

**MINUTES OF MEETING
OSCEOLA CHAIN OF LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Osceola Chain of Lakes Community Development District was held Wednesday, **May 4, 2022** at 1:30 p.m. at the West Osceola Branch Library, 305 Campus Street, Kissimmee, Florida.

Present and constituting a quorum were:

Tony Iorio	Chairman
Jason Lonas	Vice Chairman by phone
Doug Beasley	Assistant Secretary
Tim Tassone	Assistant Secretary

Also present were:

George Flint	District Manager
Sarah Sandy	District Counsel by phone
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Iorio called the meeting to order at 1:30 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the January 5,
2022 Meeting**

On MOTION by Mr. Beasley seconded by Mr. Tassone with all in favor the minutes of the January 5, 2022 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Business Matters

A. Consideration of Resolution 2022-02 Redesignating the District's Registered Agent and Office

Ms. Sandy stated this is designating the registered agent, it was listed under our prior firm and just making that change to myself at our new office and new location.

On MOTION by Mr. Beasley seconded by Mr. Tassone with all in favor Resolution 2022-02 was approved.

B. Consideration of Proposal from ReAlign Web Design for ADA Compliance Website

Mr. Flint stated when we took over the District from the prior manager, we noticed the website was not ADA compliant and this became a big issue two years ago with some lawsuits and the District's insurer. Florida Insurance Alliance who insures over 300 CDDs is requiring that the website be ADA compliant plus we want to make sure they are ADA compliant so we are not named in a future lawsuit. ReAlign Web Design has provided a proposal for a one-time charge of \$1,750 to recreate the website in a compliant format. This is a very competitive price.

On MOTION by Mr. Tassone seconded by Mr. Beasley with all in favor the proposal from ReAlign Web Design for ADA Compliance Website was approved.

C. Review and Acceptance of Fiscal Year 2021 Audit Report

Mr. Flint stated the report to management, which is the last page of the report would show whether there were any findings or recommendations, and you can see there are no current year findings or recommendations. However, there was one finding or recommendation from the prior year and that had to do with the fact that the audit was completed after the statutory deadline, that was before we took over as manager. The audit is supposed to be completed and filed by the end of June of each year and it was filed after that deadline. They have also determined that we have complied with the provisions of the Auditor General of the State of Florida that they are required to review.

On MOTION by Mr. Beasley seconded by Mr. Tassone with all in favor the fiscal year 2021 audit report was accepted and staff authorized to transmit a copy of the final report to the State of Florida.

D. Consideration of Resolution 2022-03 Approving the Proposed Fiscal Year 2023 Budget and Setting a Public Hearing

Mr. Flint stated the Board is required to approve a proposed budget by June 15th of each year and set the date, place and time of the public hearing for its final consideration. We included in the agenda package Resolution 2022-03, which recommends your public hearing be held on July 6, 2022 in this location at 1:30 p.m. We have to submit the budget to Osceola County at least 60 days in advance of the public hearing and we will do that in the next day or two. Exhibit A to the resolution is the proposed budget, it is not binding on the District if you choose to make any changes you can do that at any meeting between now and/or at the public hearing in July. On the administrative side we are asking for a 5% increase in the management fee, the current year is \$35,000 and next year's proposed budget it is \$36,750. Again, you are not approving that today, it is a proposed budget and you can make a final determination at the public hearing if you choose to do that. We anticipated there is going to be some increase in your liability insurance and we will have a firmer number by the public hearing. Overall your general administrative costs have gone up by \$600, the operations and maintenance costs have increased from \$103,000 to \$118,000. We included some funds for field management and this provides for the periodic site visits and meeting with the landscape contractor and lake maintenance contractor and we also included \$5,000 for some additional littoral plantings. We are able to accommodate these modifications with no increase in the per unit assessment, the per unit assessment remains the same at \$412.53 for a 50-foot lot and \$495 for a 60-foot lot. Going into the current year there may have been some lots that weren't platted yet in the last phase and those were direct billed, now we show all the lots being platted.

Mr. Iorio stated one lot in Phase 5 is shown as a 40-foot lot and it has to do with the original boundary survey that was done for the project. As construction plans were approved the lot exceeded into a piece of the park that is owned by the county by about 10-feet. We are going back to get approval on that one last lot. I don't believe that lot is platted, I think it is shown as a tract right now. I will keep the manager apprised as we go through this process.

On MOTION by Mr. Beasley seconded by Mr. Tassone with all in favor Resolution 2022-03 Approving the Proposed Fiscal Year 2023 Budget and Setting a Public Hearing for July 6, 2022 was approved.

E. Ratification of Series 2018 Requisition #15

Mr. Flint stated there was \$634.39 left in the construction account, it was basically interest earnings between the time the last requisition was approved and paid. The project has been certified complete and in order to close the account we had to zero it out. There were some expenses associated with requisition 7 that were developer funded and there were unfunded expenses that were demonstrated by the developer and we are just applying the \$634.39 toward those unfunded expenses and those funds will come to the District and the District will refund the developer.

On MOTION by Mr. Beasley seconded by Mr. Tassone with all in favor Requisition #15 from the Series 2018 project was ratified.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy stated I'm still working on the Phase 5 acquisition and we are putting together the documents that we will send out shortly to have them executed.

B. Engineer

i. Ratification of Proposal for Preparation of Stormwater Management System Report

On MOTION by Mr. Beasley seconded by Mr. Tassone with all in favor the proposal to prepare the stormwater management needs analysis report was ratified.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Tassone seconded by Mr. Beasley with all in favor the check register in the amount of \$21,642.95 was approved.

ii. Balance Sheet & Income Statement

A copy of the balance sheet and income statement were included in the agenda package for review.

iii. Presentation of Number of Registered Voters - 520

Mr. Flint stated there is a copy of the letter from the supervisor of elections indicating that there are 520 registered voters residing within the District included in the agenda package. This means that in 2024 two seats will transition to general election. We have to hit six-years and 250 registered voters. The District was created in 2017 so we haven't yet met the six years.

iv. Consideration of Resolution 2022-04 Designation of November 2, 2022 as Landowners' Meeting Date

Mr. Flint stated we are recommending November 2, 2022 as the landowners meeting date to correspond with the Board meeting that will likely be on that date.

On MOTION by Mr. Beasley seconded by Mr. Tassone with all in favor Resolution 2022-04 was approved.

SIXTH ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Other Business


There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

There being none,

On MOTION by Mr. Beasley seconded by Mr. Tassone the meeting adjourned at 1:53 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman