

**MINUTES OF MEETING
CANOE CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Canoe Creek Reserve Community Development District held a Public Hearing and Regular Meeting on September 17, 2024 at 2:00 p.m., at KPM Franklin, 222 Church Street, Kissimmee, Florida 34741.

Present:

Steve McConn	Chair
Susan Kane	Vice Chair
Casey Dare	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Clif Fischer	Wrathell, Hunt and Associates, LLC (WHA)
Grace Kobitter (via telephone)	District Counsel
Kevin White	District Engineer
James Makransky (via telephone)	KB Home Orlando LLC
Mitchell _____	Licensed Surveyor

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 2:04 p.m.

Supervisors McConn, Kane and Dare were present. Supervisors Reid and Harding were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2024-43, Ratifying the Actions of the District Manager and District Staff in Re-Scheduling and Re-Noticing the Budget Hearing for Fiscal Year 2023/2024 and Fiscal Year 2024/2025; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-43.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-43, Ratifying the Actions of the District Manager and District Staff in Re-Scheduling and Re-Noticing the Budget Hearing for Fiscal Year 2023/2024 and Fiscal Year 2024/2025; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year 2023/2024 and Fiscal Year 2024/2025 Budgets****A. Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2024-42, Relating to the Annual Appropriations and Adopting the Budget for the Remainder of the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-42 and the proposed budgets for Fiscal Years 2024 and 2025. Both are Landowner-funded, with expenses funded as they are incurred, and both are unchanged since they were last presented.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Public Hearing was opened.

Mr. Makransky asked if assessments are assigned equally, or by product types. Ms. Cerbone stated that the budgets are Landowner-funded right now; her understanding is that the Budget Funding Agreement is with one entity.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Public Hearing was closed.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, Resolution 2024-42, Relating to the Annual Appropriations and Adopting the Budget for the Remainder of the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of 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.

SIXTH ORDER OF BUSINESS

Consideration of Osceola County Property Appraiser Agreement

Ms. Cerbone presented the Osceola County Property Appraiser Agreement.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Osceola County Property Appraiser Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Osceola County Tax Collector Agreement

Ms. Cerbone presented the Osceola County Tax Collector Agreement.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Osceola County Tax Collector Agreement, was approved.
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EIGHTH ORDER OF BUSINESS

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

This item was deferred.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2024

Ms. Cerbone presented the Unaudited Financial Statements as of July 31, 2024.

On MOTION by Ms. Kane and seconded by Mr. McConn, with all in favor, the Unaudited Financial Statements as of July 31, 2024, were accepted.

TENTH ORDER OF BUSINESS**Approval of Minutes**

- A. July 15, 2024 Landowners' Meeting**
- B. July 15, 2024 Public Hearings, Regular Meeting and Audit Committee Meeting**

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the July 15, 2024 Landowners' Meeting Minutes and the July 15, 2024 Public Hearings, Regular Meeting and Audit Committee Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kilinski | Van Wyk PLLC**

Ms. Kobitter presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals. She recommended changing the Standard for Goal 1.1 to reduce the number of board meetings during the Fiscal Year, from eight meetings to two meetings.

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, as amended, were approved.

- B. District Engineer (Interim): KPM Franklin**

- Update: CDD Boundary**

Mr. White stated that, in reviewing his firm's records, it was confirmed that Mr. Justin Pickerel sent the new sketch including the new CDD boundaries.

Ms. Cerbone stated that, during one of the Public Hearings, all the Mailed Notices were included in the Agenda and three came into question. One Mailed Notice was sent to a governmental entity and two Mailed Notices were sent to separate private property owners. Her understanding is that those three parcels are not within the CDD boundaries so no action needs to be taken with regard to CDD boundaries. In an abundance of caution, when considering legal requirements, District Management included three additional parcels that did not need to receive Mailed Notices in advance of the public hearing.

Ms. Kobitter and Mr. White were in agreement.

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

- **NEXT MEETING DATE: CY2025**
 - **QUORUM CHECK**

The consensus was that the next meeting will be held in calendar year 2025.

Ms. Kobitter stated the bond validation hearing is scheduled for October 15, 2024, via Zoom. Calendar invites will be sent and the Board Members are not required to attend.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

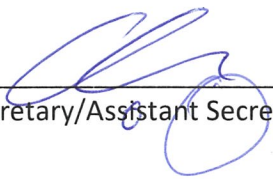
No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. McConn and seconded by Ms. Kane, with all in favor, the meeting adjourned at 2:17 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair