

**MINUTES OF MEETING
LIVE OAK LAKE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Live Oak Lake Community Development District was held on Wednesday, **May 1, 2024** at 2:30 p.m. at the West Osceola Branch Library, 305 Campus Street, Celebration, Florida and via Zoom.

Present and constituting a quorum:

Andrea Stevens	Vice Chairperson
Mel Gray Marshall <i>by Zoom</i>	Assistant Secretary
Ned Bowman	Assistant Secretary
Kimberly Locher	Assistant Secretary

Also present were:

Tricia Adams	District Manager/GMS
Sarah Sandy	District Counsel, Kutak Rock
Jarrett Wright	Field Services, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order. Three Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened up the public comment period. No members of the public were attending in person. There was one member of the public attending on Zoom, the caller had no comment.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 7, 2024
Board of Supervisors Meeting**

Ms. Adams presented the minutes from the Board of Supervisors meeting on February 7, 2024, which can be found on page 5 of the agenda packet. She asked for any comments,

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corrections, or questions from the Board. The Board had no changes to the minutes. She noted the minutes had been reviewed by counsel and staff and no corrections were noted.

On MOTION by Mr. Bowman, seconded by Ms. Locher, with all in favor, the Minutes of the February 7, 2024, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Presentation of Series 2016 Arbitrage Rebate Report

Ms. Adams stated the tax-exempt bonds are regulated by the IRS and we are required to report we are not earning more interest than what we pay. She added there is no arbitrage issue.

On MOTION by Ms. Stevens, seconded by Mr. Bowman, with all in favor, the Series 2016 Arbitrage Rebate Report, was approved.

FIFTH ORDER OF BUSINESS

Ratification of Series 2016 Engagement Letter for Arbitrage Rebate Services

Ms. Adams presented the engagement letter and was noted it had been approved. She added the Board ask staff to pursue a better rate. She noted they came down from their original price and this is a negotiated rate.

On MOTION by Ms. Locher, seconded by Mr. Bowman, with all in favor, the Series 2026 Engagement Letter for Arbitrage Rebate Services, was ratified.

SIXTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Ms. Adams noted this independent audit report is required annually. This report includes a letter to Supervisors and there were no findings and financial records are in order. It is a clean audit.

On MOTION by Ms. Stevens, seconded by Mr. Bowman, with all in favor, the Fiscal Year 2023 Audit Report, was approved.

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SEVENTH ORDER OF BUSINESS

Consideration of Damaged Sod Replacement Proposal from Juniper

Ms. Adams stated this proposal is for the sod damage from deficiencies from the landscape provider. She added the vendor was contacted. Ms. Sandy presented the proposal from Juniper and the cost was around \$100,000. She added it was requested they make an offer to carry the cost or provide a credit to the district. The final offer was for 50% off and provided a credit to replace the damaged sod.

The concern from the Board was having the replacement completed all at once. Discussion ensued on the payments, how to ensure the work is acceptable, the costs to the district, the option to elect a different service provider and a notice requirement. Another discussion topic was around the lack of irrigation and the affect it would have on the sod replacement.

The landscape contract terms were discussed to ensure Juniper was completing the work appropriately to the satisfaction of the Board.

Ms. Marshall asked about a low bid and the ability to renegotiate landscape services. The amount Juniper offered was 50% credit on the sod installation. Ms. Sandy asked the Board to hold on evaluation of landscape service bids and ask the Board to make a decision if they will continue with Juniper or continue moving forward with the bid process.

The final thought was to have the project to be done in phases to ensure the Board was happy with their work. District Counsel will confirm the terms with Juniper.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, the Proposal from Juniper for Sod Damage Replacement, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy updated the Board on negotiating with Juniper on the warranty language and the wording of the new contract.

B. Engineer

Ms. Adams noted there was no Engineer’s report.

C. Field Manager’s Report

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Ms. Adams noted there was a motion to reject all proposals for landscape services based on the best interest of the District and to continue landscape maintenance services with Juniper.

- i. Consideration of Proposals for Landscape Services**
 - a. Blade Runners**
 - b. Helping Hand Lawn Care**
 - c. Juniper**
 - d. Prince and Sons**
 - e. Rotolo Consultants, Inc. (RCI)**
 - f. United Land Services**
 - g. Yellowstone Landscape**

On MOTION by Ms. Locher, seconded by Ms. Stevens, with all in favor, to Reject All Proposals for Landscaping Services Based on the Best Interest of the District and to Continue with The Current Service Provider, was approved.

Ms. Adams advised the letters of rejection to the vendors would be sent. There would be an effort to ensure vendors would submit a landscape service bid in the future if the need arises.

Mr. Wright presented the Field Manager's report. Discussion included sodding, irrigation issues, process to correct issues, discussion of restrictions on irrigation, water usage, challenges for irrigation and increase of homes to the community. Mr. Wright discussed the irrigation issues and reviewed the proposals for irrigation improvement for \$3,553.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, the Proposal for Irrigation Improvement, was approved.

Mr. Wright discussed the proposal for changing out irrigation and the approval of the new budget. There was a motion to rescind the prior motion approval.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, to Rescind the Approval Motion, was approved.

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The motion was made to delegate authority to the Vice Chair to Approve Proposal for Irrigation Improvements.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, Delegating Authority to the Vice Chair to Approve Proposals for Irrigation Improvements, was approved.

Mr. Wright made comments on the pond and stocking of game fish and the coordination with the HOA for an announcement. Other discussion was on the mature trees and turning off bubblers that were no longer needed.

D. District Manager’s Report

- i. February and March Check Registers**
- ii. February and March Balance Sheets**

The check run summaries and balance sheets were presented for February and March. Discussion ensued on the balances of the water bill and the HOA to reimburse. Ms. Adams will confirm. She noted they are running under budget.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, the Check Registers, were approved.

iii. Number of Registered Voters in the District

Ms. Adams reviewed the number of registered voters in the District as of April 15, 2024, as 1,307. She noted there was no action was required.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests

There being no comments, the next item followed.

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ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Stevens, seconded by Ms. Locher, with all in favor, the meeting was adjourned.

DocuSigned by:
Tricia Adams
Secretary / Assistant Secretary

DocuSigned by:
Andrea Stevens
Chairman / Vice Chairman