

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

The Board of Supervisors of the Osceola Village Center Community Development District held a Public Hearing and Regular Meeting on July 12, 2023 at 11:00 a.m., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

**Present were:**

Eric Marks	Chair
John Ogden	Assistant Secretary
Melissa Henry	Assistant Secretary

**Also present were:**

Kristen Suit	District Manager
Tucker Mackie (via telephone)	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 11:00 a.m. Supervisors Marks, Henry and Ogden were present. Supervisor Browning was not present. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired Term of Seat 5; Term Expires November 2023**

- **Administration of Oath of Office to Newly Appointed Supervisor (the following to be provided in separate package)**
  - A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
  - B. **Membership, Obligations and Responsibilities**
  - C. **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

D. Form 8B: Memorandum of Voting Conflict

- Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date

These items were deferred.

FOURTH ORDER OF BUSINESS

Public Hearing on the Adoption of the Fiscal Year 2023/2024 Budget

- A. Proof/Affidavit of Publication
- B. Consideration of Resolution 2023-06, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

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

Ms. Suit presented Resolution 2023-06 and reviewed the proposed Fiscal Year 2024 budget, which is unchanged compared to the Fiscal Year 2023 budget. Collection of the Fiscal Year 2024 assessments transitioned from off roll to 100% on roll.

No members of the public spoke.

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

**On MOTION by Ms. Henry and seconded by Mr. Marks, with all in favor, Resolution 2023-06, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal

Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Mr. Ogden and seconded by Ms. Henry, with all in favor, Resolution 2023-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

On MOTION by Ms. Henry and seconded by Mr. Ogden, with all in favor, Resolution 2023-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Cost Share Agreement (HOA & Exterior Property Owners)

Ms. Suit stated POA execution of the Agreement is pending; the CDD and HOA executed the Agreement. A fully executed Agreement will likely be presented for consideration or ratification at the next meeting. Ms. Mackie will forward the partially executed Agreement to, whomever offered to help coordinate getting the POA to execute.

This item was deferred.

EIGHTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2021, Prepared by McDirmit Davis

Ms. Suit presented the Audited Financial Report for the Fiscal Year Ended September 30, 2021. The CDD received a clean audit; there were no findings, recommendations, deficiencies on internal control or instances of non-compliance.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-09, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2021**

**On MOTION by Mr. Marks and seconded by Ms. Henry, with all in favor, Resolution 2023-09, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2021, was adopted.**

**TENTH ORDER OF BUSINESS**

**Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2022, Prepared by McDirmit Davis**

Ms. Suit presented the Audited Financial Report for the Fiscal Year Ended September 30, 2022. The CDD received a clean audit; there were no findings, recommendations, deficiencies on internal control or instances of non-compliance.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-10, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022**

**On MOTION by Mr. Marks and seconded by Mr. Ogden, with all in favor, Resolution 2023-10, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022, was adopted.**

**TWELFTH ORDER OF BUSINESS**

**Update: Quarterly HOA Reporting**

This item was included on the agenda as a reminder that the HOA will submit quarterly reports.

On MOTION by Mr. Marks and seconded by Mr. Ogden, with all in favor, the Unaudited Financial Statements as of May 31, 2023, were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of May 10, 2023 Regular Meeting Minutes

On MOTION by Mr. Ogden and seconded by Mr. Marks, with all in favor, the May 10, 2023 Regular Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP
- B. District Engineer: Poulos & Bennett, LLC
- C. District Manager: Wrathell, Hunt and Associates, LLC

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

- NEXT MEETING DATE: August 9, 2023 at 11:00 AM
  - QUORUM CHECK

The meeting scheduled for August 9, 2023 will be canceled.

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 Ms. Henry and seconded by Mr. Marks, with all in favor, the meeting adjourned at 11:12 a.m.

  
Secretary Assistant Secretary

  
Chair/Vice Chair