

**MINUTES OF MEETING
OSCEOLA VILLAGE CENTER
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Osceola Village Center Community Development District held Multiple Public Hearings and a Regular Meeting on June 14, 2021 at 11:00 a.m., at the Embassy Suites by Hilton Orlando Lake Buena Vista South, 4955 Kyngs Heath Road, Kissimmee, Florida 34746.

Present were:

Eric Marks	Chair
Richard Jerman	Vice Chair
Marybel Defillo	Assistant Secretary
Denver Marlow	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Kristen Suit	Wrathell, Hunt and Associates, LLC
Tucker Mackie (via telephone)	District Counsel
Steve Saha	District Engineer
Jim Reinert	AVEX Homes
Jimmy Dunn	Sunterra

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 11:05 a.m.

- **Administration of Oath of Office to Supervisor Richard Jerman (*the following will be provided in a separate package*)**

This item, previously the Third Order of Business, was presented out of order.

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Jerman.

Supervisors Marks, Jerman, Defillo and Marlow were present, in person. Supervisor Molina was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor Richard Jerman (*the following will be provided in a separate package*)

The Oath of Office was administered during the First Order of Business.

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Chapter 190, Florida Statutes**
- D. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- E. Form 8B: Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-34, Designating Richard Jerman as Vice Chair of the Osceola Village Center Community Development District, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-34.

On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, 2021-34, Designating Richard Jerman as Vice Chair of the Osceola Village Center Community Development District, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2020/2021 Budget

- A. Affidavit of Publication**
The affidavit of publication was included for informational purposes.
- B. Consideration of Resolution 2021-35, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2020, and Ending**

September 30, 2021; Authorizing Budget Amendments; and Providing an Effective Date

On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Marlow and seconded by Mr. Marks, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2021-35.

On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, Resolution 2021-35, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2021/2022 Budget

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2021-36, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date

On MOTION by Mr. Marlow and seconded by Mr. Jerman, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Marlow and seconded by Mr. Marks, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2021-36 and read the title.

On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, Resolution 2021-36, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

Discussion ensued regarding various topics, including passing Operations & Maintenance (O&M) expenses to purchasers at the time of closing, Equivalent Residential Unit (ERU) calculations, current intention to engage an HOA management company for all O&M activities, entering into a Maintenance Agreement with the HOA, the intention to keep the amenities private, issuance of bonds and considerations for the Fiscal Year 2023 budget.

The following change was made to the Fiscal Year 2022 budget:

Page 1: Add table with single-family ERU equal to 1.00 and townhomes equal to 0.65

On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, Resolution 2021-36, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

The affidavits of publication were included for informational purposes.

B. Consideration of Resolution 2020-37, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Mr. Marlow and seconded by Mr. Marks, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Marlow and seconded by Mr. Jerman, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2021-37 and read the title.

On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, Resolution 2020-37, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration by District Audit Committee of Responses to Request for Proposals (RFP) for Annual Audit Services

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. RFP Package

The RFP package was included for informational purposes.

C. Respondents

I. Berger, Toombs, Elam, Gaines & Frank

II. Carr, Riggs & Ingram, LLC

III. McDirmit Davis, LLC

Mr. Wrathell stated that Management has worked with all the audit firms and all are very well-qualified. Berger, Toombs, Elam, Gaines & Frank (BTEGF) was the lowest bidder and, normally, BTEGF would be recommended because cost would be the factor setting the firms apart; however, BTGEF was experiencing a staffing issue. BTGEF bid \$2,975 and \$3,250 with bonds, Carr, Riggs & Ingram, LLC (CRI) bid \$3,750 and \$6,250 with bonds and McDirmit Davis (MD) bid \$3,500 and \$4,400 with bonds.

D. Auditor Evaluation Matrix/Ranking

E. Award of Contract

Mr. Wrathell submitted his evaluation recommendation to the Auditor Selection Committee and Board. The total points awarded were as follows:

- 1. Mc Dirmit Davis 97 points
- 2. Berger, Toombs, Elam, Gaines & Frank 96 points
- 3. Carr, Riggs & Ingram 95 points

On MOTION by Mr. Jerman and seconded by Ms. Defillo, with all in favor, accepting the recommendations and ranking McDirmit Davis, LLC, as the #1 ranked respondent to the RFP for Annual Audit Services and authorizing Staff to negotiate and prepare an Agreement with McDirmit Davis, LLC and for the Chair to execute, was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-38, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for the Remainder of Fiscal Year 2020/2021 and for Fiscal Year 2021/2022 and Providing for an Effective Date

Mr. Wrathell recommended waiting to adopt a meeting schedule until the bonds are issued. Ms. Mackie stated the bond validation hearing was scheduled for July 30, 2021 and the appeal period would expire on August 29, 2021. This item was deferred.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-06, Designating the Primary Administrative Office and Principal Headquarters of the District; Designating the Location of the Local District Records Office; and Providing an Effective Date

This item was deferred.

ELEVENTH ORDER OF BUSINESS

Consideration of Minutes

Mr. Wrathell presented the following:

A. May 10, 2021 Landowners' Meeting

B. May 10, 2021 Public Hearings and Regular Meeting

On MOTION by Mr. Marlow and seconded by Mr. Marks, with all in favor, the May 10, 2021 Landowners’ and the May 10, 2021 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

There was no report.

B. District Engineer: *Poulos & Bennett*

There was no report.

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

- **NEXT MEETING DATE: _____**
 - **QUORUM CHECK**

The next meeting will be held after the bond validation hearing scheduled on July 30, 2021.

THIRTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There being no Board Members’ comments or requests, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

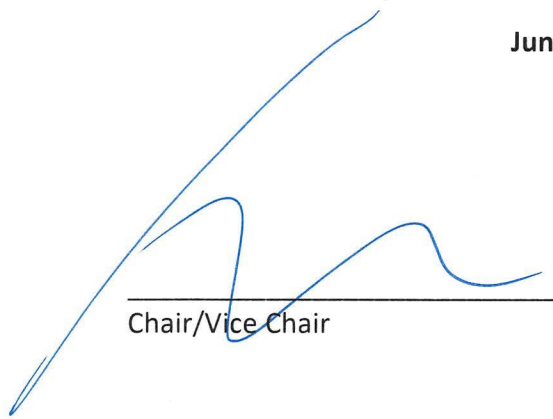
Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Marks and seconded by Mr. Jerman, with all in favor, the meeting adjourned at 11:42 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair