

MINUTES OF MEETING  
TOHOQUA  
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Tohoqua Community Development District was held on Wednesday, May 1, 2019 at 9:00 a.m., at the West Osceola Branch Library, 305 Campus Street, Kissimmee, FL.

Present and constituting a quorum were:

Andre Vidrine	Chairman
Marcus Hooker	Vice Chairman
James Dowd	Assistant Secretary

Also present were:

Darrin Mossing	District Manager
Andrew d'Adesky	District Counsel
Darrin Mossing, Jr.	GMS
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Mossing called the meeting to order at 9:00 a.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Mossing: There are no members of the public in attendance at this time.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation of Keith Trace**

Mr. Mossing: We received a resignation from Keith Trace, which is enclosed in the agenda package. Keith was an important person to the organization, to the District, and to the Developer. Everybody was disappointed to hear he was leaving, but it sounds like it is for a good reason. We need a motion for the Board to accept the resignation.

On MOTION by Mr. Vidrine, seconded by Mr. Hooker, with all in favor, Keith Trace's resignation was accepted.
--

**B. Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2019**

Mr. Mossing: Does the Board have any one they would like to nominate for the position?

Mr. Vidrine: I nominate Jason Good.

Mr. Mossing: Are there any other nominations? Hearing none, I would ask for a motion to appoint Jason Good to fill the unexpired term.

On MOTION by Mr. Dowd, seconded by Mr. Hooker, with all in favor, appointment of Jason Good to fulfill the Board Vacancy with a Term Ending November 2019, was approved.

**C. Administration of Oath of Office to Newly Appointed Supervisor**

Mr. Mossing: Since Mr. Good is not in attendance, we will continue this item to the next agenda when Mr. Good is present. Andre, please let him know he is welcome to come to our office if necessary.

Mr. Vidrine: That will work.

**D. Consideration of Resolution 2019-01 Electing Officers**

Mr. Mossing: The current slate of officers is Andre Vidrine as Chairman, Marcus Hooker as Vice Chairman, James Dowd as Assistant Secretary, George Flint as Secretary, and Ariel Lovera as Treasurer. Our recommendation would be to make Mr. Good an Assistant Secretary. If the Board is comfortable with keeping the other officers in their same positions, there is a resolution that was enclosed in your agenda that I would ask you to approve. It is Resolution 2019-01 Electing Officers.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, Resolution 2019-01 Electing Officers, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the November 7, 2018 Board of Supervisors Meeting**

Mr. Mossing: The minutes are enclosed in your agenda package. Does the Board have any questions, comments, addition or deletions? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, the minutes of the November 7, 2018 Board of Supervisors meeting, were approved, as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-03  
Approving the Proposed Fiscal Year 2020  
Budget and Setting a Public Hearing**

Mr. Mossing: The proposed budget was included in your agenda package. This is the start of our budget process. At this meeting, we will ask that the Board to approve this budget versus adopting it. The approval starts the budget process. We have tentatively scheduled the public hearing to adopt the budget on the August 7, 2019 meeting. We are not asking for any action on this budget except for one item. There are approximately 90 days between now and the public hearing, and we can change the budget throughout that process if necessary. The only difference would be, if the Board was considering increases the assessments from the prior year based upon the mailed notice, there would be additional actions that the District would need to take. Last year the District adopted a budget with a 30% discount in the per unit assessments because of the delay in opening the Amenity Center. The Amenity Center is anticipated to be open for the better part of the fiscal year for 2020. So, our recommendation is to remove that discount and approve this budget with the full planned per unit assessments.

Mr. Vidrine: I think that is a great plan of action.

Mr. Mossing: That motion will include the removal of the Phase 1 Amenity Center discount.

Mr. d’Adesky: Once again, this is only a proposed budget. It can change before it is adopted.

On MOTION by Mr. Vidrine, seconded by Mr. Hooker, with all in favor, Resolution 2019-03 Approving the Proposed Fiscal Year 2020 Budget and Setting a Public Hearing for August 7, 2019, at the West Osceola Branch Library, 305 Campus Street, Kissimmee, FL, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Aquatic Plant  
Management Agreement with Applied  
Aquatic Management, Inc.**

Mr. Mossing: The agreement was included in your agenda package. If you have any questions regarding that agreement or those services Alan Scheerer can answer them.

Mr. Hooker: Is it for one specific pond?

Mr. Scheerer: Three ponds. Andre had sent us a list of ponds if you want it under maintenance right away, and George felt comfortable in executing the agreement in advance of this Board meeting. Like Darrin said, we are just looking for ratification and the maintenance has already been ongoing. We do have a couple of other ponds. There is the number four pond that has not been released to the District. The engineers did approve of the pond, but the District has not accepted it yet. There is also the amenity pond which we have a pricing for. I do not believe that has been released to the District for maintenance.

Mr. d'Adesky: This is what Andre and I spoke about privately involving the other ponds. There might be some ponds that want to go to the District for maintenance sooner rather than later. The documents show that and Joe Thacker, your attorney, is familiar with those. She has all of those documents. We need to make sure we own them before we start maintaining them. It does not take long to convey them over. If that comes up between meetings, we should just go ahead and do the conveyances and ratify them at the next meeting.

Mr. Scheerer: I already have pricing on those other two ponds, not only for the aquatic maintenance, but Earth Tech provided me numbers for mowing. There is money in the budget to accomplish both.

Mr. Vidrine: Will you show us that map?

Mr. Scheerer: They are labeled "C," "D," and "E." Those tracts came off of the plat, but that was a make shift map. Ponds 1, 2 and 3 are the ones under maintenance. Ponds 4 and 5 need to be accepted into the District.

Mr. Mossing: Are there any more questions? Hearing none, I would ask for a motion to ratify.

On MOTION by Mr. Hooker, seconded by Mr. Dowd, with all in favor, the Aquatic Plant Management Agreement with Applied Aquatic Management, Inc. was ratified.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. d'Adesky: The one item we are working on is the agreement to provide on-site management services. We have spoken George about some of the structure. The exact structure that was depicted in the contract that was used somewhere else does not really work, but we have

other templates to follow. We are currently piecing that together and we should have that done within the week.

**B. Engineer**

Mr. Mossing: The Engineer is not here.

Mr. Vidrine: We can call him if needed. I do not have any questions.

Mr. d'Adesky: He needs to be aware that if we are doing any conveyances, he is going to have to certify those.

**C. District Manager's Report**

**i. Approval of Check Register**

Mr. Mossing: The check register is enclosed in your agenda package and it represents payments from October 23, 2018 through April 23, 2019. It covers check numbers 22-55 for a total of \$271,514.76. The large amounts in the check register are transfers or assessments from our general operating account to the Trustee. Does the Board have any questions? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Vidrine, seconded by Mr. Hooker, with all in favor, the Check Register totaling \$271,514.76, was approved.

**ii. Balance Sheet and Income Statement**

Mr. Mossing: The balance sheet and income statement are in your agenda package. Does the Board have any questions? Hearing none, we will move on to the next item.

**iii. Consideration of Funding Request #2**

Mr. Mossing: This funding request was generated prior to us receiving our assessments from the tax collector. Going forward, the Board will only be asked to approve check registers now that we have funding from our assessments. Does the Board have any questions? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Vidrine, seconded by Mr. Hooker, with all in favor, Funding Request #2, was approved.

**iv. Presentation of Number of Registered Voters - 0**

Mr. Mossing: Each year the District has to report the number of registered voters in the community as of April 15. That letter from Mary Jane Arrington the Osceola County Supervisor of Elections provided that information to us.

Mr. d'Adesky: Based on the buildout, you guys will hit 250. Some other developments may not hit the 250 number as quickly, but I do imagine based on the build that you guys might hit it fairly quick. Once you hit the 250 registered voter number, it triggers a transition to general elections. The registered voter depends on people that live there full time. Once you get to 250 and 6 years, there is a transition period. I think that will most likely happen at 6 years for you guys. It is a slow transition, however, so will have control for 8 years.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisors Requests**

There being none, the next item followed.

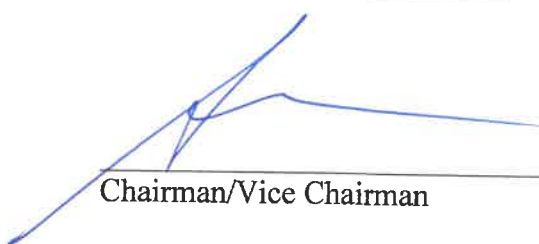
**TENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Mossing: If there's nothing further, we need a motion to adjourn.

On MOTION by Mr. Vidrine, seconded by Mr. Hooker, with all in favor the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman