

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

The regular meeting of the Board of Supervisors of the Osceola Chain of Lakes Community Development District was held Wednesday, **May 3, 2023** at 1:30 p.m. at the West Osceola Branch Library, 305 Campus Street, Celebration, Florida.

Present and constituting a quorum were:

Tony Iorio	Chairman
Doug Beasley	Assistant Secretary
Kimberly Locher	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Sarah Sandy <i>by Zoom</i>	District Counsel
Nicole Stadler <i>by telephone</i>	District Engineer
Alan Scheerer	Field Operations 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

**Organizational Matters – Consideration of
Resolution 2023-02 Electing an Assistant
Secretary**

Ms. Adams stated Resolution 2023-02 is to elect myself, Tricia Adams as assistant secretary for the purpose of attesting the chairman's signature and for processing district documents.

On MOTION by Mr. Beasley seconded by Ms. Locher with all in favor Resolution 2023-02 was approved.
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FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 2, 2022 Board of Supervisors Meeting and Acceptance of the November 2, 2022 Landowners Meeting

On MOTION by Mr. Beasley seconded by Ms. Locher with all in favor the minutes of the November 2, 2022 board of supervisors meeting were approved as presented and the November 2, 2022 landowner meeting minutes were accepted.

FIFTH ORDER OF BUSINESS

Business Matters

A. Consideration of Resolution 2023-03 Approving the Fiscal Year 2024 Proposed Budget and Setting a Public Hearing

Ms. Adams stated Resolution 2023-03 approves the fiscal year 2024 proposed budget and sets the public hearing. This resolution proposes to hold the public hearing in accordance with your meeting schedule that falls on July 5, 2023 at 1:30 p.m. One board member will be out of town that day and we would like to reschedule the public hearing for August 2, 2023 and we will confirm the location. The resolution also allows for the transmittal of the budget to Osceola County, posting the proposed budget on the website and publishing notice of the hearing in accordance with Florida Statutes. All the property has been platted and all the assessments are on roll. The proposed assessment amount is level, the same as the current fiscal year at \$225,688. There are some slight increases in the operations of the district. We have just become aware that the district may own a bridge, we are getting confirmation of ownership but this budget does allow for additional field expenses so there may be some changes in the budget between the proposed budget and the final budget adoption, but we are comfortable this assessment amount will cover operating expenses for the district.

Ms. Sandy asked was the district intended to own that bridge in the south?

Mr. Iorio stated Alan found out from our project manager that was the case.

Ms. Sandy stated I will go back and check, but I thought that was being left in the HOA's name.

Mr. Iorio stated I will go back and check as well.

Ms. Adams stated at the bottom of the page you will see there are 541 units, 50-foot and 60-foot lots and the per unit gross is the amount that will be included in the non-ad valorem section of the property tax bill and the per unit net amount is what the district will receive.

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On MOTION by Mr. Beasley seconded by Ms. Locher with all in favor Resolution 2023-03 approving the proposed budget and setting the public hearing for August 2, 2023 at 1:00 p.m. was approved.

B. Consideration of Resolution 2023-04 Establishing Local Records Office

Ms. Adams stated Resolution 2023-04 establishes a local records repository as 1408 Hamlin Avenue, Unit E., St. Cloud, Florida 34771.

On MOTION by Ms. Locher seconded by Mr. Beasley with all in favor Resolution 2023-04 was approved.

C. Ratification of Agreement with Osceola County Property Appraiser's Office

Ms. Adams stated this is a data sharing agreement and by signing this agreement we are agreeing that the records that Osceola County holds exempt, the district will also hold exempt.

On MOTION by Mr. Iorio seconded by Ms. Locher with all in favor the agreement with the Osceola County property Appraiser was ratified.

D. Presentation of Series 2018 and 2020 Arbitrage Rebate Calculation Reports

A copy of the 2018 and 2020 arbitrage rebate calculation reports were included in the agenda package.

On MOTION by Mr. Iorio seconded by Mr. Beasley with all in favor the series 2018 and 2020 arbitrage rebate calculation reports were accepted.

E. Acceptance of Fiscal Year 2022 Financial Audit

Ms. Adams stated this is a clean audit and in the letter to management there are no findings nor recommendations.

On MOTION by Mr. Beasley seconded by Ms. Locher with all in favor the fiscal year 2022 audit was accepted and staff was authorized to transmit the final report to the State of Florida.

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F. Approval of Resolution 2023-05 Use of Electronic Signatures

Ms. Adams stated Resolution 2023-05 authorizes the use of electric signatures for the purpose of processing district records. For many records the chair or vice chair would receive the records via DocuSign and there are certain circumstances that require physical paper signatures.

On MOTION by Mr. Iorio seconded by Ms. Locher with all in favor Resolution 2023-05 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy stated I want to clarify on the ratification of landscape maintenance agreement the one in the agenda package is Down to Earth’s form of agreement and I know our office had drafted a version and we were updating it to include some specific language that Down to Earth asked be included on annual price increase and I want to make sure the form of agreement ratified by the Board was the correct version.

Ms. Adams stated I believe Brittany pulled that from the agenda. The board did approve the proposal. Does the board need to also ratify the agreement?

Ms. Sandy responded no.

B. Engineer

Ms. Stadler asked is the board going to need a yearly stormwater assessment report?

Ms. Adams stated our office will verify if the bond indenture does or does not require the annual engineer’s report and will get back to you. The stormwater assessment reports required by statute are not due in 2023.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Iorio seconded by Mr. Beasley with all in favor the check register was approved.

ii. Balance Sheet & Income Statement

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

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iii. Presentation of Registered Voters – 702

Ms. Adams stated we have a letter from the supervisor of elections indicating that there are 702 registered voters residing in the district.

SEVENTH ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Iorio seconded by Mr. Beasley the meeting adjourned at 1:51 p.m.

DocuSigned by:
Tricia Adams
Secretary/Assistant Secretary

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Tony Iorio
Chairman/Vice Chairman