

**MINUTES OF MEETING
RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Reserve at Van Oaks Community Development District held Public Hearings and a Regular Meeting on August 7, 2023 at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809.

Present at the meeting:

Garth Noble	Chair
Martha Schiffer	Vice Chair
Chris Torres	Assistant Secretary
Edmon Rakipi (via telephone)	Assistant Secretary

Also present were:

Kristen Suit	District Manager
Jonathan Johnson (via telephone)	District Counsel
Eric Warren (via telephone)	District Engineer
Dean Garrow	Home River Property Management
Megan Germino	Supervisor Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:25 p.m.

Supervisors Noble, Schiffer and Torres were present. Supervisor Rakipi attended via telephone. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 1; Term Expires November 2026

Mr. Noble nominated Ms. Megan Germino to fill Seat 1. No other nominations were made.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, appointment of Ms. Megan Germino to fill Seat 1, was approved.

A. Administration of Oath of Office to Newly Appointed Supervisor (the following will be provided in a separate package)

Ms. Suit, a Notary of the State of Florida, administered the Oath of Office to Ms. Germino. Ms. Germino is familiar with the following:

- I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- II. Membership, Obligations and Responsibilities**
- III. Financial Disclosure Forms**
 - a. Form 1: Statement of Financial Interests**
 - b. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - c. Form 1F: Final Statement of Financial Interests**
- IV. Form 8B: Memorandum of Voting Conflict**

B. Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date

Ms. Suit presented Resolution 2023-01. Ms. Schiffer nominated the following slate:

Chair	Garth Noble
Vice Chair	Martha Schiffer
Assistant Secretary	Chris Torres
Assistant Secretary	Edmon Rakipi
Assistant Secretary	Megan Germino
Assistant Secretary	Kristen Suit

No other nominations were made. Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, Resolution 2023-01, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-06, Ratifying the Actions of the District Manager in Re-Scheduling and Re-Noticing the Public Hearing on the Levy and Imposition of Special Assessments; Amending Resolution 2023-05 to Set the Public Hearing Thereon for August 7, 2023, at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809

Ms. Suit presented Resolution 2023-06.

On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, Resolution 2023-06, Ratifying the Actions of the District Manager in Re-Scheduling and Re-Noticing the Public Hearing on the Levy and Imposition of Special Assessments; Amending Resolution 2023-05 to Set the Public Hearing Thereon for August 7, 2023, at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2023/2024 Budget

On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, the Public Hearing was opened.

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending**

September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Suit presented Resolution 2023-07 and the proposed Fiscal Year 2024 budget.

No members of the public spoke.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, the Public Hearing was closed.

Ms. Schiffer asked if the Fiscal Year 2024 property insurance was secured. Ms. Suit stated that the amount was not available at the time the budget was prepared.

On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2023/2024, Pursuant to Florida Law

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Public Hearing was opened.

- A. Proof/Affidavit of Publication**
- B. Mailed Notice(s) to Property Owners**
- C. Consideration of Resolution 2023-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and**

Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Ms. Suit presented Resolution 2023-08.

No members of the public spoke.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, Resolution 2023-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

**Consideration of Fiscal Year 2023/2024
Deficit Funding Agreement**

Ms. Suit presented the Fiscal Year 2023/2024 Deficit Funding Agreement.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Fiscal Year 2023/2024 Deficit Funding Agreement, was approved.

EIGHTH ORDER OF BUSINESS

**Public Hearing to Hear Public Comments
and Objections to the Adoption of the
Amenity Facilities Rules and Rates,
Pursuant to Sections 120.54 and 190.035,
Florida Statutes**

- A. Affidavits of Publication**
- B. Consideration of Resolution 2023-09, Adopting Amenity Facilities Rules and Rates; Providing a Severability Clause; and Providing an Effective Date**

On MOTION by Ms. Germino and seconded by Mr. Noble, with all in favor, the Public Hearing was opened.

Ms. Suit presented Resolution 2023-09.

Ms. Schiffer asked if there is an annual fee. Mr. Earlywine stated that Paragraph 3, on Page 13, provides the basis for the calculation of the annual user fee, which will fluctuate based upon the annual Operation and Maintenance (O&M) assessment.

The following changes were made to Amenity Facilities Rules and Rates:

Page 13: Delete Item 4.

Page 14: Delete Item 7a.

Mr. Earlywine stated that those changes will be made and the remaining items will be renumbered.

No members of the public spoke.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, Resolution 2023-09, Adopting Amenity Facilities Rules and Rates, as amended; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Ms. Suit presented Resolution 2023-10.

The following change was made to the Fiscal Year 2024 Meeting Schedule:

DATES: Delete January and September 2024 meetings

On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, Resolution 2023-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2023-11, Ratifying Confirming, and Approving the Sale of the Reserve at Van Oaks Community Development District Special Assessment Bonds, Series 2023 (Series 2023 Project); Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, And All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date

Ms. Suit presented Resolution 2023-11.

On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, Resolution 2023-11, Ratifying Confirming, and Approving the Sale of the Reserve at Van Oaks Community Development District Special Assessment Bonds, Series 2023 (Series 2023 Project); Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, And All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Ratification of Poulos & Bennett, LLC, Agreement for Engineering Services

Ms. Suit presented the Poulos & Bennett, LLC, Agreement for Engineering Services.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Poulos & Bennett, LLC, Agreement for Engineering Services, was ratified.

TWELFTH ORDER OF BUSINESS

Ratification of Amended and Restated Acquisition of Phase 1 Improvements

Ms. Suit presented the Amended and Restated Acquisition of Phase 1 Improvements.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Amended and Restated Acquisition of Phase 1 Improvements, was ratified.

THIRTEENTH ORDER OF BUSINESS

Ratification of Cornerstone, Estimate 3849: RVO3871 – 1049 Oak Valley Drive

Ms. Suit presented Cornerstone Estimate 3849: RVO3871 for 1049 Oak Valley Drive.

On MOTION by Mr. Torres and seconded by Ms. Schiffer, with all in favor, Cornerstone Estimate 3849: RVO3871 for 1049 Oak Valley Drive, in the amount of \$3,540.17, was ratified.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2023

Ms. Suit presented the Unaudited Financial Statements as of June 30, 2023.

On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, the Unaudited Financial Statements as of June 30, 2023, were accepted.

FIFTEENTH ORDER OF BUSINESS

Approval of May 1, 2023 Regular Meeting Minutes

Ms. Suit presented the May 1, 2023 Regular Meeting Minutes.

On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, the May 1, 2023 Regular Meeting Minutes, as presented, were approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

B. District Engineer: Poulos & Bennett, LLC

There were no District Counsel or District Engineer reports.

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

- **NEXT MEETING DATE: September 4, 2023 at 1:00 PM**
 - **QUORUM CHECK**

The September 4, 2023 meeting will be canceled.

SEVENTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Discussion ensued regarding responsiveness of a vendor, whether the area looks better, landscape issues, other vendors, etc.

Ms. Suit stated that "Home River Management" will be added to future agendas, under Staff Reports.

Mr. Garrow noted issues with Envera related to pool access and he needs reimbursement for \$389 that he paid to Spectrum so Envera could turn on the equipment; he is having difficulty obtaining a receipt for the payment.

EIGHTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

NINETEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the meeting adjourned at 1:50 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair