

**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, **November 6, 2024**, at 2:30 p.m. at the Hart Memorial Library, 211 E. Dakin Ave., Kissimmee, Florida.

Present and constituting a quorum:

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

Also present were:

Tricia Adams	District Manager, GMS
Monica Virgen	District Manager, GMS
Sarah Sandy <i>by Zoom</i>	District Counsel, Kutak Rock
Jarrett Wright	Field Services, GMS
Ashley Hilyard	Field Services, GMS
Nicole Stalder <i>by Zoom</i>	District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 3:28 p.m. Three Supervisors were present in person constituting a quorum. Mr. Stearns and Ms. Locher joined by Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period. There were no comments, the next item followed.

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THIRD ORDER OF BUSINESS

**Approval of Minutes of the September 4, 2024,
Board of Supervisors Meeting**

Ms. Adams presented the draft meeting minutes from the Board of Supervisors September 4, 2024 meeting. These minutes have been reviewed by District Management staff and District Counsel. There were no corrections.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, the Minutes of the September 4, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Presentation of Series 2016 Arbitrage Rebate Report

Ms. Adams presented the Arbitrage Report for the Series 2016 bond issue. The tax-exempt bonds were regulated by the IRS and calculations were done to confirm the District isn't earning more interest than they are paying. The report confirmed no arbitrage issues.

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

FIFTH ORDER OF BUSINESS

Consideration of Annual Proposal for Series 2016 Arbitrage Services

Ms. Adams presented a proposal from LLS Tax Solutions for arbitrage rebate calculations for FY25 at \$500.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, the LLS Tax Solutions Proposal for Series 2016 Arbitrage Services, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Cost Share Agreement (Irrigation and Fountains)

Ms. Sandy reviewed the cost share agreement with the Board.

On MOTION by Mr. Bowman, seconded by Ms. Marshall, with all in favor, the Cost Share Agreement (Irrigation and Fountains), was approved.

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SEVENTH ORDER OF BUSINESS

Consideration of Tri-Party Agreement Regarding Developer Funded/County Obligation Agreement

Ms. Sandy discussed an impact fee credit that will be received by NLV or the District in connection with improvements that have previously been funded by the District or funded by NLV or certain ones funded by the developer in the future. When selling some of their property to Pulte they entered into a Tri-Party Agreement because certain credits that would be going to NLV now will be going to Pulte because they are either developing the property that was subject of that agreement with the County and may be obligated to provide certain items. This Tri-Party Agreement lays out those items reflecting certain of the impact fee credits that NLV & Pulte will be split between the two of those. It also provides that Pulte in certain circumstances may come to first NLV and then the District in order to purchase impact fee credits if needed in order to do development within the District. It also provides some explanation in terms of the impact fee credits even though the District will be receiving pond 19 once constructed by NLV or Pulte, the impact fee credit for that item since the District is not paying for it would continue to stay with the entity that built it. It acknowledges what the District approved in a previous resolution which is that the impact fee credits that the District is receiving under the county agreement, it recognizes that the District approved to pay out the revenue received from those impact fee credits from the county pursuant to Resolution 2024-08, those would be paid out to NLV as compensation for the acquisition of certain improvements included within the District’s CIP. Pulte & NLV asked that the CDD be a part of this because the CDD is part of the agreement with the County.

On MOTION by Ms. Stevens, seconded by Mr. Stearns, with all in favor, the Tri-Party Agreement Regarding Developer Funded/County Obligation Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of FY24 Audit Services Engagement Letter

Ms. Adams stated the District is required to undergo an annual independent audit. The audit is due to be filed with the State of Florida by June 30th each year. The Board approved a 5-year audit agreement back in 2023 with FY2024 being \$5,200.

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On MOTION by Ms. Stevens, seconded by Mr. Bowman, with all in favor, the FY24 Audit Services Engagement Letter, was approved.

NINTH ORDER OF BUSINESS

Ratification of Proposal for Hurricane Milton Clean Up

Ms. Adams stated the field services manager worked with Juniper to put this proposal together for \$5,400 for cleanup of damaged trees, debris, and trees that needed to be staked. The Chair approved this proposal to start this cleanup as soon as possible.

On MOTION by Mr. Bowman, seconded by Ms. Stevens, with all in favor, the Proposal for Hurricane Milton Clean Up, was ratified.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy had nothing further to report.

B. Engineer

Ms. Stalder updated the Board of the final wetland inspection and maintenance event that will occur next month and is a requirement of the District.

C. Field Manager’s Report

Mr. Wright reviewed the Field Managers Report on page 62 of the agenda package.

i. Consideration of Proposals for Landscape Services

- a. Blade Runners – 97 total points**
- b. Prince & Sons – 95.33**
- c. United Landscape – 86.86**
- d. Yellowstone Landscape – 90.84**

Ms. Adams reviewed the allocation per category for each proposer. Blade Runners was ranked #1 with 97 points. Mr. Wright recommends Blade Runners based on his review and analysis. Blade Runners start date will be January 1, 2025 with Board approval.

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On MOTION by Mr. Bowman, seconded by Ms. Marshall, with all in favor, Ranking Blade Runners #1 with Start Date January 1, 2025, was approved.

Ms. Adams asked for a motion to terminate Juniper in accordance with the planned transition date of January 1, 2025.

On MOTION by Mr. Bowman, seconded by Ms. Locher, with all in favor, Terminating Juniper in Accordance with Agreement Terms, was approved.

D. District Manager’s Report

Ms. Adams updated the Board on the vacancies coming up effective November 19th for the general election seats where no one qualified. She noted two residents indicating they are qualified electors contacted her, Mr. Bob Holesko and Ms. Linda Warner. Appointment to the seats would be by Board motion and Board action. This item will be on the next agenda.

i. Approval of Check Register

Ms. Adams presented the check register through November 6, 2024 totaling \$91,661.43. The detailed run summary is included behind the check register.

On MOTION by Ms. Stearns, seconded by Mr. Bowman, with all in favor, the Check Register totaling \$91,661.43, were approved.

ii. Approval of Balance Sheet

Ms. Adams noted the unaudited financials through September 30, 2024 are provided for informational purposes. No Board action is required.

iii. Discussion of New Meeting Location

Ms. Adams discussed different meeting locations. The adopted meeting schedule is to meet at Celebration Library the first Wednesday of each month at 2:30 p.m. but when that meeting room is not available the meetings are booked at Hart Memorial Library. The Board can change the meeting schedule by Board action if they choose to do so.

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ELEVENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS Supervisors Requests

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS Adjournment

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

Signed by:
Tricia Adams
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Secretary / Assistant Secretary

Signed by:
Andrea Stevens
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Chairman / Vice Chairman