

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

The Board of Supervisors of the Osceola Village Center Community Development District held a Regular Meeting on May 11, 2022, at 11:00 a.m., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

**Present were:**

Eric Marks	Chair
Richard Jerman	Vice Chair
Denver Marlow	Assistant Secretary

**Also present were:**

Kristen Suit	District Manager
Tucker Mackie (via telephone)	District Counsel
Ryan Morgan (via telephone)	District Engineer
Jim Reinert (via telephone)	Stanley Martin Homes
Richard Browning	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 11:14 a.m. Supervisors Marks, Jerman and Marlow were present, in person. Supervisors DeFillo and Molina were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

- **Acceptance of Resignation of Supervisor Defillo from Seat 3 & Consideration of Appointment to Fill Seat 3**

**This item was an addition to the agenda.**

Ms. Suit presented the resignation of Supervisor Defillo.

**On MOTION by Mr. Jerman and seconded by Mr. Marks, with all in favor, the resignation of Ms. Marybel Defillo, was accepted.**

Mr. Marks nominated Mr. Richard Browning to fill Seat 3.

**On MOTION by Mr. Marks and seconded by Mr. Jerman, with all in favor, appointment of Mr. Richard Browning to fill Seat 3, was approved.**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Browning. She provided the Supervisors Packet to Mr. Browning, who has served on other CDD Boards and was familiar with the items.

**THIRD ORDER OF BUSINESS**

**Consideration Of Disclosure of Public Finance**

**On MOTION by Mr. Jerman and seconded by Mr. Marks, with all in favor, tabling the Third, Fourth and Fifth Orders of Business to the next meeting, was approved.**

**FOURTH ORDER OF BUSINESS**

**Ratification of Adoption of Work Product Plans & Improvement [NTE \$6.7 million]**

This item was tabled to the next meeting.

**FIFTH ORDER OF BUSINESS**

**Ratification of Adoption of Written Policies & Procedures Related to Tax Certificate**

This item was tabled to the next meeting.

**SIXTH ORDER OF BUSINESS**

**Ratification of HGS Transition Letter**

- **Kutak Rock LLP Retention and Fee Agreement**

Ms. Suit presented the joint letter by Hopping Green & Sams (HGS) and Kutak Rock, LLP, transitioning District Counsel Services to Kutak Rock and the Kutak Rock Retention and Fee Agreement.

**On MOTION by Mr. Jerman and seconded by Mr. Marks, with all in favor, the executed Hopping Green & Sams, P.A. and Kutak Rock LLP Joint Transition Letter and the Kutak Rock, LLP Retention and Fee Agreement, to serve as District Counsel, were ratified and approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Agreement Between the Osceola Village Center Community Development District and Osceola Village Homeowners' Association, Inc. for Facility Management, Operation, and Maintenance Services**

Ms. Suit stated that the HOA will budget for and collect revenues to maintain the CDD improvements. A map was requested from the District Engineer and will be provided to the HOA.

**On MOTION by Mr. Jerman and seconded by Mr. Marlow, with all in favor, the Consideration of Agreement Between the Osceola Village Center Community Development District and Osceola Village Homeowners' Association, Inc. for Facility Management, Operation, and Maintenance Services, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-01, Designating Kristen Suit as Assistant Secretary of the Osceola Village Center Community Development District, and Providing for an Effective Date**

Ms. Suit presented Resolution 2022-01. The Resolution would be updated to also add Mr. Browning as an Assistant Secretary, as follows:

Title and Section 1: Add Richard Browning as Assistant Secretary

**On MOTION by Mr. Marks and seconded by Mr. Jerman, with all in favor, Resolution 2022-01, as amended, Designating Kristen Suit and Richard Browning as Assistant Secretary of the Osceola Village Center Community Development District, and Providing for an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-02, Designating a Registered Agent and Registered Office of the Osceola Village Center Community Development District**

Ms. Suit presented Resolution 2022-02.

**On MOTION by Mr. Jerman and seconded by Mr. Marks, with all in favor, Resolution 2022-02, Designating Ms. Tucker F. Mackie as Registered Agent and Kutak Rock, LLP, 107 West College Avenue, Tallahassee, Florida 32301 as the Registered Office of the Osceola Village Center Community Development District, was adopted.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-03, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Suit presented Resolution 2022-03. She reviewed the proposed Fiscal Year 2023 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any changes. All assessments are now on roll. The following change was made:

Expenditures: Add "Meeting room rental" for \$750

Ms. Mackie stated that, she will provide the form for the Mailed Notice to the property owners and the published notice. It is necessary to send the Mailed Notice because this is the first time assessments will be levied on the property owners.

**On MOTION by Mr. Marks and seconded by Mr. Jerman, with all in favor, Resolution 2022-03, Approving a Proposed Budget for Fiscal Year 2022/2023, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law on August 10, 2022 at Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 347746; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date**

Ms. Suit presented Resolution 2022-04.

**On MOTION by Mr. Jerman and seconded by Mr. Browning, with all in favor, Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date, was adopted.**

**TWELFTH ORDER OF BUSINESS**

**Statutory Changes from 2021 Legislative Session**

Ms. Mackie presented the Memorandum detailing the following changes from the 2021 legislative session:

- A. Publication of Legal Notices**
- B. Wastewater and Stormwater Needs Analysis**
  - Consideration of Poulos & Bennett LLC, Amendment 1 for 20-Year Needs Analysis Proposal**

Ms. Mackie stated that special districts are now required to provide a Stormwater Management Needs Analysis Report that identifies the facilities maintained by the CDD, provides for projected service areas, estimates useful life and provides a maintenance plan. The Report must be submitted by June 30, 2022.

Ms. Mackie presented the Poulos & Bennett, LLC proposal. As the CDD does not have a wastewater system, it is only required to submit the Report with reference to the stormwater system. Ms. Suit stated this is an unbudgeted expense, as it became a requirement after Fiscal Year 2022 commenced.

**On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, Poulos & Bennett LLC Amendment 1 for preparation of the 20-Year Stormwater Management Needs Analysis Report and authorizing Supervisor Jerman to negotiate the price with the Poulos & Bennett, subject to a not-to-exceed amount up to \$15,500, billed hourly, was approved.**

**C. Prompt Payment Policies**

- **Consideration of Resolution 2022-05, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Ms. Mackie presented Resolution 2022-05.

**On MOTION by Mr. Marks and seconded by Mr. Browning, with Mr. Marks, Mr. Browning and Mr. Marlow in favor and Mr. Jerman dissenting, Resolution 2022-05, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**D. Public Records Exemptions**

**THIRTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of March 31, 2022**

Ms. Suit presented the Unaudited Financial Statements as of March 31, 2022.

**On MOTION by Mr. Jerman and seconded by Mr. Marks, with all in favor, the Unaudited Financial Statements as of March 31, 2022, were accepted.**

**FOURTEENTH ORDER OF BUSINESS**

**Approval of September 8, 2021 Special Meeting Minutes**

Ms. Suit presented the September 8, 2021 Special Meeting Minutes.

**On MOTION by Mr. Marks and seconded by Mr. Marlow, with all in favor, the September 8, 2021 Special Meeting Minutes, as presented, were approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Kutak Rock LLP***

There was no report.

**B. District Engineer: *Poulos & Bennett***

There was no report.

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

- **NEXT MEETING DATE: June 8, 2022 at 11:00 A.M.**
  - **QUORUM CHECK**

The June and July meetings will be cancelled. The next meeting will be held on August 10, 2022.

**SIXTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**SEVENTEENTH ORDER OF BUSINESS**

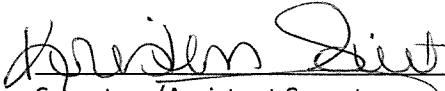
**Public Comments**

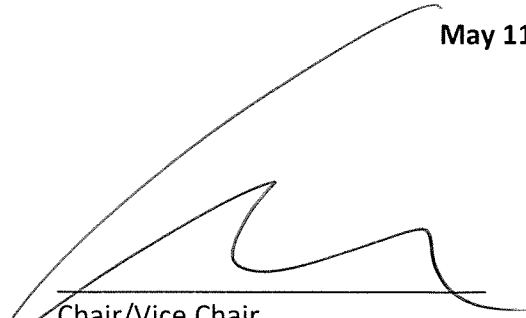
No members of the public spoke.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Marlow and seconded by Mr. Jerman, with all in favor, the meeting adjourned at 11:40 a.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair