

**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 7, 2025** at 9:00 a.m. at Tohoqua Amenity Center, 1830 Fulfillment Drive, Kissimmee, Florida.

Present and constituting a quorum:

Andre Vidrine  
Asif Qureshi  
Terry Knight

Chairman  
Assistant Secretary  
Assistant Secretary

Also present were:

George Flint  
Kristen Trucco  
Stephen Saha *by phone*  
Alan Scheerer  
Chris Horter  
Marcia Calleja

District Manager  
District Counsel  
District Engineer  
Field Manager  
GMS  
CALM

**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.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Next is the public comment period. Are there any members of the public that would like to provide comment to the Board on anything on the agenda or anything that you would like to bring to the Board's attention? I don't hear any public comments at this time.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the March 3, 2025  
Board of Supervisors Meeting**

Mr. Flint: Next is the approval of the minutes of the March 3, 2025 Board of Supervisors meeting. Did the Board have any comments or corrections to the minutes?

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Mr. Vidrine: No.

Mr. Flint: We need a motion to approve them.

On MOTION by Mr. Qureshi seconded by Mr. Vidrine with all in favor the Minutes of the March 3, 2025 Board of Supervisors Meeting were approved as presented.

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Resolution 2025-08 Approving the Fiscal Year 2026 Proposed Budget and Setting a Public Hearing to Adopt**

Mr. Flint: Item four is consideration of Resolution 2025-08, approving a Proposed Budget and setting the public hearing. The budget process for the CDD is a two-step process. The first step is to approve a Proposed Budget, which is not binding on the Board. It's really the start of the budget process and you set the date, place and time of the public hearing, where the budget would actually be adopted. I apologize for the lateness of getting the Proposed Budget out to you. It is a pretty complicated budget and it took a little bit extra time to get the Proposed Budget together. According to the resolution in your agenda, we're recommending your August 6<sup>th</sup> meeting at 9:00 a.m. in this location for the actual hearing, where you would consider adoption of the budget. The fiscal year starts on October 1<sup>st</sup>. Attached to this resolution is Exhibit A, which was sent out to you by email and was loaded onto the iPads. We're not recommending any adjustments at this point to your assessment levels for the properties within the District. But I will note, we show in the budget that we're balancing the budget with carry forward. You do have adequate carry forward to be able to do this and still maintain more than a three-month operating reserve. So, normally what we do, is we look at your projected cash at the end of the current year and back out three months of operating reserve, look at the balance and then make a determination of whether you have the ability to use some of that cash to balance the budget. You could move that cash to your capital reserve or carry it forward in your General Fund. But since we are still building out the balance of the community, you still have Phase 8, the last phase, which they're just starting now and I think it makes sense to wait until all the dust settles on that. I'm going to recommend we bid out the landscaping contract, as that is the single biggest expense in your budget. The result of that may be that there are savings that would offset any necessary increase. Also, as we firm up your other line items, we will have a better idea of where

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we stand at the end of Fiscal Year (FY) 2026. So, at this point, we believe that it makes sense to balance the budget. We also have some expenses in here that are for a full year. We know that we're not going to have a full year of those expenses because Phase 8 is included in here. So, it makes sense to balance with the carry forward at this point, unless the Board feels differently. If there was to be a proposed increase in this budget, there would be a mailed notice, letting everybody know that. But since there isn't, you'll have a public hearing in August, which will be advertised in accordance with the Statutes and we'll go from there. You will see that your *Administrative* expenses are basically flat in total and we are asking for a 3% increase in the line items associated with District management. We've adjusted some of the other line items down to compensate for that increase. You're not approving that increase today. Again, this is a Proposed Budget and if it's adopted with those adjustments in August, those would go into effect. Under *Contractual Services*, we've adjusted the *Landscape Maintenance* number and we have some detailed information in the narrative showing that. But this is intended to cover all of the phases through build-out. There are some adjustments, as United was asking for an increase in some of their existing phases and it also includes everything through Phase 8. Again, I think we need to bid that contract out. So, as the community has been developing and new phases have been added, we've been amending the budget. I think contractors have a tendency in that scenario, as the price ends up getting a little out of whack where it needs to be, if you bid the whole thing together. It keeps everybody honest. I think that's the primary change in that first section. The next section is *Repairs & Maintenance*, which has actually gone down a little bit. We also had a line item for *Stormwater Inspections*, which is done in accordance with the bond indenture and is expended under the *Engineering* line item up in the *Administrative* section, so there's no need to have a separate line item for that. *Utilities* have increased by about \$15,000. Again, these are all estimates and we'll know better once we start getting all of the landscaped areas online. A lot of the increases in these sections, was for the Phase 4C amenity, that will be coming on in the next month or so. So, you will see some adjustments in the *Pool Attendants* line item, as well as *Pool Cleaning*, *Janitorial* and *Utilities*. The majority of those adjustments that you see in the budget, are anticipated to address the new amenity facility coming online. We've increased the *Special Events* budget from \$25,000 to \$35,000. We also increased the revenue line associated with that, assuming a 50% recovery of those costs. So, you'll see that the revenue line is \$17,500. Our goal would be that for those special events that we hold, to recover 50% of the expense through

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admissions. That's really in a nutshell, the Proposed Budget. Again, this is the start of the budget process. You're not writing anything in stone today by approving this, but it allows us to transmit this to the City of St. Cloud and Osceola County, at least 60 days before your budget hearing. They have the ability to comment on it, but they don't have any approval authority. The 20 plus years I've been managing CDDs, I've never received a comment from a local government. It's just part of the statutory process we have to follow. It kind of drives the timeframes for when your public hearing will be. Are there any questions on the Proposed Budget? Feel free to get with us after the meeting, between this meeting and the next meeting, with any comments or questions and we can address those.

Mr. Qureshi: George, I just have one quick question. I noticed that in *Hurricane Cleanup*, the actual through 3/31/25, you're showing \$22,318. But we are not projecting anything for the Proposed Budget in 2026.

Mr. Flint: Yeah, you can't predict if there's going to be a hurricane or not. The likelihood is there isn't, but you always need to plan in the event that there is one.

Mr. Qureshi: Right.

Mr. Flint: But my thought on that, is we didn't have a budget in the current year for the cleanup.

Mr. Qureshi: Right.

Mr. Flint: Typically, that would be a *Contingency* item. We have \$25,000 in the Contingency line item and you're also going to have some savings in your other line. So, rather than building that as an ongoing cost into your budget every year and having to fund that through assessments, it's typically something that you would handle in a contingency.

Mr. Qureshi: That's good.

Mr. Flint: Depending on how bad the damage is, we have insurance coverage. We also have the ability to apply for FEMA grants. It didn't rise to the level of needing to do this, but a lot of these expenses have to do with straightening trees and debris removal.

Mr. Qureshi: Right.

Mr. Flint: There are FEMA grants for debris removal, but this didn't rise to the level of going through that bureaucratic morass, to try to get that money. Sometimes it takes a decade to get those things closed out.

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Mr. Vidrine: One of the reasons that we work with GMS, from the management company side and the city management side, is that you eliminate two different management styles and costs moving around. The other reason we do it, is that we're pretty conservative when we started up the CDD. A lot of other places will have higher dues, but we wanted reasonable dues. We initially try and front load a little bit of a safety net, because you don't know what is going to develop. So, it doesn't surprise me that we have a little bit of extra cushion in there, to not raise the fees right now. That's exactly what you're going to do. I've done several CDDs with these folks and this is pretty standard. My personal opinion is this a very stable community. I'm seeing in the finances where it's a \$1 million plus budget and they're pretty close to budget. So, they're taking the time to think their way through it. I agree with George, that the contractor comes in kind of low, they get a big project and then over time they start nipping at you. Then there's no competition and before long, they get comfortable. So, I totally agree with bidding it out. I think that's going to probably provide some savings, I speculate. So, this is great. This is what we want. So, thank you.

Mr. Flint: Okay. If there are no other questions or discussion, is there a motion to approve Resolution 2025-08?

On MOTION by Mr. Vidrine seconded by Mr. Knight with all in favor Resolution 2025-08 Approving the Proposed Budget for Fiscal Year 2026 and Setting the Public Hearing for August 6, 2025 at 9:00 a.m., at this location was adopted.

Mr. Flint: Alright. So, we will have the hearing in August for the final consideration of this and we'll continue to refine it between now and then.

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Resolution 2025-09 Conveyance of Real Property and Improvements from Lennar Homes, LLC.**

Mr. Flint: Item 5 is Resolution 2025-09, dealing with the conveyance of real property improvements from Lennar. Kristin?

Ms. Trucco: Good morning, Board Members. You've seen this form of resolution before. This is our standard form with our set of conveyance documents, in order to convey real property and infrastructure improvements from the developer to the CDD, once those improvements have

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been constructed and once the property has received all of the sign-offs and approvals necessary from the applicable governmental entities, such as the Water Management District, the county signing off that the properties and the infrastructure have been constructed in accordance with the plans, etc. We've been put on notice that the real property tracts in Phase 7, that are noted on the plat as to be conveyed to the CDD, are completed and ready to be conveyed. So, the first step in our conveyance process, is to bring this resolution to the Board, to authorize us to begin our diligence items, in order to provide sign-off on the actual conveyance of the real property tracts and the improvements from the developer to the CDD. This resolution is going to approve the conveyance documents attached as Exhibit A, that includes a Special Warranty Deed, which is going to actually convey the real property tracts from the developer to the CDD. You can see those listed out in the exhibit on Page 57. For example, the exhibit to the Special Warranty Deed, shows all of the actual tracts that are coming to the CDD. Those include recreation tracts, at P-1 and P-2, stormwater contracts for SWP-1 through SWP-3 and open space tracts 1 through 6. Also, the improvements that are located on those real property tracts, will be conveyed to the CDD by a Bill of Sale. But those are also noted in our conveyance documents. So, those will be confirmed with the District Engineer, but you can see a preliminary list right now, attached to the Bill of Sale. This Bill of Sale starting on Page 58, will convey those infrastructure improvements from the developer to the CDD. Then on Page 63, there's an Owner's Affidavit, which is assurance from the developer, Lennar Homes LLC., that there are no encumbrances on the property that will prohibit the CDD from owning and maintaining those in accordance with the plans for the CDD. Starting on Page 67, is our Agreement Regarding Taxes, which was a contract that the developer was required to sign. Basically, it is assurance that there are no outstanding taxes on the real property tracts. Once the CDD owns those tracts, we're exempt from real property tax. But up until this point, if there are any outstanding taxes, the developer would be responsible for those under this Agreement Regarding Taxes. I'll also add that we order title work as part of District Counsel diligence, before we sign off on a conveyance, to confirm that there are no liens or outstanding mortgages and no outstanding taxes. So, we won't sign up on this conveyance until we can confirm that too. Then finally there's the Certificate of District Engineer which is included on Page 72. This is actually a requirement in your bond documents, assurance from the engineer that the improvements on the real property tracts were constructed and completed in accordance with the plan specifications and contracts and that the

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improvements were properly permitted by the appropriate governmental entities. It is also just assurance that these particular tracts are intended to come to the CDD and that the conveyance is consistent with the development plans, which in this case, was for Phase 7. What I would recommend today, is a motion to approve Resolution 2025-09, which will authorize us to proceed with the conveyance and getting sign-off on the conveyance documents by your Chairman. It will all be subject to staff sign-off. So, I'm not going to sign off on it and record the deed, until we're comfortable. We've ordered the title work and the District Engineer is required to sign that certificate and we'll get the District Manager's approval on it as well.

Mr. Vidrine: So, we're starting the process, but today is not the day that we're signing it.

Ms. Trucco: Well, this resolution is going to approve the conveyance, but you can make it subject to staff sign-off.

Mr. Vidrine: Okay.

Ms. Trucco: That's what we typically see and what we're recommending in this situation. Are there any questions on the conveyance itself or the resolution?

Mr. Vidrine: No.

Ms. Trucco: We need a motion to approve Resolution 2025-09, approving the Conveyance Documents in substantial final form subject to staff sign-off.

On MOTION by Mr. Vidrine seconded by Mr. Qureshi with all in favor Resolution 2025-09 Approving the Conveyance of Real Property and Improvements from Lennar Homes, LLC. in substantial final form subject to staff sign-off was adopted.
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Mr. Flint: There are still some punch list items in Phase 7 that we want to make sure you get taken care of before we officially accept it.

Mr. Vidrine: That's why I asked. Because we need to get the paperwork started and this process approved.

Ms. Trucco: I believe that the stormwater collection system in Phase 7, including the Bill of Sale, is complete and it's been certified complete. So, we may be in a situation where we might parse that out.

Mr. Vidrine: That's fine.

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Ms. Trucco: If the other tracts are not ready and the punch list items aren't there for that, then we're going to hold that. But if we get the District Engineer sign-off on the stormwater collection system, then we won't have an objection proceeding with that, unless there's an objection from the Board. But again, everything is subject to staff sign-off.

Mr. Flint: There's a walkthrough on Tuesday on the stormwater collection system.

Mr. Scheerer: The ponds are good, have been certified complete and have been approved by the engineer for the two ponds in Phase 7 that were recently done. But there are some landscape issues that we're going to address on Tuesday the 13<sup>th</sup>, along with some other issues out here. Everything hopefully will be done by next week.

Mr. Flint: On the stormwater collection system.

Mr. Scheerer: Yeah, it's the landscaping and some of the park areas, as well as some of the open space tracts.

Mr. Vidrine: There are some tracts that they have been working on for a while. We're not going to accept it until it's done. At the same time, it has to be maintained, so it doesn't get burned up. We're also dealing with construction on Neptune Road. That irrigation's a real pain. They've been chasing their tail to try and keep the water out. It's challenging. What I typically see, is it goes in, then it gets a little rough looking and the houses are going up everywhere. As it starts to move through, then everything starts filling in greener and lusher. In between that, sometimes you have a little replacement. I don't love it. It's just kind of the nature of construction, but I like where they are. They know how thorough and anal I am.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Conveyance of Property from Pulte Home Company, LLC.**

Mr. Flint: Item six is the conveyance of property from Pulte Home Company, LLC., which we don't have a resolution for. But I think you wanted to introduce this.

Ms. Trucco: Yes, I did. The reason we don't have a resolution; it came in last Wednesday and I didn't have time to do the formal resolution. But you just saw basically our standard resolution for anything that's conveyed to the CDD. We go through that process prior to any deed being approved. So, what this is basically, we were put on notice that Pulte Homes had inadvertently been conveyed this small strip of land, which is an existing ditch that's already been certified complete by the Water Management District, which outfalls into the stormwater pond. You can see that pond on the map on Page 78, which is pretty helpful. You can see the



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tract highlighted in yellow, which is adjacent to the K8 school site. This is an outfall drainage ditch trap, that's going to drain water into the existing stormwater pond that will be owned by the CDD. It seems right now, based on our review, that this should be conveyed to the CDD. The CDD also has an interest in owning it, if it's draining into the pond that the CDD is responsible for maintaining and which the CDD has or will have the permit for, as well, for the Water Management District. So, this is basically the request that had come in. We still need to run it past the District Engineer, as well as GMS and Alan have to do their walkthroughs, to make sure that everyone agrees that that piece should be conveyed to the CDD. Basically, I wanted to bring this to your attention, since this was a request that came in. What you can do, is approve this concept, but final sign-off is subject to staff being comfortable and providing their sign-off. So, we would go through the same process and require the same documents as you just saw in Resolution 2025-09. Meaning there's going to be a deed, an Agreement Regarding Taxes, Owner's Affidavit, the engineer is going to have to sign-off that the tract received all the necessary permits, etc. and that the CDD is intended to only maintain that. The developer, Pulte will have to do a walkthrough with GMS to identify anything that they need to repair before we would approve an actual deed. We would also go through the process of ordering title work, to make sure there are no liens, encumbrances, mortgages outstanding taxes, etc. on that property.

Mr. Vidrine: We definitely want this ditch. This is part of the final conveyance to the property, which drains from Neptune Road through the project and it gets down to the very end. After it's been treated and everything, then it will get to the wetland system in the lake. This little ditch is one of those major outfalls for the whole system. You want to control your destiny and where your water goes. So, we definitely want the track.

Mr. Flint: Do you want the Board to just approve Resolution 2025-10? Would you want to document it that way and then you can prepare the resolution?

Ms. Trucco: Actually, that's a great idea. Then we'll just have it for ratification. If you're comfortable with that today, basically what George is proposing, is that you approve Resolution 2025-10, approving the conveyance of the ditch piece here, the outfall piece to the CDD from Pulte. That will be subject to all of the conveyance documents that were in Resolution 2025-09 and subject to staff sign-off, if you're comfortable with that. Then at the next Board meeting, we'll bring back the formal resolution, for documentation purposes, which the Board could then

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ratify. Are you comfortable with that? Do you have any questions? I think you were asking which school that was.

Mr. Vidrine: I think that's the same school. We have a high school site that the School Board owns and the School Board is trying to transfer. It's a high-end charter school, with some exceptional education opportunities. So, we're super excited. We've been working on that since 2017 to get them here. We're going through the motions.

Mr. Flint: Okay. Is there a motion to approve Resolution 2025-10?

On MOTION by Mr. Vidrine seconded by Mr. Qureshi with all in favor Resolution 2025-10 Conveyance of Real Property and Improvements from Pulte Homes in substantial final form subject to staff sign-off was adopted.

## **SEVENTH ORDER OF BUSINESS**

### **Presentation of Series 2018 Arbitrage Rebate Report**

Mr. Flint: Item 7 is the presentation of the Series 2018 Arbitrage Rebate Report. The Internal Reserve Service (IRS) requires that we do an arbitrage calculation, to ensure that we're not earning more interest than we're paying. You retained AMTEC to prepare this report for \$450. Every five years, it needs to be reported to the IRS. You will see that there is negative rebatable arbitrage of \$57,093.21, meaning there are no arbitrage issues. Are any questions on the report? If not, is there a motion to accept it?

On MOTION by Mr. Vidrine seconded by Mr. Qureshi with all in favor the Arbitrage Rebate Calculation Report for Series 2018 was approved.

## **EIGHTH ORDER OF BUSINESS**

### **Presentation of Series 2023 Phase 4B/5B Project Arbitrage Rebate Report**

Mr. Flint: Then we have the same report for the Series 2023 bonds, with the same requirement. AMTEC does this one as well. We have negative rebatable arbitrage of \$8,927.82. Are there any questions on the report? If not, is there a motion to accept it?

On MOTION by Mr. Vidrine seconded by Mr. Qureshi with all in favor the Arbitrage Rebate Calculation Report for the Series 2023 Phase 4B/5B Project was approved.

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**NINTH ORDER OF BUSINESS****Consideration of Environmental Resource Permit Transfer**

Mr. Flint: This is the request for transfer of the Environmental Resource Permit from Lennar to the CDD, as the operations and maintenance entity for Phase 7. I wanted to make sure this didn't get executed until we're comfortable that the Phase 7 stormwater system is complete and signed off. The permit typically is in the developer's name. This is the permit from the Water Management District for the stormwater system site development. Once the infrastructure is complete and everything is signed off, this form gets executed and the permit would be transferred to the CDD as the operating entity going forward. It's been executed by Lennar but has not been signed yet by the CDD. I think that the Board could consider approving this subject to sign-off by the District Engineer, District Counsel and staff. I think once the walkthrough is completed on Tuesday and everyone is comfortable with it, we would be in a situation where this could be executed. The CDD is the operation and maintenance entity for all of the ERPs within Tohoqua. One of its primary responsibilities was to own and operate the stormwater system. So, it would be appropriate, if everything is signed off, for this to be transferred. Are there any questions on this? Comments, Mr. Chairman?

Mr. Vidrine: This is what we been doing the whole time out here, so it's pretty standard. So, I have no questions.

Mr. Flint: Is there a motion to authorize it, subject to staff sign-off

On MOTION by Mr. Vidrine seconded by Mr. Qureshi with all in favor the Environmental Resource Permit Transfer of the Phase 7 stormwater system subject to sign-off by the District Engineer, District Counsel and staff was approved.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

Mr. Flint: Staff Reports. Kristen?

Ms. Trucco: I have nothing new to report to the Board.

**B. Engineer**

Mr. Flint: Stephen, is there anything from the District Engineer?

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Mr. Saha: I don't have anything to report.

**C. Field Manager's Report**

**i. Consideration of Proposal for Pond Maintenance**

Mr. Flint: Field Manager's Report. Alan has his report and also has some proposals for the Board.

Mr. Scheerer: Yeah, we can just go through the proposals first and then I'll give you an overview of the field stuff. The first item is a proposal with Sunshine Land Management for maintenance of Ponds 14 and 15 in Phase 7. This is the monthly amount that we would be charged and it's also included in the budget for this year, as well as for next year. So, once we do the walkthrough, we can start maintaining the water. This is just a water maintenance item only. I can answer any questions the Board may have with respect to this particular proposal.

Mr. Vidrine: Correct me if I'm wrong, but the pond gets clean, there are no cattails, all that stuff there and then you would start treating it.

Mr. Scheerer: Yeah. They do monthly maintenance of the shoreline vegetation, algae, torpedo grass, pennywort and cattails.

Mr. Vidrine: The challenge that people have, is when they wait too long before they start doing it and it's already rooted in and everything like that. So, I think this is not an option. We have to do it as soon as we can.

Mr. Flint: Yeah, we want to get in there and maintain it.

Mr. Scheerer: A lot of this is just, we're trying to get ahead of it, in case the Board doesn't meet next month.

Mr. Vidrine: Yeah.

Mr. Scheerer: We don't want to have to wait two or three months, then we end up with issues, not only with this particular contract, but you're also going to see addendums for 4C and Phase 7 landscape maintenance. So, as soon as everything's good to go and we can sign off on everything, we're not waiting on the contractor to come and perform those services.

Mr. Vidrine: Yeah, you can burn up your landscaping from the Summer heat. So, yeah, you're being proactive. So, thank you.

Mr. Scheerer: Mother Nature is not helping right now. So, we're just looking for a motion to approve this proposal with Sunshine Land Management.

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On MOTION by Mr. Vidrine seconded by Mr. Qureshi with all in favor the proposal with Sunshine Land Management for the maintenance of Ponds 14 and 15 in Phase 7 in the amount of \$210 was approved.

**ii. Consideration of Service Agreement Addendum for Landscape Maintenance at Phase 4C Amenity Center**

Mr. Scheerer: The next agreement is anticipating the new 4C amenity. We had a pre walk with Pulte maybe 10 days ago. There's a lot of just general building punch list items. The landscaping is going in right now. It looks like they have all the irrigation in. They're installing trees. I saw them get there again this morning. So again, in anticipating this coming on within the next 30 to 60 days, we would like to make sure that if the Board doesn't meet next month, that we are ready to take over the 4C amenity as a standalone, as opposed to all the improvements in 4C, which is a whole other conversation.

Mr. Vidrine: We were just talking about it.

Mr. Scheerer: We we're just talking about the pool facility amenity. Again, this is something that we anticipate in this year's budget as well as next year's budget. Once everything's done, we'll do the walkthrough, sign-off and we'll start taking control.

Mr. Vidrine: Yeah.

Mr. Scheerer: There is an item on that 4C amenity, that it has to be installed prior to us taking over the entire track, which is the handicap lift. CDDs will need to have a handicap lift. We did meet with Pulte on that and they are aware and we provide them with specs and information, as I just installed two hydraulic lifts in another CCD in western Osceola County. So hopefully they get that going and it's not going to hold us up. But this is the landscape portion.

Mr. Vidrine: Yeah, I like that you're being on top of that. It's the liability side of it, so yeah, hold the line there.

Mr. Scheerer: Yes sir.

Mr. Vidrine: Great.

Mr. Flint: They're used to building private amenities under the HOA, which don't have that ADA obligation. The other item on that amenity that we're concerned about, is the access system, making sure that it's compatible. I don't believe they planned appropriately for that, even though we advised them. So, we'll be working on that as well.

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Mr. Scheerer: There is a meeting with our contractor today, after this meeting, to go over and check out the compatibility, so residents don't have to have multiple key cards to gain access to these facilities.

Mr. Vidrine: That's the key. I know you're stating it for everyone else. It has to be seamless and they need to go rip it out and put seamless stuff in.

Mr. Scheerer: That was discussed well before the construction phase of this.

Mr. Vidrine: That happens, unfortunately.

Mr. Scheerer: But as far as this goes, this is a landscape addendum. We're just seeking approval from the Board. If you have any questions, I can answer those.

Mr. Vidrine: No, we don't want to get them burned up. In no man's land, is where bad stuff happens. So, I think it's really prudent.

On MOTION by Mr. Vidrine seconded by Mr. Knight with all in favor the Service Agreement Addendum for Landscape Maintenance at Phase 4C Amenity Center was approved.
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**iii. Consideration of Service Agreement Addendum for Landscape Maintenance at Phase 7**

Mr. Scheerer: The final addendum that I have for this Board today, is with Action Landscape for Phase 7. So, again, we have a walkthrough on the 13<sup>th</sup>, not only for a follow up to Phase 7, but also for some landscape issues in the median on Tohoqua Boulevard and some street trees. We'll be doing that in conjunction. Again, we'd like to get this approved in advance, in case everything is done and then we can tell the contractor to go ahead and move forward with the landscape maintenance of Phase 7.

Mr. Flint: Are there any questions on the addendum? Is there a motion to approve it?

On MOTION by Mr. Vidrine seconded by Mr. Knight with all in favor the Service Agreement Addendum for Landscape Maintenance at Phase 7 was approved.
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Mr. Scheerer: Alright, just a quick overview of what's going on in the field. We have a proposal with United Land, to do a bulk cleanup of straightening and replacing all of the dead and damaged trees within the community. As you may not know, all of the street trees between

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the sidewalk and curb, with the exception of Phase 5, are the responsibility of the CDD. We're also working with the HOA, to make sure that compliance letters are sent to residents that are not maintaining the trees, but if they get damaged or due to storms, that will fall to the CDD. So, we're working on that. I think Mr. Vidrine touched on the irrigation earlier. We've had some challenges with Toho and the construction on Neptune. We have a master control system for a majority of this community, called Baseline. We discovered some errors off and on throughout the construction phase at the entrance. Those areas have all been cleared. We have United here on a regular basis, just making sure they're following up with our irrigation. Everything seems to be working well, but we do have some spots that are hot and there are some coverage issues that they're working through. We did a mulching of the all the CDD areas within the community, so that's been complete. We do have some extra mulch that we're holding, until we see what's going on with the landscape renovation in Phase 6 and some other areas. We had some pool and paver repairs here, as well. As I touched on earlier, we did the 4C walkthrough with Pulte and we'll follow up on that to see how we're doing as far as that goes. There is the May 13<sup>th</sup> walkthrough on Cross Prairie Parkway and Tohoqua Boulevard, as well as Phase 7. We'll try to get those corrected and get those items completed. Then we can go ahead and turn them over and then based on this OS-10 track in Phase 8, this drainage swell, we'll be looking at that. I'll reach out to Sunshine Land Management, to and see if there's something that they need to be involved with or if that's something we just need to work with the landscaper on, to make sure that we're maintaining that once everybody has had an opportunity to assess that stormwater swell.

Mr. Vidrine: Yeah, I think that's another good example of the discipline you'll have with not automatically accepting something, because a piece of paper's done. It just needs to be done right. I think you're putting the manpower on it and this is the kind of armrest that you have to go through, to get to the end of the final product. So, I appreciate you standing on top of it. I know it's a pain, so thank you for doing it.

Mr. Scheerer: If you can believe the weather forecasters, we're supposed to get some good rain today and in the next couple days. We can sure use it, because as you know, Toho will shut our water off without warning. A couple of days ago I received a text message from the crew that we had low pressure. The no pressure lasted for about 24 hours of no water and then all of a sudden we got our water back.

Mr. Vidrine: This is coming from the municipality itself.

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Mr. Scheerer: Yeah, that's not us. It's not what we're doing. It's the supplier.

Mr. Vidrine: Yeah.

Mr. Scheerer: Again, along with the street tree replacement, we'll be obviously hitting the trees around the pond. Phase 5 will be included in that street tree replacement. That's all I have.

Mr. Vidrine: That's good. It sounds like this is getting tightened. So, that's great.

Mr. Scheerer: We're working hard. Yes, sir.

#### **D. Amenity Manager's Report**

Mr. Flint: Amenity Manager's Report.

Mr. Calleja: Good morning, Board. We did start our pool attendant services, which is usually from March to October, our busiest time of the year. We've already started that. We had the pool bucket cleaned last month. We also installed an additional bike rack, because we saw that they were filled up, especially when we had events. Bikes were all over the place. So, we did install a new bike rack. We have the club rentals for March and April in your report; three in March and four in April. We also have an events recap from March and April. We had some really good events and included pictures in the report. I think the biggest one out of those, was Happy Hoppy Easter, as we had a little over 200 attendees. There was the Easter bunny, a balloon artist, face painting, pizza, Easter eggs and crafts. The weather was magnificent. It was a great day. Everyone had a good time. I've also included the upcoming events starting with a Mommy and Me paint party, this Friday. If the Board has any questions for me, I would be happy to answer them.

Mr. Flint: Are there any questions for Marcia?

Mr. Vidrine: No.

Mr. Flint: Thanks, Marcia.

#### **E. District Manager's Report**

##### **i. Approval of Check Register**

Mr. Flint: You have approval of the Check Register from February 25, 2025 through April 21, 2025, for the General Fund and Board compensation, in the total amount of \$1,266,942.15. A big part of that you'll see, is indicated as being transferred to the Trustee, which was the debt service assessment revenue that comes in. The operating and maintenance and the debt service come to the CDD in one check and then you have to transfer that money to



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the Trustee for the debt service. You'll see that there are some large checks to the Trustee, to move that money. Actually, there's a \$1.1 million dollar check to the State Board of Administration, which is our investment account. That's an investment pool operated by the State of Florida where we invest excess cash. Are there any questions on the Check Register? If not, we need a motion to approve it.

On MOTION by Mr. Qureshi seconded by Mr. Knight with all in favor the Check Register from February 25, 2025 through April 21, 2025 in the amount of \$1,266,942.15 was approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint: We have the Unaudited Financials through March 31, 2025. This is for the first six months of Fiscal Year 2025. We have the Combined Balance Sheet and Statement of Revenue and Expenditures for each of the funds. You can see on Page 151 of the PDF, for the General Fund, we're just about 100% collected on our on-roll assessments and 100% collected where we need to be on our direct assessments, based on the payment schedule. We will be over 100% collected. As you know, you can pay your taxes through the end of March and then after that, sometimes they are delinquent and then there's a tax certificate sale for anyone who doesn't pay their taxes. We ultimately are over 100% collected every year. Our actuals on each of the categories, were under our prorated budget amounts on the expense side. Are there any questions on the financials? No action is required by the Board.

**iii. Presentation of Registered Voters – 1,474**

Mr. Flint: The last item under my report, each year, we are required to announce the number of registered voters, as of April 15<sup>th</sup>. You can see within the Tohoqua CDD boundaries, there are 1,474 registered voters. This is important when you look at the transition of the Board to resident control, as that transition has already occurred, because you had six years and 250 registered voters and two residents are currently on the Board. But we continue to have to put this on the agenda every year. It really has no bearing on anything at this point, other than just information. The next two seats will transition to General Election in November of 2026. So, next June, there will be a process, where anybody interested in running for those seats can

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qualify with the Supervisor of Elections. But we announce that in the Spring next year. Are there any questions on the District Manager's Report? Hearing none,

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Is there any Other Business? Hearing none,

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Flint: Are there any there any Supervisors Requests? Is there anything that was not on the agenda that the Board wanted to discuss? If not, we need a motion to adjourn.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

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

DocuSigned by:  
  
 Secretary / Assistant Secretary

Signed by:  
  
 Chairman / Vice Chairman