangible	Business Entity to Which the Property Relates

2023 Form 1 - Statement of Financial Interests

Liabilities

LIABILITIES (Major debts valued over \$10,000):
(If you have nothing to report, write "none" or "n/a")

Name of Creditor	Address of Creditor

Interests in Specified Businesses

INTERESTS IN SPECIFIED BUSINESSES (Ownership or positions in certain types of businesses)
(If you have nothing to report, write "none" or "n/a")

Business Entity # 1

Training

Based on the office or position you hold, the certification of training required under Section 112.3142, F.S., is not applicable to you for this form year.

Signature of Filer

Digitally signed:

Filed with COE:

E-FILING SAMPLE

2023 Form 1 Instructions Statement of Financial Interests

Notice

The annual Statement of Financial Interest is due July 1, 2024. If the annual form is not submitted via the electronic filing system created and maintained by the Commission September 3, 2024, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

When To File:

Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2023.

Who Must File Form 1

1. Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
2. Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding those required to file full disclosure on Form 6 as well as members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.
3. The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.
4. Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.
5. Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits, and the Pinellas County Construction Licensing Board.
6. Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.
7. Persons holding any of these positions in local government: county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

8. Officers and employees of entities serving as chief administrative officer of a political subdivision.
9. Members of governing boards of charter schools operated by a city or other public entity.
10. Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.
11. The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.
12. The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.
13. Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.
14. The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.
15. State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.
16. The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.
17. Each member of the governing body of a "large-hub commercial service airport," as defined in Section 112.3144(1)(c), Florida Statutes, except for members required to comply with the financial disclosure requirements of s. 8, Article II of the State Constitution.

ATTACHMENTS: A filer may include and submit attachments or other supporting documentation when filing disclosure.

PUBLIC RECORD: The disclosure form is a public record and is required by law to be posted to the Commission's website. Your Social Security number, bank account, debit, charge, and credit card numbers, mortgage or brokerage account numbers, personal identification numbers, or taxpayer identification numbers are not required and should not be included. If such information is included in the filing, it may be made available for public inspection and copying unless redaction is required by the filer, without any liability to the Commission. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address or other information is exempt from disclosure, the Commission will maintain that confidentiality *if you submit a written and notarized request.*

QUESTIONS about this form or the ethics laws may be addressed to the Commission on Ethics, Post Office Drawer 15709, Tallahassee, Florida 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303; telephone (850) 488-7864.

Instructions for Completing Form 1

Primary Sources of Income

[Required by s. 112.3145(3)(b)1, F.S.]

This section is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s). The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony if considered gross income under federal law, but not child support.

Examples:

- If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).
- If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).
- If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).
- If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.

- If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.
- If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

Secondary Sources of Income

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

1. You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and**,
2. You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

Real Property

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more accurate fair market value.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

Intangible Personal Property

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you (including, but not limited to, loans made as a candidate to your own campaign), Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts in which you have an ownership interest. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship, including bank accounts owned in such a manner, should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

Liabilities

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

Interests in Specified Businesses

[Required by s. 112.3145(7), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

Training Certification

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer appointed school superintendent, a commissioner of a community redevelopment agency created under Part III, Chapter 163, or an elected local officers of independent special districts, including any person appointed to fill a vacancy on an elected special district board, whose service began on or before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT

3B

BOARD OF SUPERVISORS

MEMBERSHIP, OBLIGATIONS AND RESPONSIBILITIES

A Community Development District (“District”) is a special-purpose unit of local government which is established pursuant to and governed by Chapter 190, Florida Statutes.

The Board

The Community Development District (“District”) is governed by a five (5)-member Board of Supervisors (“Board”). Member of the Board “Supervisor(s)”) are elected in accordance with Section 190.006, F.S., either upon a one (1)-vote per one (1)-acre basis (“landowner voting”) or through traditional elections (“resident voting”), depending upon the number of registered voters in the District and the length of time which has passed since the establishment of the District.

A CDD Board typically meets once per month, but may meet more often if necessary. Board meetings typically last from one (1) to three (3) hours, depending upon the business to be conducted by the Board. Prior to the meeting, each Supervisor is supplied with an agenda package which will contain the documents pertaining to the business to be considered by the Board at a particular meeting. A Supervisor should be willing to spend time reviewing these packages prior to each meeting, and may consult with District Staff (General Counsel, Management, Engineering, etc.) concerning the business to be addressed.

Qualifications of Supervisors

Each Supervisor must be a resident of the state of Florida and a citizen of the United States. Once a District has transitioned to resident voting, Supervisors must also be residents of the District.

Compensation

By statute, Board Members are entitled to be paid \$200 per meeting for their service, up to an annual cap of \$4,800 per year. To achieve the statutory cap, the District would have to meet twice each month, which is rare.

Sometimes Supervisors who are employees of the primary landowner waive their right to compensation, although this is not always the case.

Responsibilities of Supervisors

The position of Supervisor is that of an elected local public official. It is important to always remember that serving as an elected public official of a District carries with it certain restrictions and obligations. Each Supervisor, upon taking office, must subscribe to an oath of office acknowledging that he/she is a public officer, and as a recipient of public funds, a supporter of the constitutions of the State of Florida and of the United States of America.

Each Supervisor is subject to the same financial disclosure requirements as any other local elected official and must file a Statement of Financial Interests disclosing

sources of income, assets, debts, and other financial data, with the Supervisor of Elections in the County where he/she resides.

A Supervisor must act in accordance with the Code of Ethics for Public Officers and Employees, codified at Part III, Chapter 112, F.S., which addresses acceptance of gifts, conflicts of interest, etc. By law, it is not a conflict of interest for an employee of the developer to serve on a CDD Board of Supervisors.

Since a District is a unit of local government, the Sunshine Law (Chapter 286, F.S.) applies to Districts and to the Supervisors who govern them. In brief, the Sunshine Law states that two(2) or more Supervisors may never meet outside of a publicly noticed meeting of the Board and/to discuss District business.

Florida's Public Records Law (Chapter 119, F.S.) also applies to Districts and Supervisors. All records of the District, and the records of each individual Supervisor relating to the District, are public records. As such, any member of the public may inspect them upon request. Supervisors are therefore urged to keep any District records or documents in a separate file to allow ease of access by the public or press.

Conclusion

The position of Supervisor of a Community Development District is an important one, requiring both the time and the dedication to fulfill the responsibilities of a position of public trust. It should not be undertaken lightly. Each new Supervisor should enter office fully cognizant of the ethical, legal, and time requirements which are incumbent upon those who serve as Supervisors.

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT

3C

FLORIDA COMMISSION ON ETHICS



GUIDE
to the
SUNSHINE AMENDMENT
and
CODE of ETHICS
for Public Officers and Employees

2024

State of Florida

COMMISSION ON ETHICS

Ashley Lukis, Chair
Tallahassee

Michelle Anchors, Vice Chair
Fort Walton Beach

William P. Cervone
Gainesville

Tina Descovich
Indialantic

Freddie Figgers
Fort Lauderdale

Luis M. Fusté
Coral Gables

Wengay M. Newton, Sr.
St. Petersburg

Kerrie Stillman
Executive Director
P.O. Drawer 15709
Tallahassee, FL 32317-5709
www.ethics.state.fl.us
(850) 488-7864*

*Please direct all requests for information to this number.

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I. HISTORY OF FLORIDA'S ETHICS LAWS

Florida has been a leader among the states in establishing ethics standards for public officials and recognizing the right of citizens to protect the public trust against abuse. Our state Constitution was revised in 1968 to require a code of ethics, prescribed by law, for all state employees and non-judicial officers prohibiting conflict between public duty and private interests.

Florida's first successful constitutional initiative resulted in the adoption of the Sunshine Amendment in 1976, providing additional constitutional guarantees concerning ethics in government. In the area of enforcement, the Sunshine Amendment requires that there be an independent commission (the Commission on Ethics) to investigate complaints concerning breaches of public trust by public officers and employees other than judges.

The Code of Ethics for Public Officers and Employees is found in Chapter 112 (Part III) of the Florida Statutes. Foremost among the goals of the Code is to promote the public interest and maintain the respect of the people for their government. The Code is also intended to ensure that public officials conduct themselves independently and impartially, not using their offices for private gain other than compensation provided by law. While seeking to protect the integrity of government, the Code also seeks to avoid the creation of unnecessary barriers to public service.

Criminal penalties, which initially applied to violations of the Code, were eliminated in 1974 in favor of administrative enforcement. The Legislature created the Commission on Ethics that year "to serve as guardian of the standards of conduct" for public officials, state and local. Five of the Commission's nine members are appointed by the Governor, and two each are appointed by the President of the Senate and Speaker of the House of Representatives. No more than five Commission members may be members of the same political party, and none may be lobbyists, or hold any public employment during their two-year terms of office. A chair is selected from among the members to serve a one-year term and may not succeed himself or herself.

II. ROLE OF THE COMMISSION ON ETHICS

In addition to its constitutional duties regarding the investigation of complaints, the Commission:

- Renders advisory opinions to public officials;
- Prescribes forms for public disclosure;
- Prepares mailing lists of public officials subject to financial disclosure for use by Supervisors of Elections and the Commission in distributing forms and notifying delinquent filers;
- Makes recommendations to disciplinary officials when appropriate for violations of ethics and disclosure laws, since it does not impose penalties;
- Administers the Executive Branch Lobbyist Registration and Reporting Law;
- Maintains financial disclosure filings of constitutional officers and state officers and employees; and,
- Administers automatic fines for public officers and employees who fail to timely file required annual financial disclosure.

III. THE ETHICS LAWS

The ethics laws generally consist of two types of provisions, those prohibiting certain actions or conduct and those requiring that certain disclosures be made to the public. The following descriptions of these laws have been simplified in an effort to provide notice of their requirements. Therefore, we suggest that you also review the wording of the actual law. Citations to the appropriate laws are in brackets.

The laws summarized below apply generally to all public officers and employees, state and local, including members of advisory bodies. The principal exception to this broad coverage is the exclusion of judges, as they fall within the jurisdiction of the Judicial Qualifications Commission.

Public Service Commission (PSC) members and employees, as well as members of the PSC Nominating Council, are subject to additional ethics standards that are enforced by the Commission on Ethics under Chapter 350, Florida Statutes. Further, members of the governing boards of charter schools are subject to some of the provisions of the Code of Ethics [Sec. 1002.33(26), Fla. Stat.], as are the officers, directors, chief executive officers and some employees of business entities that serve as the chief administrative or executive officer or employee of a political subdivision. [Sec. 112.3136, Fla. Stat.].

A. PROHIBITED ACTIONS OR CONDUCT

1. *Solicitation and Acceptance of Gifts*

Public officers, employees, local government attorneys, and candidates are prohibited from soliciting or accepting anything of value, such as a gift, loan, reward, promise of future employment, favor, or service, that is based on an understanding that their vote, official action, or judgment would be influenced by such gift. [Sec. 112.313(2), Fla. Stat.]

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** any gift from a political committee, lobbyist who has lobbied the official or his or her agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist or from a vendor doing business with the official's agency. [Sec. 112.3148, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees are prohibited from directly or indirectly **accepting** a gift worth more than \$100 from such a lobbyist, from a partner, firm, employer, or principal of the lobbyist, or from a political committee or vendor doing business with their agency. [Sec. 112.3148, Fla. Stat.]

However, notwithstanding Sec. 112.3148, Fla. Stat., no Executive Branch lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] Typically, this would include gifts valued at less than \$100 that formerly

were permitted under Section 112.3148, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

Also, persons required to file Form 1 or Form 6, and state procurement employees and members of their immediate families, are prohibited from accepting any gift from a political committee. [Sec. 112.31485, Fla. Stat.]

2. *Unauthorized Compensation*

Public officers or employees, local government attorneys, and their spouses and minor children are prohibited from accepting any compensation, payment, or thing of value when they know, or with the exercise of reasonable care should know, that it is given to influence a vote or other official action. [Sec. 112.313(4), Fla. Stat.]

3. *Misuse of Public Position*

Public officers and employees, and local government attorneys are prohibited from corruptly using or attempting to use their official positions or the resources thereof to obtain a special privilege or benefit for themselves or others. [Sec. 112.313(6), Fla. Stat.]

4. *Abuse of Public Position*

Public officers and employees are prohibited from abusing their public positions in order to obtain a disproportionate benefit for themselves or certain others. [Article II, Section 8(h), Florida Constitution.]

5. *Disclosure or Use of Certain Information*

Public officers and employees and local government attorneys are prohibited from disclosing or using information not available to the public and obtained by reason of their public position, for the personal benefit of themselves or others. [Sec. 112.313(8), Fla. Stat.]

6. *Solicitation or Acceptance of Honoraria*

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** honoraria related to their public offices or duties. [Sec. 112.3149, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees, are prohibited from knowingly **accepting** an honorarium from a political committee, lobbyist who has lobbied the person's agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist, or from a vendor doing business with the official's agency. However, they may accept the payment of expenses related to an honorarium event from such individuals or entities, provided that the expenses are disclosed. See Part III F of this brochure. [Sec. 112.3149, Fla. Stat.]

Lobbyists and their partners, firms, employers, and principals, as well as political committees and vendors, are prohibited from **giving** an honorarium to persons required to file FORM 1 or FORM 6 and to state procurement employees. Violations of this law may result in fines of up to \$5,000 and prohibitions against lobbying for up to two years. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no Executive Branch or legislative lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] This may include honorarium event related expenses that formerly were permitted under Sec. 112.3149, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

B. PROHIBITED EMPLOYMENT AND BUSINESS RELATIONSHIPS

1. *Doing Business With One's Agency*

- a) A public employee acting as a purchasing agent, or public officer acting in an official capacity, is prohibited from purchasing, renting, or leasing any realty, goods, or

services for his or her agency from a business entity in which the officer or employee or his or her spouse or child owns more than a 5% interest. [Sec. 112.313(3), Fla. Stat.]

- b) A public officer or employee, acting in a private capacity, also is prohibited from renting, leasing, or selling any realty, goods, or services to his or her own agency if the officer or employee is a state officer or employee, or, if he or she is an officer or employee of a political subdivision, to that subdivision or any of its agencies. [Sec. 112.313(3), Fla. Stat.]

2. *Conflicting Employment or Contractual Relationship*

- a) A public officer or employee is prohibited from holding any employment or contract with any business entity or agency regulated by or doing business with his or her public agency. [Sec. 112.313(7), Fla. Stat.]
- b) A public officer or employee also is prohibited from holding any employment or having a contractual relationship which will pose a frequently recurring conflict between the official's private interests and public duties or which will impede the full and faithful discharge of the official's public duties. [Sec. 112.313(7), Fla. Stat.]
- c) Limited exceptions to this prohibition have been created in the law for legislative bodies, certain special tax districts, drainage districts, and persons whose professions or occupations qualify them to hold their public positions. [Sec. 112.313(7)(a) and (b), Fla. Stat.]

3. *Exemptions*—Pursuant to Sec. 112.313(12), Fla. Stat., the prohibitions against doing business with one's agency and having conflicting employment may not apply:

- a) When the business is rotated among all qualified suppliers in a city or county.
- b) When the business is awarded by sealed, competitive bidding and neither the official nor his or her spouse or child have attempted to persuade agency personnel to enter

the contract. NOTE: Disclosure of the interest of the official, spouse, or child and the nature of the business must be filed prior to or at the time of submission of the bid on Commission FORM 3A with the Commission on Ethics or Supervisor of Elections, depending on whether the official serves at the state or local level.

- c) When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.
- d) When an emergency purchase must be made to protect the public health, safety, or welfare.
- e) When the business entity is the only source of supply within the political subdivision and there is full disclosure of the official's interest to the governing body on Commission FORM 4A.
- f) When the aggregate of any such transactions does not exceed \$500 in a calendar year.
- g) When the business transacted is the deposit of agency funds in a bank of which a county, city, or district official is an officer, director, or stockholder, so long as agency records show that the governing body has determined that the member did not favor his or her bank over other qualified banks.
- h) When the prohibitions are waived in the case of ADVISORY BOARD MEMBERS by the appointing person or by a two-thirds vote of the appointing body (after disclosure on Commission FORM 4A).
- i) When the public officer or employee purchases in a private capacity goods or services, at a price and upon terms available to similarly situated members of the general public, from a business entity which is doing business with his or her agency.
- j) When the public officer or employee in a private capacity purchases goods or services from a business entity which is subject to the regulation of his or her agency where the price and terms of the transaction are available to similarly situated members of

the general public and the officer or employee makes full disclosure of the relationship to the agency head or governing body prior to the transaction.

4. *Additional Exemptions*

No elected public officer is in violation of the conflicting employment prohibition when employed by a tax exempt organization contracting with his or her agency so long as the officer is not directly or indirectly compensated as a result of the contract, does not participate in any way in the decision to enter into the contract, abstains from voting on any matter involving the employer, and makes certain disclosures. [Sec. 112.313(15), Fla. Stat.]

5. *Legislators Lobbying State Agencies*

A member of the Legislature is prohibited from representing another person or entity for compensation during his or her term of office before any state agency other than judicial tribunals. [Art. II, Sec. 8(e), Fla. Const., and Sec. 112.313(9), Fla. Stat.]

6. *Additional Lobbying Restrictions for Certain Public Officers and Employees*

A statewide elected officer; a member of the legislature; a county commissioner; a county officer pursuant to Article VIII or county charter; a school board member; a superintendent of schools; an elected municipal officer; an elected special district officer in a special district with ad valorem taxing authority; or a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the federal government, the legislature, any state government body or agency, or any political subdivision of this state, during his or her term of office. [Art. II Sec 8(f)(2), Fla. Const. and Sec. 112.3121, Fla. Stat.]

7. *Employees Holding Office*

A public employee is prohibited from being a member of the governing body which serves as his or her employer. [Sec. 112.313(10), Fla. Stat.]

8. Professional and Occupational Licensing Board Members

An officer, director, or administrator of a state, county, or regional professional or occupational organization or association, while holding such position, may not serve as a member of a state examining or licensing board for the profession or occupation. [Sec. 112.313(11), Fla. Stat.]

9. Contractual Services: Prohibited Employment

A state employee of the executive or judicial branch who participates in the decision-making process involving a purchase request, who influences the content of any specification or procurement standard, or who renders advice, investigation, or auditing, regarding his or her agency's contract for services, is prohibited from being employed with a person holding such a contract with his or her agency. [Sec. 112.3185(2), Fla. Stat.]

10. Local Government Attorneys

Local government attorneys, such as the city attorney or county attorney, and their law firms are prohibited from representing private individuals and entities before the unit of local government which they serve. A local government attorney cannot recommend or otherwise refer to his or her firm legal work involving the local government unit unless the attorney's contract authorizes or mandates the use of that firm. [Sec. 112.313(16), Fla. Stat.]

11. Dual Public Employment

Candidates and elected officers are prohibited from accepting public employment if they know or should know it is being offered for the purpose of influence. Further, public employment may not be accepted unless the position was already in existence or was created without the anticipation of the official's interest, was publicly advertised, and the officer had to meet the same qualifications and go through the same hiring process as other applicants. For elected public officers already holding public employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees. [Sec. 112.3125, Fla. Stat.]

C. RESTRICTIONS ON APPOINTING, EMPLOYING, AND CONTRACTING WITH RELATIVES

1. *Anti-Nepotism Law*

A public official is prohibited from seeking for a relative any appointment, employment, promotion, or advancement in the agency in which he or she is serving or over which the official exercises jurisdiction or control. No person may be appointed, employed, promoted, or advanced in or to a position in an agency if such action has been advocated by a related public official who is serving in or exercising jurisdiction or control over the agency; this includes relatives of members of collegial government bodies. NOTE: This prohibition does not apply to school districts (except as provided in Sec. 1012.23, Fla. Stat.), community colleges and state universities, or to appointments of boards, other than those with land-planning or zoning responsibilities, in municipalities of fewer than 35,000 residents. Also, the approval of budgets does not constitute “jurisdiction or control” for the purposes of this prohibition. This provision does not apply to volunteer emergency medical, firefighting, or police service providers. [Sec. 112.3135, Fla. Stat.]

2. *Additional Restrictions*

A state employee of the executive or judicial branch or the PSC is prohibited from directly or indirectly procuring contractual services for his or her agency from a business entity of which a relative is an officer, partner, director, or proprietor, or in which the employee, or his or her spouse, or children own more than a 5% interest. [Sec. 112.3185(6), Fla. Stat.]

D. POST OFFICE HOLDING AND EMPLOYMENT (REVOLVING DOOR) RESTRICTIONS

1. *Lobbying by Former Legislators, Statewide Elected Officers, and Appointed State Officers*

A member of the Legislature or a statewide elected or appointed state official is prohibited for two years following vacation of office from representing another person or entity for compensation before the government body or agency of which the individual was an officer or member. Former members of the Legislature are also prohibited for two years from lobbying the executive branch. [Art. II, Sec. 8(e), Fla. Const. and Sec. 112.313(9), Fla. Stat.]

2. *Lobbying by Former State Employees*

Certain employees of the executive and legislative branches of state government are prohibited from personally representing another person or entity for compensation before the agency with which they were employed for a period of two years after leaving their positions, unless employed by another agency of state government. [Sec. 112.313(9), Fla. Stat.] These employees include the following:

- a) Executive and legislative branch employees serving in the Senior Management Service and Selected Exempt Service, as well as any person employed by the Department of the Lottery having authority over policy or procurement.
- b) serving in the following position classifications: the Auditor General; the director of the Office of Program Policy Analysis and Government Accountability (OPPAGA); the Sergeant at Arms and Secretary of the Senate; the Sergeant at Arms and Clerk of the House of Representatives; the executive director and deputy executive director of the Commission on Ethics; an executive director, staff director, or deputy staff director of each joint committee, standing committee, or select committee of the Legislature; an executive director, staff director, executive assistant, legislative analyst, or attorney serving in the Office of the President of the Senate, the Office of the Speaker of the House of Representatives, the Senate Majority Party Office, the Senate Minority Party Office, the House Majority Party Office, or the House Minority Party Office; the Chancellor and Vice-Chancellors of the State University System; the general counsel to the Board of Regents; the president, vice presidents, and deans of each state university; any person hired on a contractual basis and having the power normally conferred upon such persons, by whatever title; and any person having the power normally conferred upon the above positions.

This prohibition does not apply to a person who was employed by the Legislature or other agency prior to July 1, 1989; who was a defined employee of the State University System or the Public Service Commission who held such employment on December 31, 1994; or who reached normal retirement age and retired by July 1, 1991. It does apply to OPS employees.

PENALTIES: Persons found in violation of this section are subject to the penalties contained in the Code (see PENALTIES, Part V) as well as a civil penalty in an amount equal to the compensation which the person received for the prohibited conduct. [Sec. 112.313(9)(a)5, Fla. Stat.]

3. *6-Year Lobbying Ban*

For a period of six years after vacation of public position occurring on or after December 31, 2022, a statewide elected officer or member of the legislature shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature or any state government body or agency. [Art. II Sec 8(f)(3)a., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature, the governor, the executive office of the governor, members of the cabinet, a department that is headed by a member of the cabinet, or his or her former department. [Art. II Sec 8(f)(3)b., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a county commissioner, a county officer pursuant to Article VIII or county charter, a school board member, a superintendent of schools, an elected municipal officer, or an elected special district officer in a special district with ad valorem taxing authority shall not lobby for compensation on issues of policy, appropriations, or procurement before his or her former agency or governing body. [Art. II Sec 8(f)(3)c., Fla. Const. and Sec. 112.3121, Fla. Stat.]

4. *Additional Restrictions on Former State Employees*

A former executive or judicial branch employee or PSC employee is prohibited from having employment or a contractual relationship, at any time after retirement or termination of employment, with any business entity (other than a public agency) in connection with a contract in which the employee participated personally and substantially by recommendation or decision while a public employee. [Sec. 112.3185(3), Fla. Stat.]

A former executive or judicial branch employee or PSC employee who has retired or terminated employment is prohibited from having any employment or contractual relationship for two years with any business entity (other than a public agency) in connection with a contract for services which was within his or her responsibility while serving as a state employee. [Sec.112.3185(4), Fla. Stat.]

Unless waived by the agency head, a former executive or judicial branch employee or PSC employee may not be paid more for contractual services provided by him or her to the former agency during the first year after leaving the agency than his or her annual salary before leaving. [Sec. 112.3185(5), Fla. Stat.]

These prohibitions do not apply to PSC employees who were so employed on or before Dec. 31, 1994.

5. *Lobbying by Former Local Government Officers and Employees*

A person elected to county, municipal, school district, or special district office is prohibited from representing another person or entity for compensation before the government body or agency of which he or she was an officer for two years after leaving office. Appointed officers and employees of counties, municipalities, school districts, and special districts may be subject to a similar restriction by local ordinance or resolution. [Sec. 112.313(13) and (14), Fla. Stat.]

E. VOTING CONFLICTS OF INTEREST

State public officers are prohibited from voting in an official capacity on any measure which they know would inure to their own special private gain or loss. A state public officer who abstains, or who votes on a measure which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, must make every reasonable effort to file a memorandum of voting conflict with the recording secretary in advance of the vote. If that is not possible, it must be filed within 15 days after the vote occurs. The memorandum must disclose the nature of the officer's interest in the matter.

No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss, or which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate. The officer must publicly announce the nature of his or her interest before the vote and must file a memorandum of voting conflict on Commission Form 8B with the meeting's recording officer within 15 days after the vote occurs disclosing the nature of his or her interest in the matter. However, members of community redevelopment agencies and district officers elected on a one-acre, one-vote basis are not required to abstain when voting in that capacity.

No appointed state or local officer shall participate in any matter which would inure to the officer's special private gain or loss, the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, without first disclosing the nature of his or her interest in the matter. The memorandum of voting conflict (Commission Form 8A or 8B) must be filed with the meeting's recording officer, be provided to the other members of the agency, and be read publicly at the next meeting.

If the conflict is unknown or not disclosed prior to the meeting, the appointed official must orally disclose the conflict at the meeting when the conflict becomes known. Also, a written memorandum of voting conflict must be filed with the meeting's recording officer within 15 days of the disclosure being made and must be provided to the other members of the agency, with the disclosure being read publicly at the next scheduled meeting. [Sec. 112.3143, Fla. Stat.]

F. DISCLOSURES

Conflicts of interest may occur when public officials are in a position to make decisions that affect their personal financial interests. This is why public officers and employees, as well as candidates who run for public office, are required to publicly disclose their financial interests. The disclosure process serves to remind officials of their obligation to put the public interest above personal considerations. It also helps citizens to monitor the considerations of those who spend their tax dollars and participate in public policy decisions or administration.

All public officials and candidates do not file the same degree of disclosure; nor do they all file at the same time or place. Thus, care must be taken to determine which disclosure forms a particular official or candidate is required to file.

The following forms are described below to set forth the requirements of the various disclosures and the steps for correctly providing the information in a timely manner.

1. *FORM 1 - Limited Financial Disclosure*

Who Must File:

Persons required to file FORM 1 include all state officers, local officers, candidates for local elective office, and specified state employees as defined below (other than those officers who are required by law to file FORM 6).

STATE OFFICERS include:

- 1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
- 2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies; but including judicial nominating commission members; directors of Enterprise Florida, Scripps Florida Funding Corporation, and CareerSource Florida, and members of the Council on the Social Status of Black Men and Boys; the Executive Director, governors, and senior managers of Citizens Property Insurance Corporation; governors and senior managers of Florida Workers' Compensation Joint Underwriting Association, board members of the Northeast Florida Regional Transportation Commission, and members of the board of Triumph Gulf Coast, Inc.; members of the board of Florida is

for Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

- 3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, local boards of trustees and presidents of state universities, and members of the Florida Prepaid College Board.

LOCAL OFFICERS include:

- 1) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
- 2) Appointed members of the following boards, councils, commissions, authorities, or other bodies of any county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; a community college or junior college district board of trustees; a board having the power to enforce local code provisions; a planning or zoning board, board of adjustments or appeals, community redevelopment agency board, or other board having the power to recommend, create, or modify land planning or zoning within the political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; a pension board or retirement board empowered to invest pension or retirement funds or to determine entitlement to or amount of a pension or other retirement benefit.
- 3) Any other appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.
- 4) Persons holding any of these positions in local government: county or city manager; chief administrative employee or finance director of a county, municipality, or other

political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

- 5) Members of governing boards of charter schools operated by a city or other public entity.
- 6) The officers, directors, and chief executive officer of a corporation, partnership, or other business entity that is serving as the chief administrative or executive officer or employee of a political subdivision, and any business entity employee who is acting as the chief administrative or executive officer or employee of the political subdivision. [Sec. 112.3136, Fla. Stat.]

SPECIFIED STATE EMPLOYEE includes:

- 1) Employees in the Office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.
- 2) The following positions in each state department, commission, board, or council: secretary or state surgeon general, assistant or deputy secretary, executive director, assistant or deputy executive director, and anyone having the power normally conferred upon such persons, regardless of title.
- 3) The following positions in each state department or division: director, assistant or deputy director, bureau chief, assistant bureau chief, and any person having the power normally conferred upon such persons, regardless of title.

- 4) Assistant state attorneys, assistant public defenders, criminal conflict and civil regional counsel, assistant criminal conflict and civil regional counsel, public counsel, full-time state employees serving as counsel or assistant counsel to a state agency, judges of compensation claims, administrative law judges, and hearing officers.
- 5) The superintendent or director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.
- 6) State agency business managers, finance and accounting directors, personnel officers, grant coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.
- 7) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

What Must Be Disclosed:

FORM 1 requirements are set forth fully on the form. In general, this includes the reporting person's sources and types of financial interests, such as the names of employers and addresses of real property holdings. NO DOLLAR VALUES ARE REQUIRED TO BE LISTED. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When to File:

CANDIDATES who do not currently hold a position requiring the filing of a Form 1 or Form 6 must register and use the electronic filing system to complete the Form 6, then print and file the disclosure with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

STATE and LOCAL OFFICERS and SPECIFIED STATE EMPLOYEES are required to file disclosure by July 1 of each year. They also must file within thirty days from the date of appointment or the beginning of employment. Those appointees requiring Senate confirmation must file prior to confirmation.

Where to File:

File with the Commission on Ethics. [Sec. 112.3145, Fla. Stat.]

Beginning January 1, 2024, all Form 1 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable by name or organization on the Commission's website.

2. *FORM 1F - Final Form 1 Limited Financial Disclosure*

FORM 1F is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 1 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

3. *FORM 2 - Quarterly Client Disclosure*

The state officers, local officers, and specified state employees listed above, as well as elected constitutional officers, must file a FORM 2 if they or a partner or associate of their professional firm represent a client for compensation before an agency at their level of government.

A FORM 2 disclosure includes the names of clients represented by the reporting person or by any partner or associate of his or her professional firm for a fee or commission before agencies at the reporting person's level of government. Such representations do not include appearances in ministerial matters, appearances before judges of compensation claims, or representations on behalf of one's agency in one's official capacity. Nor does the term include the preparation and filing of forms and applications merely for the purpose of obtaining or transferring a license, so long as the

issuance of the license does not require a variance, special consideration, or a certificate of public convenience and necessity.

When to File:

This disclosure should be filed quarterly, by the end of the calendar quarter following the calendar quarter during which a reportable representation was made. FORM 2 need not be filed merely to indicate that no reportable representations occurred during the preceding quarter; it should be filed ONLY when reportable representations were made during the quarter.

Where To File:

File with the Commission on Ethics. [Sec. 112.3145(4), Fla. Stat.]

Beginning January 1, 2024, all Form 2 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable on the Commission's website.

4. *FORM 6 - Full and Public Disclosure*

Who Must File:

Persons required by law to file FORM 6 include all elected constitutional officers and candidates for such office; the mayor and members of a city council and candidates for these offices; the Duval County Superintendent of Schools; judges of compensation claims (pursuant to Sec. 440.442, Fla. Stat.); members of the Florida Housing Finance Corporation Board and members of expressway authorities, transportation authorities (except the Jacksonville Transportation Authority), bridge authority, or toll authorities created pursuant to Ch. 348 or 343, or 349, or other general law.

What Must be Disclosed:

FORM 6 is a detailed disclosure of assets, liabilities, and sources of income over \$1,000 and their values, as well as net worth. Officials may opt to file their most recent income tax return in lieu of listing sources of income but still must disclose their assets, liabilities, and net worth. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When and Where To File:

Officials must file FORM 6 annually by July 1 with the Commission on Ethics.

Beginning January 1, 2023, all Form 6 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable by name and organization on the Commission's website.

CANDIDATES who do not currently hold a position requiring the filing of a Form 1 or Form 6 must register and use the electronic filing system to complete the Form 6, then print and file the disclosure with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

5. *FORM 6F - Final Form 6 Full and Public Disclosure*

This is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 6 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

6. *FORM 9 - Quarterly Gift Disclosure*

Each person required to file FORM 1 or FORM 6, and each state procurement employee, must file a FORM 9, Quarterly Gift Disclosure, with the Commission on Ethics on the last day of any calendar quarter following the calendar quarter in which he or she received a gift worth more than \$100, other

than gifts from relatives, gifts prohibited from being accepted, gifts primarily associated with his or her business or employment, and gifts otherwise required to be disclosed. FORM 9 NEED NOT BE FILED if no such gift was received during the calendar quarter.

Information to be disclosed includes a description of the gift and its value, the name and address of the donor, the date of the gift, and a copy of any receipt for the gift provided by the donor. [Sec. 112.3148, Fla. Stat.]

7. *FORM 10 - Annual Disclosure of Gifts from Government Agencies and Direct-Support Organizations and Honorarium Event Related Expenses*

State government entities, airport authorities, counties, municipalities, school boards, water management districts, and the South Florida Regional Transportation Authority, may give a gift worth more than \$100 to a person required to file FORM 1 or FORM 6, and to state procurement employees, if a public purpose can be shown for the gift. Also, a direct-support organization for a governmental entity may give such a gift to a person who is an officer or employee of that entity. These gifts are to be reported on FORM 10, to be filed by July 1.

The governmental entity or direct-support organization giving the gift must provide the officer or employee with a statement about the gift no later than March 1 of the following year. The officer or employee then must disclose this information by filing a statement by July 1 with his or her annual financial disclosure that describes the gift and lists the donor, the date of the gift, and the value of the total gifts provided during the calendar year. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3148, Fla. Stat.]

In addition, a person required to file FORM 1 or FORM 6, or a state procurement employee, who receives expenses or payment of expenses related to an honorarium event from someone who is prohibited from giving him or her an honorarium, must disclose annually the name, address, and affiliation of the donor, the amount of the expenses, the date of the event, a description of the expenses paid or provided, and the total value of the expenses on FORM 10. The donor paying the expenses must provide the officer or employee with a statement about the expenses within 60 days of the honorarium event.

The disclosure must be filed by July 1, for expenses received during the previous calendar year, with the officer's or employee's FORM 1 or FORM 6. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no executive branch or legislative lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, any expenditure made for the purpose of lobbying. This may include gifts or honorarium event related expenses that formerly were permitted under Sections 112.3148 and 112.3149. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts, which include anything not primarily related to political activities authorized under ch. 106, are prohibited from political committees. [Sec. 112.31485 Fla. Stat.]

8. *FORM 30 - Donor's Quarterly Gift Disclosure*

As mentioned above, the following persons and entities generally are prohibited from giving a gift worth more than \$100 to a reporting individual (a person required to file FORM 1 or FORM 6) or to a state procurement employee: a political committee; a lobbyist who lobbies the reporting individual's or procurement employee's agency, and the partner, firm, employer, or principal of such a lobbyist; and vendors. If such person or entity makes a gift worth between \$25 and \$100 to a reporting individual or state procurement employee (that is not accepted in behalf of a governmental entity or charitable organization), the gift should be reported on FORM 30. The donor also must notify the recipient at the time the gift is made that it will be reported.

The FORM 30 should be filed by the last day of the calendar quarter following the calendar quarter in which the gift was made. If the gift was made to an individual in the legislative branch, FORM 30 should be filed with the Lobbyist Registrar. [See page 35 for address.] If the gift was to any other reporting individual or state procurement employee, FORM 30 should be filed with the Commission on Ethics.

However, notwithstanding Section 112.3148, Fla. Stat., no executive branch lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, any expenditure made for the purpose of lobbying. This may include gifts that formerly were permitted under Section 112.3148. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts from political committees are prohibited. [Sec. 112.31485, Fla. Stat.]

9. *FORM 1X AND FORM 6X - Amendments to Form 1 and Form 6*

These forms are provided for officers or employees to amend their previously filed Form 1 or Form 6.

IV. AVAILABILITY OF FORMS

Beginning January 1, 2024, LOCAL OFFICERS and EMPLOYEES, and OTHER STATE OFFICERS, and SPECIFIED STATE EMPLOYEES who must file FORM 1 annually must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the annual filing requirement will be sent via email to filers no later than June 1. Filers must maintain an updated email address in their User Profile in EFDMS.

ELECTED CONSTITUTIONAL OFFICERS and other officials who must file Form 6 annually, including City Commissioners and Mayors, must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the annual filing requirement will be sent via email to filers no later than June 1. Filers must maintain an updated email address in their User Profile in EFDMS.

V. PENALTIES

A. Non-criminal Penalties for Violation of the Sunshine Amendment and the Code of Ethics

There are no criminal penalties for violation of the Sunshine Amendment and the Code of Ethics. Penalties for violation of these laws may include: impeachment, removal from office or employment, suspension, public censure, reprimand, demotion, reduction in salary level, forfeiture of no more than one-third salary per month for no more than twelve months, a civil penalty not to exceed \$10,000*, and restitution of any pecuniary benefits received, and triple the value of a gift from a political committee.

B. Penalties for Candidates

CANDIDATES for public office who are found in violation of the Sunshine Amendment or the Code of Ethics may be subject to one or more of the following penalties: disqualification from being on the ballot, public censure, reprimand, or a civil penalty not to exceed \$10,000*, and triple the value of a gift received from a political committee.

C. Penalties for Former Officers and Employees

FORMER PUBLIC OFFICERS or EMPLOYEES who are found in violation of a provision applicable to former officers or employees or whose violation occurred prior to such officer's or employee's leaving public office or employment may be subject to one or more of the following penalties: public censure and reprimand, a civil penalty not to exceed \$10,000*, and restitution of any pecuniary benefits received, and triple the value of a gift received from a political committee.

*Conduct occurring after May 11, 2023, will be subject to a recommended civil penalty of up to \$20,000. [Ch. 2023-49, Laws of Florida.]

D. Penalties for Lobbyists and Others

An executive branch lobbyist who has failed to comply with the Executive Branch Lobbying Registration law (see Part VIII) may be fined up to \$5,000, reprimanded, censured, or prohibited from lobbying executive branch agencies for up to two years. Lobbyists, their employers, principals, partners, and firms, and political committees and committees of continuous existence who give a prohibited gift or honorarium or fail to comply with the gift reporting requirements for gifts worth between \$25 and \$100, may be penalized by a fine of not more than \$5,000 and a prohibition on lobbying, or employing a lobbyist to lobby, before the agency of the public officer or employee to whom the gift was given for up to two years. Any agent or person acting on behalf of a political committee giving a prohibited gift is personally liable for a civil penalty of up to triple the value of the gift.

Executive Branch lobbying firms that fail to timely file their quarterly compensation reports may be fined \$50 per day per report for each day the report is late, up to a maximum fine of \$5,000 per report.

E. Felony Convictions: Forfeiture of Retirement Benefits

Public officers and employees are subject to forfeiture of all rights and benefits under the retirement system to which they belong if convicted of certain offenses. The offenses include embezzlement or theft of public funds; bribery; felonies specified in Chapter 838, Florida Statutes; impeachable offenses; and felonies committed with intent to defraud the public or their public agency. [Sec. 112.3173, Fla. Stat.]

F. Automatic Penalties for Failure to File Annual Disclosure

Public officers and employees required to file either Form 1 or Form 6 annual financial disclosure are subject to automatic fines of \$25 for each day late the form is filed after September 1, up to a maximum penalty of \$1,500. [Sec. 112.3144 and 112.3145, Fla. Stat.]

VI. ADVISORY OPINIONS

Conflicts of interest may be avoided by greater awareness of the ethics laws on the part of public officials and employees through advisory assistance from the Commission on Ethics.

A. Who Can Request an Opinion

Any public officer, candidate for public office, or public employee in Florida who is in doubt about the applicability of the standards of conduct or disclosure laws to himself or herself, or anyone who has the power to hire or terminate another public employee, may seek an advisory opinion from the Commission about himself or herself or that employee.

B. How to Request an Opinion

Opinions may be requested by letter presenting a question based on a real situation and including a detailed description of the situation. Opinions are issued by the Commission and are binding on the conduct of the person who is the subject of the opinion, unless material facts were omitted or misstated in the request for the opinion. Published opinions will not bear the name of the persons involved unless they consent to the use of their names; however, the request and all information pertaining to it is a public record, made available to the Commission and to members of the public in advance of the Commission's consideration of the question.

C. How to Obtain Published Opinions

All of the Commission's opinions are available for viewing or download at its website: www.ethics.state.fl.us.

VII. COMPLAINTS

A. Citizen Involvement

The Commission on Ethics cannot conduct investigations of alleged violations of the Sunshine Amendment or the Code of Ethics unless a person files a sworn complaint with the Commission alleging such violation has occurred, or a referral is received, as discussed below.

If you have knowledge that a person in government has violated the standards of conduct or disclosure laws described above, you may report these violations to the Commission by filing a sworn complaint on the form prescribed by the Commission and available for download at www.ethics.state.fl.us. The Commission is unable to take action based on learning of such misdeeds through newspaper reports, telephone calls, or letters.

You can download a complaint form (FORM 50) from the Commission's website: www.ethics.state.fl.us, or contact the Commission office at the address or phone number shown on the inside front cover of this booklet.

B. Referrals

The Commission may accept referrals from: the Governor, the Florida Department of Law Enforcement, a State Attorney, or a U.S. Attorney. A vote of six of the Commission's nine members is required to proceed on such a referral.

C. Confidentiality

The complaint or referral, as well as all proceedings and records relating thereto, is confidential until the accused requests that such records be made public or until the matter reaches a stage in the Commission's proceedings where it becomes public. This means that unless the Commission receives a written waiver of confidentiality from the accused, the Commission is not free to release any documents or to comment on a complaint or referral to members of the public or press, so long as the complaint or referral remains in a confidential stage.

A COMPLAINT OR REFERRAL MAY NOT BE FILED WITH RESPECT TO A CANDIDATE ON THE DAY OF THE ELECTION, OR WITHIN THE 30 CALENDAR DAYS PRECEDING THE ELECTION DATE, UNLESS IT IS BASED ON PERSONAL INFORMATION OR INFORMATION OTHER THAN HEARSAY.

D. How the Complaint Process Works

Complaints which allege a matter within the Commission's jurisdiction are assigned a tracking number and Commission staff forwards a copy of the original sworn complaint to the accused within five working days of its receipt. Any subsequent sworn amendments to the complaint also are transmitted within five working days of their receipt.

Once a complaint is filed, it goes through three procedural stages under the Commission's rules. The first stage is a determination of whether the allegations of the complaint are legally sufficient: that is, whether they indicate a possible violation of any law over which the Commission has jurisdiction. If the complaint is found not to be legally sufficient, the Commission will order that the complaint be dismissed without investigation, and all records relating to the complaint will become public at that time.

In cases of very minor financial disclosure violations, the official will be allowed an opportunity to correct or amend his or her disclosure form. Otherwise, if the complaint is found to be legally sufficient, a preliminary investigation will be undertaken by the investigative staff of the Commission. The second stage of the Commission's proceedings involves this preliminary investigation and a decision by the Commission as to whether there is probable cause to believe that there has been a violation of any of the ethics laws. If the Commission finds no probable cause to believe there has been a violation of the ethics laws, the complaint will be dismissed and will become a matter of public record. If the Commission finds probable cause to believe there has been a violation of the ethics laws, the complaint becomes public and usually enters the third stage of proceedings. This stage requires the Commission to decide whether the law was actually violated and, if so, whether a penalty should be recommended. At this stage, the accused has the right to request a public hearing (trial) at which evidence is presented, or the Commission may order that such a hearing be held. Public hearings usually are held in or near the area where the alleged violation occurred.

When the Commission concludes that a violation has been committed, it issues a public report of its findings and may recommend one or more penalties to the appropriate disciplinary body or official.

When the Commission determines that a person has filed a complaint with knowledge that the complaint contains one or more false allegations or with reckless disregard for whether the complaint contains false allegations, the complainant will be liable for costs plus reasonable attorney's fees incurred by the person complained against. The Department of Legal Affairs may bring a civil action to recover such fees and costs, if they are not paid voluntarily within 30 days.

E. Dismissal of Complaints At Any Stage of Disposition

The Commission may, at its discretion, dismiss any complaint at any stage of disposition should it determine that the public interest would not be served by proceeding further, in which case the Commission will issue a public report stating with particularity its reasons for the dismissal. [Sec. 112.324(12), Fla. Stat.]

F. Statute of Limitations

All sworn complaints alleging a violation of the Sunshine Amendment or the Code of Ethics must be filed with the Commission within five years of the alleged violation or other breach of the public trust. Time starts to run on the day AFTER the violation or breach of public trust is committed. The statute of limitations is tolled on the day a sworn complaint is filed with the Commission. If a complaint is filed and the statute of limitations has run, the complaint will be dismissed. [Sec. 112.3231, Fla. Stat.]

VIII. EXECUTIVE BRANCH LOBBYING

Any person who, for compensation and on behalf of another, lobbies an agency of the executive branch of state government with respect to a decision in the area of policy or procurement may be required to register as an executive branch lobbyist. Registration is required before lobbying an agency and is renewable annually. In addition, each lobbying firm must file a compensation report

with the Commission for each calendar quarter during any portion of which one or more of the firm's lobbyists were registered to represent a principal. As noted above, no executive branch lobbyist or principal can make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 can knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.]

Paying an executive branch lobbyist a contingency fee based upon the outcome of any specific executive branch action, and receiving such a fee, is prohibited. A violation of this prohibition is a first degree misdemeanor, and the amount received is subject to forfeiture. This does not prohibit sales people from receiving a commission. [Sec. 112.3217, Fla. Stat.]

Executive branch departments, state universities, community colleges, and water management districts are prohibited from using public funds to retain an executive branch (or legislative branch) lobbyist, although these agencies may use full-time employees as lobbyists. [Sec. 11.062, Fla. Stat.]

Online registration and filing is available at www.floridalobbyist.gov. Additional information about the executive branch lobbyist registration system may be obtained by contacting the Lobbyist Registrar at the following address:

Executive Branch Lobbyist Registration
Room G-68, Claude Pepper Building
111 W. Madison Street
Tallahassee, FL 32399-1425
Phone: 850/922-4990

IX. WHISTLE-BLOWER'S ACT

In 1986, the Legislature enacted a "Whistle-blower's Act" to protect employees of agencies and government contractors from adverse personnel actions in retaliation for disclosing information in a sworn complaint alleging certain types of improper activities. Since then, the Legislature has revised this law to afford greater protection to these employees.

While this language is contained within the Code of Ethics, the Commission has no jurisdiction or authority to proceed against persons who violate this Act. Therefore, a person who has disclosed information alleging improper conduct governed by this law and who may suffer adverse consequences as a result should contact one or more of the following: the Office of the Chief Inspector General in the Executive Office of the Governor; the Department of Legal Affairs; the Florida Commission on Human Relations; or a private attorney. [Sec. 112.3187 - 112.31895, Fla. Stat.]

X. ADDITIONAL INFORMATION

As mentioned above, we suggest that you review the language used in each law for a more detailed understanding of Florida's ethics laws. The "Sunshine Amendment" is Article II, Section 8, of the Florida Constitution. The Code of Ethics for Public Officers and Employees is contained in Part III of Chapter 112, Florida Statutes.

Additional information about the Commission's functions and interpretations of these laws may be found in Chapter 34 of the Florida Administrative Code, where the Commission's rules are published, and in The Florida Administrative Law Reports, which until 2005 published many of the Commission's final orders. The Commission's rules, orders, and opinions also are available at www.ethics.state.fl.us.

If you are a public officer or employee concerned about your obligations under these laws, the staff of the Commission will be happy to respond to oral and written inquiries by providing information about the law, the Commission's interpretations of the law, and the Commission's procedures.

XI. TRAINING

Constitutional officers, elected municipal officers, commissioners of community redevelopment agencies (CRAs), and commissioners of community development districts are required to receive a total of four hours training, per calendar year, in the area of ethics, public

records, and open meetings. The Commission on Ethics does not track compliance or certify providers. Officials indicate their compliance with the training requirement when they file their annual Form 1 or Form 6.

Visit the training page on the Commission's website for up-to-date rules, opinions, audio/video training, and opportunities for live training conducted by Commission staff.

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT

3D

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE		
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:		
CITY	COUNTY	<input type="checkbox"/> CITY	<input type="checkbox"/> COUNTY
		<input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED	NAME OF POLITICAL SUBDIVISION:		
	MY POSITION IS:	<input type="checkbox"/> ELECTIVE	<input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, _____, hereby disclose that on _____, 20____ :

(a) A measure came or will come before my agency which (check one or more)

inured to my special private gain or loss;
 inured to the special gain or loss of my business associate, _____;
 inured to the special gain or loss of my relative, _____;
 inured to the special gain or loss of _____, by
whom I am retained; or
 inured to the special gain or loss of _____, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed _____

Signature _____

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BEAUMONT COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Beaumont Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Sumter County, Florida; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners' meeting is required to be held within 90 days of the District's creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners' meeting was held on November 4, 2024, the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desires to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BEAUMONT COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

SUPERVISOR NAME	SEAT	VOTES
	Seat 5	<u> </u> Votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the Supervisor, the above-named person is declared to have been elected for the following term of office:

SUPERVISOR NAME	SEAT	TERM
	Seat 5	4-Year Term

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 4TH DAY OF NOVEMBER, 2024.

ATTEST:

**BEAUMONT COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

5

RESOLUTION 2025-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
BEAUMONT COMMUNITY DEVELOPMENT DISTRICT ELECTING
AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR
AN EFFECTIVE DATE.**

WHEREAS, the Beaumont Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF BEAUMONT COMMUNITY DEVELOPMENT
DISTRICT THAT:**

SECTION 1. The following is/are elected as Officer(s) of the District effective November 4, 2024:

_____ is elected Chair

_____ is elected Vice Chair

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of November 4, 2024:

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Chuck Adams is Secretary

Craig Wrathell is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 4TH DAY OF NOVEMBER, 2024.

ATTEST:

**BEAUMONT COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

6

Designed Especially For:

Beaumont CDD

7764 Penrose Place
Wildwood FL 34785

**Sun Kool Air
Conditioning**
**Commercial Maintenance
Proposal**



**PO Box 3171
Ocala, FL 34478
352-622-1067**

Prepared by: Kaylei Tranor
Commercial Kool Club Specialist

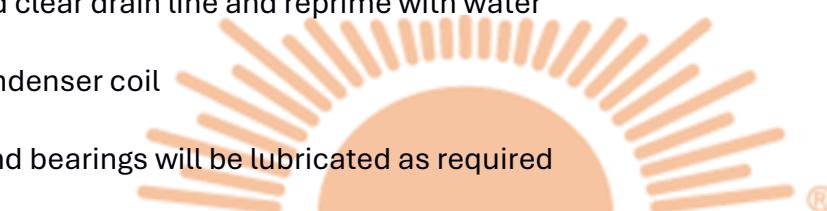
Company Resume

- Sun Kool has been in business for over 40 years
- Background checks completed on all employees
- Clean cut, courteous uniformed technicians on call 24 hours per day
- Modern GPS-equipped fleet for faster dispatched response
- We specialize in commercial replacement comfort systems
- We use only the most reliable, high quality, energy efficient equipment available
- All installation and service technicians are factory trained
- Special care taken to protect your building and tenants during installation
- Manufacturers' recommendations, code requirements and federal laws are only our minimum standards
- Certified Energy-wise start up after installation
- In-house metal fabrication shop
- Total "turnkey" responsibility
- Emergency repair parts on our trucks and in our warehouse
- Preferential service for Peak Performance customers
- Complete history for all work we do for you
- Our financial strength allows us to offer several financing and leasing options



Commercial Kool Club 21-Point Inspection

- Check thermostat/controller operation
- Check and/or replace filter(s)
- Belts and pulleys will be inspected and adjusted as required
- Clean evaporator coil
- Clean and clear drain pan
- Coat the cleaned drain pan with new “pan & drain treatment spray”
- Clean and clear drain line and reprime with water
- Clean condenser coil
- Motors and bearings will be lubricated as required
- Clean any debris inside condenser



- Check pressures at condenser (includes adding refrigerant up to 1 lb. of R-410A)
- Check sub cool and superheat
- Check amp draws on compressor
- Check amp draw of condenser fan motor
- Check amp draw of blower motor
- Check temperature split across evaporator coil
- Test float switch
- Test pan switch if applicable
- Test system in heating
- Test system in cooling
- Test defrost operation if applicable

HVAC Fact Sheet

Proper HVAC Maintenance Impacts Income & Productivity

Being too hot or cold ranked first and second as the most frequent complaints from office tenants.

--International Facility Managers Association (IFMA)

If a tenant experiences three interruptions in a major service, like A/C or heat, during a 12-month period, there is a 56% probability that the tenant will not renew their lease.

--Building Owners and Managers Association (BOMA) study

...out of 500 pollutants studied, all except one were at a higher level indoors than outdoors...indoor contaminants represented a substantial portion of our exposure to air pollution.

--Source: a five-year study by US Environmental Protection Agency

Correcting various environmental problems, including poor indoor air quality, can increase productivity by as much as 18%.

--Building Owners and Managers Association (BOMA)



Maintenance

- 1/100th of an inch of dirt on an evaporator coil can increase operating cost 5%
- Dirty blower wheel can reduce air flow over 30%
- 23% refrigerant undercharge can cause 52% efficiency loss
- 10% reduction in air volume (where excessive) can decrease fan energy consumption by 30% and provide a more comfortable space temperature
- 15% return air leak from 120-degree attic can double operating costs
- Depending on the severity, a savings of more than \$100 per rated ton may be possible where maintenance has been poor or nonexistent

General Terms and Conditions

1. Sun Kool agrees to provide a comprehensive maintenance program designed to reduce your utility and repair costs, after any existing defects are corrected.
2. The customer agrees to furnish safe, reasonable access to the building and covered equipment. If required, the Customer will remove any material, fixtures, or walls so adequate access can be gained to the equipment.
3. This Agreement does not include the maintenance, repair or replacement of recording or portable instruments, electrical disconnect switches, casing or cabinets, insulation, gas lines, water lines or non-moving parts such as ductwork, vessels, boiler shells, tubes, vents, flues, grills, tower fill or refractory material. Sun Kool shall not be required to furnish any equipment, service or materials or to perform tests, or make any modifications that have been recommended or required by any insurance company, governmental authority, equipment vendor or regulatory authority, or pay any future taxes imposed by any governmental agency.
4. Sun Kool shall not be liable for:
 - (a) damage or loss resulting from freezing, corrosion, electrolysis, vibration, plumbing stoppage, failure of any utility service, low voltage condition, lighting, single phasing or other electrical abnormalities;
 - (b) damage or loss resulting from negligence, faulty system design, abuse, acts of God, malicious mischief, vandalism or improper operation of equipment by customer's employees, agents or tenants;
 - (c) damage, loss or delays resulting from fire, explosion, flooding, the elements, strikes, labor troubles, civil commotion or any other cause beyond its control;
 - (d) any accident, injury, damage, or loss to equipment, personnel, property or revenue unless directly caused by its negligence;
 - (e) any indirect or consequential damages such as, but not limited to, loss of revenue or loss of use of any equipment process or facilities;
 - (f) damages incurred from drain lines or hvac systems as customers are responsible for inspecting and cleaning their drain lines between visits, as it is recommended per float switch manufacturer to inspect, clean, and test device every three months;
 - (g) the identification, detection, abatement, encapsulation, storage, removal, handling, recovery, recycling, or transportation of any regulated or hazardous substances. Regulated or hazardous substances may include, but are not limited to asbestos, certain refrigerants, and used refrigerant oils. If any such products or materials are encountered during the course of work, Sun Kool can discontinue work until regulated or hazardous materials have been removed or hazard or liability is eliminated. Sun Kool shall receive an extension equal to the time of delay to complete the work and reserves the right to be compensated for refrigerant recovery, recycling, reclamation or any loss due to delay.
5. Unless otherwise noted, Sun Kool shall not be liable for starting and stopping equipment, space temperature, regulation, air or water balance, indoor air quality, equipment relocation or maintenance or repair other than during normal working hours. If Customer requests work is performed other than during normal hours, the Customer agrees to pay for overtime pay or additional charges.
6. Sun Kool shall use ordinary care in performing the tasks outlined in this agreement. No inspection shall guarantee the condition of the equipment or eliminate obsolescence and normal wear.
7. The occurrence of any of the following without the prior written consent of Sun Kool will constitute a default:
 - (a) failure of the Customer to make any payment due within fifteen days after it becomes due and payable;
 - (b) any alterations, additions, adjustments, or repairs to covered equipment, by anyone other than Sun Kool;
 - (c) breach by Customer of any term of this Agreement.If Sun Kool brings legal action to enforce this Agreement, and is successful, it shall be entitled to recover reasonable attorney fees and costs, in addition to any judgment for damages.
8. This Agreement begins on the date of acceptance and shall remain in force for the year term stated. The price given on the Pricing and Acceptance page is fixed for the contract term for the equipment listed under Equipment List below. However, if the customer would like to change or add equipment not listed under Equipment to be serviced to the facility, then the price of the Agreement will increase, subject to customer's approval.
9. This Agreement contains the entire understanding between Sun Kool and the Customer. Any modifications, amendments or changes must be in writing and signed by both parties.

Supplemental Terms & Conditions

1. This Agreement provides 2 Cooling and Heating inspection(s) per year.
2. This Agreement provides a 20 percent discount off list price for all repair parts.
3. This Agreement provides 4 filter changes per year, including the cost of the filter, unless otherwise noted.
4. This Agreement provides priority service. Sun Kool will respond to the Customer's request for emergency service before providing service to any commercial customer who does not have a Service Agreement.
5. Upon completion of each Peak Performance inspection, Sun Kool will provide the Customer with a comprehensive inspection report listing work performed, defects found and corrected, and any recommended corrective action.
6. Sun Kool shall maintain the Customer's equipment to keep utility and repair costs as low as possible, while preserving equipment reliability and life. Occupant comfort will always be a primary consideration.
7. The Customer shall operate the equipment in accordance with the manufacturer's recommendations and promptly notify Sun Kool of any abnormal conditions.
8. Any additional services that are not part of this agreement shall be billed at the prevailing time and material rate, less any discount listed above.
9. Invoices are expected to be paid within our company policy of **15 days after invoice date**, subject to a late fee. Once Agreement is approved, first payment is due before any maintenance can be scheduled. Account must remain in good standing for maintenances to be scheduled.
10. Your company will receive a flyer with a personalized discount code that you may provide your employees for discounts for Sun Kool's services. Please refer to the flyer for all terms and conditions, which are subject to change without notice.

Initials

Pricing and Acceptance

Customer: Beaumont CDD

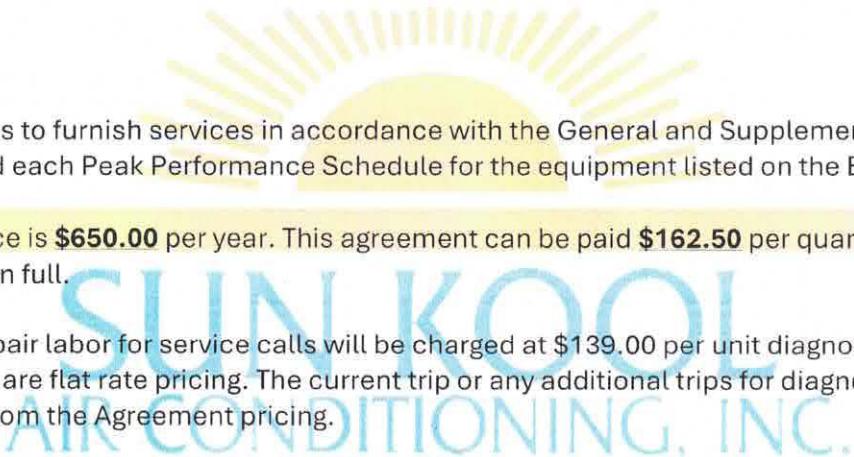
Service Address: 7764 Penrose Place, Wildwood, FL 34785

Billing Address: 7764 Penrose Place, Wildwood, FL 34785

Attention: Tami- Manager

Phone Number: (860) 997-9030

Contact: tammy.collins@evergreen-lm.com



Sun Kool agrees to furnish services in accordance with the General and Supplemental Terms and Conditions and each Peak Performance Schedule for the equipment listed on the Equipment List.

Agreement Price is **\$650.00** per year. This agreement can be paid **\$162.50** per quarter, or a one-time payment in full.

Service and repair labor for service calls will be charged at \$139.00 per unit diagnosed and all quoted repairs are flat rate pricing. The current trip or any additional trips for diagnostic purposes are excluded from the Agreement pricing.

*Note - Sun Kool recommends filters, pumps, and drain lines be replaced/cleaned on at least a monthly basis and this falls under the responsibility of the customer between maintenances.

Please contact Kaylei Tranor at 352-330-1067 ext. 137 to provide information for Auto-Pay.
Thank you.

Customer Acceptance:

Signature _____
Name _____
Title _____
Date _____

Sun Kool Approval:

Signature Travis Bronsak _____
Name Travis Bronsak _____
Title Service Manager _____
Date 9-24-2024 _____

Equipment List

Model	Equipment Type	Serial Number
XP20-060-230A03	Condenser	5820F04022
XP20-060-230A03	Condenser	5820F04025
CBA38MV-060-230-6-02	Air Handler	1620F03930
CBA38MV-060-230-6-02	Air Handler	1620F03949



SUN KOOL
AIR CONDITIONING, INC.

Initials

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

7



Proposal

Proposal No.: **295704**

Proposed Date: **09/17/24**

PROPERTY:	FOR:
Beaumont CDD (Common Area) Beaumont CDD CDD Ocala Only 7802 Penrose Place Wildwood, FL 34785	Beaumont CDD Mulching

SERVICE	TOTAL
Plant Material	\$49,830.50
Total	\$49,830.50

Guarantee: Any alteration from these specs involving additional costs will be executed only upon written order and will become an extra charge over and above estimate.

Standard Warranty: Juniper agrees to warranty irrigation, drainage and lighting for 1 year, trees and palms for 6 months, shrubs and ground cover for 3 months, and sod for 30 days. This warranty is subject to and specifically limited by the following:

Warranty is not valid on relocated material, annuals and any existing irrigation, drainage and lighting systems. Warranty is not valid on new plant material or sod installed without automatic irrigation. Warranty does not cover damage from pests or disease encountered on site, act of God, or damaged caused by others. Failure of water or power source not caused by Juniper will void warranty. The above identified warranty periods commence upon the date of completion of all items included in this proposal. Standard Warranty does not modify or supersede any previously written agreement. Juniper is not responsible for damage to non-located underground.

Residential Agreement: A deposit or payment in full will be required before any work will begin. Any and all balance will be due upon job completion in full, unless otherwise noted in writing. All work will be performed in a workman like manner in accordance to said proposal. Any additional work added to original proposal will require written approval, may require additional deposits and will be due on completion with any remaining balances owed.

DUE TO THE NATURE OF MATERIAL COST VOLATILITY, WE ARE CURRENTLY HOLDING PRICING FOR THIRTY (30) DAYS FROM PROPOSAL DATE

Signature (Owner/Property Manager)

Date

Printed Name (Owner/Property Manager)

Signature - Representative

Date

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
SEPTEMBER 30, 2024**

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2024

	General Fund	Special Revenue Fund - Single Family	Special Revenue Fund - Town Home	Debt Service Fund Series 2019	Debt Service Fund Series 2019A-1	Capital Projects Fund Series 2019	Capital Projects Fund Series 2019A-1	Capital Projects Fund Series 2019A-2	Total Governmental Funds
ASSETS									
Cash	\$ 158,862	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158,862
Investments									
Revenue	-	-	-	249,241	380,479	-	-	-	629,720
Reserve	-	-	-	263,740	209,003	-	-	-	472,743
Prepayment	-	-	-	965	12,520	-	-	-	13,485
Construction	-	-	-	-	-	-	411	-	411
Interest	-	-	-	293	162	-	-	-	455
Sinking	-	-	-	106	213	-	-	-	319
Bond redemption	-	-	-	740	3,202	-	-	-	3,942
Due from Developer	24,337	117,416	-	-	-	-	-	1,400	143,153
Due from other	1,231	-	-	-	-	-	-	-	1,231
Due from general fund	-	-	120,340	-	-	-	-	-	120,340
Due from SRF - single family	40,815	-	-	-	-	-	-	-	40,815
Due from SRF - townhome	11,678	3,166	-	-	-	-	-	-	14,844
Utility deposit	3,557	1,790	-	-	-	-	-	-	5,347
Total assets	<u>\$ 240,480</u>	<u>\$ 122,372</u>	<u>\$ 120,340</u>	<u>\$ 515,085</u>	<u>\$ 605,579</u>	<u>\$ -</u>	<u>\$ 411</u>	<u>\$ 1,400</u>	<u>\$ 1,605,667</u>
LIABILITIES									
Liabilities:									
Accounts payable	\$ 7,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,576
Accounts payable - onsite	13,918	14,082	800	-	-	-	-	-	28,800
Due to other	-	-	7,109	-	-	3,386	-	-	10,495
Due to general fund	-	40,815	11,678	-	-	-	-	-	52,493
Due to SRF - single family	-	-	3,166	-	-	-	-	-	3,166
Due to SRF - town home	120,341	-	-	-	-	-	-	-	120,341
Due to KLP Beaumont commercial	-	-	-	1,311	-	-	-	-	1,311
Due to KLP Village	-	-	-	-	9,487	-	-	-	9,487
Contracts payable	-	-	-	-	-	1,500	-	4,700	6,200
Tax payable	459	-	-	-	-	-	-	-	459
Developer advance	30,000	-	-	-	-	-	-	-	30,000
Total liabilities	<u>\$ 172,294</u>	<u>\$ 54,897</u>	<u>\$ 22,753</u>	<u>\$ 1,311</u>	<u>\$ 9,487</u>	<u>\$ 4,886</u>	<u>\$ -</u>	<u>\$ 4,700</u>	<u>\$ 270,328</u>
DEFERRED INFLOWS OF RESOURCES									
Unearned revenue	-	-	-	-	286	-	-	-	286
Deferred receipts	24,337	117,416	-	-	-	-	-	1,400	143,153
Total deferred inflows of resources	<u>\$ 24,337</u>	<u>\$ 117,416</u>	<u>-</u>	<u>-</u>	<u>286</u>	<u>-</u>	<u>-</u>	<u>1,400</u>	<u>143,439</u>
FUND BALANCES									
Assigned:									
Restricted for									
Debt service	-	-	-	513,774	595,806	-	-	-	1,109,580
Capital projects	-	-	-	-	-	(4,886)	411	(4,700)	(9,175)
Unassigned	43,849	(49,941)	97,587	-	-	-	-	-	91,495
Total fund balances	<u>\$ 43,849</u>	<u>\$ (49,941)</u>	<u>\$ 97,587</u>	<u>\$ 513,774</u>	<u>\$ 595,806</u>	<u>\$ (4,886)</u>	<u>\$ 411</u>	<u>\$ (4,700)</u>	<u>\$ 1,191,900</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 240,480</u>	<u>\$ 122,372</u>	<u>\$ 120,340</u>	<u>\$ 515,085</u>	<u>\$ 605,579</u>	<u>\$ -</u>	<u>\$ 411</u>	<u>\$ 1,400</u>	<u>\$ 1,605,667</u>

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 410,953	\$ 416,880	99%
Interest and miscellaneous	- -	3,052	- -	N/A
Total revenues	- -	414,005	416,880	99%
 Professional & administrative				
Supervisor fees	1,076	9,688	- -	N/A
Management/accounting/recording	4,000	48,000	48,000	100%
Legal	4,003	38,202	15,000	255%
Engineering	- -	- -	2,500	0%
Audit	3,400	3,400	3,100	110%
Arbitrage rebate calculation	- -	1,000	750	133%
Dissemination agent	83	1,000	1,000	100%
Trustee	- -	7,000	10,500	67%
Telephone	17	200	200	100%
Postage	1,125	1,453	500	291%
Printing & binding	41	500	500	100%
Legal advertising	1,518	2,215	1,500	148%
Annual special district fee	- -	175	175	100%
Insurance	- -	9,127	8,000	114%
Contingencies/bank charges	74	825	500	165%
Website				
Hosting & maintenance	- -	705	705	100%
ADA site compliance	- -	210	210	100%
Tax collector	- -	8,210	8,685	95%
Supplies	- -	- -	300	0%
Total professional & administrative	<u>15,337</u>	<u>131,910</u>	<u>102,125</u>	129%

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
Field operations (shared)				
Management	-	46,932	35,000	134%
Security amenity center	-	2,824	500	565%
Pest control	-	220	-	N/A
Stormwater management				
Lake maintenance	825	9,900	10,000	99%
Preserve maintenance	-	-	3,500	0%
Streetlighting				
Maintenance contract	-	-	2,000	0%
Electricity	-	130	5,000	3%
Irrigation supply				
Maintenance contract	-	219	3,000	7%
Electricity	2,235	15,207	8,000	190%
Repairs and maintenance	-	750	2,500	30%
Monuments and street signage				
Repairs and maintenance	600	8,724	1,000	872%
Electricity	-	-	1,250	0%
Landscape maint. entries/buffers				
Maintenance contract	17,825	184,521	160,000	115%
Mulch	-	75,879	65,000	117%
Plant replacement	9,128	23,068	5,000	461%
Tree treatment	780	14,056	8,500	165%
Irrigation repairs	4,709	4,709	2,000	235%
Roadway maintenance	-	-	2,500	0%
Total field operations	<u>36,102</u>	<u>387,139</u>	<u>314,750</u>	<u>123%</u>
Total expenditures	<u>51,439</u>	<u>519,049</u>	<u>416,875</u>	<u>125%</u>
Excess/(deficiency) of revenues over/(under) expenditures	(51,439)	(105,044)	5	
Fund balances - beginning	95,288	148,893	81,954	
Fund balances - ending	<u>\$ 43,849</u>	<u>\$ 43,849</u>	<u>\$ 81,959</u>	

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND - SINGLE FAMILY PROGRAM
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 279,228	\$ 283,255	99%
Interest and miscellaneous	- -	- 500	1,500	0%
Total revenues	<u>-</u>	<u>279,228</u>	<u>283,755</u>	98%
Single Family Program				
Management	1,478	36,919	33,000	112%
Lifestyles events	- -	9,364	12,000	78%
Accounting	125	1,500	1,500	100%
Streetlighting electric	584	4,306	6,240	69%
Streetlighting maintenance	- -	- 2,000	2,000	0%
Landscape maintenance	968	17,543	20,000	88%
Tree treatment	2,400	4,430	7,160	62%
Plant replacement	1,397	5,304	5,000	106%
Irrigation repairs	- -	219	2,500	9%
Pool maintenance	3,067	28,477	21,600	132%
Gym equipment- PM	275	1,375	1,000	138%
Repairs and maintenance	3,235	7,303	7,500	97%
Electricity	1,819	18,403	15,000	123%
Gate electricity	546	3,239	10,000	32%
Insurance	- -	25,033	16,000	156%
Phone/cable/internet	474	11,502	6,000	192%
Sewer/ water/ propane	565	4,005	8,000	50%
Janitorial	- -	- 35,000	35,000	0%
Pressure washing	2,080	8,663	5,000	173%
Security monitoring/gates	- -	8,001	10,000	80%
Gate repairs and maintenance	7,945	15,890	3,500	454%
Pest control	670	3,790	1,200	316%
Permits/licenses	- -	275	750	37%
Holiday decorating	- -	- 1,000	1,000	0%
Supplies	- -	857	3,000	29%
Contingencies	- -	4,493	1,000	449%
Capital outlay	- -	- 37,900	37,900	0%
Reserve study	- -	- 5,000	5,000	0%
Total single family program	<u>27,628</u>	<u>220,891</u>	<u>277,850</u>	80%
Other fees & charges				
Tax collector	- -	5,579	5,901	95%
Total other fees & charges	<u>- -</u>	<u>5,579</u>	<u>5,901</u>	95%
Total expenditures	<u>27,628</u>	<u>226,470</u>	<u>283,751</u>	80%
Excess/(deficiency) of revenues over/(under) expenditures	(27,628)	52,758	4	
Fund balances - beginning	(22,313)	(102,699)	4	
Fund balances - ending	<u>\$ (49,941)</u>	<u>\$ (49,941)</u>	<u>\$ 8</u>	

BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND BUDGET - TOWN HOME PROGRAM
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 101,431	\$ 102,894	99%
Interest and miscellaneous	- -	- 500	500	0%
Total revenues	<u>- -</u>	<u>101,431</u>	<u>103,394</u>	98%
EXPENDITURES				
Town Home Program				
Accounting	62	750	750	100%
Streetlighting electricity	- -	- 4,000	4,000	0%
Streetlighting maintenance	- -	- 750	750	0%
Landscape maintenance	325	33,760	16,000	211%
Irrigation water	- -	219 500	500	44%
Plant replacement	- -	888 1,000	1,000	89%
Irrigation repairs	- -	77 1,000	1,000	8%
Pool maintenance	1,100	17,072	13,200	129%
Repairs and maintenance	10,000	12,296	2,000	615%
Electricity	665	5,488	6,000	91%
Insurance	- -	- 3,000	3,000	0%
Bank fees	- -	- 500	500	0%
Phone/cable/internet	- -	609 2,000	2,000	30%
Water/sewer	144	1,783	2,000	89%
Janitorial	- -	- 10,000	10,000	0%
ADA site compliance	- -	- 2,000	2,000	0%
Security amenity center	63	5,889	2,500	236%
Pest control	120	760	5,500	14%
Permits/licenses	- -	275 500	500	55%
Supplies	- -	- 500	500	0%
Contingencies	- -	325 250	250	130%
Capital outlay	- -	- 22,300	22,300	0%
Reserve study	- -	- 5,000	5,000	0%
Total town home program	<u>12,479</u>	<u>80,191</u>	<u>101,250</u>	79%
Other fees & charges				
Tax collector	- -	2,026 2,144	2,144	94%
Total other fees & charges	<u>- -</u>	<u>2,026</u>	<u>2,144</u>	94%
Total expenditures	<u>12,479</u>	<u>82,217</u>	<u>103,394</u>	80%
Excess/(deficiency) of revenues over/(under) expenditures	(12,479)	19,214	-	
Fund balances - beginning	110,066	78,373	56,000	
Fund balances - ending	<u>\$ 97,587</u>	<u>\$ 97,587</u>	<u>\$ 56,000</u>	

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2019 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 257,550	\$ 261,264	99%
Interest	2,104	24,943	-	N/A
Total revenues	2,104	282,493	261,264	108%
EXPENDITURES				
Debt service				
Principal	-	50,000	50,000	100%
Principal prepayment	-	90,000	-	N/A
Interest	-	205,275	205,275	100%
Total debt service	-	345,275	255,275	135%
Other fees & charges				
Tax collector	-	5,145	5,443	95%
Total other fees and charges	-	5,145	5,443	95%
Total expenditures	-	350,420	260,718	134%
Excess/(deficiency) of revenues over/(under) expenditures	2,104	(67,927)	546	
OTHER FINANCING SOURCES/(USES)				
Transfers in	-	88,773	-	N/A
Transfers out	-	(6,077)	-	N/A
Total other financing sources	-	82,696	-	N/A
Net change in fund balances	2,104	14,769	-	
Fund balances - beginning	511,670	499,005	463,971	
Fund balances - ending	\$ 513,774	\$ 513,774	\$ 464,517	

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2019A-1 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 411,347	\$ 418,043	98%
Assessment prepayments	- -	30,261	-	N/A
Interest	2,471	29,678	-	N/A
Total revenues	2,471	471,286	418,043	113%
 EXPENDITURES				
Debt service				
Principal	- -	100,000	100,000	100%
Principal prepayment	- -	20,000	-	N/A
Interest	- -	303,144	303,713	100%
Total debt service	- -	423,144	403,713	105%
 Other fees & charges				
Tax collector	- -	8,218	8,709	94%
Total other fees and charges	- -	8,218	8,709	94%
Total expenditures	- -	431,362	412,422	105%
 Excess/(deficiency) of revenues over/(under) expenditures	2,471	39,924	5,621	
 OTHER FINANCING SOURCES/(USES)				
Transfers out	- -	(207,354)	-	N/A
Total other financing sources	- -	(207,354)	-	N/A
Net change in fund balances	2,471	(167,430)	5,621	
 Fund balances - beginning	593,335	763,236	681,811	
Fund balances - ending	\$ 595,806	\$ 595,806	\$ 687,432	

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2019 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ -	\$ 3,516
Total revenues	- <hr/>	3,516 <hr/>
EXPENDITURES		
Construction costs	- <hr/>	88,909 <hr/>
Total expenditures	- <hr/>	88,909 <hr/>
Excess/(deficiency) of revenues over/(under) expenditures	- <hr/>	(85,393) <hr/>
OTHER FINANCING SOURCES/(USES)		
Transfer in	- <hr/>	6,077 <hr/>
Transfer out	- <hr/>	(88,773) <hr/>
Total other financing sources/(uses)	- <hr/>	(82,696) <hr/>
Net change in fund balances	- <hr/>	(168,089) <hr/>
Fund balances - beginning	(4,886) <hr/>	163,203 <hr/>
Fund balances - ending	\$ (4,886) <hr/>	\$ (4,886) <hr/>

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2019 A-1 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 2	\$ 411
Total revenues	<u>2</u>	<u>411</u>
EXPENDITURES		
Construction costs		207,354
Total expenditures	<u>-</u>	<u>207,354</u>
Excess/(deficiency) of revenues over/(under) expenditures	2	(206,943)
OTHER FINANCING SOURCES/(USES)		
Transfer in	<u>-</u>	207,354
Total other financing sources/(uses)	<u>-</u>	<u>207,354</u>
Net change in fund balances	2	411
Fund balances - beginning	409	-
Fund balances - ending	<u>\$ 411</u>	<u>\$ 411</u>

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2019 A-2 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date
	\$	\$
REVENUES		
Total revenues	-	-
	-	-
	-	-
EXPENDITURES		
Total expenditures	-	-
	-	-
	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	(4,700)	(4,700)
Fund balances - ending	<u>\$ (4,700)</u>	<u>\$ (4,700)</u>

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

**MINUTES OF MEETING
BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Beaumont Community Development District held a
Meeting on October 7, 2024 at 1:30 p.m., at 7764 Penrose Place, Wildwood, Florida

Present were:

Ann Judy	Chair
Jan Siniscalchi	Vice Chair
Gary Smith	Assistant Secretary
Carol Michaels	Assistant Secretary
Ariane Williams	Assistant Secretary

Also present:

Antonio Shaw	District Manager
Bennett Davenport	District Counsel
Tammy Collins	Onsite Operations Manager
Mike Heine	Juniper Landscaping
Keith Kirchoffer	Juniper Landscaping
David Tucca	Juniper Landscaping
Josh Norcross	Juniper Landscaping

Residents present:

Anna Ilic Rosario Forza George Michaels Eric Spencer Natalie Izadpanah

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Shaw called the meeting to order at 1:30 p.m.

All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (Agenda Items: 3 Minutes Per Speaker)

No members of the public spoke.

41 ▪ **Field Operations Manager: RealManage, LLC**42 **This item, previously Item 11C, was presented out of order.**43 Ms. Collins stated it is necessary for the Board to consider the Juniper Landscaping
44 (Juniper) proposals for commercial controller replacements. Juniper was previously invited to
45 today's meeting to discuss the proposals.46 A Juniper representative stated it seems as if the CDD has had an ongoing problem with
47 surge and lightning damage and it has become very costly to continue maintaining the damage.
48 He proposed converting to a Hunter system, which is also used in nearby developments and has
49 a proven track record of performing a lot better than the current baseline station. The
50 representative discussed the difference between the two Hunter system options, the EZ1s
51 decoder and ICC2 controller and the timers.52 Mr. Keith Kirchoffer and Mr. Josh Norcross, of Juniper, responded to questions
53 regarding the current system, the quotes, the decoders, which of the two systems is more cost-
54 effective, what kind of warranties are offered, grounding wires and if the system runs on
55 Bluetooth.

56 Ms. Collins reported the following:

57 ➤ Staff is working on having the pool lights repaired.

58 ➤ Staff is waiting for an engineer to inspect the lights on Sundance. Once inspected, a
59 report will be produced so the work can commence.

60 ➤ The hinges for the pool gate will be delivered and installed next week.

61 ➤ Both of the vehicle insurance claims for the townhomes and for 62 are on hold, as the
62 insurance companies are inundated with claims. Ms. Collins will continue contacting them for
63 updates.64 ➤ Ms. Collins will start the amenity policy in late October to include the Townhome pool
65 and to place the gate and the fobs on the bathroom doors.

66 ➤ The palm trees that were previously-approved were installed and are looking good.

67 ➤ Ms. Collins is working with Sundance regarding the letters the CDD issued about
68 resident plantings on the easement.69 **Ms. Collins left the meeting.**

70 Regarding the Juniper proposals, Mr. Shaw stated the CDD does not have \$55,000
71 budgeted for the commercial controller replacements; only \$2,000 is budgeted for the year so
72 the Board needs to decide how to proceed on these items.

73 Discussion ensued regarding which area to repair first, the total repair costs of \$8,300
74 for the single-family area, the townhome drainage repairs, the anticipated funds from the
75 Developer for drainage repairs, budget amendments and the amount budgeted for the
76 janitorial line item.

77 The consensus was to table this item until Spring 2025.

78

79 **THIRD ORDER OF BUSINESS**

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, Prepared by Berger, Toombs, Elam, Gaines & Frank (to potentially be provided under separate cover)

86 Mr. Shaw presented the Audited Financial Report for the Fiscal Year Ended September
87 30, 2023 and noted the pertinent information. He responded to questions regarding a variance,
88 the difference between a restricted net position and an unrestricted net position and the
89 possible engagement of a new Auditor going forward.

90 Asked why expenditures were allowed to exceed revenues in Fiscal Year 2023, Mr.
91 Davenport stated, generally, it is difficult to anticipate certain unforeseen expenses that arise
92 during the fiscal year. He reviewed the Management Letter in advance and it is otherwise a
93 clean audit. Asked about the cost of accounting fees, Mr. Davenport stated they would typically
94 be below \$4,000 before 2025.

95 **A. Consideration of Resolution 2024-15, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023**

97 Mr. Shaw presented Resolution 2024-15.

98

99 **On MOTION by Ms. Judy and seconded by Ms. Siniscalchi, with all in favor,**
100 **Resolution 2024-15, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.**

102

103

104 **FOURTH ORDER OF BUSINESS****Consideration of HOA Well Request**

105

106 Mr. Shaw stated he recently received an email regarding requests from a few
107 homeowners for a well in the community. Logistically, there are several hurdles to facilitate this
108 and it is unclear if it is physically possible. He asked if the Board would like to pursue this.

109 Discussion ensued regarding the logistics, lack of infrastructure for the request, the City
110 and potential project costs.

111

112 **FIFTH ORDER OF BUSINESS****Consideration of Agreement for Traffic Law
Enforcement on District Roads**

113

114
115 Mr. Shaw presented the Agreement for Traffic Law Enforcement on District Roads
116 between the CDD and the City of Wildwood.

117 Mr. Davenport stated that the Agreement is fairly straightforward; the Board would
118 essentially formally approve the police exercising jurisdiction on the CDD's internal roads to
119 enforce the City's existing traffic laws. He noted that the Agreement does not include enforcing
120 the CDD's parking rules.

121 Discussion ensued regarding the Traffic Enforcement Agreement, the City's position that
122 CDD roads are private roads, the CDD's parking policy, parking stickers and engaging a towing
123 company.

124

125 **On MOTION by Ms. Judy and seconded by Ms. Michaels, with all in favor, the**
126 **Agreement for Traffic Law Enforcement on District Roads, was approved.**

127

128

129 Mr. Davenport will transmit the Agreement to the City Manager who will include it on
130 the City Council's next agenda for consideration and approval by the City Council.

131

132 **SIXTH ORDER OF BUSINESS****Consideration of Juniper Landscaping of
Florida, LLC Proposals**

133

134
135 A. **No. 278494 [Commercial Controller Replacement]**

136 B. **No. 283325 [Commercial Controller Replacement ICC2 with EZ1 Decoders]**
137 C. **No. 278491 [Single Family Homes Controller Replacement]**
138 D. **No. 283323 [Single Family Homes Controller Replacement EZ1s]**
139 E. **No. 278492 [Controller Replacement]**

140 Items A through E were discussed following the Second Order of Business.

141

142 **SEVENTH ORDER OF BUSINESS** **Consideration of Sun Kool Air Conditioning**
143 **Commercial Maintenance Proposal**

144
145 Mr. Shaw presented the Sun Kool Air Conditioning Commercial Maintenance Proposal.

146 This item was tabled to the next meeting.

147

148 **EIGHTH ORDER OF BUSINESS** **Update: Developer Projects**

149
150 Mr. Shaw stated, regarding drainage, permission is needed from the Townhomes to
151 install gutters on the townhomes. There are two issues; the first is that the CDD needs the
152 HOA's permission to install the gutters and, the second is that the HOA must agree to
153 reimburse the CDD \$3,100 for the gutters.

154 Mr. Davenport explained that the CDD only uses public funds for public expenditures
155 and the Townhomes are private so the CDD cannot incur those costs. Staff can transmit the
156 proposal to the Townhomes HOA and explain why the project would benefit them to see if the
157 HOA is willing to reimburse the CDD for the drainage repair costs.

158 Discussion ensued regarding the drainage project, the gutters, the contractor, solving
159 the drainage issues and the funds that the CDD received from the builder.

160

161 **On MOTION by Ms. Judy and seconded by Ms. Michaels, with all in favor,**
162 **authorizing Mr. Davenport and Mr. Shaw to confer with the Townhomes Board**
163 **President regarding the HOA paying the \$3,100 costs for the gutters or**
164 **excluding that part of the project from the work if the HOA will not pay, was**
165 **approved.**

166

167

168 **Ms. Judy and Mr. Smith left the meeting at 2:47 p.m.**

169

170 **NINTH ORDER OF BUSINESS**171 **Acceptance of Unaudited Financial
172 Statements as of August 31, 2024**

173 Mr. Shaw presented the Unaudited Financial Statements as of August 31, 2024.

174

175 **On MOTION by Ms. Siniscalchi and seconded by Ms. Michaels, with all in favor,
176 the Unaudited Financial Statements as of August 31, 2024, were accepted.**

177

178

179 **TENTH ORDER OF BUSINESS**180 **Approval of September 18, 2024 Regular
181 Meeting Minutes**

182 The following change was made:

183 Line 224: Change "5:10" to "2:43"

184

185 **On MOTION by Ms. Michaels and seconded by Ms. Siniscalchi, with all in favor,
186 the September 18, 2024 Regular Meeting Minutes, as amended, were
187 approved.**

188

189

190 **ELEVENTH ORDER OF BUSINESS**191 **Staff Reports**192 **A. District Counsel: Kutak Rock LLP**

193 Mr. Davenport reported the following:

194 ➤ November is election month. The Landowners' Election is set for November 4, 2024, at
195 which one seat will be up for election. Two individuals qualified to run for the two seats that
196 will be up for election at the November 2024 General Election.

197 ➤ The Landowners' Election will be held before the Regular Board of Supervisors meeting.

198 ➤ Anyone interested in being nominated to fill the one seat up for election at the
199 Landowners' Election should contact Mr. Shaw in advance and attend the November meeting
200 with identification and proof of residency.201 **B. District Engineer: Morris Engineering and Consulting, LLC**

202 There was no report.

203 **C. Field Operations Manager: RealManage, LLC**

• **Action Items/Tracker**

The Action Items/Tracker was included for informational purposes.

Discussion ensued regarding the Earth Care proposal and going out to bid for a new

207 Auditor.

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

There was no report.

- **NEXT MEETING DATE: November 4, 2024 at 1:30 PM [Landowners' Meeting and Regular Meeting]**

○ QUORUM CHECK

213

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

215

216 Mr. Davenport responded to a question regarding why the Landowners' meeting date is
217 one day before the General Election and when the terms commence for the new Board
218 Members.

219

THIRTEENTH ORDER OF BUSINESS

Public Comments (Non-Agenda Items: 3 Minutes Per Speaker)

222

223 There were no public comments.

224

FOURTEENTH ORDER OF BUSINESS

Adjournment

226

227 There being nothing further to discuss, the meeting adjourned at 3:03 p.m.

228

229

230 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

231

232

233

234

235

236

Secretary/Assistant Secretary

Chair/Vice Chair

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

C

REALMANAGE

FAMILY OF BRANDS

TO: Beaumont CDD Board of Supervisors
FROM: Tammy Collins -Manager
DATE: October 25, 2024
SUBJECT: Status Report – Field Operations

LANDSCAPING:

- Juniper is working on detail throughout the community, with slower grow season they are able to pay more attention to the detail aspect of the community. They start November first to mowing every other week and detail other weeks.
- Juniper provided yearly mulch bid in the amount of \$49830.50, once approved can be installed within three weeks.
- SECO- damaged front entrance areas by Penrose Gates and entrance by Sundance Apartments. Once work is completed SECO claims will be out to assess damage for repair. All entrance landscape on hold until work completed

IRRIGATION:

- We have two irrigation boxes not functioning Juniper supplied bids to replace with explanation of different clocks. Antonio is reaching out to Keith for more information. Waiting for David to provide what we have spent in repairs to date.

GATES:

- Guardian provided bid to Fix June gates and to adjust timing on all four gates to have them functioning without closing on vehicles. They have ordered the parts they estimate competition date by 11/17/24.

CLUBHOUSE:

- Carpets and floors cleaned on 10.25.2024 in clubhouse , gym and bathrooms.
- Guardian returning to look at door for better entry.

POOL:

- Lights in pool were fixed and connected and fully functional
- Pool gate needs repair, gate vendor coming week of November 4th to repair

INSURANCE CLAIMS:

- 462 Accident insurance has approved bid and is issuing check to CDD
- Townhome Wall- Insurance wants second bid Element providing

LIGHTS:

- SECO engineering (Joey) is looking at the lights on Spanish Harbor, Penrose and Sundance to determine what is needed to get the Beaumont CDD owned lights connected to the SECO grid.

SIGNS:

- There are 6 missing Wild animal signs
- Speed limit signs (10) working with Wildwood to have installed
- Ordering Management signs for Gym and entrances of the community.

**BEAUMONT
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

D

BEAUMONT COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE

LOCATION

7764 Penrose Place, Wildwood, Florida 34785

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 7, 2024*	Regular Meeting	1:30 PM
November 4, 2024*	Landowners' Meeting & Regular Meeting	1:30 PM
December 9, 2024	Regular Meeting	1:30 PM
January 13, 2025	Regular Meeting	1:30 PM
February 10, 2025	Regular Meeting	1:30 PM
March 10, 2025	Regular Meeting	1:30 PM
April 14, 2025	Regular Meeting	1:30 PM
May 12, 2025	Regular Meeting <i>Presentation of FY26 Proposed Budget</i>	1:30 PM
June 9, 2025	Regular Meeting	1:30 PM
July 14, 2025	Regular Meeting	1:30 PM
August 11, 2025	Public Hearing & Regular Meeting <i>Adoption of FY26 Proposed Budget</i>	1:30 PM
September 8, 2025	Regular Meeting	1:30 PM

Exceptions

*The October and November meeting dates are one (1) week earlier to accommodate the Columbus Day and Veterans Day holidays, respectively.