

**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, **December 3, 2025** 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       |
| Asif Qureshi  | Assistant Secretary |
| Terry Knight  | Assistant Secretary |

Also present were:

|                                 |                   |
|---------------------------------|-------------------|
| George Flint                    | District Manager  |
| Kristen Trucco                  | District Counsel  |
| Stephen Saha <i>(via phone)</i> | District Engineer |
| Alan Scheerer                   | Field Manager     |
| Marcia Calleja                  | CALM              |
| Residents                       |                   |

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order at 9:00 a.m. and called the roll. Four Supervisors were present in person constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Are there any public comments? Hearing none,

**THIRD ORDER OF BUSINESS**

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

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

Mr. Vidrine: No.

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Mr. Flint: 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 3, 2024 Board of Supervisors Meeting, were approved as presented.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2026-03 Finalizing Special Assessments Securing the Series 2025 Phase 8 Project Bonds**

Mr. Flint: Item 4 is Resolution 2026-03 which finalizes the special assessments that secure the Series 2025 Phase 8 project bonds. Kristin?

Ms. Trucco: Good morning, Board. It is a requirement that the Board pass what we call a finalizing resolution. After bonds are issued, the Board needs to adopt a resolution that acknowledges and approves the final amount of assessment to be collected in order to repay those bonds. As you know, the phase we refer to as Assessment Area 8 or Phase 8 project, bonds were issued in the amount of \$3,880,000. This resolution is going to approve the collection of the assessments by the CDD in that amount, in order to pay for the project that's described in the Engineer's Report, that's attached to this resolution as Exhibit A. Then the CDD will also collect those assessments in the methodology that's described in the Assessment Methodology Report, that's attached to this resolution as Exhibit B. This is just a statutory requirement which is similar to the other resolutions we've done for every other bond issuance. If the Board has any questions, I can try to answer them now. Otherwise, we're just looking for a motion to approve Resolution 2026-03.

On MOTION by Mr. Qureshi, seconded by Mr. Hooker, with all in favor, Resolution 2026-03 Finalizing Special Assessments Securing the Series 2025 Phase 8 Project Bonds, was adopted.

Mr. Flint: As Kristin mentioned, Exhibit B is the final supplemental assessment methodology for this bond issue. Page 59 of the PDF shows you the final bond sizing, so that as Kristen indicated, the par amount of the bonds is \$3.88 million. Of that, approximately \$3.5 million is construction funds. There's a 50% max annual debt service reserve. Then there's cost of issuance and underwriter's fees. The interest rate was 5.37%, which is amortized over 30

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years. The assessments related to this, are reflected in Table 6 on Page 62. This is only for Phase 8, but these assessment levels are consistent with the debt assessment levels in the other areas of Tohoqua. I just wanted to mention that.

**FIFTH ORDER OF BUSINESS****Approval of Series 2025 Phase 8 Requisitions No. 1-2**

Mr. Flint: Item 5 is approval of the Series 2025, Requisitions 1 and 2. Now that the bonds have been issued, there were a couple invoices that are related to the bond issue to be funded out of the construction account. Requisition 1 is for legal services for \$1,160 and Requisition 2 is to reimburse Pulte for expenses that they advanced related to the bond issue that they're eligible to be reimbursed for. These are to be signed by the District Engineer and a responsible officer of the CDD. We typically bring them back to be ratified or if we have an opportunity, we'll have them approved in advance. But Board approval is not required under the indenture. It just needs to be certified by the engineer and signed by a responsible officer. Are there any questions on those two requisitions? Is there a motion to approve those?

On MOTION by Mr. Vidrine, seconded by Mr. Qureshi, with all in favor, the Series 2025 Phase 8 Requisitions No. 1 and 2, were approved.

**SIXTH ORDER OF BUSINESS****Approval of Series 2025 Phase 8 Requisition No. 3**

Mr. Flint: We don't have the backup for Requisition No. 3, but the intent is that the improvements are substantially complete. There are still some issues. We have concerns with the condition of the ponds in Phase 8, the large pond.

Mr. Vidrine: Pond 27.

Mr. Flint: It needs to be cleaned up. There are cattails. But all of the water, sewer, reclaimed, the stormwater infrastructure itself, the piping, all of that is in place. The engineer has prepared a preliminary estimate of the cost of those, which exceeds the amount of the remaining funds in the construction account. What I'd like to ask the Board to do, would be to approve the requisition. Again, the Board's advance approval is not necessarily required, but on the conveyances, if there are any Bills of Sale or special warranty deeds, typically we want Board approval on those. In the past, you have approved a not-to-exceed amount and authorize the

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Chair to execute the conveyances. The construction fund balance at time of issuance was \$3,471,725. You've approved two requisitions that would reduce that amount slightly and then the remaining balance would be eligible to acquire the improvements from Pulte. That requires the engineer to certify that they've been complete. They're constructed in accordance with the Engineer's Report. The regulatory agencies have signed off and they've got their final certifications. So subject to all of that, we would process the requisition for reimbursement or acquisition of the improvements.

Ms. Trucco: I would just add that we have a standard set of conveyance documents that we draft up. It's an Agreement Regarding Taxes and Owner's Affidavit. We do our own due diligence before counsel's office signs off on those too. We order an Ownership and Encumbrance Report from a title company, to confirm that the owner is who we think it is and that there are no mortgages or liens on the property that are being convicted to the CDD to itself. Counsel will need to sign off and the engineer will need to sign off as well, before the requisition section.

Mr. Flint: What we ask the Board to consider, is a motion to approve the requisition and not-to-exceed amount of the balance in the construction account and authorize the Chair to execute any necessary conveyance documents. Then we'll bring that back to the Board on a future agenda to be ratified. Is the Board comfortable with that? If so, is there a motion to that effect?

On MOTION by Mr. Qureshi, seconded by Mr. Hooker, with all in favor, the Series 2025 Phase 8 Requisition No. 3 and the not-to-exceed balance in the construction fund account of \$3,471,725 and authorization for the Chair to execute any necessary conveyance, was approved.

Mr. Flint: There's well in excess of the amount in construction account, so it's likely that it will be depleted. But we're not going to recommend that the ponds themselves be accepted until they're cleaned up appropriately. Even though the regulatory agencies may have signed off on those, there are cattails and other things that need to be mechanically removed.

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## **SEVENTH ORDER OF BUSINESS**

## **Staff Reports**

### **A. Attorney**

Mr. Flint: Staff Reports. Kristen?

Ms. Trucco: We are working on conveyances to the CDD that the Board previously approved. We are going through that same process with looking at the title work, making sure there are no encumbrances, et cetera. But I don't have any new updates for you today.

### **B. Engineer**

Mr. Flint: Stephen, anything for the Board?

Mr. Saha: Nothing to report. As you mentioned, I'm working on the requisitions and just gathering the backup document to put into the report, so that it's a final report. That should be done shortly.

### **C. Field Manager's Report**

- i. Consideration of Phase 4 Amenity Center Landscape Addendum**
- ii. Consideration of Phase 4C Landscape Addendum**

Mr. Flint: Alright, Field Manager's Report. Alan?

Mr. Scheerer: Included in your agenda package are a couple addendums from ULS for landscape services, for the 4C amenity and for the common area improvements in 4C. The 4C amenity dollar amounts are included in the addendum. It's \$851 a month and they've been allocated in your budget for 2026. We received recent documents from Pulte that they obtained the CO and they've sent us a bunch of requisitions, outlining the different contact information for fitness center improvements and building improvements and people doing the work. Pulte is actually onsite this morning, removing any damaged sidewalk panels around, not only the 4C amenity, but some of the park areas, open spaces in 4C itself. So, they're working on those. We are going to try to get a meeting with Pulte as soon as they're available, to get the 4C amenity turned over, so we can go ahead and get it open, hopefully before the next holiday. Also included in your agenda package, like I said, is the addendum for the 4C pond and common area tracks, which we're already maintaining. The District Manager, myself and some other representatives from Pulte, did an exclusive walk of the property. As George alluded to earlier, Pond 27 has a bunch of cattails that needs to be excavated. They did that on 25B and 18 and 16 ponds. They look really good and we're already starting to maintain those going forward. Also, they've initiated the power to the fountain in that pond. They look pretty good. It wasn't on when I got

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here this morning. It comes on around 8:30 a.m., so I'll check it before I leave. But I did check the lights to make sure that the lights are working and we already have the account for the electrical set up in the name of the CDD. We haven't received the first invoice yet, obviously, because it was just powered up. So, I don't know if you want to do these together or individually, George. Once we start doing the actual maintenance of the 4C amenity, we'll start to receive a bill for that maintenance service.

Mr. Flint: Are there any questions on the addendums? If not, is there a motion to approve them? You can do them together if you choose.

On MOTION by Mr. Virdrine seconded by Mr. Qureshi with all in favor the Phase 4 amenity center and Phase 4C landscape addendums were approved.

Mr. Scheerer: Just some general updates. We've got the mulching getting ready to happen right now. Pressure washing is getting ready to occur. The Phase 5 pond looks really good. We have just minor planktonic on the south side of the pond, so they're continuing to spray that. We appreciate the HOA's cooperation and giving us both boat access, along an area of the property that they can get in there. So that's pretty much it, as far as things go. We had a minor water pressure issue. There's a meter located at the playground at the corner of Cross Prairie Parkway and Tohoqua Boulevard. Tohopekaliga Water Authority (TWA) had a leak on their side and didn't tell us that they shut the water off. So, we had some stress going on along Cross Prairie Parkway, that was easily identified and thanks to United Land, we got with TWA and the water is back on. I can answer any questions you all might have.

Mr. Flint: Okay.

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

Mr. Flint: Amenity Manager's Report. Marcia?

Mr. Calleja: Yes, good morning. The Amenity Report was included in your agenda packages for today. I did want to report on the Fall Festival. It was a successful event. We had probably around 200 residents.

Mr. Virdrine: Did you say 600?

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Ms. Calleja: 200. 600 would be good. We had TWA actually come out and set up a little tent. The Osceola County Property Appraiser was here. We had a fire truck, smoothie truck, face painting, pumpkin decor, jump houses and lawn games. The residents had a really good time. It was a great event for the community. We also held the Tohoqua movie night. We had less people there, probably about 50 people. We did have *How To Train Your Dragon*. It was great movie and fun time. We have some upcoming events. We also have the Usage Report. If you have any questions, let me know.

Mr. Flint: Are there any questions for Marcia?

Mr. Qureshi: Marcia, did any request come again from residents about that pickleball stuff for the tennis court?

Ms. Calleja: Not since the last meeting. I did respond to the resident that put the request in. I let them know that we would look into it and the Board would consider it for the next budget.

Mr. Scheerer: We'll be getting pricing from 90 Company who did the work over in Phase 5, to install pickleball court fencing and netting. Then we'll have to extend the sidewalk, because we will be going into budget season in about another month, probably January or February.

Mr. Qureshi: Most probably you want to consider that, because I think that request is going to start hyping up more and more..

Mr. Scheerer: Yes, sir.

**E. District Manager's Report**

**i. Approval of Check Register**

Mr. Flint: Under the District Manager's Report, you have approval of the Check Register from October 27<sup>th</sup> through November 22<sup>nd</sup> for \$84,863.43. Then the detailed registers are behind the summary. Are there any questions on the Check Register?

Mr. Qureshi: No.

Mr. Flint: Is there a motion to approve it?

On MOTION by Mr. Qureshi, seconded by Mr. Vidrine, with all in favor, the Check Register from October 27, 2025 through November 22, 2025 in the amount of \$84,863.43, was approved.

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**ii. Balance Sheet and Income Statement**

Mr. Flint: You also have the Unaudited Financials through October 31, 2025. This is the first month of Fiscal Year 2026. You can see on the assessments; we probably received our first disbursement. But at the time of these financials, you can see that there's no revenue collected for that. Our administrative expenses are under our prorated budget and our operating expenses are also under our prorated budget. Are there any questions on the financials? There's no action required on those.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Was there any other business that the Board wanted to discuss? Hearing none,

**NINTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Flint: Are there any Supervisors Requests? Hearing none, is there anything from counsel?

Ms. Trucco: Nothing else from me. Thank you.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

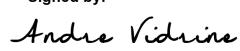
DocuSigned by:

George Flint

Secretary / Assistant Secretary

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Signed by:

Andre Vidrine

Chairman / Vice Chairman

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