

**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 April 10, 2024 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 Browning	Vice Chair
John Ogden	Assistant Secretary
Melissa Henry	Assistant Secretary

Also present:

Kristen Suit	District Manager
Tucker Mackie (via telephone)	District Counsel
Steve Saha (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:00 a.m. Supervisors Marks, Browning, Henry and Ogden were 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 2024 (the following to also be provided in 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

This item was deferred.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Approving Proposed Budget for Fiscal Year 2024/2025 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 2024-02. She reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

On MOTION by Mr. Marks and seconded by Mr. Browning, with all in favor, Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 10, 2024 at 11:00 a.m., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Designating a Date, Time, and Location for Landowners' Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date

Ms. Suit presented Resolution 2024-03. Board Members are not required to attend the Landowners' meeting. Ms. Suit will serve as Proxy Holder if the Board so directs.

On MOTION by Mr. Marks and seconded by Mr. Browning, with all in favor, Resolution 2024-03, Designating a Date, Time, and Location of November 5, 2024 at 11:15 a.m., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746 for a Landowners' Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

Ms. Suit presented Resolution 2024-04.

The following change was made to the Fiscal Year 2025 Meeting Schedule:

TIME: Insert 11:15 AM for November 5, 2024 meeting

On MOTION by Ms. Henry and seconded by Mr. Browning, with all in favor, Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Ratification of Maintenance Contribution Agreement (HOA & Exterior Property Owners)

The Board and Staff discussed the lack of response from the adjacent property owner.

Mr. Marks will work with Ms. Mackie, who will send a strongly-worded letter to the property owners related to a Cost Share Agreement and repayments in future assessments.

Discussion ensued regarding the Purchase Agreement and Development Agreements.

Ms. Suit recalled that the HOA Maintenance Agreement related to CDD improvements specifies that copies of any Agreements related to maintenance, such as the wetland in the pond area, must be provided to the CDD.

Ms. Mackie stated the HOA changed management companies at the end of 2023. Ms. Suit stated the Maintenance Contribution Agreement has already been approved; it is hoped that the Agreement will be ratified at the July 2024 meeting.

This item was deferred.

NINTH ORDER OF BUSINESS**Acceptance of Unaudited Financial
Statements as of February 29, 2024**

On MOTION by Mr. Marks and seconded by Mr. Ogden, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.

- **Discussion Resumed: Consideration of Resolution 2024-02, Approving Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

The Board and Staff discussed the need to reschedule the Public Hearing because the July meeting will likely be canceled.

On MOTION by Mr. Marks and seconded by Mr. Browning, with all in favor, Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for June 12, 2024 at 11:00 a.m., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS**Approval of July 12, 2023 Public Hearing
and Regular Meeting Minutes**

On MOTION by Mr. Browning and seconded by Ms. Henry, with all in favor, the July 12, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Ms. Mackie discussed the new requirement for Supervisors to complete four hours of ethics continuing education every year. Ms. Suit stated The Ethics Training Memorandum is included in the Agenda, behind Tab 3A.

Ms. Mackie highlighted items in The Ethics Training Memorandum related to completing this requirement and explained the new process for filing Form 1 electronically. While Form 1

must be filed electronically no later than July 1, 2024, it is not necessary to complete the four hours of training as of that date; ethics training completed by December 31, 2024 will be reported when filing Form 1 in 2025.

A Board Member asked if Supervisors who resign or whose term ends before the deadline are still required to complete the ethics training and the reporting. Ms. Mackie stated the training is technically required within the calendar year, although compliance is not documented until the following year when Form 1 is submitted. Her office will provide guidance with respect to ensuring that requirements are satisfied in such instances.

Ms. Mackie stated that Supervisors likely received an email from the Florida Commission on Ethics (FCOE) related to the new protocol for filing Form 1 electronically via the FCOE website, no later than July 1, 2024, rather than via the Supervisor of Elections. Supervisors should register on the FCOE website early; Staff can assist in this regard.

B. District Engineer: Poulos & Bennett, LLC

Mr. Saha asked if his assistance is needed with the annual inspection of CDD properties. Ms. Mackie stated she will review the Indenture and advise.

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

- **NEXT MEETING DATE: May 8, 2024 at 11:00 AM**
 - **QUORUM CHECK**

The May 8, 2024 meeting will be canceled. The next meeting will be June 12, 2024, at which a Public Hearing will be held to adopt the proposed Fiscal Year 2025 budget.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

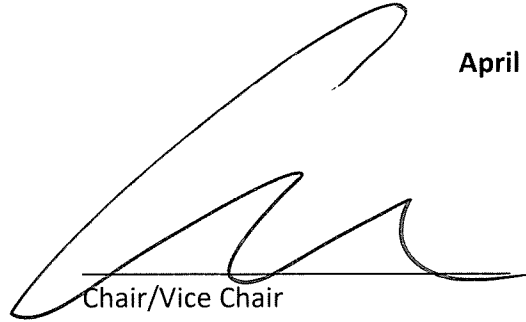
No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Marks and seconded by Mr. Browning, with all in favor, the meeting adjourned at 11:20 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair