MINUTES OF MEETING
CANOE CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Canoe Creek Reserve Community Development District will hold an Organizational Meeting on May 30, 2024, at 3:30 p.m., at the Hampton Inn & Suites Orlando South Lake Buena Vista, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

Present were:

Steve McConn	Chair
Susan Kane	Vice Chair
James Makransky	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Lauren Gentry	District Counsel
Kevin White	District Engineer
George Smith (via telephone)	Bond Counsel
Sete Zare (via telephone)	MBS Capital Markets (MBS)
Brett Sealy	MBS Capital Markets (MBS)
Alex Makransky	

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 3:38 p.m.

- **Administration of Oath of Office to Initial Board of Supervisors**

This item, previously the Third Order of Business, occurred out of order.

Ms. Cerbone, stated that Mr. Steve McConn, Mr. James Makransky and Ms. Susan Kane were named in the Petition to Establish the District as Initial Board Supervisors.

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Steve McConn, Mr. James Makransky and Ms. Susan Kane.

Ms. Cerbone stated that Supervisors McConn, Makransky and Kane were present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

GENERAL DISTRICT ITEMS

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Initial Board of Supervisors**

The Oath of Office was administered during the First Order of Business. The Board Members are already familiar with the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligation and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2024-01, Designating Certain Officers of the District, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-01. Mr. McConn nominated the following:

Chair	Steve McConn
Vice Chair	Susan Kane
Secretary	Craig Wrathell
Assistant Secretary	James Makransky
Assistant Secretary	Cindy Cerbone
Treasurer	Craig Wrathell
Assistant Treasurer	Jeffrey Pinder

No other nominations were made.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-01, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2024-02, Designating a Date, Time, and Location for Landowners' Meeting of the District, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-02.

Resolution 2024-02 was considered following Item 6A.

SIXTH ORDER OF BUSINESS **Consideration of the Following Organizational Items:**

A. Resolution 2024-03, Appointing and Fixing the Compensation of the District Manager; Appointing a Financial Disclosure Coordinator; Appointing an Assessment Methodology Consultant in Contemplation of the Issuance of Special Assessment Bonds; Appointing a Designated Investment Representative to Administer Investment Direction with Regard to District Funds; and Providing an Effective Date

- **Agreement for District Management Services: Wrathell, Hunt and Associates, LLC**

Ms. Cerbone presented Resolution 2024-03 and the Fee Schedule and Management Agreement. Management's fee is discounted to $2,000 per month prior to issuance of the first series of bonds.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-03, Appointing and Fixing the Compensation of the District Manager; Appointing a Financial Disclosure Coordinator; Appointing an Assessment Methodology Consultant in Contemplation of the Issuance of Special Assessment Bonds; Appointing a Designated Investment Representative to Administer Investment Direction with Regard to District Funds; and Providing an Effective Date, was adopted.

▪ **Consideration of Resolution 2024-02, Designating a Date, Time, and Location for Landowners' Meeting of the District, and Providing for an Effective Date**

Discussion of this item, previously the Fifth Order of Business, resumed.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-02, Designating a Date, Time, and Location of July 15, 2024 at 1:30 p.m., at KPM Franklin, 222 Church Street, Kissimmee, Florida 34741, for a Landowners' Meeting of the District, and Providing for an Effective Date, was adopted.

B. Resolution 2024-04, Appointing District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date

- **Fee Agreement: Kilinski | Van Wyk PLLC**

Ms. Cerbone presented Resolution 2024-04.

Ms. Gentry presented the Kilinski | Van Wyk PLLC Fee Agreement.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-04, Appointing Kilinski | Van Wyk PLLC as District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date, was adopted.

C. Resolution 2024-05, Designating a Registered Agent and Registered Office of the District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-05.

On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, Resolution 2024-05, Designating Wrathell, Hunt and Associates, LLC as Registered Agent and 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, as the Registered Office of the District and Providing for an Effective Date, was adopted.

D. Resolution 2024-06, Appointing and Fixing the Compensation of the Interim District Engineer and Providing an Effective Date

- **Interim District Engineering Agreement: KPM Franklin**

Ms. Cerbone presented Resolution 2024-06 and the Interim Engineering Services Agreement.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-06, Appointing and Fixing the Compensation of KPM Franklin as the Interim District Engineer and Providing an Effective Date, was adopted.

E. Authorization of Request for Qualifications (RFQ) for Engineering Services

Ms. Cerbone presented the RFQ for Engineering Services and the Competitive Selection Criteria.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Request for Qualifications for Engineering Services, Competitive Selection Criteria and authorizing Staff to advertise, were approved.

F. Board Member Compensation: 190.006 (8), F.S.

The Board Members declined compensation.

G. Resolution 2024-07, Designating the Primary Administrative Office and Principal Headquarters of the District; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-07.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-07, Designating Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, as the Primary Administrative Office and a location within Osceola County, Florida as the Principal Headquarters of the District; and Providing an Effective Date, was adopted.

H. Resolution 2024-08, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

I. Resolution 2024-09, Setting Forth the Policy of the District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers, and Providing for an Effective Date

- **Authorization to Obtain General Liability and Public Officers' Insurance**

Ms. Cerbone presented Resolution 2024-09.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-09, Setting Forth the Policy of the District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers, and Providing for an Effective Date, was adopted, and authorizing Staff to obtain General Liability and Public Officers' Insurance, was approved.

J. Resolution 2024-10, Providing for the Public's Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date

Ms. Cerbone presented Resolution 2024-10.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-10, Providing for the Public's Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date, was adopted.

K. Memorandum: Public Records Retention

I. Option 1: Resolution 2024-11, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and an Effective Date

II. Option 2: Resolution 2024-11, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and an Effective Date

Ms. Cerbone presented Resolution 2024-11 and discussed Option 1, in which records are destroyed according to a schedule, and Option 2, in which all documents are retained.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-11, Option 2 keeping all records, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and an Effective Date, was adopted.

L. Resolution 2024-12, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-12.

On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, Resolution 2024-12, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

M. Resolution 2024-13, Ratifying the Recording of the Notice of Establishment of Canoe Creek Reserve Community Development District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-13.

On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, Resolution 2024-13, Ratifying the Recording of the Notice of Establishment of Canoe Creek Reserve Community Development District and Providing for an Effective Date, was adopted.

N. Authorization of Request for Proposals (RFP) for Annual Audit Services

Ms. Cerbone presented the RFP For Annual Audit Services.

- **Designation of Board of Supervisors as Audit Committee**

On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, the Request for Proposals for Annual Audit Services, authorizing the District Manager to advertise the RFP and designating the Board of Supervisors as the Audit Committee, were approved.

O. Strange Zone, Inc., Quotation #M24-1020 for District Website Design, Maintenance and Domain Web-Site Design Agreement

P. ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

Ms. Cerbone presented the Strange Zone, Inc. (SZI) proposal and the ADA Site Compliance proposal.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Strange Zone, Inc., Quotation #M24-1020 for District Website Design, Maintenance and Domain Web-Site Design Agreement, in the amount of $1,679.99 for the first year and approximately $705 annually thereafter, and

the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, in the annual amount of $210, were approved.

Q. Rules of Procedure/Amenity Rules and Rates

I. Resolution 2024-14, to Designate the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-14.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-14, to Designate the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing on July 15, 2024 at 1:30 p.m., at KPM Franklin, 222 Church Street, Kissimmee, Florida 34741 for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was adopted.

II. Resolution 2024-15, to Designate the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amenity Rules and Rates; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-15.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-15, to Designate the Date, Time and Place of July 15, 2024 at 1:30 p.m., at KPM Franklin, 222 Church Street, Kissimmee, Florida 34741 for a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amenity Rules and Rates; and Providing an Effective Date, was adopted.

The following items were included for informational purposes.

III. Rules of Procedure

IV. Disciplinary Rule

V. Notices [Rule Development and Rulemaking]

R. Resolution 2024-16, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2023/2024 and Providing for an Effective Date

This item was deferred.

S. Resolution 2024-17, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

This item was deferred.

T. Resolution 2024-18, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-18.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-18, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

U. Stormwater Management Needs Analysis Reporting Requirements

Ms. Cerbone stated CDDs are required to prepare and submit a 20-year Stormwater Management Needs Analysis Report to document the future needs of its stormwater system. The Report will be submitted when required.

V. Resolution 2024-19, Authorizing the District Engineer, or Another Individual Designated by the Board of Supervisors, to Act as the District's Purchasing Agent for the Purpose Of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District's Infrastructure Improvements As Provided in the District's Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for The Purchase Of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-19.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-19, Authorizing the District Engineer, or Another Individual Designated by the Board of Supervisors, to Act as the District's Purchasing Agent for the Purpose Of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District's Infrastructure Improvements As Provided in the District's Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for The Purchase Of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date, was adopted.

BANKING ITEMS

SEVENTH ORDER OF BUSINESS **Consideration of the Following Banking Items:**

A. Resolution 2024-20, Designating a Public Depository for Funds of the District; Authorizing Certain Officers of the District to Execute and Deliver Any and All Financial Reports Required by Rule, Statute, Law, Ordinance or Regulation; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-20.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-20, Designating Truist Bank as the Public Depository for Funds of the District; Authorizing Certain Officers of the District to Execute and Deliver Any and All Financial Reports Required by Rule, Statute, Law, Ordinance or Regulation; and Providing an Effective Date, was adopted.

B. Resolution 2024-21, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-21.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-21, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date, was adopted.

C. Resolution 2024-22, Authorizing the District Manager or Treasurer to Execute the Public Depositors Report; Authorizing the Execution of Any Other Financial Reports as Required by Law; Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-22.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-22, Authorizing the District Manager or Treasurer to Execute the Public Depositors Report; Authorizing the Execution of Any Other Financial Reports as Required by Law; Providing for an Effective Date, was adopted.

BUDGETARY ITEMS

EIGHTH ORDER OF BUSINESS **Consideration of the Following Budgetary Items:**

A. Resolution 2024-23, Approving the Proposed Budget for the Remainder of Fiscal Year 2023/2024 and for Fiscal Year 2024/2025; Setting a Public Hearing Thereon Pursuant to Florida Law and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-23. She reviewed the proposed Fiscal Year 2024 and proposed Fiscal Year 2025 budgets, which will be Landowner-funded, with expenses being funded as they are incurred.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-23, Approving the Proposed Budget for the Remainder of Fiscal Year 2023/2024 and for Fiscal Year 2024/2025; Setting a Public Hearing Thereon Pursuant to Florida Law on August 8, 2024 at 2:30 p.m., at KPM Franklin, 222 Church Street, Kissimmee, Florida 34741 and Providing for an Effective Date, was adopted.

B. Fiscal Year 2023/2024 and 2024/2025 Budget Funding Agreement

Ms. Cerbone presented the Budget Funding Agreement.

Discussion ensued regarding who will be parties to the Budget Funding Agreement.

Funding requests should be sent to Mr. McConn.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Fiscal Year 2023/2024 and 2024/2025 Budget Funding Agreement, was approved.

C. Resolution 2024-24, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes, and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-24.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-24, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes, and Providing an Effective Date, was adopted.

D. Resolution 2024-25, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-25.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-25, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date, was adopted.

E. Resolution 2024-26, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date

Ms. Cerbone presented Resolution 2024-26.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-26, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date, was adopted.

F. Resolution 2024-27, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-27.

> **On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, Resolution 2024-27, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

G. Resolution 2024-28, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date

Ms. Cerbone presented Resolution 2024-28.

> **On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, Resolution 2024-28, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date, was adopted.**

H. Consideration of E-Verify Memorandum

Ms. Cerbone presented E-Verify information related to the requirement for all employers to verify employment eligibility utilizing the E-Verify System and for the CDD to enroll with E-Verify and execute a Memorandum of Understanding (MOU) with E-Verify.

> **On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, acknowledging the E-Verify Memo requirements, as set forth in the Memorandum of Understanding, and authorizing enrollment and utilization of the E-Verify program, was approved.**

BOND FINANCING ITEMS

NINTH ORDER OF BUSINESS **Consideration of the Following Bond Financing Related Items:**

A. Bond Financing Team Funding Agreement

Ms. Gentry presented the Bond Financing Team Funding Agreement.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Bond Financing Team Funding Agreement, was approved.

B. Engagement of Bond Financing Professionals

I. Resolution 2024-29, Appointing an Investment Banker in Contemplation of the Issuance of Canoe Creek Reserve Community Development District Special Assessment Revenue Bonds [MBS Capital Markets, LLC]

Ms. Cerbone presented Resolution 2024-29.

Mr. Brett Sealy, of MBS, discussed MBS's experience and presented the MBS Engagement Letter. MBS is paid only if bonds are issued and the fee is based on a percentage on the principal amount of bonds issued.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-29, Appointing MBS Capital Markets, LLC, as Investment Banker in Contemplation of the Issuance of Canoe Creek Reserve Community Development District Special Assessment Revenue Bonds, was adopted.

II. Resolution 2024-30, Appointing Bond Counsel in Contemplation of the Issuance of Canoe Creek Reserve Community Development District Bonds [George A Smith PLLC]

Ms. Cerbone presented Resolution 2024-30.

Mr. Smith, of George A. Smith, PLLC, discussed his experience and presented the Bond Counsel Retainer Agreement to serve as Bond Counsel.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-30, Appointing George A. Smith, PLLC as Bond Counsel in Contemplation of the Issuance of Canoe Creek Reserve Community Development District Bonds, was adopted.

III. Resolution 2024-31, Appointing Trustee, Paying Agent and Registrar in Contemplation of the Issuance of Canoe Creek Reserve Community Development District Bonds [U.S. Bank, N.A.]

Ms. Cerbone presented Resolution 2024-31 and the US Bank Trust Company, N.A., Engagement Letter to serve as Trustee, Paying Agent and Registrar.

> **On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-31, Appointing U.S. Bank, N.A., as Trustee, Paying Agent and Registrar in Contemplation of the Issuance of Canoe Creek Reserve Community Development District Bonds, was adopted.**

C. Resolution 2024-32, Designating a Date, Time, and Location of a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing as Authorized by Section 190.021, Florida Statutes; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-32.

> **On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, Resolution 2024-32, Designating a Date, Time, and Location of July 15, 2024 at 1:30 p.m., at KPM Franklin, 222 Church Street, Kissimmee, Florida 34741 for a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing as Authorized by Section 190.021, Florida Statutes; and Providing an Effective Date, was adopted.**

D. Presentation of Master Engineer's Report

Mr. White presented the Master Engineer's Report. He noted the following:

➢ The number of acres will be updated based on some slight changes due to variances with the plan; about 2.5 acres are being clarified.

➢ The roadway improvements are standard. The framework street, Sylewood Boulevard, is eligible for mobility fee credits.

➢ The CDD will finance, own, operate and maintain the stormwater system, but the County will own, operate and maintain inlets and storm sewer systems in County rights-of-way.

➢ The water and reclaim distribution and wastewater collection systems for all phases will be completed by the CDD and then dedicated to the Toho Water Authority for operation and maintenance (O&M).

➢ The CDD will construct and/or install landscaping, irrigation and hardscaping within CDD common areas and rights-of-way. The County has design criteria requirements for planting and irrigation design. Therefore, this project will at a minimum meet those requirements but, in most cases, exceed the requirements with enhancements for the benefit of the community.

- The street lights will be through a lease agreement with Duke Energy in which case the CDD would fund the street lights through an annual O&M assessment. The street lights and electrical utility lines are under design.
- The CDD will be responsible for the design, permitting, construction, maintenance, and government reporting of any on-site environmental conservation areas. The initial installation costs are minimal, but the improvements are included within the CIP.
- Off-site improvements include a north/south off-site improvement of about one mile and water main extensions.
- The lot count is 764 total residential units.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Master Engineer's Report dated May 29, 2024, in substantial form, was approved.

E. Presentation of Special Assessment Methodology Report

Ms. Cerbone presented the Special Assessment Methodology Report. She noted the following:

- The information in the Methodology Report matches the Engineer's Report.
- The acreage will be fine-tuned.
- The Report details the CIP.
- The CDD will have to issue approximately $69,295,000 in par amount of special assessment bonds to finance the $50,415,067.74 total CIP costs set forth in the Engineer's Report.

Ms. Cerbone reviewed the Tables and discussed the True-Up Mechanism, Equivalent Residential Unit (ERU) weightings for the various product types and noted the anticipated amount of bond debt per unit.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Special Assessment Methodology Report dated May 30, 2024, in substantial form, was approved.

F. Resolution 2024-33, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid By Assessments, and the Manner and Timing in Which the Assessments are to Be Paid; Designating the Lands Upon Which the Assessments Shall Be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date

Ms. Gentry presented Resolution 2024-33, known as the Declaring Resolution, which accomplishes the following:

➢ Commences the process for the CDD to advertise an assessment public hearing so the assessments can be imposed and collected.

➢ It is a master assessment proceeding meaning the lien being levied is not activated until bonds are issued.

➢ Sets forth the assessment master cap amounts.

Ms. Gentry stated that the blanks in Section 4, of Resolution 2024-33, will be filled in with the cost information from the Master Engineer's Report and the Methodology Report.

Ms. Gentry stated that, as part of adopting Resolution 2024-33, the Board is finding that the benefits from the improvements will accrue to the property improved, that the amount of those benefits will exceed the amount of the assessments and that the assessments are fairly and reasonably allocated as they are proposed.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-33, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid By Assessments, and the Manner and Timing in Which the Assessments are to Be Paid; Designating the Lands Upon Which the Assessments Shall Be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings for July 15, 2024 at 1:30 p.m., at KPM Franklin, 222 Church Street, Kissimmee, Florida 34741; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date, was adopted.

G. Resolution 2024-34, Authorizing the Issuance of Not to Exceed $69,295,000 Aggregate Principal Amount of Canoe Creek Reserve Community Development District Special

Assessment Bonds, in One or More Series to Pay All or a Portion of the Costs of the Planning, Financing, Construction and/or Acquisition of Public Infrastructure Improvements Including, But Not Limited to Stormwater Management Systems, Roadway Improvements, Water & Sewer Systems, Amenity, Entry Features, Landscaping, and Off-Site Utilities, and Associated Professional Fees and Incidental Costs Related Thereto Pursuant to Chapter 190, Florida Statutes, as Amended; Appointing a Trustee; Approving the Form of and Authorizing the Execution and Delivery of a Master Trust Indenture; Providing that Such Bonds Shall Not Constitute a Debt, Liability or Obligation of Canoe Creek Reserve Community Development District, Osceola County, Florida, or the State of Florida or of Any Political Subdivision Thereof, But Shall Be Payable From Special Assessments Assessed and Levied on the Property Within the District Benefited by the Improvements And Subject to Assessment; Providing for the Judicial Validation of Such Bonds; and Providing for Other Related Matters

Mr. Smith presented Resolution 2024-34, which accomplishes the following:

- Authorizes the issuance of not-to-exceed $69,295,000 worth of special assessment bonds.
- Approves use of the bond proceeds up to the maximum that the CDD would issue.
- Approves the use of the bond proceeds for the various infrastructure and other projects outlined in the Engineer’s Report.
- Authorizes proceeding with validation of the bonds.
- Approves the form of the Master Trust Indenture.

Mr. Smith stated that, once the bonds are validated by the Circuit Court, a Supplemental Resolution will be presented, which provides more structure and the final amount of the bonds that the CDD would issue.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-34, Authorizing the Issuance of Not to Exceed $69,295,000 Aggregate Principal Amount of Canoe Creek Reserve Community Development District Special Assessment Bonds, in One or More Series to Pay All or a Portion of the Costs of the Planning, Financing, Construction and/or Acquisition of Public Infrastructure Improvements Including, But Not Limited to Stormwater Management Systems, Roadway Improvements, Water & Sewer Systems, Amenity, Entry Features, Landscaping, and Off-Site Utilities, and Associated

Professional Fees and Incidental Costs Related Thereto Pursuant to Chapter 190, Florida Statutes, as Amended; Appointing a Trustee; Approving the Form of and Authorizing the Execution and Delivery of a Master Trust Indenture; Providing that Such Bonds Shall Not Constitute a Debt, Liability or Obligation of Canoe Creek Reserve Community Development District, Osceola County, Florida, or the State of Florida or of Any Political Subdivision Thereof, But Shall Be Payable From Special Assessments Assessed and Levied on the Property Within the District Benefited by the Improvements And Subject to Assessment; Providing for the Judicial Validation of Such Bonds; and Providing for Other Related Matters, was adopted.

TENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kilinski | Van Wyk PLLC

B. District Engineer (Interim): KPM Franklin

There were no District Counsel or Interim District Engineer reports.

C. District Manager: Wrathell, Hunt and Associates, LLC

Discussion ensued regarding who will likely be nominated to the Board at the upcoming Landowners' Election.

ELEVENTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the meeting adjourned at 4:20 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair