

**MINUTES OF MEETING
RESERVE AT VAN OAKS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Reserve at Van Oaks Community Development District held Multiple Public Hearings and a Regular Meeting on March 7, 2022 immediately following the adjournment of the Landowners' Meeting, that commenced at 12:00 P.M., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809.

Present at the meeting:

Garth Noble	Chair
Martha Schiffer	Vice Chair
Jerry Tomberlin	Assistant Secretary
Edmon Rakipi (via telephone)	Assistant Secretary
Chris Torres	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Pfil Hunt	Wrathell, Hunt and Associates, LLC
Kristen Suit	Wrathell, Hunt and Associates, LLC
Jere Earlywine (via telephone)	District Counsel
Tim VanWormer (via telephone)	District Engineer
Brad van Rooyen	Home River HOA

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 12:13 p.m., and recapped the following results of the Landowners' election, held just prior to this meeting:

Seat 1	Jerry Tomberlin	25 votes	4-year Term
Seat 2	Garth Noble	25 votes	4-year Term
Seat 3	Martha Schiffer	10 votes	2-year Term
Seat 4	Edmon Rakipi	10 votes	2-year Term
Seat 5	Chris Torres	10 votes	2-year Term

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Board of Supervisors *(the following will also be provided in a separate package)*

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Noble, Ms. Schiffer, Mr. Tomberlin and Mr. Torres. The Oath of Office would be administered to Mr. Rakipi at the next meeting.

Mr. Wrathell stated Supervisors Noble, Schiffer, Tomberlin and Torres were present, in person. Supervisor Rakipi was attending via telephone.

Mr. Wrathell provided and briefly explained the following items:

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Chapter 190, Florida Statutes**
- D. **Financial Disclosure Forms**
 - I. **Form 1: Statement of Financial Interests**
 - II. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. **Form 1F: Final Statement of Financial Interests**
- E. **Form 8B: Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-27, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2022-27 and noted that the results of the Landowners' Election were recapped at the onset of the meeting.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, Resolution 2022-27, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-28, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2022-28. Mr. Tomberlin nominated the following slate of officers:

Garth Noble	Chair
Martha Schiffer	Vice Chair
Craig Wrathell	Secretary
Jerry Tomberlin	Assistant Secretary
Edmon Rakipi	Assistant Secretary
Chris Torres	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Kristen Suit	Assistant Secretary

No other nominations were made.

Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, Resolution 2022-28, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-29, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which

May Be Levied by the Reserve at Van Oaks Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

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

No members of the public spoke.

On MOTION by Mr. Tomberlin and seconded by Mr. Torres, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2022-29 and read the title.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, Resolution 2022-29, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Reserve at Van Oaks Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*
- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

These items occurred below.

- A. Affidavit/Proof of Publication
- B. Mailed Notice to Property Owner(s)
- C. Master Engineer’s Report *(for informational purposes)*

D. Master Special Assessment Methodology Report *(for informational purposes)*

Copies of Items 7A through 7D were included for informational purposes.

Mr. Wrathell reviewed the Appendix Tables on Pages 12 through 15 of the Master Assessment Methodology Report.

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

- ***Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.***

Mr. Wrathell stated that no members of the public were present and no affected property owners wished to comment.

- ***Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.***

Mr. Wrathell asked if the Board, sitting as the Equalizing Board, wished to make any changes to the assessments, based on any Board or public comments.

Ms. Schiffer asked if the \$2,308 per unit, per year includes the Operation and Maintenance (O&M) assessments. Mr. Wrathell stated no, the amount was solely debt and the O&M would be instituted once the budget is prepared.

The Board, sitting as the Equalizing Board, did not wish to make any changes.

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

- E. Consideration of Resolution 2022-30, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal**

Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date

Mr. Wrathell presented Resolution 2022-30 and read the title.

Mr. Earlywine stated, with the adoption of Resolution 2022-30, the Board is making a finding that the assessments are supported by sufficient benefit of the project and are fairly and reasonably allocated. He reviewed each section of the Resolution.

On MOTION by Mr. Torres and seconded by Mr. Tomberlin, with all in favor, Resolution 2022-30, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

This item was deferred.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

This item was deferred.

TENTH ORDER OF BUSINESS

Approval of January 31, 2022 Organizational Meeting Minutes

Mr. Wrathell presented the January 31, 2022 Organizational Meeting Minutes.

On MOTION by Mr. Torres and seconded by Ms. Schiffer, with all in favor, the January 31, 2022 Organizational Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *KE Law Group, PLLC*

Mr. Earlywine stated the bond validation hearing is scheduled for March 31, 2022, via Zoom, and the bond closing could be set for May.

B. District Engineer (Interim): *Poulos & Bennett, LLC*

There was no report.

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

- **NEXT MEETING DATE: April 4, 2022 at 12:00 P.M.**
 - **QUORUM CHECK**

The next meeting would be held on April 4, 2022.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

Ms. Schiffer asked who would be the District's Manager. Mr. Wrathell stated it will be Ms. Suit.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, the meeting adjourned at 12:41 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair