

**MINUTES OF MEETING
TOHOQUA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Tohoqua Community Development District was held on Monday, **January 4, 2023** at 9:00 a.m. at Tohoqua Amenity Center, 1830 Fulfillment Drive, Kissimmee, Florida.

Present and constituting a quorum:

Andre Vidrine	Chairman
Marcus Hooker	Vice Chairman
Rob Bonin	Assistant Secretary
Chris Wrenn	Assistant Secretary
Jon Droor	Assistant Secretary

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
Eric Warren	District Engineer
Alan Scheerer	Field Manager
Marcia Calleja	CALM
Larissa Diaz	CALM
Chris Horton	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order at 9:00 a.m. and called the roll. All Supervisors were present. The Oath of Office was administered to Mr. Droor and Mr. Wrenn by Mr. Flint prior to the meeting.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: We just have Board Members and staff here.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 2, 2022 Board of Supervisors Meeting

Mr. Flint: Were there any comments or corrections to the November 2, 2022 minutes? If not, we need a motion to approve them.

On MOTION by Mr. Vidrine seconded by Mr. Hooker with all in favor the Minutes of the November 2, 2022 Board of Supervisors Meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-06 Approving Conveyance of Improvements Relating to Phase 3/6 (Phase 3/6 Project)

Ms. Trucco: You have Resolution 2023-06 in your agenda package. This deals with the conveyance of improvements from the developer, Lennar Homes, LLC (Lennar) to the CDD and from the CDD to the City of St. Cloud. This is also related to a requisition for the Phase 3/6 bonds. The CDD is paying out some of those bond funds to the developer and in exchange, we asked them to convey the utilities to the CDD and the CDD would convey them to the City of St. Cloud. So, attached to the resolution is a Bill of Sale from Lennar to the CDD and from the CDD to the City of St. Cloud. There is no property being conveyed, only utility improvements. So, there is no deed. Eric reviewed this conveyance. We were discussing a couple of revisions that we will be making. The first is to the Bill of Sale. We will be taking out any reference to stormwater ponds as there were no stormwater ponds in Phase 6. That is one revision that we will be making. The other is recently the utilities that were transferred to the Tohopekaliga Water Authority (Toho) for the City of St. Cloud. So, we are going to get in contact with the city to see if this should be applicable to Toho instead of the city for these improvements. We will be looking for approval subject to those revisions. Also attached to the resolution is an Agreement Regarding Taxes and Owner's Affidavit. Those are assurances from the developer that there are no outstanding taxes or encumbrances on the improvements that would give the ability of the CDD to own them and then simultaneously transfer them to the City of St. Cloud. There is also a Certificate of the District Engineer to certify that the improvements were constructed in accordance with the CDD plan to acquire bids and this conveyance being in accordance with the plat and other plans. So, today we are looking for the approval of Resolution 2023-06, subject to

the revisions that I just discussed. If you have any questions, I can take them now. Otherwise, we are just looking for a motion to approve. Eric, do you have anything to add?

Mr. Warren: No.

Mr. Flint: Are there any questions on the resolution or exhibits? If not, we need a motion to approve.

On MOTION by Mr. Vidrine seconded by Mr. Hooker with all in favor Resolution 2023-06 Approving the Conveyance of Improvements Relating to Phase 3/6 was adopted, subject to the revisions as discussed.

FIFTH ORDER OF BUSINESS

Consideration of Osceola County Property Appraiser Agreement - *Added*

Mr. Flint: We added the Agreement with the Osceola County Property Appraiser, which is required to be able to use the Tax Bill as the collection method for the District’s operation and maintenance (O&M) and debt assessments. This is an agreement that you approve annually. It is in the same form of agreement that you have seen in the past and the fees that they charge are specified in the Statute. These are consistent with the statutory fees. Are there any questions on the agreement? If not, we need a motion to approve it.

On MOTION by Mr. Wrenn seconded by Mr. Vidrine with all in favor the Osceola County Property Appraiser Agreement was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Kristen, do you have anything else?

Ms. Trucco: The only other update is that we are moving forward with an expansion and contraction of the CDD. We are just finalizing the legal descriptions now and getting that submitted. We will keep you updated. That’s it.

Mr. Flint: Okay.

B. Engineer

Mr. Flint: Eric, do you have anything engineering related?

Mr. Warren: No, but I'm available for questions if you have any.

Mr. Flint: Are there any questions for the District Engineer? Hearing none,

C. District Manager's Report

i. Approval of Check Register

Mr. Flint: You have the approval of the Check Register from October 21, 2022 through November 30, 2022 for the General Fund, Checks #596 through #623 in the total amount of \$99,522.19. The detailed register is behind the summary. If the Board has any questions, we can discuss those. If not, I'd ask for a motion to approve it.

On MOTION by Mr. Vidrine seconded by Mr. Hooker with all in favor the Check Register from September 27, 2022 through October 21, 2022 in the amount of \$99,522.19 was approved.

ii. Balance Sheet and Income Statement

Mr. Flint: We also have the Unaudited Financials through November 30th. This reflects the first two months in Fiscal Year 2023. No action is required by the Board on this, but if you have any questions, we can discuss those. In the Capital Projects Funds, it looks like there is \$13,000 left in one of the accounts, but otherwise it looks like the bond funds have been drawn down. Are there any questions on the Financial Statements? Hearing none,

iii. Amenity Manager's Report

Ms. Diaz: Good morning. New electrical outlets were installed in the pool pergolas. We had two rentals in November and two in December. You will also find the November and December events recap, the Pool and Gym Usage Reports from October through December and pictures of events held in November and December. Are there any questions?

Mr. Flint: It looks like the Fall Festival was well received.

Ms. Diaz: Yes. This was the first time we did it. We are scheduling it again for this year.

Mr. Flint: You also had a Holiday Movie Night.

Ms. Diaz: In November, we had the Holiday Party and Holiday Drive in December.

Mr. Flint: Okay. Are there any questions for on-site staff? Hearing none,

- **Field Manager's Report - Added**

Mr. Flint: Alan, do you have a Field Manager's Report?

Mr. Scheerer: Yeah. We did pretty well with the hurricanes, but we did have to set up close to 150 to 200 trees for disposal. So, we got that done. That also includes the residential street trees between the sidewalk and curb. So we had a lot of work going on there. If you recall, we talked about a few months back that we had somebody hit the entry monument. All of that work has been completed and invoicing has been submitted to the driver's insurance. They came out, fixed the cap stones and United Land re-did all of the landscaping and irrigation that was affected at that time. So that's completed. We tried to get the City of St. Cloud to help us with straightening out some of the street signs. Andre said that we probably wouldn't have much luck, but we did. So, those will be done this month. We have a couple of good highway signs and pedestrian crossing signs that will be taken care of. Then we noticed, I think last week or a couple of weeks ago, where there was damage done over by the second entrance. It turned out to be a force main issue. It will be restored by the end of next week. Other than that, the Oak trees have been limbed up along Cross Prairie Parkway. We are working on detailing for the next three months as the work is pretty much over for right now. There is a little bit of algae in the Phase 2 pond. For some reason, it has not been responding well with the chemicals. So the contractor has been working with a chemical provider to come up with a cocktail that is going to take care of it for us. It looks a lot better this month. We will continue to focus on that. That's all I have.

Mr. Flint: Are there any questions for Alan? Hearing none,

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Flint: Is there any other business? Hearing none,

EIGHTH ORDER OF BUSINESS

Supervisors Requests

Mr. Flint: Are there any Supervisors Requests? Hearing none,

NINTH ORDER OF BUSINESS

Adjournment

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

January 4, 2023

Tohoqua CDD


Secretary / Assistant Secretary


Chairman / Vice Chairman