

**MINUTES OF MEETING  
FISH LAKE COVE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Fish Lake Cove Community Development District held a Regular Meeting and Audit Committee Meeting on April 17, 2025 at 2:00 p.m., at the Hart Memorial Library, 211 East Dakin Avenue, First Floor, Room 120-HMC, Kissimmee, Florida 34741.

**Present:**

John Good	Chair
Allan Keen (via telephone)	Vice Chair
Carson Good	Assistant Secretary
Paul Linder	Assistant Secretary

**Also present:**

Daniel Rom	District Manager
Jennifer Kilinski (via telephone)	District Counsel
Savannah Hancock (via telephone)	Kilinski   Van Wyk PLLC
Steve Boyd (via telephone)	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 2:14 p.m. The Oath of Office was administered to Paul Linder before the meeting. Supervisors Carson Good, John Good and Linder were present. Supervisor Keen attended via telephone. Supervisor Franklin was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Elected Supervisors, Paul Linder – Seat 3, (the following to be provided under a separate cover)**

This item was addressed during the First Order of Business.

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Sample Form 1: Statement of Financial Interests/Instructions**

**D. Form 8B: Memorandum of Voting Conflict**

Mr. Rom reminded the Board Members to complete the required four hours of ethics training by December 31, 2025. The deadline for Mr. Linder is by December 31, 2026. Ms. Hancock discussed the Sunshine Laws, communications and interaction between Board Members outside of a public meeting, ethics, public records requests and Form 1.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-12, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Rom presented Resolution 2025-12. Mr. John Good nominated the following:

John Good	Chair
Allan Keen	Vice Chair
Carson Good	Assistant Secretary
Tom Franklin, Sr.	Assistant Secretary
Paul Linder	Assistant Secretary

No other nominations were made.

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

Craig Wrathell	Secretary
Daniel Rom	Assistant Secretary
Kristen Thomas	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Secretary

**On MOTION by Mr. John Good and seconded by Mr. Carson Good, with all in favor, Resolution 2025-12, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

▪ **Presentation of the First Supplemental Engineer’s Report, dated April 14, 2025**

**This item was an addition to the agenda.**

Mr. Rom distributed the First Supplemental Engineer’s Report.

Mr. Boyd stated that the First Supplemental Engineer’s Report is an amendment to the original Engineer’s Report that was submitted with the original establishment of the District; it

will be revised from time to time, as the project moves through completion and maturity. He discussed the following changes reflected in the First Supplemental Engineer’s Report:

- Page 4, Section 4, Permitting/Construction Commencement: Updated the permit status.
- Page 5, Section 5, Opinion of Probable Construction Costs: Updated the Cost Estimate to reallocate some of the contingency budget to the Professional Fees line item to address the Developer Agreement and items related to ongoing construction services. Significant contingency remains in the budget to see the project through construction. The total cost estimate for the project remains unchanged.

Mr. Linder asked Mr. Boyd if the proposed changes and proposed fees are in the range of what is reasonable and customary. Mr. Boyd stated the specific change corresponds to the Agreement with the Developer to provide specific services associated with construction on the project. He reviewed the Agreement, whose cost is less than 3% of the total capital budget and noted it is not uncommon for services of these types of Agreements to be in the 5% range of a capital budget. Based on that review, it is his opinion that the cost of those services are reasonable and within the expected range for a project like this.

**On MOTION by Mr. Linder and seconded by Mr. Carson Good, with all in favor, the First Supplemental Engineer’s Report, dated April 14, 2025, was approved.**

▪ **Consideration of Good-Keewin Development LLC Agreement for Construction Management and Consulting Services**

**This item was an addition to the agenda.**

Ms. Hancock discussed Florida Statute Chapter 112 and noted that Supervisors John Good, Carson Good and Allan Keen all have some level of ownership in the Developer entity Good-Keewin Development LLC (Good-Keewin) that is being considered for certain project administration and consulting services in conjunction with the construction of the District’s Capital Improvement Plan (CIP) in the Engineer’s Report. Pursuant to Chapter 112, including Section 112.31.43, these three Supervisors will abstain from all discussion and consideration on this matter and abstain from the vote. She noted the following:

- The costs contemplated by this Agreement are on Page 5 of the District Engineer’s Report, which was provided at the meeting.

➤ The Developer has also entered into two Agreements related to this project. The first is a Construction Funding Agreement with the CDD where, if any cost of infrastructure development is not funded by the 2025 Bonds, the Developer would be responsible for payment. The second is a Completion Agreement in conjunction with the 2025 Bonds, which requires the Developer to complete or fund the completion of the entire CIP over the amount issued through the bonds. It is anticipated that the Developer’s costs contemplated by these Agreements will exceed the cost of the proposed administrative contracts.

Ms. Hancock asked them to state their interest in Good-Keewin. Mr. Carson Good, Mr. John Good and Mr. Keen each stated their percentage of natural ownership interests in Good-Keewin and any underlying entity, are 20%, 20% and 16.5%, respectively.

Ms. Kilinski advised Mr. Linder that she spoke to Mr. Boyd to confirm that the fee for this type of service is usually 30% to 35% of the total project cost for most of its Districts with the same engagement.

Ms. Kilinski noted that Mr. Linder will be the only Supervisor authorized to vote on this matter. Mr. Linder stated that he will approve the Agreement, based on Mr. Boyd’s opinion, stated earlier in the meeting.

**On MOTION by Mr. Linder, with Mr. John Good, Mr. Carson Good and Mr. Keen abstaining due to conflict of interest, the Good-Keewin Development LLC Agreement for Construction Management and Consulting Services, was approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-13, Approving Proposed Budgets for Fiscal Year 2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Rom presented Resolution 2025-13. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget. He and Mr. John Good prepared the Field Operations portion and identified which improvements will be conveyed to the District in Fiscal Year 2026. Mr. John Good stated that,

once Staff confirms the expenses, he expects to reduce the \$250,000 allotted to somewhere between \$55,000 and \$60,000 later in the budget process.

Ms. Hancock asked when the improvements are expected to come online. Mr. John Good expects to finish construction of horizontal infrastructure by February 15, 2026, which includes all landscaping, the Clubhouse, all horizontal infrastructure, roads, pool, dock, amenity areas, etc. The lot buyer, D.R. Horton, will commence home construction immediately thereafter, and expects to complete construction of homes within six to eight months, with target occupancy of around July or September 2026. This will result in increases to the Operations and Maintenance (O&M) budget, which can be adjusted up until the budget is adopted at the public hearing.

The following change was made to the proposed Fiscal Year 2026 budget:

Page 1 "Engineering": Change "\$2,000" to "\$3,000"

**On MOTION by Mr. John Good and seconded by Mr. Linder, with all in favor, Resolution 2025-13, Approving Proposed Budgets for Fiscal Year 2026, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law on August 21, 2025 at 2:00 p.m., at the Hart Memorial Library, 211 East Dakin Avenue, First Floor, Room 120-HMC, Kissimmee, Florida 34741; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2025/2026 Budget Funding Agreement**

**On MOTION by Mr. Carson Good and seconded by Mr. John Good, with all in favor, the Fiscal Year 2025/2026 Budget Funding Agreement, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-06, Designating the Location of the Local District Records Office and Providing an Effective Date**

This item was deferred.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Requisition(s) (provided under separate cover)**

Mr. Rom stated that Requisition Number 1 was executed after the initial bond issuance and was paid by the Trustee. Mr. John Good stated the requisition was emailed to Mr. Linder.

- A. Number 1 Good-Keewin Development LLC \$512,900.00**

**On MOTION by Mr. John Good and seconded by Mr. Carson Good, with all in favor, Good-Keewin Development LLC Requisition Number 1, in a not-to-exceed amount of \$512,900.00, was ratified.**

**NINTH ORDER OF BUSINESS**

**Consideration of Good-Keewin Development LLC Agreement for Construction Management and Consulting Services**

This item was presented following the Fourth Order of Business.

**TENTH ORDER OF BUSINESS**

**Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

**On MOTION by Mr. John Good and seconded by Mr. Carson Good, with all in favor, the Regular Meeting recessed and the Audit Selection Committee Meeting commenced.**

**ELEVENTH ORDER OF BUSINESS**

**Review of Response to Request for Proposals (RFP) for Annual Audit Services**

- A. Affidavit/Proof of Publication**
- B. RFP Package**
- C. Respondent(s)**

Mr. Rom stated that District Management has worked with three of the four respondents; all are qualified.

**I. Berger, Toombs, Elam, Gaines & Frank**

Bid: \$3,450 without bond issuance, \$4,800 with bond issuance.

Mr. Rom noted struggles to file some audits timely, over the past several years.

**II. Carr, Riggs & Ingram**

Bid: \$5,500 without bond issuance, plus an additional not to exceed \$5,000 per year, with bond issuance.

**III. DiBartolomeo, McBee, Hartley & Barnes, P.A.**

**FISH LAKE COVE CDD**

**April 17, 2025**

Bid: \$2,850 without bond issuance, plus an additional mutually agreed upon fee with bond issuance; The additional fee is typically \$1,300 to \$1,500.

**IV. Grau & Associates**

Bid: \$3,600 for Fiscal Year 2024, \$3,700 for Fiscal Year 2025 and \$3,800 for Fiscal Year 2026, plus an additional \$1,500 with issuance.

**D. Auditor Evaluation Matrix/Ranking**

Mr. Rom presented his scores and ranking, as follows:

#1	Di Bartolomeo, McBee, Hartley & Barnes, P.A.	100 points
#2	Grau & Associates	98 points
#3	Carr, Riggs & Ingram	97 points
#4	Berger, Toombs, Elam, Gaines & Frank	84 points

The Audit Selection Committee accepted Mr. Rom' scores and ranking.

**TWELFTH ORDER OF BUSINESS**

**Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting**

**On MOTION by Mr. John Good and seconded by Mr. Carson Good, with all in favor, the Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.**

**THIRTEENTH ORDER OF BUSINESS**

**Consider Recommendation of Audit Selection Committee**

**On MOTION by Mr. John Good and seconded by Mr. Linder, with all in favor, accepting the Audit Selection Committee's scores, ranking and recommendation ranking Di Bartolomeo, McBee, Hartley & Barnes, P.A. as the #1 ranked respondent to the RFP for Annual Audit Services, as the Board's own, and awarding the Annual Audit Services contract to Di Bartolomeo, McBee, Hartley & Barnes, P.A., the #1 ranked respondent, was approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Review of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

- A. Affidavit of Publication**
- B. RFQ Package**
- C. Respondent**

- I. Alliant Engineering, Inc
- II. Boyd Civil Engineering, Inc.

**D. Competitive Selection Criteria/Ranking**

Mr. Rom deemed both respondents qualified and noted that neither respondent is certified as a Minority Business Enterprise. Based on criteria, he presented his scoring for each respondent, in each category of the Evaluation Matrix and the reasons for the scores. The Board chose to and forgo individual or group scoring and ranking and accept Mr. Rom’s scores and ranking, as follows, as its own:

#1	Boyd Civil Engineering, Inc.	95 points
#2	Alliant Engineering, Inc.	90 points

**E. Award of Contract**

Mr. John Good asked if the CDD must include the Certified Minority Business Enterprise in the ranking matrix or its contracts. Ms. Kilinski replied no and stated whether Diversity, Equity and Inclusion (DEI) provisions can be included in public contracts is one of the legislative bills being considered. Mr. John Good asked for the category to be removed from RFPs and RFQs.

**On MOTION by Mr. John Good and seconded by Mr. Linder, with all in favor, accepting Mr. Rom’s scores, ranking and recommendation, as the Boards own scores and ranking; ranking Boyd Civil Engineering, Inc. as the #1 ranked respondent to the RFQ for Engineering Services, with 95 points; and Alliant Engineering, Inc. as the #2 ranked respondent, with 90 points; and awarding the Engineering Services contract to Boyd Civil Engineering, Inc., the #1 ranked respondent, was approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of February 28, 2025**

**On MOTION by Mr. Carson Good and seconded by Mr. John Good, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.**

**SIXTEENTH ORDER OF BUSINESS**

**Approval of February 3, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Carson Good and seconded by Mr. John Good, with all in favor, the February 3, 2025 Regular Meeting Minutes, as presented, were approved.**

**SEVENTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kilinski | Van Wyk PLLC**

Ms. Hancock stated she is working on Requisition Number 2 for landscaping. RVI Landscaping Group (RVI) received their redline version and is fine with acknowledging the CDD has taken ownership of the work product; however, RVI wants the CDD to waive the warranty provision. She and Ms. Kilinski discussed this and are comfortable with it but want the Board to approve that decision. Mr. John Good stated, since the original Landscape Architecture’s designs are not being used, he does not think the warranty is needed as another Landscape Architecture was engaged for the redesign. The materials warranty is not part of this process.

The Board consensus was to proceed with finalizing Requisition Number 2.

**B. District Engineer (Interim): Boyd Civil Engineering, Inc.**

There was no report. Going forward, “(Interim)” will be removed from the above title.

**C. District Manager: Wrathell, Hunt and Associates, LLC**

• **UPCOMING MEETINGS**

- **May 15, 2025 at 2:00 PM**
- **June 19, 2025 at 2:00 PM**
- **July 17, 2025 at 2:00 PM**

○ **QUORUM CHECK**

Mr. Rom stated that the next meeting will be scheduled when needed.

**EIGHTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

**NINETEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**TWENTIETH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. John Good and seconded by Mr. Linder, with all in favor, the meeting adjourned at 2:57 p.m.**



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Secretary/Assistant Secretary



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Chair/Vice Chair