

**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, **November 2, 2022** 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

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
Eric Warren <i>by phone</i>	District Engineer
Alan Scheerer	Field Manager
Marcia Calleja	CALM
Larissa Diaz	CALM
Sara Zare <i>by phone</i>	MBS Capital Markets
Indra Rivas	Akerman, LLC

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order at 9:00 a.m. and called the roll. A quorum was present. The Oath of Office was administered to Mr. Wrenn 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 October 5,  
2022 Board of Supervisors Meeting**

Mr. Flint: Did the Board have any comments or corrections to those? 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 September 7, 2022 Board of Supervisors Meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05  
Finalizing Assessments for Assessment  
Area Five (Phase 3/6 Project)**

Mr. Flint: Kristen, do you want to handle the Finalizing Resolution?

Ms. Trucco: Yes. We have Resolution 2023-05, which was included in the agenda package. This is the last statutory step for us to issue bonds. If you recall, the Board adopted a Declaring Resolution, setting the public hearing, Levy Resolution and now we have our Finalizing Special Assessment Resolution. The bonds have been sold and priced in the amount of \$2,120,000. This resolution finalizes the assessments that will be collected in order to repay the Series 2022 bonds in the amount of \$2,120,000. This will also approve the amount of special assessments being put in the Lien Book and authorizes the District to submit those assessments to the Tax Collector for collection of the assessments. Again, assessments will be levied in the amount of \$2,120,000 in accordance with the Supplemental Assessment Methodology that is attached to the resolution, in order to construct the project that is detailed in the Engineer's Report, which is attached to the resolution. If you have any questions, I can take them now. Otherwise, we are just looking for a motion to adopt Resolution 2023-05.

On MOTION by Mr. Vidrine seconded by Mr. Hooker with all in favor Resolution 2023-05 Finalizing the Special Assessments Securing the District's Series 2022 (Phase 3/6 Project) Special Assessment Revenue Bonds; Providing for Severability, Conflicts and an Effective Date was adopted.

Mr. Flint: That was the main reason we needed to meet today since we just issued the Phase 3/6 bonds. We are teed up and ready to proceed to the next Pulte series, once Pulte is ready for us to do that. Next will either be Phase 4A/5A or Phase 4B/5B.

Mr. Vidrine: Phase 4B/5B.

Mr. Flint: That will be the next bond issue, once they are ready to move forward.

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 \$43,164.07 was approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint: You also have the Unaudited Financials through September 30<sup>th</sup>. These are unaudited through the end of Fiscal Year 2022. You can see that our on-roll assessments are a little over 100% collected. Our direct assessments are 100% collected and we did submit some developer contributions in the amount of \$5,261. On the expense side, our expenses line up with our budget for administration, but we are under budget on the operation and maintenance (O&M) side, because we budgeted areas that may not have come on during the course of the fiscal year. Are there any questions on the financials? Hearing none,

**iii. Amenity Manager's Report**

Mr. Flint: Larissa?

Ms. Diaz: Good morning. A new trash can was installed by the playground. We had three rentals in October. You will see October's events. We are kicking off the holiday season with our first Fall Festival scheduled for this Saturday. Also, you will see the event schedule for November, Usage Report for the pool and the gym and pictures of the Residents Business Fair that we had in October. Are there any questions?

Mr. Flint: It looks like we had a good turnout for the Residents Business Fair.

Ms. Diaz: There was.

Mr. Vidrine: It looks good.

Ms. Diaz: It cost zero dollars to the CDD.

Mr. Flint: We set that up because we're always having requests for people to put their business cards in the Clubhouse for their personal businesses or they want to rent the facility for commercial use, which we don't allow. So, this is an attempt to try to address that need and avoid having stuff posted on our bulletin board, etc. Are there any questions for amenity staff? Hearing none, Alan, do you have a Field Manager's Report?

Mr. Scheerer: I have nothing major to report. The property looks good. The turf is springing up real nice. We did a blanket application on weed control throughout all of the Zoysia. We approved the work for the entry. We're just waiting on Jack to get that done and then

landscaping will go in. We will be getting some bed dressing coming in here quickly. Our mulch is being re-done soon. We did have an emergency call on Sunday about 11:30 a.m. from a resident about feces in the swimming pool. I immediately notified Robert's Pools and of course Larissa, Marcia and Chris. Within three hours, the problem was taken care of. It turns out that we have a pesky racoon. So, we will have to look and see about trapping it and getting it relocated somewhere else, but the resident was adamant that it was human and it wasn't. We got the pictures. Staff responded well. They put the signs up and locked up the pool facility. Robert's Pools was already here doing the cleanup. Like I said, within three hours, anybody that wanted to use the pool, was able to use it. It was all sanitized, cleaned and ready to go. It was an interesting Sunday. Thanks to Larissa and her team and Marcia and Chris to get this handled so quickly.

Mr. Vidrine: We'll take those types of emergencies anytime.

Mr. Scheerer: They do happen, but not very often here. I don't get too many Sunday calls, but it was handled relatively quickly.

Mr. Vidrine: Great. Thank you.

Mr. Scheerer: That's all I have.

#### **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, Is there anything else from staff? That was all that we needed the Board here for.

Ms. Zare: I just want to make sure in terms of requisitions, that the Vice Chair and Chair have the authority to sign those requisitions should Lennar have them ready.

Mr. Flint: Where are we with the requisitions for Phase 3/6?

Ms. Trucco: We probably have to ask Eric if he prepared those requisitions. We haven't seen one yet.

Mr. Flint: Okay.

Ms. Trucco: So, we can get with Eric and if it's a time-sensitive requisition, we're happy to have the Chair approve it and then ratified at the next Board meeting.

Mr. Flint: Okay.

Ms. Trucco: Eric, are you on the line still?

Mr. Warren: I'm here.

Mr. Flint: Kristen was wondering about the Phase 3/6 requisition and if we're ready for the conveyances, Bills of Sale, etc. to be able to process that requisition.

Mr. Warren: We're drafting one up. Phase 3 is still under construction. Probably 30% is completed. Phase 6 was completed except for the hardscaping and landscaping. We are working on them. Lennar asked me to get one started, so we're preparing one for the items that are completed.

Mr. Flint: Okay.

Mr. Warren: Which would be primarily utilities within Phase 6. Phase 3 is not ready yet.

Mr. Flint: So, we need a motion from the Board to authorize the Chair or Vice Chair to execute the documents necessary to process the requisition and then it will be ratified for the Phase 3/6 bond issue.


On MOTION by Mr. Wrenn seconded by Mr. Vidrine with all in favor authorizing the Chair or Vice Chair to execute the documents necessary to process requisitions for the Phase 3/6 bond issue was approved.

Mr. Flint: Thanks, Sara. That's a good point. Is there anything else? If not, we need a motion to adjourn.

**NINTH ORDER OF BUSINESS**

**Adjournment**

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

  
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Secretary / Assistant Secretary

  
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Chairman / Vice Chairman