

MINUTES OF SPECIAL MEETING OSCEOLA CHAIN OF LAKES COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Osceola Chain of Lakes Community Development District was held Wednesday, August 21, 2019, at 10:00 a.m. at the District office, 313 Campus Street, Celebration, FL 34747.

Present and constituting a quorum were:

Anthony Iorio	Chairman
Kimberly Locher	Assistant Secretary
Jason Lonas	Assistant Secretary

Also present were:

Gary Moyer	Manager: Moyer Management Group
Sarah Sandy	Attorney: Hopping Green & Sams
Nicole Stalder	Engineer: Dewberry
Brenda Burgess (<i>by phone</i>)	Moyer Management Group

FIRST ORDER OF BUSINESS

Call to Order

Mr. Iorio called the meeting to order at 10:00 a.m.

SECOND ORDER OF BUSINESS

Roll Call

Mr. Iorio called the roll and stated a quorum was present for the meeting.

THIRD ORDER OF BUSINESS

Public Comment Period

There being none, the next order of business followed.

FOURTH ORDER OF BUSINESS

Approval of June 5, 2019, Special Meeting Minutes

Mr. Iorio reviewed the minutes, which are included in the agenda package and are available for public review in the District Office during normal business hours or on the website, and requested additions, corrections, or deletions.

Ms. Sandy stated I provided minor corrections to Ms. Burgess to be incorporated.

On MOTION by Ms. Locher, seconded by Mr. Lonas, with all in favor, unanimous approval was given to accept the minutes of the June 5, 2019, special meeting, as amended.

FIFTH ORDER OF BUSINESS

Public Hearings to (1) Adopt the Budget for Fiscal Year 2020 and (2) Impose and Levy Operations and Maintenance Assessments for Fiscal Year 2020

A. Proposed Budget for Fiscal Year 2020

Ms. Sandy stated we will have two separate public hearings, the first one being to adopt the fiscal year 2020 budget, and the second to impose and levy the operations and maintenance assessments for fiscal year 2020.

On MOTION by Ms. Locher, seconded by Mr. Lonas, with all in favor, unanimous approval was given to open the public hearing for adoption of the budget for fiscal year 2020.

The record will reflect there were no public comments.

On MOTION by Ms. Locher, seconded by Mr. Lonas, with all in favor, unanimous approval was given to close the public hearing for adoption of the budget for fiscal year 2020.

B. Consideration of Resolution 2019-09 Adopting the Budget for Fiscal Year 2020

Mr. Moyer read Resolution 2019-09 into the record by title.

Mr. Moyer stated the proposed budget for fiscal year 2020 generally identifies the operating and maintenance expenses of the District broken into two categories: administrative and field operations. The Board reviewed the preliminary budget some time ago that has been worked on by staff. The blanks will be filled in based on the adopted budget numbers.

Ms. Sandy reviewed sections of the Resolution, including how the budget is amended for unforeseen expenses in Section 3.

On MOTION by Mr. Lonas, seconded by Ms. Locher, with all in favor, unanimous approval was given to Resolution 2019-09 adopting the budget for fiscal year 2020.

C. Consideration of Resolution 2019-10 Levying the Assessments for Fiscal Year 2020

Ms. Sandy stated this will be the first year we levy operation and maintenance assessments to fund the budget. In past years, we have had a developer funding agreement where the developer funded the actual expenses. We will be going on the roll this year, meaning the special assessments for platted lots will be on the real estate tax

bill and collected by the tax collector. Special assessments for unplatted acreage will be directly collected by the District.

On MOTION by Ms. Locher, seconded by Mr. Lonas, with all in favor, unanimous approval was given to open the public hearing to levy assessments for fiscal year 2020.

The record will reflect there were no public comments.

On MOTION by Mr. Lonas, seconded by Ms. Locher, with all in favor, unanimous approval was given to close the public hearing to levy assessments for fiscal year 2020.

The record will reflect there were no public comments.

Mr. Moyer read Resolution 2019-10 into the record by title.

Mr. Moyer stated this is the document we will use to transmit the roll to the property appraiser, which roll is an exhibit to the Resolution.

Ms. Sandy stated this Resolution has two main goals: levies the operations and maintenance assessments, and provides for collection and enforcement of both operations and maintenance assessments and the debt service assessments. The debt service assessments were previously levied, and each year, we will certify their collection for the next fiscal year. Both rolls are exhibits to the Resolution: collected by the tax collector, and direct collected by the District.

On MOTION by Ms. Locher, seconded by Mr. Lonas, with all in favor, unanimous approval was given to Resolution 2019-10 levying the assessments for fiscal year 2020.

SIXTH ORDER OF BUSINESS

District Manager Report

A. Financial Statements (*July 2019*)

Mr. Moyer reviewed the financial statements, which are contained in the agenda package and available for public review on the website or at the District office during normal business hours.

Mr. Moyer stated the year-to-date budget for revenues is \$138,872, and actuals are \$101,465. Total expenses to date are \$82,095, resulting in excess revenues of \$19,370.

B. Check Register

Mr. Moyer reviewed the check register contained in the agenda package and available for public review on the website or at the District office during normal business hours.

On MOTION by Mr. Lonas, seconded by Ms. Locher, with all in favor, unanimous approval was given to the check register, as presented.

C. Ratification of Requisition #7

Mr. Moyer reviewed requisition #7 in the amount of \$2,221.64, as contained in the agenda package and available for public review on the website or at the District office during normal business hours.

Ms. Sandy stated these are work elements that are tracked and paid separately as project costs.

On MOTION by Mr. Lonas, seconded by Ms. Locher, with all in favor, unanimous approval was given to ratify requisition #7 in the amount of \$2,221.64, as presented

D. Ratification of Funding Requests #15 and #16

Mr. Moyer reviewed funding request #15 in the amount of \$22,118.37 and funding request #16 in the amount of \$16,816.16, as contained in the agenda package and available for public review on the website or at the District office during normal business hours.

On MOTION by Mr. Lonas, seconded by Ms. Locher, with all in favor, unanimous approval was given to ratify funding request #15 in the amount of \$22,118.37 and funding request #16 in the amount of \$16,816.16, as presented

E. Consideration of Resolution 2019-11 Setting the Meeting Schedule for Fiscal Year 2020

Mr. Moyer read Resolution 2019-11 into the record by title.

Mr. Moyer stated we anticipate having meetings November 6, 2019; January 8, 2020; March 4, 2020; May 6, 2020; July 1, 2020; and September 2, 2020. To the extent we do not have business for the Board to consider, we will cancel meetings. Otherwise, we will meet according to the schedule.

Ms. Sandy asked do we want to continue to meet every other month?

Mr. Iorio stated it might be productive to meet every month if we can, starting the first of calendar year 2020.

Ms. Sandy stated Mr. Iorio and I discussed this item prior to the meeting related to the upcoming bond issuance in the first quarter of 2020. We thought it would be helpful to meet monthly beginning January 2020.

Mr. Iorio stated yes, with the goal to have a bond offering in February.

Mr. Moyer stated we will add February to the meeting schedule, as well as April, to be held on the first Wednesday.

Mr. Iorio stated I will ask legal counsel and the engineer to begin to prepare for the next bond issuance, which will include phases 3 and 4, and to update the engineering methodology and work with counsel and the manager on documentation.

Ms. Sandy stated if we are going to look for a bond issuance in February, we will want to start it in November. Just in case, we might want to add a December meeting.

Mr. Iorio stated yes, that would be wise.

On MOTION by Ms. Locher, seconded by Mr. Lonas, with all in favor, unanimous approval was given to Resolution 2019-11 setting the meeting schedule for fiscal year 2020, with the addition of December, February, and April meetings on the first Wednesday.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy stated our office has updated rules of procedure for all our districts related to certain statutory updates that occurred over the past four or five years since we last updated them. We will start to roll those out for the revised rules to be adopted. We will need to hold a public hearing, which will require a couple newspaper notices. We will plan to provide those in November.

B. Engineer

There being nothing to report, the next order of business followed.

EIGHTH ORDER OF BUSINESS

Public Comment Period

There being none, the next order of business followed.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next order of business followed.

TENTH ORDER OF BUSINESS

Supervisor Requests

There being none, the next order of business followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

- The next meeting is scheduled for November 6, 2019, at 1:30 p.m.

On MOTION by Ms. Locher, seconded by Mr. Lonas, with all in favor, the meeting adjourned at 10:20 a.m.

Gary L. Moyer, Secretary

Anthony Iorio, Chairman