

**MINUTES OF MEETING
LAKE LIZZIE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lake Lizzie Community Development District was held Wednesday, **May 3, 2023** at 12:30 p.m. at the West Osceola Branch Library, 305 Campus Street, Celebration, Florida.

Present and constituting a quorum:

Tony Iorio	Chairman
Doug Beasley	Vice Chairman
Rocky Owen	Assistant Secretary
Tom Franklin	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Michelle Rigoni <i>by phone</i>	District Counsel, Kutak Rock
Alan Scheerer	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting nor were there any members calling in on the Zoom line.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the April 5, 2023,
Board of Supervisors Meeting**

Ms. Adams presented the minutes from April 5, 2023 Board of Supervisors meeting from page 5 of the agenda packet. She noted one correction to the April 5, 2023 meeting minutes, which was that George Flint was not present at that meeting. She stated that the meeting minutes were reviewed by District management as well as by District counsel.

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On MOTION by Mr. Iorio, seconded by Mr. Beasley, with all in favor, the Minutes of the April 5, 2023 Board of Supervisors Meeting, was approved.

FOURTH ORDER OF BUSINESS

Review of Landscape Services Proposal

Ms. Adams stated that this item did not require Board action and was for discussion purposes only. She explained that in the course of preparing for the Fiscal Year 2024 budget, their field operations manager had been gathering certain information and they have also been collecting certain information from the project manager as it related to when they anticipate Phase 1 being transmitted to the District and what they expect for the District to be maintaining. They needed that information for budgeting purposes. For the purposes of populating the budget as well as for planning purposes, they did get a proposal from FLS. Alan Scheerer reached out and FLS was selected to provide a proposal because they were the installer and very familiar with the project. She stated that they wanted to draw the Board's attention to the service area map where they would see that there was a very small area proposed to be maintained by the District. She stated that basically just around the stormwater ponds, there would be mowing around the ponds as well as potential pond maintenance for the District. She noted that they also understood from review of the preliminary plat that the intention was with certain CDD property that the HOA may be maintaining things like shrubbery and trees. She explained that she wanted to get confirmation from the Board that they were in agreeance that this was the area that the CDD would maintain, which was in accordance with the engineer's report. If there was additional landscape, they would enter into some type of service agreement with the HOA in order to maintain the shrubbery and trees on CDD land. She stated that the total amount of the proposal was \$29,245 and was for 12 months of service.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-40 Approving the Fiscal Year 2024 Proposed Budget and Setting a Public Hearing

Ms. Adams presented Resolution 2023-40 to the Board. She stated that this resolution was approving the Fiscal Year 2024 proposed budget and setting the public hearing. She explained that when this Board adopted their annual meeting schedule, one of the meeting dates was July 5, 2023. She noted that they were preliminarily planning for bond closing on July 5, 2023, if they can establish that they will have a quorum. She explained that they can close the bond earlier in June

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and they can move the budget adoption to the first Wednesday in August. She noted that they also have a meeting scheduled August 2, 2023, which allowed for plenty of time. She wanted to have this discussion in case they need to update the resolution. After brief Board discussion, it was decided to keep the July 5, 2023 budget adoption date and they will preliminarily plan for the bond closing. She reviewed that this resolution approves the proposed budget, sets their public hearing, allows for all the communication to Osceola County and posting of the budget. She noted that this would be a first-time O&M assessment and she didn't see it noted in this resolution. She asked Ms. Rigoni if there was another form of resolution when there is a first-time O&M or was this resolution adequate. Ms. Rigoni responded that it should be the simple one for all types. She also stated that they would provide them with form publish and mailed notices because they would be levying for the first time.

Ms. Adams stated that this was the proposed budget for Fiscal Year 2024, which will begin October 1, 2023 and would end September 30, 2024. The first page of the budget showed the revenue. Their current adopted budget contemplates that the District is 100% developer contributions. For the next fiscal year, they have confirmed that they are going to have both on roll and off roll assessments, so the properties that are platted generally by July 1st will be on roll. She noted her understanding from the project manager was that they were planning to record that plat very soon. Mr. Iorio confirmed the date was by the 30th of June for the plat to be recorded. He also stated that the plat had been approved and was now in for final executing. Ms. Adams stated that the assessments that were on roll typically pay for a portion of the administration of the District and also pay for 100% of the field expenses. She noted that typically the off-roll assessments that are direct billed to the developer pay a fair share of the operation of the District, just the administration portion since that property does not yet benefit from the field work that will happen. She explained that they did set up the expenses under operation and maintenance based on a 12-month budget. She stated that these expenses would not be realized until the work starts to occur. She also stated that compared to their current adopted budget, not only were there field expenses, which is new, but there is also an increase in the administration of the District. She further explained that was primarily because when the District was established this year, they were already partially through the fiscal year, so the first adopted budget was not for a full 12-month cycle, but it was for a shorter cycle. She reviewed the table at the bottom of page 20 of the agenda package. She noted that this District had not yet issued bonds, but they were planning for the issuance of

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bonds. She explained that this would be the amount that the Board sets for their proposed budget and that would be included in the notice to the property owner, which at this time was the developer. They can always come down from that amount at their budget adoption.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, Resolution 2023-40 Approving the Fiscal Year 2024 Proposed Budget and Setting a Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni had nothing to report to the Board.

B. Engineer

Ms. Adams stated that Tony had reached out to Mark Vincutonis at Hanson, Walter & Associates and they will follow up with him regarding the supplemental engineer’s report as it relates to being prepared for the bond issue.

C. District Manager’s Report

i. Balance Sheet & Income Statement

Ms. Adams stated that this was provided for informational purposes only and no Board action was required.

ii. Ratification of Funding Requests No. 4 and 5

Ms. Adams stated that this was the billing in order to operate the District. For the purpose of processing, these have already been signed by the Chairman. They were just looking for a motion to ratify. Those are presented in the agenda package for \$15,633.

On MOTION by Mr. Franklin, seconded by Mr. Owen with all in favor, Funding Requests No. 4 and 5, were ratified.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

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EIGHTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the meeting was adjourned.

Tricia Adams
Secretary/Assistant Secretary

Tony Lorio
Chairman/Vice Chairman