

**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, **June 5, 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 <i>by Zoom</i>	District Counsel, Kutak Rock
Nicole Stalder <i>by Zoom</i>	District Engineer, Dewberry
Jarrett Wright	Field Services, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 2:30. Four Supervisors were present, with three Supervisors in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period. No members of the public were attending in person nor were any members of the public attending on Zoom at this time.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 1, 2024,
Board of Supervisors Meeting**

Ms. Adams presented the minutes from the Board of Supervisors meeting on May 1, 2024, which can be found on page 5 of the agenda packet. She asked for any comments, corrections, or

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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 Ms. Locher, seconded by Mr. Bowman, with all in favor, the Minutes of the May 1, 2024, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-02 Approving Fiscal Year 2025 Proposed Budget and Setting Public Hearing to Adopt

Ms. Adams stated this item is included in the agenda packet on page 12. The CDD is required to approve a proposed budget by June 15th. This resolution approves the proposed budget and sets the public hearing for August 7, 2024, at 2:30 p.m. here at West Osceola Branch Library in Celebration. It allows for the District Management team to transmit the proposed budget to the local government and allows for the proposed budget to be posted on the CDD website to publish the notice in a legal advertisement in accordance with Florida Statute. They are proposing to keep the assessment level the same as the Board approved last year. NLV and Pulte have consented to a developer deficit funding contribution amount. There are 3 different product types, 35 ft. duplex, 50 ft. single family home and 70 ft. single family home. The duplexes are assessed at \$249.55 annually, 50 ft. assessed at \$356.50, and 70 ft. assessed at \$499.10 annually. Since there is no proposed assessment increase, there is no mailed notice requirement, but the proposed budget is posted on the website.

Resident (Clark) attending on Zoom commented on being unhappy this meeting was not posted on the website, so he didn't have the agenda. A Board member noted the meeting was noticed in the paper as required by law. Mr. Bowman offered his assistance to the resident.

On MOTION by Mr. Bowman, seconded by Ms. Locher, with all in favor, Resolution 2024-02 Approving Fiscal Year 2025 Proposed Budget and Setting a Public Hearing to Adopt on August 7, 2024, at 2:30 pm at the West Osceola Branch Library, 305 Campus Street, Celebration, Florida, was approved.

FIFTH ORDER OF BUSINESS

Ratification of Termination of Temporary Construction and Access Easement

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Ms. Adams stated from time to time there are construction and access agreements between the District and the land developer. This terminates and releases that temporary construction and access easement agreement. Ms. Sandy noted this agreement was provided by Narcoossee Land Ventures in connection with the connector road project that the District completed and is officially done, so the term of the easement was done and the District, per the easement, was required to execute and record this termination in the County’s official records.

On MOTION by Ms. Locher, seconded by Ms. Stevens, with all in favor, the Termination of Temporary Construction and Access Easement, was ratified.

SIXTH ORDER OF BUSINESS

Ratification of Proposals Related to Irrigation Installation on Nolte Road

Ms. Adams stated there were some deficiencies with the irrigation system. The Board desired to install the irrigation improvements prior to scheduling the sod replacement to get the system running effectively. Different types of spray heads and nozzles were proposed. The Board delegated authority to the Vice Chair to approve the proposals. All the approved proposals are in the agenda packet. Mr. Wright noted the Juniper proposal #264590 has been put on hold to adjust the flex pipe pattern to get better coverage. The other two proposals are for changing from 4 in. heads to 6 in. to help break through the sod and are recommended. Ms. Adams noted the Vice Chair did approve these proposals in the amount of \$18,448 and asked for ratification.

On MOTION by Ms. Locher, seconded by Mr. Bowman, with all in favor, the Proposals Related to Irrigation Installation on Nolte Road, were ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy updated the Board that they have drafted the work authorization that the Board approved at the last meeting for the sod replacement with Juniper and sent it to them. It included the provisions that the Board wanted. They provided in their letter that they would bill the District upon completion of the project.

B. Engineer

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i. Authorization for Additional Services

Ms. Stalder noted they did an additional service – a sketch and legal description that was prepared on Sarah’s request for the rights-of-way in the 7B phase. She stated they are working with Dewberry and the developer to come up with the documentation to acquire the improvements that the District would accept upon completion of that. Ms. Sandy noted to Ms. Adams that invoices such as this are part of the Series 2020 Project and can be paid for out of the District’s impact fee credit revenue account.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, the Work Authorization for Additional Services at \$1,600, was approved.

C. Field Manager’s Report

Mr. Wright presented the Field Manager’s Report. Topics included irrigation installation, midge treatment, fish installation and water levels in ponds. A Board member asked about pond edge cleanup. Mr. Wright received a proposal but is pushing back on the company due to the estimate for \$13,000.

D. District Manager’s Report**i. Approval of Check Register**

Ms. Adams noted on page 44 of the agenda is a check run summary for April and May. These are items from the General Fund in a total amount of \$93,826.50. A detailed register follows the summary. A Board member questioned a charge from FedEx. Ms. Adams noted District Counsel recommended they FedEx the rejection letters when proposals are rejected. Ms. Stevens asked about the tiered billing for Toho and making sure they are within the right tier. The accounting team will follow up on that.

On MOTION by Ms. Locher, seconded by Mr. Bowman, with all in favor, the Check Register and Balance Sheet, were approved.

ii. Approval of Balance Sheet

Ms. Adams noted for informational purposes, the unaudited financials are posted. These are in the agenda packet starting on page 49.

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iii. Reminder of Form 1 Filing Deadline – July 1, 2024

Ms. Adams stated Form 1 is an annual financial disclosure that Board members are required to file. Form 1 will should be filed electronically through the Board of Ethics by July 1st. The ethics training requirement this calendar year needs to be completed by December 31st and will be reported by next July. Ms. Stevens noted her term expires November 2024 and asked if she will be required to report on her Form 1 she was filing July 1, 2024, her ethics training that took place during the 2024 calendar year. Ms. Sandy noted there is a different Form 1 to file after you leave office. She will check into it. She will forward an email to the Board with free online courses to satisfy the requirements. A Board member asked if the ethics training must be done annually. Ms. Sandy noted it is required annually.

EIGHTH ORDER OF BUSINESS**Other Business**

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS**Supervisors Requests**

Ms. Marshall asked with the additional development and housing for 7A and 7B, the developed lots that have been there for years are under the series 2016 & 2020 bonds, so would the new developments that have changed from vacant platted land to developing a house be paying a new or additional debt assessment. Ms. Marshall said she doesn't think they would be looking for a decrease in the assessment, it would be a surplus and asked if she is correct in her statements. Ms. Adams noted in the proposed budget the tables at the bottom of the debt series should be helpful. Ms. Sandy stated the vacant platted lots and undeveloped lands are also currently paying against the 2020 bonds even if they don't have anything developed. The 2016 bonds have been fully absorbed and allocated to platted units now. The 2020 bonds are the only ones split between platted units and unplatted property. The only way there would be additional revenues is if what was platted and developed was more than anticipated at the time bonds were issued. Ms. Marshall asked would the proposals from Jones Homes to change things in different phases be transferred to Pulte or would the request for city to zone things differently in certain phases just go away? Ms. Sandy noted someone from Jones Homes would have to answer that since the CDD was not involved and that zoning was regulated on the City or County level

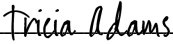
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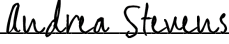
TENTH ORDER OF BUSINESS

Adjournment

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

Signed by:


Secretary / Assistant Secretary

Signed by:


Chairman / Vice Chairman