

RESERVE AT VAN OAKS

**COMMUNITY DEVELOPMENT
DISTRICT**

February 3, 2025

**BOARD OF SUPERVISORS
REGULAR
MEETING AGENDA**

RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Reserve at Van Oaks Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

January 27, 2025

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Reserve at Van Oaks Community Development District

Dear Board Members:

The Board of Supervisors of the Reserve at Van Oaks Community Development District will hold a Regular Meeting on February 3, 2025 at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Elected Supervisors [Martha Schiffer – Seat 3, Harriet Stone – Seat 4, Tyler Woody – Seat 5] *(the following will be provided in a separate package)*
 - A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - B. Membership, Obligations and Responsibilities
 - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
4. Consideration of Resolution 2025-04, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date
5. Consider Appointment of Amber Sweeney to Fill Unexpired Term of Seat 2; *Term Expires November 2026*
 - Administration of Oath of Office
6. Consideration of Resolution 2025-05, Electing and Removing Officers of the District and Providing for an Effective Date

7. Presentation of Audited Financial Statements for Fiscal Year Ended September 30, 2023, Prepared by Berger, Toombs, Elam, Gaines & Frank
 - A. Consideration of Resolution 2025-06, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023
8. Ratification Items
 - A. Mele Environmental Services, LLC Estimate #1116 for Mulch Services
 - B. Polk County Property Appraiser 2025 Date Sharing and Usage Agreement
 - C. Polk County Property Appraiser Contract Agreement
9. Acceptance of Unaudited Financial Statements as of December 31, 2024
10. Approval of Minutes
 - A. November 4, 2024 Regular Meeting
 - B. November 5, 2024 Landowners' Meeting
11. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer *Poulos & Bennett, LLC*
 - C. District Property Manager: *HomeRiver Group-Orlando*
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: March 3, 2025 at 1:00 PM

○ QUORUM CHECK

SEAT 1	MEGAN GERMINO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	AMBER SWEENEY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	MARTHA SCHIFFER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	HARRIET STONE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	TYLER WOODY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

12. Board Members' Comments/Requests
13. Public Comments
14. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (410) 207-1802.

Sincerely,

Kristen Suit
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 943 865 3730

RESERVE AT VAN OAKS

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2025-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Reserve at Van Oaks Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Auburndale, Polk County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District's creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT:

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

Martha Schiffer	Seat 3	170 Votes
Harriet Stone	Seat 4	170 Votes
Tyler Woody	Seat 5	169 Votes

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following term of office:

Martha Schiffer	Seat 3	4-Year Term
Harriet Stone	Seat 4	4-Year Term
Tyler Woody	Seat 5	2-Year Term

3. **EFFECTIVE DATE.** This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 3rd day of February, 2025.

Attest:

**RESERVE AT VAN OAKS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

RESERVE AT VAN OAKS

COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2025-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RESERVE
AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT ELECTING
AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR
AN EFFECTIVE DATE.**

WHEREAS, the Reserve at Van Oaks Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF RESERVE AT VAN OAKS COMMUNITY
DEVELOPMENT DISTRICT THAT:**

SECTION 1. The following is/are elected as Officer(s) of the District effective February 3, 2025:

_____ is elected Chair
_____ is elected Vice Chair
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of February 3, 2025:

_____ Jake Essman	_____ Assistant Secretary
_____ Cliff Fischer	_____ Assistant Secretary

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Kristen Suit is Assistant Secretary

Craig Wrathell is Treasurer

Jeffrey Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 3RD DAY OF FEBRUARY, 2025.

ATTEST:

**RESERVE AT VAN OAKS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

RESERVE AT VAN OAKS

COMMUNITY DEVELOPMENT DISTRICT

7

Reserve at Van Oaks Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2023

Reserve at Van Oaks Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2023

TABLE OF CONTENTS

	<u>Page Number</u>
REPORT OF INDEPENDENT AUDITOR'S	1-3
MANAGEMENT'S DISCUSSION AND ANALYSIS	4-8
BASIC FINANCIAL STATEMENTS:	
Government-wide Financial Statements:	
Statement of Net Position	9
Statement of Activities	10
Fund Financial Statements:	
Balance Sheet – Governmental Funds	11
Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities	12
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	13
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	14
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund	15
Notes to Financial Statements	16-25
INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	26-27
MANAGEMENT LETTER	28-30
INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE WITH SECTION 218.415, FLORIDA STATUTES	31



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
Reserve at Van Oaks Community Development District
City of Auburndale, Florida

Report on Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and each major fund of Reserve at Van Oaks Community Development District (the "District"), as of and for the year ended September 30, 2023, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Reserve at Van Oaks Community Development District as of September 30, 2023, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.



To the Board of Supervisors
Reserve at Van Oaks Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.



To the Board of Supervisors
Reserve at Van Oaks Community Development District

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated December 18, 2024 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Reserve at Van Oaks Community Development District's internal control over financial reporting and compliance.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

December 18, 2024

**Reserve at Van Oaks Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2023**

Management's discussion and analysis of Reserve at Van Oaks Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by developer contributions.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment, culture/recreation and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Reserve at Van Oaks Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including capital assets are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliations are provided from the *fund financial statements* to the *government-wide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights

The following are the highlights of financial activity for the fiscal year ended September 30, 2023.

- ◆ The District's liabilities exceeded assets by \$(325,389) (net position). Unrestricted net position was \$(367,376). Restricted net position was \$41,987.
- ◆ Governmental activities revenues totaled \$197,741, while governmental activities expenses totaled \$501,770.

**Reserve at Van Oaks Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

Net Position

	Governmental Activities	
	2023	2022
Current assets	\$ 101,808	\$ 41,809 *
Restricted assets	224,786	-
Capital Assets	3,353,615	-
Total Assets	<u>3,680,209</u>	<u>41,809 *</u>
Current liabilities	232,157	63,169 *
Noncurrent liabilities	3,773,441	-
Total Liabilities	<u>4,005,598</u>	<u>63,169 *</u>
Net Position		
Restricted net position	41,987	-
Unrestricted	<u>(367,376)</u>	<u>(21,360) *</u>
Total Net Position	<u>\$ (325,389)</u>	<u>\$ (21,360) *</u>

*Unaudited

This is the initial full year of operations. The District issued long-term debt in April 2023.

**Reserve at Van Oaks Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

Change In Net Position

	Governmental Activities	
	2023	2022
Program Revenues		
Contributions	\$ 194,096	\$ 45,680 *
General Revenues		
Investment income	3,645	-
Total Revenues	<u>197,741</u>	<u>45,680 *</u>
Expenses		
General government	60,539	39,229 *
Physical environment	96,076	7,673 *
Culture/recreation	25,641	939 *
Interest and other charges	319,514	7,179 *
Total Expenses	<u>501,770</u>	<u>55,020 *</u>
Change in Net Position	(304,029)	(9,340) *
Net Position - Beginning of Year	<u>(21,360)</u>	<u>(12,020) *</u>
Net Position - End of Year	<u>\$ (325,389)</u>	<u>\$ (21,360) *</u>

*Unaudited

This is the initial full year of operations. The interest and other charges expense is related to the cost of issuance of long-term debt.

**Reserve at Van Oaks Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2023.

<u>Description</u>	<u>Governmental Activities</u>
	<u>2023</u>
Construction in progress	<u>\$ 3,353,615</u>

The activity for the year consisted of additions to construction in progress of \$3,353,615.

General Fund Budgetary Highlights

Actual expenditures were less than the final budget because there were lower landscape, legal and management fee expenditures than anticipated.

The September 30, 2023 budget was not amended.

Debt Management

Governmental Activities debt includes the following:

- In April 2023, the District issued \$3,870,000 Series 2023 Special Assessment Bonds. The bonds were issued to finance a portion of the cost of acquisition and construction of the 2023 Project. The balance outstanding at September 30, 2023 was \$3,870,000.

Economic Factors and Next Year's Budget

Reserve at Van Oaks Community Development District will continue to develop in 2024. It is expected that revenues and expenses will increase in 2024 as the District continues to develop.

Request for Information

The financial report is designed to provide a general overview of Reserve at Van Oaks Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Reserve at Van Oaks Community Development District's Finance Department at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

Reserve at Van Oaks Community Development District
STATEMENT OF NET POSITION
September 30, 2023

	Governmental Activities
ASSETS	
Current Assets	
Cash	\$ 101,808
Non-current Assets	
Restricted Assets	
Investments	224,786
Capital Assets, not being depreciated	
Construction in progress	3,353,615
Total Non-current Assets	3,578,401
Total Assets	3,680,209
LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	39,625
Due to other	6,087
Due to developer	73,116
Accrued interest	53,329
Bonds payable	60,000
Total Current Liabilities	232,157
Noncurrent Liabilities	
Bonds payable, net	3,773,441
Total Liabilities	4,005,598
NET POSITION	
Restricted for debt service	41,556
Restricted for capital projects	431
Unrestricted	(367,376)
Net Position	\$ (325,389)

See accompanying notes to financial statements.

Reserve at Van Oaks Community Development District
STATEMENT OF ACTIVITIES
For the Fiscal Year Ended September 30, 2023

Functions/Programs			Program	Net (Expenses)
			Revenues	Revenues and
			Operating	Changes in
			Grants and	Net Position
	Expenses		Contributions	Governmental
				Activities
Governmental Activities				
General government	\$ (60,539)	\$ 59,596		\$ (943)
Physical environment	(96,076)	94,579		(1,497)
Culture/recreation	(25,641)	25,242		(399)
Interest and other charges	(319,514)	14,679		(304,835)
Total Governmental Activities	<u>\$ (501,770)</u>	<u>\$ 194,096</u>		<u>(307,674)</u>
	General Revenues			
	Investment income			<u>3,645</u>
	Change in Net Position			(304,029)
	Net Position - October 1, 2022			<u>(21,360)</u>
	Net Position - September 30, 2023			<u>\$ (325,389)</u>

See accompanying notes to financial statements.

Reserve at Van Oaks Community Development District
BALANCE SHEET –
GOVERNMENTAL FUNDS
September 30, 2023

	General	Debt Service	Capital Projects	Total Governmental Funds
ASSETS				
Cash	\$ 101,808	\$ -	\$ -	\$ 101,808
Due from other funds	-	56	-	56
Restricted Assets				
Investments	-	224,355	431	224,786
Total Assets	<u>\$ 101,808</u>	<u>\$ 224,411</u>	<u>\$ 431</u>	<u>\$ 326,650</u>
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts payable and accrued expenses	\$ 39,569	\$ 56	\$ -	\$ 39,625
Due to other funds	56	-	-	56
Due to other	6,087	-	-	6,087
Due to developer	73,116	-	-	73,116
Total Liabilities	<u>118,828</u>	<u>56</u>	<u>-</u>	<u>118,884</u>
FUND BALANCES				
Restricted for debt service	-	224,355	-	224,355
Restricted for capital projects	-	-	431	431
Unassigned	(17,020)	-	-	(17,020)
Total Fund Balances	<u>(17,020)</u>	<u>224,355</u>	<u>431</u>	<u>207,766</u>
 Total Liabilities and Fund Balances	 <u>\$ 101,808</u>	 <u>\$ 224,411</u>	 <u>\$ 431</u>	 <u>\$ 326,650</u>

See accompanying notes to financial statements.

Reserve at Van Oaks Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2023

Total Governmental Fund Balances	\$ 207,766
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, construction in progress, used in governmental activities are not current financial resources and therefore, are not reported at the fund level.	3,353,615
Long-term liabilities, including bonds payable, \$(3,870,000), net of bond discount, net \$36,559, are not due and payable in the current period and therefore, are not reported at the fund level.	(3,833,441)
Accrued interest expense for long-term debt is not a current financial use and therefore, is not reported at the fund level.	<u>(53,329)</u>
Net Position of Governmental Activities	<u><u>\$ (325,389)</u></u>

See accompanying notes to financial statements.

Reserve at Van Oaks Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES – GOVERNMENTAL FUNDS
For the Fiscal Year Ended September 30, 2023

	General	Debt Service	Capital Projects	Total Governmental Funds
Revenues				
Developer contributions	\$ 179,417	\$ 14,679	\$ -	\$ 194,096
Investment income	-	3,214	431	3,645
Total Revenues	<u>179,417</u>	<u>17,893</u>	<u>431</u>	<u>197,741</u>
Expenditures				
Current				
General government	60,539	-	-	60,539
Physical environment	96,076	-	-	96,076
Culture/recreation	25,641	-	-	25,641
Capital outlay	-	-	3,353,615	3,353,615
Debt service				
Other	-	265,670	-	265,670
Total Expenditures	<u>182,256</u>	<u>265,670</u>	<u>3,353,615</u>	<u>3,801,541</u>
Excess Revenues Over/(Under) Expenditures	<u>(2,839)</u>	<u>(247,777)</u>	<u>(3,353,184)</u>	<u>(3,603,800)</u>
Other Financing Sources/(Uses)				
Issuance of long-term debt	-	516,385	3,353,615	3,870,000
Bond discount	-	(37,074)	-	(37,074)
Total Other Financing Sources/(Uses)	<u>-</u>	<u>479,311</u>	<u>3,353,615</u>	<u>3,832,926</u>
Net change in fund balances	(2,839)	231,534	431	229,126
Fund Balances - October 1, 2022	<u>(14,181)</u>	<u>(7,179)</u>	<u>-</u>	<u>(21,360)</u>
Fund Balances - September 30, 2023	<u>\$ (17,020)</u>	<u>\$ 224,355</u>	<u>\$ 431</u>	<u>\$ 207,766</u>

See accompanying notes to financial statements.

Reserve at Van Oaks Community Development District
RECONCILIATION OF THE STATEMENT
OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Fiscal Year Ended September 30, 2023

Net Change in Fund Balances - Total Governmental Funds	\$ 229,126
--	------------

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount of capital outlay in the current year.	3,353,615
--	-----------

The issuance of long-term debt, \$(3,870,000), net of bond discount, \$37,074, are recognized as other financing sources/(uses) at the fund level, however, they increase liabilities at the government-wide level.	(3,832,926)
---	-------------

Bond discounts are amortized over the life of the debt as interest expense at the government-wide level. This is the current year amortization.	(515)
---	-------

In the Statement of Activities, interest is accrued on outstanding bonds; whereas in governmental funds, interest expenditures are reported when due. This is the net amount between the prior year and current year accruals.	(53,329)
--	----------

Change in Net Position of Governmental Activities	<u>\$ (304,029)</u>
---	---------------------

See accompanying notes to financial statements.

Reserve at Van Oaks Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND
For the Fiscal Year Ended September 30, 2023

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Developer contributions	<u>\$ 338,399</u>	<u>\$ 338,399</u>	<u>\$ 179,417</u>	<u>\$ (158,982)</u>
Expenditures				
Current				
General government	94,290	94,290	60,539	33,751
Physical environment	183,700	183,700	96,076	87,624
Culture/recreation	<u>46,275</u>	<u>46,275</u>	<u>25,641</u>	<u>20,634</u>
Total Expenditures	<u>324,265</u>	<u>324,265</u>	<u>182,256</u>	<u>142,009</u>
Net Change in Fund Balances	14,134	14,134	(2,839)	(16,973)
Fund Balances - October 1, 2022	<u>(14,134)</u>	<u>(14,134)</u>	<u>(14,181)</u>	<u>(47)</u>
Fund Balances - September 30, 2023	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (17,020)</u>	<u>\$ (17,020)</u>

See accompanying notes to financial statements.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on, January 18, 2022, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), and by Ordinance No. 1684 of the City of Auburndale, Florida, as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Reserve at Van Oaks Community Development District. The District is governed by a five member Board of Supervisors. All the Supervisors are employed by the Developer. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Reserve at Van Oaks Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards Board, The Financial Reporting Entity, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by developer contributions. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter, to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 90 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

a. Governmental Major Funds (Continued)

Debt Service Fund – The Debt Service Fund accounts for the certain preliminary costs associated with the issuance of new debt.

Capital Projects Fund – The Capital Projects Fund accounts for the construction of infrastructure improvements within the District.

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as land and improvements, and non-current governmental liabilities, such as general obligation bonds and due to developer be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

a. Cash and Investments (Continued)

Cash equivalents include time deposits and all highly liquid debt instruments with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

b. Capital Assets

Capital assets, which include construction in progress, are reported in the applicable governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

c. Budgets

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. A formal budget is adopted for the general fund. As a result, deficits in the budget columns of the accompanying financial statements may occur.

d. Unamortized Bond Discount

Bond discount associated with the issuance of revenue bonds are amortized according to the straight-line method of accounting over the life of the bonds. For financial reporting, unamortized bond discount is netted with the applicable long-term debt.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE B – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2023, the District's bank balance was \$5,110 and the carrying value was \$101,808. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Investments

As of September 30, 2023, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturities</u>	<u>Fair Value</u>
First American Government Obligation	24 days*	<u>\$ 224,786</u>

*Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investments listed above are Level 1 assets.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE B – CASH AND INVESTMENTS (CONTINUED)

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. As of September 30, 2023, the District's investments in First American Government Obligation were rated AAAM by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund.

The investments in First American Government Obligation represent 100% of the District's investments. The types of deposits and investments and their level of risk exposure as of September 30, 2023 were typical. The District considers any decline in fair value for certain investments to be temporary.

NOTE C – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2023 was as follows:

	Balance October 1, 2022	Additions	Deletions	Balance September 30, 2023
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Construction in progress	\$ -	\$ 3,353,615	\$ -	\$ 3,353,615

NOTE D – LONG-TERM DEBT

The following is a summary of activity for long-term debt of the District for the year ended September 30, 2023:

Long-term Debt at October 1, 2022	\$ -
Issuance of long-term debt	3,870,000
Long-term Debt at September 30, 2023	\$ 3,870,000
Bond discount, net	(36,559)
Long-term Debt, Net at September 30, 2023	\$ 3,833,441

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE D – LONG-TERM DEBT (CONTINUED)

District debt is comprised of the following at September 30, 2023:

Special Assessment Revenue Bonds

\$3,870,000 Series 2023 Special Assessment Bonds due in annual principal installments beginning May 2024 and maturing May 1, 2053. Interest ranging from 4.300 to 5.375% is due each June and December beginning December 2023. Current portion is \$60,000.

\$ 3,870,000

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2023 are as follows:

Year Ending September 30,	Principal	Interest	Total
2024	\$ 60,000	\$ 191,153	\$ 251,153
2025	60,000	196,884	256,884
2026	65,000	194,304	259,304
2027	65,000	191,509	256,509
2028	70,000	188,714	258,714
2029-2033	400,000	894,248	1,294,248
2034-2038	505,000	783,313	1,288,313
2039-2043	660,000	638,275	1,298,275
2044-2048	860,000	445,588	1,305,588
2049-2053	1,125,000	187,854	1,312,854
Totals	<u>\$ 3,870,000</u>	<u>\$ 3,911,842</u>	<u>\$ 7,781,842</u>

Summary of Significant Bond Resolution Terms and Covenants

The Series 2023 Bonds are subject to redemption at the option of the District prior to maturity, in whole or in part, at a price equal to the principal amount of the outstanding Series 2023 Bonds to be redeemed, together with accrued interest to the date of redemption at any time on or after May 1, 2033. The Series 2023 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Trust Indenture establishes certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

Reserve at Van Oaks Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE D – LONG-TERM DEBT (CONTINUED)

Depository Funds

The bond resolutions establishes certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

Reserve Funds – The Series 2023 Reserve Account was funded from the proceeds of the Series 2023 Bonds in an amount equal to 50% of the maximum annual debt service for the Series 2023 Bonds. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

The following is a schedule of required reserve balances as of September 30, 2023:

	Reserve Balance	Reserve Requirement
Special Assessment Bonds, Series 2023	\$ 129,470	\$ 129,470

NOTE E – RELATED PARTY TRANSACTIONS

All voting members of the Board of Supervisors are affiliated with the Developer. The District received \$194,096 in contributions from the Developer for the year ended September 30, 2023. Additionally, the District has a balance due to the Developer of \$73,116 for the year ended September 30, 2023.

NOTE F – ECONOMIC DEPENDENCY

The Developer owns a significant portion of land within the District. The District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District's operations.

NOTE G – RISK MANAGEMENT

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The District has not filed any claims since inception.



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Reserve at Van Oaks Community Development District
City of Auburndale, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Reserve at Van Oaks Community Development District, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated December 18, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit, we considered Reserve at Van Oaks Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Reserve at Van Oaks Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Reserve at Van Oaks Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.



To the Board of Supervisors
Reserve at Van Oaks Community Development District

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Reserve at Van Oaks Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

December 18, 2024



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

MANAGEMENT LETTER

To the Board of Supervisors
Reserve at Van Oaks Community Development District
City of Auburndale, Florida

Report on the Financial Statements

We have audited the financial statements of the Reserve at Van Oaks Community Development District as of and for the year ended September 30, 2023, and have issued our report thereon dated December 18, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated December 18, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. This is the initial financial audit report.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not Reserve at Van Oaks Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Reserve at Van Oaks Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

To the Board of Supervisors
Reserve at Van Oaks Community Development District

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2023 for the Reserve at Van Oaks Community Development District. It is management's responsibility to monitor the Reserve at Van Oaks Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Reserve at Van Oaks Community Development District reported:

- 1) The total number of District employees compensated in the last pay period of the District's fiscal year: 0
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 1
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$0
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$48,234
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2022, together with the total expenditures for such project: N/A
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was not amended.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Reserve at Van Oaks Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District. The District was developer funded.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was N/A.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds. Series 2023, \$3,870,000 as of September 30, 2023, maturing May 2053.



To the Board of Supervisors
Reserve at Van Oaks Community Development District

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we noted no such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

December 18, 2024



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

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE
WITH SECTION 218.415 FLORIDA STATUTES**

To the Board of Supervisors
Reserve at Van Oaks Community Development District
City of Auburndale, Florida

We have examined Reserve at Van Oaks Community Development District's compliance with Section 218.415, Florida Statutes during the fiscal year ended September 30, 2023. Management is responsible for Reserve at Van Oaks Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Reserve at Van Oaks Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Reserve at Van Oaks Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Reserve at Van Oaks Community Development District's compliance with the specified requirements.

In our opinion, Reserve at Van Oaks Community Development District's complied, in all material respects, with the aforementioned requirements during the fiscal year ended September 30, 2023.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

December 18, 2024

RESERVE AT VAN OAKS

COMMUNITY DEVELOPMENT DISTRICT

7A

RESOLUTION 2025-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RESERVE AT
VAN OAKS COMMUNITY DEVELOPMENT DISTRICT HEREBY
ACCEPTING THE AUDITED FINANCIAL REPORT FOR THE FISCAL YEAR
ENDED SEPTEMBER 30, 2023**

WHEREAS, the District's Auditor, Berger, Toombs, Elam, Gaines & Frank, has heretofore prepared and submitted to the Board, for accepting, the District's Audited Financial Report for Fiscal Year 2023;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT
DISTRICT;**

1. The Audited Financial Report for Fiscal Year 2023, heretofore submitted to the Board, is hereby accepted for Fiscal Year 2023, for the period ending September 30, 2023; and
2. A verified copy of said Audited Financial Report for Fiscal Year 2023 shall be attached hereto as an exhibit to this Resolution, in the District's "Official Record of Proceedings".

PASSED AND ADOPTED this 3rd day of February, 2025.

ATTEST:

**RESERVE AT VAN OAKS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT

RATIFICATION
ITEMS A

Mele Environmental Services LLC
8911 pine grove dr
Lakeland, FL 33809 US
8633275693
mele.environmental@gmail.com
<http://www.lakelandlawnmaintenance.com>



Estimate

ADDRESS
Reserve at Van Oaks CDD

ESTIMATE # 1116
DATE 12/03/2024

ACTIVITY	QTY	RATE	AMOUNT
Mulch Services Annual front entrance and pool area mulch install (Pine Bark choice)	1	5,200.00	5,200.00
Mulch Services Mulching both rentention ponds flower beds with fountain grass trim back.	1	3,600.00	3,600.00
TOTAL			\$8,800.00

Accepted By *Martha Schiffer*
CDD Chair

Accepted Date 01/08/2025

RESERVE AT VAN OAKS

COMMUNITY DEVELOPMENT DISTRICT

RATIFICATION

ITEMS B



POLK COUNTY PROPERTY APPRAISER
2025 Data Sharing and Usage Agreement

Revised 01/2025
ADA Compliant

This Data Sharing and Usage Agreement, hereinafter referred to as "Agreement," establishes the terms and conditions under which the Reserve at Van Oaks CDP hereinafter referred to as "agency," can acquire and use Polk County Property Appraiser data that is exempt from Public Records disclosure as defined in FS 119.071.

In accordance with the terms and conditions of this Agreement, the agency agrees to protect confidential data in accordance with FS 282.3185 and FS 501.171 and adhere to the standards set forth within these statutes.

For the purposes of this Agreement, all data is provided. It is the responsibility of the agency to apply all statutory guidelines relative to confidentiality and personal identifying information.

The confidentiality of personal identifying information including: names, mailing address and OR Book and Pages pertaining to parcels owned by individuals that have received exempt / confidential status, hereinafter referred to as "confidential data," will be protected as follows:

1. The **agency** will not release **confidential data** that may reveal identifying information of individuals exempted from Public Records disclosure.
2. The **agency** will not present the **confidential data** in the results of data analysis (including maps) in any manner that would reveal personal identifying information of individuals exempted from Public Records disclosure.
3. The **agency** shall comply with all state laws and regulations governing the confidentiality and exempt status of personal identifying and location information that is the subject of this Agreement.
4. The **agency** shall ensure any employee granted access to **confidential data** is subject to the terms and conditions of this Agreement.
5. The **agency** shall ensure any third party granted access to **confidential data** is subject to the terms and conditions of this Agreement. Acceptance of these terms must be provided in writing to the **agency** by the third party before personal identifying information is released.
6. The **agency** agrees to comply with all regulations for the security of confidential personal information as defined in FS 501.171.
7. The **agency**, when defined as "local government" by FS 282.3185, is required to adhere to all cybersecurity guidelines when in possession of data provided or obtained from the Polk County Property Appraiser.

The term of this Agreement shall commence on **January 1, 2025**, and shall run until **December 31, 2025**, the date of signature by the parties notwithstanding. **This Agreement shall not automatically renew.** A new agreement will be provided annually to ensure all responsible parties are aware of and maintain the terms and conditions of this Data Sharing and Usage Agreement.

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures.

POLK COUNTY PROPERTY APPRAISER

Signature: Neil Combee
Print: Neil Combee
Title: Polk County Property Appraiser
Date: January 7, 2025

Agency: Reserve At Van Oaks CDP
Signature: Kristen Sutt
Print: Kristen Sutt
Title: Assistant Secretary
Date: 1/13/25

Please email the signed agreement to pataxroll@polk-county.net.

RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT

RATIFICATION
ITEMS C

CONTRACT AGREEMENT

This Agreement made and entered into on Monday, January 13, 2025 by and between the Reserve at Van Oaks Community Development District, a local unit of special purpose government of the State of Florida hereinafter referred to as the 'Special District', and Neil Combee, Polk County Property Appraiser, a Constitutional Officer of the State of Florida, whose address is 255 North Wilson Ave., Bartow, FL 33830, hereinafter referred to as the 'Property Appraiser'.

1. Section 197.3632 Florida Statutes, provides that special assessments of non-ad valorem taxes levied by the Special District may be included in the assessment rolls of the County and collected in conjunction with ad valorem taxes as assessed by the Property Appraiser. Pursuant to that option, the Property Appraiser and the Special District shall enter into an agreement providing for reimbursement to the Property Appraiser of administrative costs, including costs of inception and maintenance, incurred as a result of such inclusion.
2. The parties herein agree that, for the 2025 tax year assessment roll, the Property Appraiser will include on the assessment rolls such special assessments as are certified to her by the Reserve at Van Oaks Community Development District.
3. The term of this Agreement shall commence on January 1, 2025 or the date signed below, whichever is later, and shall run until December 31, 2025, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew.
4. The Special District shall meet all relevant requirements of Section 197.3632 & 190.021 Florida Statutes.
5. The Special District shall furnish the Property Appraiser with up-to-date data concerning its boundaries and proposed assessments, and other information as requested by the Property Appraiser to facilitate in administering the non-ad valorem assessment in question. Specifically, if assessments will be included on the 2025 TRIM Notice, the Special District shall provide **proposed assessments no later than Friday, July 11, 2025**. The Special District's assessments shall, as far as practicable, be uniform (e.g. one uniform assessment for maintenance, etc.) to facilitate the making of the assessments by the mass data techniques utilized by the Property Appraiser.
6. The Special District shall certify to the Property Appraiser the Special District's annual installment and levy **no later than Monday, September 15, 2025**. The Property Appraiser shall, using the information provided by the Special District, place the Special District's non ad-valorem special assessments on properties within the district for inclusion on the 2025 tax roll.
7. The Property Appraiser shall be compensated by the Special District for the administrative costs incurred in carrying out this Agreement at the rate of 1% of the amount levied on the TRIM Notice or if the TRIM Notice is not used, the rate shall be 1% of the amount levied on the 2025 tax roll. For the TRIM Notice, the Property Appraiser will require **payment on or before Monday, September 15, 2025** for processing within the Property Appraiser budget year (October 1st – September 30th).
8. If the actual costs of performing the services under this agreement exceed the compensation provided for in Paragraph 7, the amount of compensation shall be the actual costs of performing the services under this agreement.
9. If tax roll corrections are requested by the Special District, the Property Appraiser shall be compensated by the Special District for the administrative costs incurred at the rate of \$5.00 for each tax roll correction exceeding ten (10) corrections per tax year.

The Special District shall indemnify and hold harmless, to the extent permitted by Florida law and without waiving its right of any applicable sovereign immunity, the Property Appraiser and all respective officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the Property Appraiser and all respective officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the negligent or intentional acts or omissions of the Special District or its employees, agents, servants, partners, principals, or subcontractors arising out of, relating to, or resulting from the performance of the Agreement. The Special District shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the Property Appraiser where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may issue thereon.

EXECUTED BY:



Special District Representative

Kristen Sult
Print name

District Manager
Title

Date

Neil Combee
Polk County Property Appraiser
By:



Neil Combee, Property Appraiser

RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2024**

**RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2024**

	General Fund	Debt Service Fund Series 2023	Capital Projects Fund Series 2023	Total Governmental Funds
ASSETS				
Cash	\$ 525,498	\$ -	\$ -	\$ 525,498
Investments				
Revenue	-	78,852	-	78,852
Reserve	-	65,472	-	65,472
Construction	-	-	617	617
Interest	-	9	-	9
Due from Landowner	11,143	-	-	11,143
Due from general fund	-	198,235	-	198,235
Prepaid expense	528	-	-	528
Total assets	<u>537,169</u>	<u>342,568</u>	<u>617</u>	<u>880,354</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 1,464	\$ -	\$ -	\$ 1,464
Accounts payable - Year End	164	-	-	164
Due to other	6,087	-	-	6,087
Due to debt service fund	198,235	-	-	198,235
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>211,950</u>	<u>-</u>	<u>-</u>	<u>211,950</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	11,143	-	-	11,143
Total deferred inflows of resources	<u>11,143</u>	<u>-</u>	<u>-</u>	<u>11,143</u>
Fund balances:				
Restricted for:				
Debt service	-	342,568	-	342,568
Capital projects	-	-	617	617
Committed:				
Future repairs	14,133	-	-	14,133
Unassigned	299,943	-	-	299,943
Total fund balances	<u>314,076</u>	<u>342,568</u>	<u>617</u>	<u>657,261</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 537,169</u>	<u>\$ 342,568</u>	<u>\$ 617</u>	<u>\$ 880,354</u>
Total liabilities and fund balances	<u>\$ 537,169</u>	<u>\$ 342,568</u>	<u>\$ 617</u>	<u>\$ 880,354</u>

**RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED DECEMBER 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$342,884	\$ 345,594	\$ 350,993	98%
Total revenues	<u>342,884</u>	<u>345,594</u>	<u>350,993</u>	98%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	4,000	12,000	48,000	25%
Legal	2,330	2,330	25,000	9%
Engineering	88	88	2,000	4%
Audit	-	-	6,000	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	83	250	1,000	25%
EMMA software services	-	-	1,500	0%
Trustee*	-	-	5,000	0%
Telephone	17	50	200	25%
Postage	11	87	500	17%
Printing & binding	42	125	500	25%
Legal advertising	728	728	1,500	49%
Annual special district fee	-	175	175	100%
Insurance	-	5,537	5,700	97%
Contingencies/bank charges	89	279	500	56%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Meeting room rental	-	-	3,060	0%
Property appraiser & tax collector	-	-	10,969	0%
Total professional & administrative	<u>7,388</u>	<u>21,649</u>	<u>113,019</u>	19%
Field Operations				
Contracted services				
Pressure washing	-	-	6,000	0%
Lawn service & mulch	3,365	10,095	70,000	14%
Lift station	-	-	2,000	0%
Pool service	-	2,650	12,000	22%
Cabana janitorial	-	-	7,000	0%
Amenity access control & data management	527	1,582	8,000	20%
Ponds	540	810	3,500	23%
Repairs & supplies				
Pool & cabana maintenance	-	250	4,000	6%
Amenity access control repair	-	-	3,000	0%
Irrigation-repair	-	185	3,500	5%
General repairs/supplies	-	1,585	5,500	29%
Landscaping-repairs & replacement	-	1,155	5,000	23%
Utilities				
Electricity-entrance monuments	70	102	600	17%
Electricity-pool & cabana	1,110	1,429	6,000	24%
Electricity-street lights	3,736	6,894	30,000	23%
Water-pool	1,065	1,946	13,200	15%
Pool cable	330	668	1,500	45%
Administrative				
Management fee - PM	1,251	3,753	18,765	20%
O&M accounting - DM	333	1,000	4,000	25%
Pool permit	-	-	275	0%
Property insurance	-	6,638	20,000	33%
Total field operations	<u>12,327</u>	<u>40,742</u>	<u>223,840</u>	18%
Other fees & charges				
Uncoded expense	-	1,500	-	N/A
Tax collector	6,858	6,912	-	N/A
Total other fees & charges	<u>6,858</u>	<u>8,412</u>	<u>-</u>	N/A
Total expenditures	<u>26,573</u>	<u>70,803</u>	<u>336,859</u>	21%
Excess/(deficiency) of revenues over/(under) expenditures	316,311	274,791	14,134	
Fund balances - beginning	(2,235)	39,285	14,133	
Committed				
Future repairs	14,133	14,133	14,133	
Unassigned	299,943	299,943	1	
Fund balances - ending	<u>\$314,076</u>	<u>\$ 314,076</u>	<u>\$ 28,267</u>	

**RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2023
FOR THE PERIOD ENDED DECEMBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 261,104	\$ 263,168	\$ 267,293	98%
Interest	298	1,516	-	N/A
Total revenues	<u>261,402</u>	<u>264,684</u>	<u>267,293</u>	99%
EXPENDITURES				
Debt service				
Principal	-	-	60,000	0%
Interest	-	98,442	196,884	50%
Tax collector	5,222	5,263	8,353	63%
Total expenditures	<u>5,222</u>	<u>103,705</u>	<u>265,237</u>	39%
Excess/(deficiency) of revenues over/(under) expenditures	256,180	160,979	2,056	7830%
Fund balances - beginning	<u>86,388</u>	<u>181,589</u>	<u>237,501</u>	
Fund balances - ending	<u><u>\$ 342,568</u></u>	<u><u>\$ 342,568</u></u>	<u><u>\$ 239,557</u></u>	

**RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2023
FOR THE PERIOD ENDED DECEMBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 2	\$ 7
Total revenues	<u>2</u>	<u>7</u>
EXPENDITURES	-	-
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	2	7
Fund balances - beginning	615	610
Fund balances - ending	<u>\$ 617</u>	<u>\$ 617</u>

RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT

MINUTES
A

DRAFT

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

The Board of Supervisors of the Reserve at Van Oaks Community Development District held a Regular Meeting on November 4, 2024 at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809.

Present were:

Garth Noble	Chair
Martha Schiffer	Vice Chair
Megan Germino	Assistant Secretary

Also present:

Kristen Suit	District Manager
Clif Fischer	Wrathell, Hunt and Associates, LLC (WHA)
Bennett Davenport (via telephone)	District Counsel
Stephen Ervin	Home River Property Management
Jake Essman	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:00 p.m.

Supervisors Noble, Schiffer and Germino were present. Two seats were vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consider Appointment of Jake Essman to Fill Unexpired Term of Seat 5; Term Expires November 2024

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the appointment of Jake Essman to fill Seat 5, was approved.

- **Administration of Oath of Office (the following will also be provided in a separate package)**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Essman. Mr. Essman is familiar with the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

Ms. Suit stated that Mr. Essman will complete a Form 8B, as he is related to an employee of District Management's office.

FOURTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2024

- **Administration of Oath of Office**

This item was deferred.

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Garth Noble [Seat 2]

Ms. Suit presented Mr. Garth Noble's resignation.

<p>On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the resignation of Mr. Garth Noble from Seat 2, was accepted.</p>

SIXTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 2; Term Expires November 2024

- **Administration of Oath of Office**

This item was deferred.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2025-01,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-01. Ms. Schiffer nominated the following:

Martha Schiffer	Chair
Megan Germino	Vice Chair
Jake Essman	Assistant Secretary
Clifton Fischer	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Garth Noble	Chair
-------------	-------

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

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,
Resolution 2025-01, Electing, as nominated, and Removing Officers of the
District and Providing for an Effective Date, was adopted.**

EIGHTH ORDER OF BUSINESS

**Resolution 2025-02, Addressing Real Estate
Conveyances and Permits; Accepting a
Certificate of the District Engineer and
Declaring the 2023 Project Complete;
Providing Direction to the Trustee;
Finalizing the 2023 Assessments;
Authorizing Conveyances; Authorizing a
Mutual Release; Providing for a
Supplement to the Improvement Lien
Book; Providing for Severability, Conflicts,
and an Effective Date**

Mr. Davenport presented Resolution 2025-02.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2025-02, Addressing Real Estate Conveyances and Permits; Accepting a Certificate of the District Engineer and Declaring the 2023 Project Complete; Providing Direction to the Trustee; Finalizing the 2023 Assessments; Authorizing Conveyances; Authorizing a Mutual Release; Providing for a Supplement to the Improvement Lien Book; Providing for Severability, Conflicts, and an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Resolution 2025-03, Authorizing District Staff to Confirm the Satisfaction of the Release Conditions of the Special Assessment Bonds, Series 2023 (Series 2023 Project) and, Upon Satisfaction, Authorizing the Release of the Debt Service Reserve Funds into the Series 2023 Acquisition and Construction Account; Authorizing a Requisition for Payment of the Balance of the Series 2023 Acquisition and Construction Account; Providing Additional Authorization; Providing for Severability, Conflicts, and an Effective Date

Mr. Davenport presented Resolution 2025-03.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2025-03, Authorizing District Staff to Confirm the Satisfaction of the Release Conditions of the Special Assessment Bonds, Series 2023 (Series 2023 Project) and, Upon Satisfaction, Authorizing the Release of the Debt Service Reserve Funds into the Series 2023 Acquisition and Construction Account; Authorizing a Requisition for Payment of the Balance of the Series 2023 Acquisition and Construction Account; Providing Additional Authorization; Providing for Severability, Conflicts, and an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2024

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Unaudited Financial Statements as of September 30, 2024, were accepted.

ELEVENTH ORDER OF BUSINESS**Approval of August 5, 2024 Public Hearing
and Regular Meeting Minutes**

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,
the August 5, 2024 Public Hearing and Regular Meeting Minutes, as presented,
were approved.

TWELFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP****B. District Engineer: Poulos & Bennett, LLC****C. District Property Manager: HomeRiver Group-Orlando**

There were no District Counsel, District Engineer or District Property Manager reports.

D. District Manager: Wrathell, Hunt and Associates, LLC**• UPCOMING MEETINGS**

- November 5, 2024 at 5:00 PM [Landowners' Meeting: Lake Alfred Public Library, 25 N Seminole Avenue, Lake Alfred, Florida 33850]
- December 2, 2024 at 1:00 PM [Regular Meeting]

○ QUORUM CHECK

The next Regular Meeting will be held on December 2, 2024, unless cancelled.

THIRTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

Ms. Schiffer will be unable to attend the January 6, 2025 meeting.

FOURTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,
the meeting adjourned at 1:13 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

193

194

195

196

197

198 _____
Secretary/Assistant Secretary

Chair/Vice Chair

RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT

MINUTES
B

DRAFT

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

A Landowners' Meeting of the Reserve at Van Oaks Community Development District was held on November 5, 2024 at 5:00 p.m., at the Lake Alfred Public Library, 245 N Seminole Avenue, Lake Alfred, Florida 33850.

Present were:

Kristen Suit	District Manager/Proxyholder
Bennett Davenport (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 5:00 p.m., and noted that she is Proxy Holder for the Landowner, Meritage Homes of Florida Inc.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The affidavit of publication was provided for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners' Meeting

Ms. Suit stated that she will serve as Chair to conduct the Landowners' meeting. She is the Proxy Holder for the Landowner, Meritage Homes of Florida Inc., and there are no other Landowners or members of the public present.

FOURTH ORDER OF BUSINESS

Election of Supervisors [Seats 3,4,5]

A. Nominations

Ms. Suit nominated the following:

Seat 3	Martha Schiffer
Seat 4	Harriet Stone
Seat 5	Tyler Woody

No other nominations were made.

B. Casting of Ballots

- **Determine Number of Voting Units Represented**

A total of 19.32 acres were represented, equating to 20, and 150 platted units, for a total of 170 votes represented.

- **Determine Number of Voting Units Assigned by Proxy**

All 170 voting units represented were assigned by proxy.

Ms. Suit cast the following votes:

Seat 3	Martha Schiffer	170 votes
--------	-----------------	-----------

Seat 4	Harriet Stone	170 votes
--------	---------------	-----------

Seat 5	Tyler Woody	169 votes
--------	-------------	-----------

C. Ballot Tabulation and Results

Ms. Suit reported the following ballot tabulation, results and term lengths:

Seat 3	Martha Schiffer	170 votes	4-year Term
--------	-----------------	-----------	-------------

Seat 4	Harriet Stone	170 votes	4-year Term
--------	---------------	-----------	-------------

Seat 5	Tyler Woody	169 votes	2-year Term
--------	-------------	-----------	-------------

FIFTH ORDER OF BUSINESS

Landowners' Questions/Comments

There were no Landowners' questions or comments.

SIXTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned at 5:02 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

66
67
68
69
70
71
72
73

Secretary/Assistant Secretary

Chair/Vice Chair

RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION <i>Holiday Inn Express & Suites Lakeland North I-4</i> <i>4500 Lakeland Park Drive, Lakeland, Florida 33809</i> <i>¹Lake Alfred Public Library, 245 N Seminole Avenue, Lake Alfred, Florida 33850</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 7, 2024 CANCELED <i>Inclement Weather</i>	Regular Meeting	1:00 PM
November 4, 2024	Regular Meeting	1:00 PM
November 5, 2024 ¹	Landowners' Meeting	5:00 PM
December 2, 2024 CANCELED	Regular Meeting	1:00 PM
January 6, 2025 CANCELED	Regular Meeting	1:00 PM
February 3, 2025	Regular Meeting	1:00 PM
March 3, 2025	Regular Meeting	1:00 PM
April 7, 2025	Regular Meeting	1:00 PM
May 5, 2025	Regular Meeting	1:00 PM
June 2, 2025	Regular Meeting	1:00 PM
July 7, 2025	Regular Meeting	1:00 PM
August 4, 2025	Regular Meeting	1:00 PM