

# **RESERVE AT VAN OAKS**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**October 2, 2023**

**BOARD OF SUPERVISORS  
REGULAR  
MEETING AGENDA**

**RESERVE AT VAN OAKS**  
**COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA**  
**LETTER**

# Reserve at Van Oaks Community Development District

## OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

September 25, 2023

**ATTENDEES:**  
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors  
Reserve at Van Oaks Community Development District

Dear Board Members:

The Board of Supervisors of the Reserve at Van Oaks Community Development District will hold a Regular Meeting on October 2, 2023 at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Ratification Items
  - A. Updated Amenities Rules/Rates
  - B. Fiscal Year 2024 Amended Budget
  - C. Contribution Agreement
4. Acceptance of Unaudited Financial Statements as of August 31, 2023
5. Approval of August 7, 2023 Public Hearings and Regular Meeting Minutes
6. Staff Reports
  - A. District Counsel: *Kutak Rock LLP*
  - B. District Engineer *Poulos & Bennett, LLC*
  - C. District Property Manager: *HomeRiver Group-Orlando*
  - D. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: November 6, 2023 at 1:00 PM

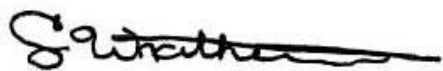
○ QUORUM CHECK

|        |                 |                                    |                                |                             |
|--------|-----------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | MEGAN GERMINO   | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | GARTH NOBLE     | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 3 | MARTHA SCHIFFER | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 4 | EDMON RAKIPI    | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 5 | CHRIS TORRES    | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |

7. Board Members' Comments/Requests
8. Public Comments
9. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Kristen Suit at (410) 207-1802.

Sincerely,



Craig Wrathell  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 943 865 3730**

# **RESERVE AT VAN OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

# **3A**

# **RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT**

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## **AMENITIES RULES**

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**PART 1: Reserve at Van Oaks Community Development District  
Amenity Operating Rules**

Law Implemented: ss. 190.011, 190.035, Fla. Stat. (2022)  
Effective Date: August 7, 2023

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**In accordance with Chapters 190 and 120, *Florida Statutes*, and at a duly noticed public meeting and after a duly noticed public hearing, the Board of Supervisors of the Reserve at Van Oaks Community Development District adopted the following rules to govern the operation of the District’s Amenities. All prior rules of the District governing this subject matter are hereby superseded on a going forward basis.**

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**DEFINITIONS**

The following definitions shall apply to these rules in their entirety:

**“Amenities”** – shall mean the properties and areas owned by the District and intended for recreational use and shall include, but not specifically be limited to, the District’s clubhouse and swimming pool, together with their appurtenant areas, facilities, equipment, and any other appurtenances.

**“Amenities Rules” or “Rules”** – shall mean all rules of the District, as amended from time to time, governing the use of the amenities, including but not limited to these “Amenity Operating Rules,” the “Rule for Amenities Rates,” and the “Disciplinary and Enforcement Rule.”

**“Annual User Fee”** – shall mean the base fee established by the District for the non-exclusive right to use the Amenities. The amount of the Annual User Fee is set forth in the District’s Rule for Amenities Rates.

**“Board of Supervisors” or “Board”** – shall mean the Board of Supervisors of the District.

**“District”** – shall mean the Reserve at Van Oaks Community Development District.

**“District Manager”** – shall mean the professional management company with which the District has contracted to provide management services to the District (i.e., Wrathell, Hunt and Associates, LLC).

**“Family”** – shall mean a group of individuals living under one roof or head of household. This can consist of individuals who have not yet attained the legal age of

majority (i.e., 18 or as otherwise provided by law), together with their parents or legal guardians. This does not include visiting relatives, or extended family not residing in the home.

**“Guest”** – shall mean any person, other than a Patron, who is expressly authorized by the District to use the Amenities, or invited and accompanied for the day by a Patron to use the Amenities.

**“Non-Resident”** – shall mean any person that does not own property within the District.

**“Non-Resident Patron”** – shall mean any person or Family not owning property in the District who is paying the Annual User Fee to the District, and who is therefore a Patron for purposes of these Rules.

**“Patron” or “Patrons”** – shall mean Residents, Non-Resident Patrons, and Renters.

**“Renter”** – shall mean any tenant residing in a Resident’s home pursuant to a valid rental or lease agreement.

**“Resident”** – shall mean any person or Family owning property within the District.

### **AUTHORIZED USERS**

**Generally.** Only Patrons and Guests, as set forth herein, have the right to use the Amenities.

**Residents.** A Resident must pay the Annual User Fee applicable to Residents in order to have the right to use the Amenities. Such payment must be made in accordance with the District’s annual assessment collection resolution and typically will be included on the Resident’s property tax bill. Payment of the Annual User Fee entitles the Resident to use the Amenities for one full fiscal year of the District, which year begins October 1 and ends September 30.

**Non-Residents.** A Non-Resident Patron must pay the Annual User Fee applicable to Non-Residents in order to have the right to use the Amenities for one full year, which year begins from the date of receipt of payment by the District. This fee must be paid in full before the Non-Resident may use the Amenities. Each subsequent Annual User Fee shall be paid in full on the anniversary date of application.



**Renter's Privileges.** Residents who rent or lease residential unit(s) in the District shall have the right to designate the Renter of the residential unit(s) as the beneficial users of the Resident's privileges to use the Amenities.

1. A Renter who is designated as the beneficial user of the Resident's rights to use the Amenities shall be entitled to the same rights and privileges to use the Amenities as the Resident.
2. During the period when a Renter is designated as the beneficial user, the Resident shall not be entitled to use the Amenities.
3. Residents shall be responsible for all charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Resident owners are responsible for the department of their respective Renter.
4. Renters shall be subject to all rules, including but not limited to the Rules, as the Board may adopt from time to time.

**Guests.** Except as otherwise provided for herein, each Patron may bring a maximum of four Guests to the Amenities, provided however that Guests must be accompanied by the Patron when using the Amenities and provided however that the Patron will be responsible for any harm caused by the Patron's Guests while using the Amenities. For clarification purposes, the preceding sentence shall be construed to place a four Guest limitation on the total number of Guests that a Patron may bring on behalf of that Patron's particular residence or household – e.g., a Patron Family consisting of four people cannot bring up to four Guests each for a total of sixteen Guests, but instead can only bring a total of four Guests on behalf of the entire household. The District may also in its discretion invite Guests as part of any community programming activities. Applicable fees may apply. Guests shall be subject to all rules, including but not limited to the Rules, as the Board may adopt from time to time.

**Registration / Disclaimer.** In order to use the Amenities, each Patron, all members of a Patron's Family, and all Guests shall register with the District by executing a Consent and Waiver Agreement, a copy of which is attached hereto as **Exhibit A**, along with any other paperwork that may be required by the District Manager.

#### **ACCESS KEY FOBS**

Every home is entitled to two Access Fobs, free of charge following closing of a new construction home. If a Resident leases a home, only the lessee shall be entitled to exercise the privileges of a Resident. Additional Fobs are \$50 each. The maximum number of Access Key Fobs per household is limited to four (4). Resale buyers are required to purchase new Access Key Fobs if not passed on from seller. All resale buyers must re-register the old Access Key Fobs. Buyer is required to register with the District Manager to ensure fobs are transferred to new owners.

## GENERAL PROVISIONS

All Patrons and Guests using the Amenities are expected to conduct themselves in a responsible, courteous and safe manner, in compliance with all Rules of the District.

**ALL PERSONS USING THE AMENITIES DO SO AT THEIR OWN RISK AND AGREE TO ABIDE BY THE DISTRICT'S RULES AND POLICIES AS MAY BE ADOPTED AND/OR AMENDED FROM TIME TO TIME. AS SET FORTH MORE FULLY LATER HEREIN, THE DISTRICT SHALL ASSUME NO RESPONSIBILITY AND SHALL NOT BE LIABLE FOR ANY ACCIDENTS, PERSONAL INJURY, OR DAMAGE TO, OR LOSS OF PROPERTY ARISING FROM, THE USE OF THE AMENITIES OR FROM THE ACTS, OMISSIONS OR NEGLIGENCE OF OTHER PERSONS USING THE AMENITIES.**

**THE DISTRICT DOES NOT PROVIDE ANY SUPERVISION WITH RESPECT TO THE USE OF THE AMENITIES, AND THERE ARE INHERENT RISKS IN THE USE OF THE AMENITIES – E.G., THE USE OF THE POOL, ETC. CAN RESULT IN SERIOUS BODILY INJURY OR EVEN DEATH. PATRONS ARE RESPONSIBLE FOR THEIR ACTIONS AND THOSE OF THEIR GUESTS. PARENTS AND LEGAL GUARDIANS ARE RESPONSIBLE FOR THEIR MINOR CHILDREN WHO USE THE AMENITIES. THE DISTRICT STRONGLY ENCOURAGES PARENTS AND LEGAL GUARDIANS TO ACCOMPANY AND SUPERVISE THEIR MINOR CHILDREN WHILE AT THE AMENITIES.**

***Emergencies:*** After contacting 911 if required, all emergencies and injuries must be reported to the office of the District Manager at 813-533-2950.

***Hours of Operation.*** All hours of operation of the Amenities will be established and published by the District. The Amenities will be closed on the following holidays: Easter, Thanksgiving Day, Christmas Eve, Christmas Day and New Year's Day. The District may restrict access or close some or all of the Amenities for purposes of providing a community activity, for making improvements, for conducting maintenance, or other purposes. Any programs or activities of the District may have priority over other users of the Amenities.

Except as otherwise expressly stated herein, the following additional guidelines govern the use of all of the Amenities:

1. ***Guests.*** Guests must be accompanied by a Patron while using the Amenities.
2. ***Minors.*** Because the Amenities are not supervised, and for safety reasons, minors age 10 or younger must be accompanied by a responsible adult when using the Amenities. As noted above, parents and legal guardians are responsible for their minor children who use the Amenities, and the District strongly encourages parents and legal guardians to accompany and supervise their minor children while at the Amenities.

3. **Attire.** With the exception of the pool and wet areas where bathing suits are permitted, Patrons and Guests must be properly attired with shirts and shoes to use the Amenities. Bathing suits and wet feet are not allowed indoors with the exception of the locker room areas.
4. **Food and Drink.** Food and drink will be limited to designated areas only.
5. **Alcohol.** Alcoholic beverages shall not be served or sold, nor permitted to be consumed on the premises of the Amenities.
6. **No Smoking.** Except in designated areas, smoking (including e-cigarettes) is not permitted in any building, or enclosed or fenced area to the maximum extent of the prohibitions set forth in the Florida Clean Indoor Air Act or other subsequent legislation. All waste must be disposed of in the appropriate receptacles. No employee or contractor of the District shall smoke in any building, or enclosed or fenced area of the Amenities. Any violation of this policy shall be reported to the District Manager.
7. **Pets.** With the exception of service animals, pets are only permitted in designated areas, and they are not permitted indoors. Where service animals are permitted on the grounds, they must be leashed. Patrons are responsible for picking up after all pets as a courtesy to others and in accordance with the law.
8. **Vehicles.** Vehicles must be parked in designated areas. Vehicles should not be parked on grass lawns, or in any way which blocks the normal flow of traffic. Golf carts, off-road bikes/vehicles (including ATV's), and motorized scooters are prohibited on all property owned, maintained, and operated by the District or at any of the Amenities within District unless they are owned by the District.
9. **Skateboards, Etc.** Bicycles, skateboards, rollerblades, scooters, hover boards and other similar uses are limited to designated outdoor areas only.
10. **Fireworks.** Fireworks of any kind are not permitted anywhere on the Amenities or adjacent areas.
11. **Service Areas.** Only District employees and staff are allowed in the service areas of the Amenities.
12. **Courtesy.** Patrons and their Guests shall treat all staff members and other Patrons and Guests with courtesy and respect.
13. **Profanity.** Loud, profane or abusive language is prohibited.
14. **Horseplay.** Disorderly conduct and horseplay are prohibited.
15. **Equipment.** All equipment and supplies provided for use of the Amenities must be returned in good condition after use. Patrons are encouraged to let the staff know if an area of the Amenities or a piece of equipment is in need of cleaning or maintenance.
16. **Littering.** Patrons are responsible for cleaning up after themselves and helping to keep the Amenities clean at all times.
17. **Solicitation and Advertising.** Commercial advertisements shall not be posted or circulated in the Amenities. Petitions, posters or promotional material shall not be originated, solicited, circulated or posted on Amenities property unless approved in writing by the District.

18. **Commercial Use** – Except as previously authorized in writing by the District, the Amenities may not be used for commercial purposes by Patrons or Guests.
19. **Firearms.** Firearms are not permitted in any of the Amenities or on any District property in each case to the extent such prohibitions are permitted under Florida law. Among other prohibitions, no firearms may be carried to any meeting of the District’s Board of Supervisors.
20. **Trespassing / Loitering.** There is no trespassing or loitering allowed at the Amenities. Any individual violating this policy may be reported to the local authorities.
21. **Compliance with Laws.** All Patrons and Guests shall abide by and comply with any and all federal, state and local laws and ordinances, as well as any District rules and Rules, while present at or utilizing the Amenities, and shall ensure that any minor for whom they are responsible also complies with the same.
22. **Surveillance.** Various areas of all Amenities are under twenty-four (24) hour video surveillance.
23. **Lost Property.** The District is not responsible for lost or stolen items. Staff members are not permitted to hold valuables or bags for Patrons or Guests. All found items should be turned in to the District Manager for storage in the lost and found. Items will be stored in the lost and found for up to one month.

## **SWIMMING POOL**

The following Rules apply to the District’s pool:

1. **Swim at Your Own Risk.** The pool areas are not supervised, and so all Patrons use the pool at their own risk.
2. **Operating Hours.** The pool areas are open from dawn to dusk only. No one is permitted in the pool at any other time unless a specific event is scheduled.
3. **Skateboards, Etc.** No bicycles, scooters, roller skates, roller blades, hover boards, skate boards or other similar items are permitted on the pool deck.
4. **Food and Drink.** Patrons are permitted to bring their own snacks and water to the pool; however, no food or beverages are permitted in the pool or the pool wet deck area, as defined by Florida law. Glass containers or breakable objects of any kind are not permitted.
5. **Unsafe Behavior.** No pushing, running, horseplay or other similarly unsafe behavior is allowed in the pool or on the pool deck area.
6. **Diving.** Diving is strictly prohibited at the pool.
7. **Noise.** Radios, tape players, CD players, MP3 players and televisions, and the like are not permitted unless they are personal units equipped with headphones.
8. **Aquatic Toys and Recreational Equipment.** Prohibited items include, but are not limited to, rafts, inner tubes, scuba gear, squirt guns, swim fins, balls, frisbees, inflatable objects, or other similar water play items. Exceptions are small personal floatation devices for swimming assistance, kickboards, masks, goggles, pool noodles, dive sticks, snorkels and water wings.

9. **Entrances.** Pool entrances, including stairs and ladders, must be kept clear at all times.
10. **Railings.** No swinging on ladders, fences, or railings is allowed.
11. **Pool Furniture.** Pool furniture is not to be removed from the pool area or placed in the pool.
12. **Chemicals.** Chemicals used in the pool may affect certain hair or fabric colors. The District is not responsible for these effects.
13. **Pets.** Pets, (with the exception of service animals), are not permitted on the pool deck area inside the pool gates at any time.
14. **Attire.** Appropriate swimming attire (swimsuits) must be worn at all times.
15. **Parties.** Parties at the pool are prohibited, and participants may be asked to leave by the District Manager.
16. **Prevention of Disease.** All swimmers must shower before initially entering the pool. Persons with open cuts, wounds, sores or blisters may not use the pool. No person should use the pool with or suspected of having a communicable disease which could be transmitted through the use of the pool.
17. **Swim Diapers.** All persons who are not reliably toilet trained must wear swim diapers and a swimsuit over the swim diaper. If contamination occurs, the pool will be closed for twenty four (24) hours and the water will be shocked with chlorine to kill the bacteria. Any individual responsible for contamination of the pool may be held responsible for any clean-up or decontamination expenses incurred by the District.
18. **Pollution.** No one shall pollute the pool. Anyone who does pollute the pool is liable for any costs incurred in treating and reopening the pool.
19. **Lap Lanes.** Lap lanes are to be used only by persons swimming laps or water walking or jogging.
20. **Reservation of Tables or Chairs.** Tables or chairs on the deck area may not be reserved by placing towels or personal belongings on them, except for up to thirty minutes.
21. **Pool Closure.** The pool may close due to weather warnings, fecal accidents, chemical balancing, or general maintenance and repairs.
22. **Weather.** The pool and pool area will be closed during electrical storms or when rain makes it difficult to see any part of the pool or pool bottom clearly. The pool will be closed at the first sound of thunder or sighting of lightning and will remain closed for thirty 30 minutes after the last sighting. Everyone must leave the pool deck immediately upon hearing thunder or sighting lightning.
23. **Swim Instruction.** Except as expressly authorized by the District, swim instruction for fees, or solicitation of swim instruction for fees, is prohibited.
24. **ADA Compliant Chair Lift.** The chair lift(s) in the pool area are provided pursuant to the Americans with Disabilities Act. They are to be used only to facilitate usage of the pool by disabled individuals. Any use of the chair lift for other than its intended purpose is strictly prohibited.

## LAKE OR POND AREAS

The lakes and ponds throughout the community are not designed for swimming or boating. However, Patrons and their Guests may use the ponds for fishing as set forth herein. (NOTE: Only Patrons and their Guests are authorized to use the ponds for fishing, and any access by non-Patrons is prohibited.) We ask that you respect your fellow landowners and access the ponds through the proper access points. The District has a catch and release policy for all fish caught in the ponds. The ponds are not intended for anything but catch and release, as they are mostly retention ponds and man-made lakes. The purpose of the ponds is to help facilitate the District's natural water system for run off and overflow. The ponds are not to State code for keeping your catch so please protect yourself and the fish population and return them to the water.

The following additional guidelines apply:

1. Please be respectful of the privacy of the residents living near the ponds.
2. Pets must be accompanied and in their owners control at all times around ponds.
3. Parking along the county right of way or on any grassed area near the ponds is prohibited. It is recommended that Patrons wishing to fish walk or ride bicycles to the ponds.
4. Do not leave fishing poles, lines, equipment or bait unattended.
5. Do not leave any litter. Fishing line is hazardous to wildlife.
6. Do not feed the wildlife anything, ever.
7. Fish caught from the lakes may not be edible since the lakes are designed to detain pollutants. Catch and release is required.
8. Swimming is prohibited in all ponds on District property.
9. No watercrafts of any kind are allowed in any of the ponds on District property.
10. Licensing requirements from other governmental agencies may apply. Check the regulations.
11. Fishing is permitted by poles only. No cast nets are permitted.

## PLAYGROUND AND TOT LOTS

The community provides several tot lots and playground areas for Patrons and Guests to enjoy with their children. The following guidelines apply:

1. **Footwear.** Proper footwear is required and no loose clothing especially with strings should be worn.
2. **Mulch.** The mulch material is necessary for reducing fall impact and for good drainage. It is not to be picked up, thrown, or kicked for any reason.
3. **Food & Drinks.** No food, drinks or gum are permitted at the playground.
4. **Animals.** No pets of any kind are permitted at the playground, with the exception of service animals.
5. **Glass Containers.** No glass containers are permitted at the playground.

6. **No Jumping.** No jumping off from any climbing bar or platform.
7. **Disruptive Behavior.** Profanity, rough-housing, and disruptive behavior are prohibited.
8. **Equipment.** If anything is wrong with the equipment or someone gets hurt, notify the District immediately.

#### **PROPERTY DAMAGE**

Each Patron shall be liable for any property damage at the Amenities caused by him or her, his or her Guests, or members of his or her Family. The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses due to property damage.

Each Patron and Guest, as a condition of invitation to the premises of the Amenities, assumes sole responsibility for his or her property. The District shall not be responsible for the loss or damage to any private property used or stored on the premises of the Amenities, whether in lockers or elsewhere.

#### **USE AT OWN RISK; INDEMNIFICATION**

**ANY PATRON, GUEST, OR OTHER PERSON WHO PARTICIPATES IN THE ACTIVITIES (AS DEFINED BELOW), SHALL DO SO AT HIS OR HER OWN RISK, AND SHALL INDEMNIFY, DEFEND, RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE THE DISTRICT AND ITS CONTRACTORS, AND THE PRESENT, FORMER, AND FUTURE SUPERVISORS, STAFF, OFFICERS, EMPLOYEES, REPRESENTATIVES, AGENTS, AND CONTRACTORS OF EACH (TOGETHER, "INDEMNITEES"), FOR ANY AND ALL LIABILITY, CLAIMS, LAWSUITS, ACTIONS, SUITS OR DEMANDS, WHETHER KNOWN OR UNKNOWN, IN LAW OR EQUITY, BY ANY INDIVIDUAL OF ANY AGE, OR ANY CORPORATION OR OTHER ENTITY, FOR ANY AND ALL LOSS, INJURY, DAMAGE, THEFT, REAL OR PERSONAL PROPERTY DAMAGE, EXPENSES (INCLUDING ATTORNEY'S FEES, COSTS AND OTHER EXPENSES FOR INVESTIGATION AND DEFENSE AND IN CONNECTION WITH, AMONG OTHER PROCEEDINGS, ALTERNATIVE DISPUTE RESOLUTION, TRIAL COURT, AND APPELLATE PROCEEDINGS), AND HARM OF ANY KIND OR NATURE ARISING OUT OF, IN WHOLE OR IN PART, THE PARTICIPATION IN THE ACTIVITIES, BY SAID PATRON, GUEST, OR OTHER PERSON, AND ANY OF HIS OR HER GUESTS AND ANY MEMBERS OF HIS OR HER FAMILY.**

**SHOULD ANY PATRON, GUEST, OR OTHER PERSON, BRING SUIT AGAINST THE INDEMNITEES IN CONNECTION WITH THE ACTIVITIES OR RELATING IN ANY WAY TO THE AMENITIES, AND FAIL TO OBTAIN JUDGMENT THEREIN AGAINST THE INDEMNITEES, SAID PATRON, GUEST, OR OTHER PERSON SHALL BE LIABLE TO THE DISTRICT FOR ALL ATTORNEY'S FEES, COSTS, AND OTHER EXPENSES FOR INVESTIGATION AND DEFENSE AND IN CONNECTION WITH, AMONG OTHER PROCEEDINGS, ALTERNATIVE DISPUTE RESOLUTION, TRIAL COURT, AND APPELLATE PROCEEDINGS. THE WAIVER OF LIABILITY**

**CONTAINED HEREIN DOES NOT APPLY TO ANY ACT OF INTENTIONAL, WILLFUL OR WANTON MISCONDUCT BY THE INDEMNITEES.**

**FOR PURPOSES OF THIS SECTION, THE TERM “ACTIVITIES,” SHALL MEAN THE USE OF OR ACCEPTANCE OF THE USE OF THE AMENITIES, OR ENGAGEMENT IN ANY CONTEST, GAME, FUNCTION, EXERCISE, COMPETITION, SPORT, EVENT, OR OTHER ACTIVITY OPERATED, ORGANIZED, ARRANGED OR SPONSORED BY THE DISTRICT, ITS CONTRACTORS OR THIRD PARTIES AUTHORIZED BY THE DISTRICT.**

**SOVEREIGN IMMUNITY**

Nothing herein shall constitute or be construed as a waiver of the Districts’ limitations on liability contained in Section 768.28, F.S., or other statutes or law.

**SEVERABILITY**

The invalidity or unenforceability of any one or more provisions of these Rules shall not affect the validity or enforceability of the remaining provisions, or any part of the Rules not held to be invalid or unenforceable.

**AMENDMENTS / WAIVERS**

The Board in its sole discretion may amend these Rules from time to time. The Board may also elect in its sole discretion at any time to grant waivers to any of the provisions of these Rules.

**ATTACHMENT A:                    Consent and Waiver Agreement**



**RESERVE AT VAN OAKS CDD - CONSENT AND WAIVER AGREEMENT**

The Reserve at Van Oaks Community Development District (“**District**”) owns and operates certain amenities, including a pool, and other facilities, and may from time to time offer certain amenity programs, to the District’s patrons. In consideration for being allowed to use the amenities and/or participate in the amenity programs (together, “**Activities**”), I, FOR MYSELF AND ON BEHALF OF MY HEIRS, ASSIGNS, PERSONAL REPRESENTATIVES AND NEXT OF KIN, HEREBY VOLUNTARILY ASSUME ANY AND ALL RISK, INCLUDING INJURY OR DEATH TO MY PERSON AND/OR DAMAGE TO MY PROPERTY, RELATING TO THE ACTIVITIES, AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE DISTRICT, AND ANY OF ITS AFFILIATES, SUPERVISORS, OFFICERS, STAFF, AGENTS, EMPLOYEES, VOLUNTEERS, ORGANIZERS, OFFICIALS OR CONTRACTORS (COLLECTIVELY, THE “**INDEMNITEES**”) FROM ANY CLAIM, LIABILITY, COST, OR LOSS OF ANY KIND SUSTAINED OR INCURRED BY EITHER ANY OF THE INDEMNITEES OR BY OTHER RESIDENTS, USERS OR GUESTS, AND ARISING OUT OF OR INCIDENT TO THE ACTIVITIES, INCLUDING BUT NOT LIMITED TO WHERE THE LOSS IS WHOLLY OR PARTLY THE RESULT OF INDEMNITEES’ NEGLIGENCE, GROSS NEGLIGENCE OR INTENTIONAL, WILLFUL, OR WANTON MISCONDUCT. I further acknowledge and agree that I shall be bound at all times by the terms and conditions of the policies, rules and regulations of the District, as currently in effect and as may be amended from time to time. I have read and understand the terms of this Consent and Waiver Agreement and have willingly signed below as my own free act, being both of lawful age and legally competent to do so. Nothing herein shall constitute or be construed as a waiver of the District’s limitations on liability contained in section 768.28, Florida Statutes or other statute or law. If any part of this waiver is determined to be invalid by law, all other parts of this waiver shall remain valid and enforceable.

Participant Name: \_\_\_\_\_  
Participant Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(if Participant is 18 years of age or older)

FOR PARENTS/GUARDIANS OF PARTICIPANT OF MINOR AGE (UNDER AGE 18 AT TIME OF REGISTRATION)  
- This is to certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release as provided above and relating to my minor child’s involvement or participation in the Activities.

Parent/Guardian Name: \_\_\_\_\_  
(if Participant is a minor child)  
Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(if Participant is a minor child)  
Address: \_\_\_\_\_  
Phone Number (home): \_\_\_\_\_  
Phone Number (alternate): \_\_\_\_\_  
Emergency Contact & Phone Number: \_\_\_\_\_

**NOTE TO STAFF: THIS FORM MAY CONTAIN CONFIDENTIAL INFORMATION. DO NOT DISCLOSE ITS CONTENTS WITHOUT FIRST CONSULTING THE DISTRICT MANAGER.**

**PRIVACY NOTICE: Under Florida’s Public Records Law, Chapter 119, Florida Statutes, the information you submit on this form may become part of a public record. This means that, if a citizen makes a public records request, we may be required to disclose the information you submit to us. Under certain circumstances, we may only be required to disclose part of the information submitted to us. If you believe that your records may qualify for an exemption under Chapter 119, Florida Statutes, please notify the District Manager.**

**PART 2: Reserve at Van Oaks Community Development District**  
***Rule for Amenities Rates***

Law Implemented: ss. 190.011, 190.035, Fla. Stat. (2022)  
Effective Date: August 7, 2023

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**In accordance with Chapters 190 and 120, Florida Statutes, and at a duly noticed public meeting and after a duly noticed public hearing, the Board of Supervisors of the Reserve at Van Oaks Community Development District adopted the following rules to govern rates for the District’s Amenities. All prior rules of the District governing this subject matter are hereby superseded on a going forward basis.**

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1. **Introduction.** This rule addresses various rates, fees and charges associated with the Amenities.
2. **Definitions.** All capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Amenity Operating Rules of Reserve at Van Oaks Community Development District, as amended from time to time.
3. **Annual User Fee.** For Non-Resident Patrons, the Annual User Fee is equal to the average annual operation and maintenance assessment and debt assessment as established by the District in connection with the adoption of the District’s annual fiscal year budgets. For Residents, the Annual User Fee is paid when the Resident makes payment for the Resident’s annual operation and maintenance assessment, and debt service assessment, for the property owned by the Resident.

4. **Activity and Program Rates.** The following non-clubhouse fees apply:

| Activity | Fee                                   | Deposit (if applicable) |
|----------|---------------------------------------|-------------------------|
| Event    | Charge per person base on market rate | None                    |

5. **Miscellaneous Fees.**

| Item  | Fee     |
|---|---------|
| Access Fobs (two per Member)  | Free    |
| Additional Access Fobs (for additional cards)                       | \$50.00 |
| Replacement of Damaged, Lost, or Stolen Access Fobs                 | \$50.00 |
| Guest staying on property Fee for Clubhouse and Pool                | Free    |
| Guests not staying on property Fee for Clubhouse and Pool           | N/A     |
| Insufficient Funds Fee (for submitting an insufficient funds check) | \$30.00 |

6. **Special Provisions.**

- a. **Homeowner’s Association and Master Developer Meetings.** Unless otherwise provided in the District’s official policies, as may be amended from time to time, each homeowner’s association located within the boundaries of the District is permitted one free meeting per month, subject to availability. Any events hosted by the Master Developer are permitted for free, subject to availability.
- b. **Additional Costs.** The District may in its sole discretion require additional staffing, insurance, cleaning, or other service for any given event, and, if so, may charge an additional fee for the event equal to the cost of such staffing, insurance, cleaning, or service.

7. **Adjustment of Rates.** Not more than once per year, the Board may adjust by resolution adopted at a duly noticed public meeting any of the fees set forth in paragraphs 4, 5, and 6 by not more than five percent per year to reflect actual costs of operation of the Amenities, to promote use of the Amenities, or for any other purpose as determined by the Board to be in the best interests of the District. The Board may also in its discretion authorize discounts for certain services.

8. **Prior Rules; Rules.** The District's prior rules setting amenities rates are hereby rescinded. The District's Amenities Rules, as may be amended from time to time, govern all use of the Amenities.

9. **Severability.** The invalidity or unenforceability of any one or more provisions of this rule shall not affect the validity or enforceability of the remaining portions of this rule, or any part of this rule not held to be invalid or unenforceable.

**PART 3: Reserve at Van Oaks Community Development District**  
***Disciplinary and Enforcement Rule***

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2022)  
Effective Date: August 7, 2023

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**In accordance with Chapters 190 and 120, Florida Statutes, and at a duly noticed public meeting and after a duly noticed public hearing, the Board of Supervisors of the Reserve at Van Oaks Community Development District adopted the following rules to govern disciplinary and enforcement matters. All prior rules of the District governing this subject matter are hereby superseded on a going forward basis.**

---

1. **Introduction.** This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District. All capitalized terms not otherwise defined herein have the definitions ascribed to them in the District’s Amenity Operating Rules.

2. **General Rule.** All persons using the Amenities and entering District properties are responsible for compliance with, and shall comply with, the Amenities Rules established for the safe operations of the District’s Amenities.

3. **Suspension of Rights.** The District, through its Board, and District Manager, shall have the right to restrict, suspend, or terminate the Amenities privileges of any person to use the Amenities for any of the following behavior:

- a. Submits false information on any application for use of the Amenities;
- b. Exhibits unsatisfactory behavior, deportment or appearance;
- c. Fails to pay amounts owed to the District in a proper and timely manner;
- d. Fails to abide by any District rules and policies;
- e. Treats the District’s supervisors, staff, amenities management, contractors, or other representatives, or other residents or guests, in an unreasonable or abusive manner;
- f. Damages or destroys District property; or
- g. Engages in conduct that is improper or likely to endanger the health, safety, or welfare of the District, or its supervisors, staff, amenities management, contractors, or other representatives, or other residents or Guests.

4. **Authority of District Manager.** The District Manager may at any time restrict, suspend or terminate for cause or causes, including but not limited to those

described above, any person's (and his/her family's) privileges to use any or all of the District Amenities for a period to be established by the District Manager. Any such person will have the right to appeal the imposition of the restriction, suspension or termination before the Board of Supervisors.

5. **Enforcement of Penalties/Fines.** For any of the reasons set forth in Section 3 above, the District shall additionally have the right to impose a fine of up to the amount of \$1,000 – in addition to any amounts for damages – and collect such fine, damages and attorney's fees as a contractual lien or as otherwise provided pursuant to Florida law.

6. **Legal Action; Criminal Prosecution.** If any person is found to have committed any of the infractions noted in Section 3 above, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature.

7. **Severability.** If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section, paragraph, clause or provision.

# **RESERVE AT VAN OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

**3B**

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
AMENDED BUDGET  
FISCAL YEAR 2024**



**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
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**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

|  | Fiscal Year 2023             |                                |                                   |                                | Amended<br>Budget<br>FY 2024 |
|--|------------------------------|--------------------------------|-----------------------------------|--------------------------------|------------------------------|
|  | Adopted<br>Budget<br>FY 2023 | Actual<br>through<br>3/31/2023 | Projected<br>through<br>9/30/2023 | Total<br>Actual &<br>Projected |                              |
| <b>REVENUES</b>                                |                              |                                |                                   |                                |                              |
| Assessment levy: on-roll - gross               | \$ -                         |                                |                                   |                                | \$ 151,703                   |
| Allowable discounts (4%)                       | -                            |                                |                                   |                                | (6,068)                      |
| Assessment levy: on-roll - net                 | -                            | \$ -                           | \$ -                              | \$ -                           | 145,635                      |
| Assessment levy: off-roll                      | -                            | -                              | -                                 | -                              | 53,043                       |
| Landowner contribution                         | 338,399                      | 49,616                         | 266,904                           | 316,520                        | 224,044                      |
| <b>Total revenues</b>                          | <b>338,399</b>               | <b>49,616</b>                  | <b>266,904</b>                    | <b>316,520</b>                 | <b>422,722</b>               |
| <b>EXPENDITURES</b>                            |                              |                                |                                   |                                |                              |
| <b>Professional &amp; administrative</b>       |                              |                                |                                   |                                |                              |
| Management/accounting/recording                | 45,000                       | 12,000                         | 33,000                            | 45,000                         | 48,000                       |
| Legal  | 25,000                       | 1,343                          | 23,657                            | 25,000                         | 25,000                       |
| Engineering                                    | 2,000                        | 675                            | 1,325                             | 2,000                          | 2,000                        |
| Audit*   | 6,000                        | -                              | 6,000                             | 6,000                          | 6,000                        |
| Arbitrage rebate calculation*                  | 500                          | -                              | 500                               | 500                            | 500                          |
| Dissemination agent*                           | 1,000                        | -                              | 1,000                             | 1,000                          | 1,000                        |
| Trustee*                                       | 5,000                        | -                              | 5,000                             | 5,000                          | 5,000                        |
| Telephone                                      | 200                          | 100                            | 100                               | 200                            | 200                          |
| Postage  | 500                          | 88                             | 412                               | 500                            | 500                          |
| Printing & binding                             | 500                          | 250                            | 250                               | 500                            | 500                          |
| Legal advertising                              | 1,500                        | 369                            | 1,131                             | 1,500                          | 1,500                        |
| Annual special district fee                    | 175                          | 175                            | -                                 | 175                            | 175                          |
| Insurance                                      | 5,500                        | 5,000                          | 500                               | 5,500                          | 5,500                        |
| Contingencies/bank charges                     | 500                          | 255                            | 245                               | 500                            | 500                          |
| Website hosting & maintenance                  | 705                          | 1,680                          | -                                 | 1,680                          | 705                          |
| Website ADA compliance                         | 210                          | -                              | 210                               | 210                            | 210                          |
| Meeting room rental                            | -                            | -                              | -                                 | -                              | 3,060                        |
| Property appraiser & tax collector             | -                            | -                              | -                                 | -                              | 4,551                        |
| <b>Total professional &amp; administrative</b> | <b>94,290</b>                | <b>21,935</b>                  | <b>73,330</b>                     | <b>95,265</b>                  | <b>104,901</b>               |
| <b>Field operations</b>                        |                              |                                |                                   |                                |                              |
| <b>Contracted services</b>                     |                              |                                |                                   |                                |                              |
| Pressure washing                               | 5,500                        | -                              | -                                 | -                              | 6,000                        |
| Lawn service & mulch                           | 90,000                       | 12,800                         | 77,200                            | 90,000                         | 150,000                      |
| Lift station                                   | 1,800                        | -                              | 900                               | 900                            | 2,000                        |
| Wetland monitoring                             | 4,500                        | -                              | 2,000                             | 2,000                          | 5,000                        |
| Pool service                                   | 10,800                       | -                              | 10,800                            | 10,800                         | 12,000                       |
| Cabana janitorial                              | 7,800                        | -                              | 7,800                             | 7,800                          | 10,000                       |
| Amenity access control & data management       | 9,000                        | -                              | 9,000                             | 9,000                          | 11,000                       |
| Ponds  | 3,600                        | -                              | 3,600                             | 3,600                          | 4,000                        |
| <b>Repairs &amp; supplies</b>                  |                              |                                |                                   |                                |                              |
| Pool & cabana maintenance                      | 4,000                        | -                              | 4,000                             | 4,000                          | 4,000                        |
| Amenity access control repair                  | 2,500                        | -                              | -                                 | -                              | 3,000                        |
| Irrigation-repair                              | 3,000                        | 190                            | 2,810                             | 3,000                          | 3,500                        |
| General repairs/supplies                       | 5,500                        | -                              | 2,000                             | 2,000                          | 5,500                        |
| Landscaping-repairs & replacement              | 5,000                        | -                              | 5,000                             | 5,000                          | 5,000                        |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

|  | Fiscal Year 2023             |                                |                                   | Total<br>Actual &<br>Projected | Amended<br>Budget<br>FY 2024 |
|--|------------------------------|--------------------------------|-----------------------------------|--------------------------------|------------------------------|
|  | Adopted<br>Budget<br>FY 2023 | Actual<br>through<br>3/31/2023 | Projected<br>through<br>9/30/2023 |                                |                              |
| <b>Utilities</b>   |                              |                                |                                   |                                |                              |
| Electricity- irrigation                                      | 3,000                        | -                              | 3,000                             | 3,000                          | 3,500                        |
| Electricity-entrance monuments                               | 2,400                        | -                              | 2,400                             | 2,400                          | 3,000                        |
| Electricity- pool & cabana                                   | 6,000                        | 481                            | 5,519                             | 6,000                          | 6,000                        |
| Electricity- street lights                                   | 26,388                       | 12,381                         | 14,007                            | 26,388                         | 30,000                       |
| Water-pool   | 3,500                        | -                              | 3,500                             | 3,500                          | 3,500                        |
| Pool cable   | 2,400                        | -                              | 2,400                             | 2,400                          | 2,400                        |
| <b>Administrative</b>  |                              |                                |                                   |                                |                              |
| Management fee - PM  | 15,012                       | 7,506                          | 7,506                             | 15,012                         | 15,012                       |
| O&M accounting - DM  | 4,000                        | 2,000                          | 2,000                             | 4,000                          | 4,000                        |
| Pool permit  | 275                          | -                              | 275                               | 275                            | 275                          |
| Copies & printing  | 3,500                        | -                              | -                                 | -                              | -                            |
| Postage  | 2,000                        | -                              | -                                 | -                              | -                            |
| <b>Taxes/insurance</b>                                       |                              |                                |                                   |                                |                              |
| Crime/fidelity policy/bond                                   | 2,500                        | -                              | -                                 | -                              | -                            |
| Property insurance   | 6,000                        | 5,589                          | 411                               | 6,000                          | 15,000                       |
| Total field operations                                       | <u>229,975</u>               | <u>40,947</u>                  | <u>166,128</u>                    | <u>207,075</u>                 | <u>303,687</u>               |
| Total expenditures   | <u>324,265</u>               | <u>62,882</u>                  | <u>239,458</u>                    | <u>302,340</u>                 | <u>408,588</u>               |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | 14,134                       | (13,266)                       | 27,446                            | 14,180                         | 14,134                       |
| Fund balance - beginning (unaudited)                         | -                            | (14,180)                       | (27,446)                          | (14,180)                       | -                            |
| Fund balance - ending (projected)                            |                              | -                              |                                   |                                |                              |
| Assigned   |                              |                                |                                   |                                |                              |
| Committed  |                              |                                |                                   |                                |                              |
| Future repairs**   | 14,133                       | 14,133                         | 14,133                            | 14,133                         | 14,133                       |
| Working capital  | -                            | -                              | -                                 | -                              | -                            |
| Unassigned   | 1                            | (41,579)                       | (14,133)                          | (14,133)                       | 1                            |
| Fund balance - ending  | <u>\$ 14,134</u>             | <u>\$ (27,446)</u>             | <u>\$ -</u>                       | <u>\$ -</u>                    | <u>\$ 14,134</u>             |

\* These items will be realized when bonds are issued

\*\* Committed fund balance for future repairs detail:

|  | Annual<br>Additions | Estimated<br>Cost |
|--|---------------------|-------------------|
| Future Repairs                           |                     |                   |
| Entrance monuments                       | 1,668               | 50,000            |
| Perimeter fencing / walls                | 2,500               | 75,000            |
| Mail kiosk                               | 650                 | 13,000            |
| Pool building capital repairs            | 667                 | 10,000            |
| Pool roof                                | 2,000               | 50,000            |
| Pool resurface                           | 1,333               | 40,000            |
| Pool furniture                           | 1,500               | 15,000            |
| Pool pavers                              | 1,429               | 50,000            |
| Pool equipment                           | 1,667               | 20,000            |
| Catch basins/inspections/capital repairs | 720                 | 18,000            |
|  | <u>14,134</u>       | <u>341,000</u>    |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

|  |                |
|--|----------------|
| Management/accounting/recording  | \$ 48,000      |
| <p><b>Wrathell, Hunt and Associates, LLC</b> (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p> |                |
| Legal  | 25,000         |
| <p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>  |                |
| Engineering  | 2,000          |
| <p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>  |                |
| Audit  | 6,000          |
| <p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>  |                |
| Arbitrage rebate calculation*  | 500            |
| <p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>  |                |
| Dissemination agent*   | 1,000          |
| <p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt &amp; Associates serves as dissemination agent.</p>   |                |
| Trustee  | 5,000          |
| <p>Annual fee for the service provided by trustee, paying agent and registrar.</p>   |                |
| Telephone  | 200            |
| <p>Telephone and fax machine.</p>  |                |
| Postage  | 500            |
| <p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>  |                |
| Printing & binding   | 500            |
| <p>Letterhead, envelopes, copies, agenda packages</p>  |                |
| Legal advertising  | 1,500          |
| <p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>  |                |
| Annual special district fee  | 175            |
| <p>Annual fee paid to the Florida Department of Economic Opportunity.</p>  |                |
| Insurance  | 5,500          |
| <p>The District will obtain public officials and general liability insurance.</p>  |                |
| Contingencies/bank charges   | 500            |
| <p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>  |                |
| Website hosting & maintenance  | 705            |
| Website ADA compliance   | 210            |
| Meeting room rental  | 3,060          |
| Property appraiser & tax collector   | 4,551          |
| Total professional & administrative  | <u>104,901</u> |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES (continued)**

**Field operations**

***Contracted services***

|                      |         |
|----------------------|---------|
| Pressure washing     | 6,000   |
| Lawn service & mulch | 150,000 |
| Lift station         | 2,000   |
| Wetland monitoring   | 5,000   |
| Pool service         | 12,000  |
| Cabana janitorial    | 10,000  |
| Ponds                | 4,000   |

***Repairs & supplies***

|                                   |       |
|-----------------------------------|-------|
| Pool & cabana maintenance         | 4,000 |
| Amenity access control repair     | 3,000 |
| Irrigation-repair                 | 3,500 |
| General repairs/supplies          | 5,500 |
| Landscaping-repairs & replacement | 5,000 |

***Utilities***

|  |        |
|--|--------|
| Electricity- irrigation                  | 3,500  |
| Electricity-entrance monuments           | 3,000  |
| Electricity- pool & cabana               | 6,000  |
| Electricity- street lights               | 30,000 |
| Water-pool                               | 3,500  |
| Pool cable                               | 2,400  |
| Amenity access control & data management | 11,000 |

***Administrative***

|                     |        |
|---------------------|--------|
| Management fee - PM | 15,012 |
| O&M accounting - DM | 4,000  |
| Pool permit         | 275    |

***Taxes/insurance***

|                        |                          |
|------------------------|--------------------------|
| Property insurance     | 15,000                   |
| Total field operations | <u>303,687</u>           |
| Total expenditures     | <u><u>\$ 408,588</u></u> |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND BUDGET - SERIES 2023  
FISCAL YEAR 2024**

|   | Fiscal Year 2023             |                              |                                   |                                    | Amended<br>Budget<br>FY 2024 |
|---|------------------------------|------------------------------|-----------------------------------|------------------------------------|------------------------------|
|   | Adopted<br>Budget<br>FY 2023 | Adopted<br>Budget<br>FY 2023 | Projected<br>through<br>9/30/2023 | Total Revenue<br>&<br>Expenditures |                              |
| <b>REVENUES</b>   |                              |                              |                                   |                                    |                              |
| Special assessment - on-roll                                      | \$ -                         |                              |                                   |                                    | \$ 149,428                   |
| Allowable discounts (4%)  | -                            |                              |                                   |                                    | (5,977)                      |
| Assessment levy: net  | -                            | \$ -                         | \$ -                              | \$ -                               | 143,451                      |
| Special assessment: off-roll                                      | -                            |                              |                                   |                                    | 119,972                      |
| Total revenues  | -                            | -                            | -                                 | -                                  | 263,423                      |
| <b>EXPENDITURES</b>   |                              |                              |                                   |                                    |                              |
| <b>Debt service</b>   |                              |                              |                                   |                                    |                              |
| Principal   | -                            | -                            | -                                 | -                                  | 60,000                       |
| Interest  | -                            | -                            | -                                 | -                                  | 191,153                      |
| Total debt service  | -                            | -                            | -                                 | -                                  | 251,153                      |
| <b>Other fees &amp; charges</b>                                   |                              |                              |                                   |                                    |                              |
| Costs of issuance   | -                            | -                            | 181,020                           | 181,020                            | -                            |
| Underwriter's discount  | -                            | -                            | 77,400                            | 77,400                             | -                            |
| Tax collector   | -                            | -                            | -                                 | -                                  | 4,483                        |
| Total other fees & charges  | -                            | -                            | 258,420                           | 258,420                            | 4,483                        |
| Total expenditures  | -                            | -                            | 258,420                           | 258,420                            | 255,636                      |
| Excess/(deficiency) of revenues<br>over/(under) expenditures      | -                            | -                            | (258,420)                         | (258,420)                          | 7,787                        |
| <b>OTHER FINANCING SOURCES/(USES)</b>                             |                              |                              |                                   |                                    |                              |
| Bond proceeds   | -                            | -                            | 516,385                           | 516,385                            | -                            |
| Original issue discount   | -                            | -                            | (37,074)                          | (37,074)                           | -                            |
| Total other financing sources/(uses)                              | -                            | -                            | 479,311                           | 479,311                            | -                            |
| Fund balance:   |                              |                              |                                   |                                    |                              |
| Net increase/(decrease) in fund balance                           | -                            | -                            | 220,891                           | 220,891                            | 7,787                        |
| Beginning fund balance (unaudited)                                | -                            | -                            | -                                 | -                                  | 220,891                      |
| Ending fund balance (projected)                                   | \$ -                         | \$ -                         | \$ 220,891                        | \$ 220,891                         | 228,678                      |
| Use of fund balance:  |                              |                              |                                   |                                    |                              |
| Debt service reserve account balance (required)                   |                              |                              |                                   |                                    | (129,470)                    |
| Principal and Interest expense - November 1, 2024                 |                              |                              |                                   |                                    | (98,442)                     |
| Projected fund balance surplus/(deficit) as of September 30, 2024 |                              |                              |                                   |                                    | \$ 766                       |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2023 AMORTIZATION SCHEDULE**

|          | Principal  | Coupon Rate | Interest  | Debt Service | Bond<br>Balance |
|----------|------------|-------------|-----------|--------------|-----------------|
|          |            |             |           |              | 3,870,000.00    |
| 11/01/23 |            |             | 91,420.89 | 91,420.89    | 3,870,000.00    |
| 05/01/24 | 60,000.00  | 4.300%      | 99,731.88 | 159,731.88   | 3,810,000.00    |
| 11/01/24 |            |             | 98,441.88 | 98,441.88    | 3,810,000.00    |
| 05/01/25 | 60,000.00  | 4.300%      | 98,441.88 | 158,441.88   | 3,750,000.00    |
| 11/01/25 |            |             | 97,151.88 | 97,151.88    | 3,750,000.00    |
| 05/01/26 | 65,000.00  | 4.300%      | 97,151.88 | 162,151.88   | 3,685,000.00    |
| 11/01/26 |            |             | 95,754.38 | 95,754.38    | 3,685,000.00    |
| 05/01/27 | 65,000.00  | 4.300%      | 95,754.38 | 160,754.38   | 3,620,000.00    |
| 11/01/27 |            |             | 94,356.88 | 94,356.88    | 3,620,000.00    |
| 05/01/28 | 70,000.00  | 4.300%      | 94,356.88 | 164,356.88   | 3,550,000.00    |
| 11/01/28 |            |             | 92,851.88 | 92,851.88    | 3,550,000.00    |
| 05/01/29 | 70,000.00  | 4.300%      | 92,851.88 | 162,851.88   | 3,480,000.00    |
| 11/01/29 |            |             | 91,346.88 | 91,346.88    | 3,480,000.00    |
| 05/01/30 | 75,000.00  | 4.300%      | 91,346.88 | 166,346.88   | 3,405,000.00    |
| 11/01/30 |            |             | 89,734.38 | 89,734.38    | 3,405,000.00    |
| 05/01/31 | 80,000.00  | 5.125%      | 89,734.38 | 169,734.38   | 3,325,000.00    |
| 11/01/31 |            |             | 87,684.38 | 87,684.38    | 3,325,000.00    |
| 05/01/32 | 85,000.00  | 5.125%      | 87,684.38 | 172,684.38   | 3,240,000.00    |
| 11/01/32 |            |             | 85,506.25 | 85,506.25    | 3,240,000.00    |
| 05/01/33 | 90,000.00  | 5.125%      | 85,506.25 | 175,506.25   | 3,150,000.00    |
| 11/01/33 |            |             | 83,200.00 | 83,200.00    | 3,150,000.00    |
| 05/01/34 | 90,000.00  | 5.125%      | 83,200.00 | 173,200.00   | 3,060,000.00    |
| 11/01/34 |            |             | 80,893.75 | 80,893.75    | 3,060,000.00    |
| 05/01/35 | 95,000.00  | 5.125%      | 80,893.75 | 175,893.75   | 2,965,000.00    |
| 11/01/35 |            |             | 78,459.38 | 78,459.38    | 2,965,000.00    |
| 05/01/36 | 100,000.00 | 5.125%      | 78,459.38 | 178,459.38   | 2,865,000.00    |
| 11/01/36 |            |             | 75,896.88 | 75,896.88    | 2,865,000.00    |
| 05/01/37 | 105,000.00 | 5.125%      | 75,896.88 | 180,896.88   | 2,760,000.00    |
| 11/01/37 |            |             | 73,206.25 | 73,206.25    | 2,760,000.00    |
| 05/01/38 | 115,000.00 | 5.125%      | 73,206.25 | 188,206.25   | 2,645,000.00    |
| 11/01/38 |            |             | 70,259.38 | 70,259.38    | 2,645,000.00    |
| 05/01/39 | 120,000.00 | 5.125%      | 70,259.38 | 190,259.38   | 2,525,000.00    |
| 11/01/39 |            |             | 67,184.38 | 67,184.38    | 2,525,000.00    |
| 05/01/40 | 125,000.00 | 5.125%      | 67,184.38 | 192,184.38   | 2,400,000.00    |
| 11/01/40 |            |             | 63,981.25 | 63,981.25    | 2,400,000.00    |
| 05/01/41 | 130,000.00 | 5.125%      | 63,981.25 | 193,981.25   | 2,270,000.00    |
| 11/01/41 |            |             | 60,650.00 | 60,650.00    | 2,270,000.00    |
| 05/01/42 | 140,000.00 | 5.125%      | 60,650.00 | 200,650.00   | 2,130,000.00    |
| 11/01/42 |            |             | 57,062.50 | 57,062.50    | 2,130,000.00    |
| 05/01/43 | 145,000.00 | 5.125%      | 57,062.50 | 202,062.50   | 1,985,000.00    |
| 11/01/43 |            |             | 53,346.88 | 53,346.88    | 1,985,000.00    |
| 05/01/44 | 155,000.00 | 5.375%      | 53,346.88 | 208,346.88   | 1,830,000.00    |
| 11/01/44 |            |             | 49,181.25 | 49,181.25    | 1,830,000.00    |
| 05/01/45 | 165,000.00 | 5.375%      | 49,181.25 | 214,181.25   | 1,665,000.00    |
| 11/01/45 |            |             | 44,746.88 | 44,746.88    | 1,665,000.00    |
| 05/01/46 | 170,000.00 | 5.375%      | 44,746.88 | 214,746.88   | 1,495,000.00    |
| 11/01/46 |            |             | 40,178.13 | 40,178.13    | 1,495,000.00    |
| 05/01/47 | 180,000.00 | 5.375%      | 40,178.13 | 220,178.13   | 1,315,000.00    |
| 11/01/47 |            |             | 35,340.63 | 35,340.63    | 1,315,000.00    |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2023 AMORTIZATION SCHEDULE**

|              | <b>Principal</b>    | <b>Coupon Rate</b> | <b>Interest</b>     | <b>Debt Service</b> | <b>Bond Balance</b> |
|--------------|---------------------|--------------------|---------------------|---------------------|---------------------|
| 05/01/48     | 190,000.00          | 5.375%             | 35,340.63           | 225,340.63          | 1,125,000.00        |
| 11/01/48     |                     |                    | 30,234.38           | 30,234.38           | 1,125,000.00        |
| 05/01/49     | 200,000.00          | 5.375%             | 30,234.38           | 230,234.38          | 925,000.00          |
| 11/01/49     |                     |                    | 24,859.38           | 24,859.38           | 925,000.00          |
| 05/01/50     | 215,000.00          | 5.375%             | 24,859.38           | 239,859.38          | 710,000.00          |
| 11/01/50     |                     |                    | 19,081.25           | 19,081.25           | 710,000.00          |
| 05/01/51     | 225,000.00          | 5.375%             | 19,081.25           | 244,081.25          | 485,000.00          |
| 11/01/51     |                     |                    | 13,034.38           | 13,034.38           | 485,000.00          |
| 05/01/52     | 235,000.00          | 5.375%             | 13,034.38           | 248,034.38          | 250,000.00          |
| 11/01/52     |                     |                    | 6,718.75            | 6,718.75            | 250,000.00          |
| 05/01/53     | 250,000.00          | 5.375%             | 6,718.75            | 256,718.75          | -                   |
| <b>Total</b> | <b>3,870,000.00</b> |                    | <b>3,911,841.52</b> | <b>7,781,841.52</b> |                     |



**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
ASSESSMENT COMPARISON  
PROJECTED FISCAL YEAR 2024 ASSESSMENTS**

|                            |
|----------------------------|
| <b>On-Roll Assessments</b> |
|----------------------------|

| <u>Product/Parcel</u> | <u>Units</u> | <u>FY 2024 O&amp;M<br/>Assessment<br/>per Unit</u> | <u>FY 2024 DS<br/>Assessment<br/>per Unit</u> | <u>FY 2024 Total<br/>Assessment<br/>per Unit</u> | <u>FY 2023<br/>Total<br/>Assessment<br/>per Unit</u> |
|-----------------------|--------------|--|---|--|--|
| Single Family 60'     | 139          | \$ 1,091.39  | \$ 1,075.02                                   | \$ 2,166.41                                      | n/a  |
| <b>Total</b>          | <b>139</b>   |  |   |  |  |

|                             |
|-----------------------------|
| <b>Off-Roll Assessments</b> |
|-----------------------------|

| <u>Product/Parcel</u> | <u>Units</u> | <u>FY 2024 O&amp;M<br/>Assessment<br/>per Unit</u> | <u>FY 2024 DS<br/>Assessment<br/>per Unit</u> | <u>FY 2024 Total<br/>Assessment<br/>per Unit</u> | <u>FY 2023<br/>Total<br/>Assessment<br/>per Unit</u> |
|-----------------------|--------------|--|---|--|--|
| Single Family 60'     | 120          | \$ 442.02  | \$ 999.77                                     | \$ 1,441.79                                      | \$ 1,209.09  |
| <b>Total</b>          | <b>120</b>   |  |   |  |  |

# **RESERVE AT VAN OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

**3C**

**CONTRIBUTION AGREEMENT BY AND BETWEEN  
RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT  
AND MERITAGE HOMES OF FLORIDA, INC.**

**This Agreement** (the “Agreement”) is made and entered into this 13th day of September, 2023, by and between:

**Reserve at Van Oaks Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and with an address of c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (“District”), and

**Meritage Homes of Florida, Inc.**, a Florida corporation, and the developer of lands within the boundary of the District (“Developer”) with a mailing address of 8800 East Raintree Drive, Suite 300, Scottsdale, Arizona 85260.

**Recitals**

**WHEREAS**, the District was established pursuant to Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

**WHEREAS**, the District, pursuant to Chapter 190, *Florida Statutes*, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District’s activities and services; and

**WHEREAS**, prior to October 1 of each year the District adopts an operations and maintenance fund budget for the coming fiscal year, which fiscal year commences on October 1 of any given calendar year and concludes on September 30 of the following calendar year; and

**WHEREAS**, the District Board of Supervisors (“Board”) adopted the operations and maintenance budget for the fiscal year ending September 30, 2024 (“FY 2024”) and has levied special assessments on the county tax roll (“O&M Assessments”) to fund a portion of said budget, which is attached hereto and incorporated herein by this reference as **Exhibit A** (the “O&M Budget”); and

**WHEREAS**, in connection with the adoption of the O&M Budget and the levy of the O&M Assessments, the Developer has agreed to make a contribution to the District to ensure that the O&M Assessments are reduced to levels consistent with the Developer’s sales disclosures which amount will be \$83,340.11 (the “O&M Contribution”); and

**WHEREAS**, the District and Developer agree that the O&M Contribution to be funded by the Developer represents the funding of O&M Budget expenditures that would otherwise be appropriately funded through increased O&M Assessments equitably allocated to all platted lots within the District; and

**WHEREAS**, the District and Developer desire to arrange for the direct collection of the O&M Contribution.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Recitals.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

2. **O&M Contribution.**

A. Developer agrees to fund the O&M Contribution in the amount of **\$83,340.11**. Developer shall pay the O&M Contribution in one payment due on or before October 1, 2023.

B. Subject to the terms of this Agreement and limited only to the O&M Contribution calculated as described herein, Developer hereby consents, in the event of a default by the Developer, to the enforcement of the O&M Contribution in the same manner as its O&M Assessments, as a non-ad valorem assessment imposed on its Property to be directly collected by the District. Developer agrees to pay the O&M Contribution regardless of whether Developer owns the Property at the time of such payment. Developer agrees that it will not contest the legality or validity of such imposition, collection or enforcement to the extent such imposition is made in accordance with the terms of this Agreement. Developer provides such consent as part of the consideration offered to induce the District to enter into this Agreement.

3. **Remedies.** In the event an O&M Contribution payment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings to collect and enforce the delinquent and remaining payments; provided, however, that the Board first provides the Developer with written notice to the address identified in Section 5 of this Agreement of the delinquency including the total amount owed and ten (10) business days to cure the delinquency.

4. **Enforcement.** This Agreement shall serve as an alternative method for collection of the O&M Contribution. Developer acknowledges that the failure to pay the O&M Contribution may result in the initiation of a foreclosure action, or, at the District's discretion, O&M Contribution payments may be certified for collection on a future County tax bill, which amount may include penalties, interest and costs of collection and enforcement.

5. **Notice.** All notices, payments and other communications hereunder (the "Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or telecopied to the parties, as follows:

**If to Developer:** Meritage Homes of Florida, Inc.,  
8800 East Raintree Drive, Suite 300  
Scottsdale, Arizona 85260  
Attn:

**If to the District:** Reserve at Van Oaks Community Development District  
2300 Glades Road, Suite 410W  
Boca Raton, Florida 33431  
Attn: District Manager

**With a copy to:** Kutak Rock LLP  
107 West College Avenue  
Tallahassee, Florida 32301  
Attn: District Counsel

6. **Amendment.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

7. **Authority.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

8. **Assignment.** This Agreement may not be assigned, in whole or in part, by either party except upon the written consent of the other, provided however that this Agreement is not intended in any way to limit Developer's ability to sell its interests in all or a portion of the Property. Any purported assignment without such consent shall be void.

9. **Attorneys' Fees.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the substantially prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees, paralegal fees and expert witness fees, and costs for trial, alternative dispute resolution, or appellate proceedings.

10. **Beneficiaries.** This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

11. **Applicable Law: Venue.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. The parties agree that venue shall be in Polk County, Florida.

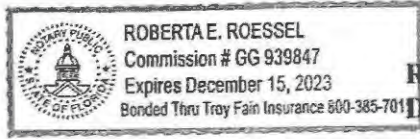
12. **Negotiation at Arm's Length.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

13. **Effective Date.** The Agreement shall take effect as of the date first set forth above.

*[Signature Page Follows]*

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

Attest:



RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT

Roberta E. Roessel  
Secretary

[Signature]  
Chairman, Board of Supervisors

Witness:

MERITAGE HOMES OF FLORIDA, INC., a Florida limited liability company

[Signature]  
Witness Katrina De Jesus

By: [Signature]  
Name: Jeffrey L. Tombellin, Jr.  
Title: Regional Vice President of Finance

Exhibit A: Budget Fiscal Year 2024

**Exhibit A**

**Amended Budget Fiscal Year 2024**



**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
AMENDED BUDGET  
FISCAL YEAR 2024**

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
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**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

|  | Fiscal Year 2023             |                                |                                   |                                | Proposed<br>Budget<br>FY 2024 |
|--|------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------------------|
|  | Adopted<br>Budget<br>FY 2023 | Actual<br>through<br>3/31/2023 | Projected<br>through<br>9/30/2023 | Total<br>Actual &<br>Projected |                               |
| <b>REVENUES</b>                          |                              |                                |                                   |                                |                               |
| Assessment levy: on-roll - gross         | \$ -                         |                                |                                   |                                | \$ 151,703                    |
| Allowable discounts (4%)                 | -                            |                                |                                   |                                | (6,068)                       |
| Assessment levy: on-roll - net           | -                            | \$ -                           | \$ -                              | \$ -                           | 145,635                       |
| Assessment levy: off-roll                | -                            | -                              | -                                 | -                              | 53,043                        |
| Landowner contribution                   | 338,399                      | 49,616                         | 266,904                           | 316,520                        | 224,044                       |
| Total revenues                           | <u>338,399</u>               | <u>49,616</u>                  | <u>266,904</u>                    | <u>316,520</u>                 | <u>422,722</u>                |
| <b>EXPENDITURES</b>                      |                              |                                |                                   |                                |                               |
| <b>Professional &amp; administrative</b> |                              |                                |                                   |                                |                               |
| Management/accounting/recording          | 45,000                       | 12,000                         | 33,000                            | 45,000                         | 48,000                        |
| Legal                                    | 25,000                       | 1,343                          | 23,657                            | 25,000                         | 25,000                        |
| Engineering                              | 2,000                        | 675                            | 1,325                             | 2,000                          | 2,000                         |
| Audit*                                   | 6,000                        | -                              | 6,000                             | 6,000                          | 6,000                         |
| Arbitrage rebate calculation*            | 500                          | -                              | 500                               | 500                            | 500                           |
| Dissemination agent*                     | 1,000                        | -                              | 1,000                             | 1,000                          | 1,000                         |
| Trustee*                                 | 5,000                        | -                              | 5,000                             | 5,000                          | 5,000                         |
| Telephone                                | 200                          | 100                            | 100                               | 200                            | 200                           |
| Postage                                  | 500                          | 88                             | 412                               | 500                            | 500                           |
| Printing & binding                       | 500                          | 250                            | 250                               | 500                            | 500                           |
| Legal advertising                        | 1,500                        | 369                            | 1,131                             | 1,500                          | 1,500                         |
| Annual special district fee              | 175                          | 175                            | -                                 | 175                            | 175                           |
| Insurance                                | 5,500                        | 5,000                          | 500                               | 5,500                          | 5,500                         |
| Contingencies/bank charges               | 500                          | 255                            | 245                               | 500                            | 500                           |
| Website hosting & maintenance            | 705                          | 1,680                          | -                                 | 1,680                          | 705                           |
| Website ADA compliance                   | 210                          | -                              | 210                               | 210                            | 210                           |
| Meeting room rental                      | -                            | -                              | -                                 | -                              | 3,060                         |
| Property appraiser & tax collector       | -                            | -                              | -                                 | -                              | 4,551                         |
| Total professional & administrative      | <u>94,290</u>                | <u>21,935</u>                  | <u>73,330</u>                     | <u>95,265</u>                  | <u>104,901</u>                |
| <b>Field operations</b>                  |                              |                                |                                   |                                |                               |
| <b>Contracted services</b>               |                              |                                |                                   |                                |                               |
| Pressure washing                         | 5,500                        | -                              | -                                 | -                              | 6,000                         |
| Lawn service & mulch                     | 90,000                       | 12,800                         | 77,200                            | 90,000                         | 150,000                       |
| Lift station                             | 1,800                        | -                              | 900                               | 900                            | 2,000                         |
| Wetland monitoring                       | 4,500                        | -                              | 2,000                             | 2,000                          | 5,000                         |
| Pool service                             | 10,800                       | -                              | 10,800                            | 10,800                         | 12,000                        |
| Cabana janitorial                        | 7,800                        | -                              | 7,800                             | 7,800                          | 10,000                        |
| Amenity access control & data management | 9,000                        | -                              | 9,000                             | 9,000                          | 11,000                        |
| Ponds                                    | 3,600                        | -                              | 3,600                             | 3,600                          | 4,000                         |
| <b>Repairs &amp; supplies</b>            |                              |                                |                                   |                                |                               |
| Pool & cabana maintenance                | 4,000                        | -                              | 4,000                             | 4,000                          | 4,000                         |
| Amenity access control repair            | 2,500                        | -                              | -                                 | -                              | 3,000                         |
| Irrigation-repair                        | 3,000                        | 190                            | 2,810                             | 3,000                          | 3,500                         |
| General repairs/supplies                 | 5,500                        | -                              | 2,000                             | 2,000                          | 5,500                         |
| Landscaping-repairs & replacement        | 5,000                        | -                              | 5,000                             | 5,000                          | 5,000                         |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

|  | Fiscal Year 2023             |                                |                                   | Total<br>Actual &<br>Projected | Proposed<br>Budget<br>FY 2024 |
|--|------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------------------|
|  | Adopted<br>Budget<br>FY 2023 | Actual<br>through<br>3/31/2023 | Projected<br>through<br>9/30/2023 |                                |                               |
| <b>Utilities</b>   |                              |                                |                                   |                                |                               |
| Electricity- irrigation                                      | 3,000                        | -                              | 3,000                             | 3,000                          | 3,500                         |
| Electricity-entrance monuments                               | 2,400                        | -                              | 2,400                             | 2,400                          | 3,000                         |
| Electricity- pool & cabana                                   | 6,000                        | 481                            | 5,519                             | 6,000                          | 6,000                         |
| Electricity- street lights                                   | 26,388                       | 12,381                         | 14,007                            | 26,388                         | 30,000                        |
| Water-pool   | 3,500                        | -                              | 3,500                             | 3,500                          | 3,500                         |
| Pool cable   | 2,400                        | -                              | 2,400                             | 2,400                          | 2,400                         |
| <b>Administrative</b>  |                              |                                |                                   |                                |                               |
| Management fee - PM  | 15,012                       | 7,506                          | 7,506                             | 15,012                         | 15,012                        |
| O&M accounting - DM  | 4,000                        | 2,000                          | 2,000                             | 4,000                          | 4,000                         |
| Pool permit  | 275                          | -                              | 275                               | 275                            | 275                           |
| Copies & printing  | 3,500                        | -                              | -                                 | -                              | -                             |
| Postage  | 2,000                        | -                              | -                                 | -                              | -                             |
| <b>Taxes/insurance</b>                                       |                              |                                |                                   |                                |                               |
| Crime/fidelity policy/bond                                   | 2,500                        | -                              | -                                 | -                              | -                             |
| Property insurance   | 6,000                        | 5,589                          | 411                               | 6,000                          | 15,000                        |
| Total field operations                                       | 229,975                      | 40,947                         | 166,128                           | 207,075                        | 303,687                       |
| Total expenditures   | 324,265                      | 62,882                         | 239,458                           | 302,340                        | 408,588                       |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | 14,134                       | (13,266)                       | 27,446                            | 14,180                         | 14,134                        |
| Fund balance - beginning (unaudited)                         | -                            | (14,180)                       | (27,446)                          | (14,180)                       | -                             |
| Fund balance - ending (projected)                            |                              |                                |                                   |                                |                               |
| <b>Assigned</b>  |                              |                                |                                   |                                |                               |
| <b>Committed</b>   |                              |                                |                                   |                                |                               |
| Future repairs**   | 14,133                       | 14,133                         | 14,133                            | 14,133                         | 14,133                        |
| Working capital  | -                            | -                              | -                                 | -                              | -                             |
| Unassigned   | 1                            | (41,579)                       | (14,133)                          | (14,133)                       | 1                             |
| Fund balance - ending  | <u>\$ 14,134</u>             | <u>\$ (27,446)</u>             | <u>\$ -</u>                       | <u>\$ -</u>                    | <u>\$ 14,134</u>              |

\* These items will be realized when bonds are issued

\*\* Committed fund balance for future repairs detail:

|  | Annual<br>Additions | Estimated<br>Cost |
|--|---------------------|-------------------|
| Future Repairs                           |                     |                   |
| Entrance monuments                       | 1,668               | 50,000            |
| Perimeter fencing / walls                | 2,500               | 75,000            |
| Mail kiosk                               | 650                 | 13,000            |
| Pool building capital repairs            | 667                 | 10,000            |
| Pool roof                                | 2,000               | 50,000            |
| Pool resurface                           | 1,333               | 40,000            |
| Pool furniture                           | 1,500               | 15,000            |
| Pool pavers                              | 1,429               | 50,000            |
| Pool equipment                           | 1,667               | 20,000            |
| Catch basins/inspections/capital repairs | 720                 | 18,000            |
|  | <u>14,134</u>       | <u>341,000</u>    |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

|  |                |
|--|----------------|
| Management/accounting/recording  | \$ 48,000      |
| <p><b>Wrathell, Hunt and Associates, LLC (WHA)</b>, specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p> |                |
| Legal  | 25,000         |
| <p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>  |                |
| Engineering  | 2,000          |
| <p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>  |                |
| Audit  | 6,000          |
| <p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>  |                |
| Arbitrage rebate calculation*  | 500            |
| <p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>  |                |
| Dissemination agent*   | 1,000          |
| <p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt &amp; Associates serves as dissemination agent.</p>   |                |
| Trustee  | 5,000          |
| <p>Annual fee for the service provided by trustee, paying agent and registrar.</p>   |                |
| Telephone  | 200            |
| <p>Telephone and fax machine.</p>  |                |
| Postage  | 500            |
| <p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>  |                |
| Printing & binding   | 500            |
| <p>Letterhead, envelopes, copies, agenda packages</p>  |                |
| Legal advertising  | 1,500          |
| <p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>  |                |
| Annual special district fee  | 175            |
| <p>Annual fee paid to the Florida Department of Economic Opportunity.</p>  |                |
| Insurance  | 5,500          |
| <p>The District will obtain public officials and general liability insurance.</p>  |                |
| Contingencies/bank charges   | 500            |
| <p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>  |                |
| Website hosting & maintenance  | 705            |
| Website ADA compliance   | 210            |
| Meeting room rental  | 3,060          |
| Property appraiser & tax collector   | 4,551          |
| Total professional & administrative  | <u>104,901</u> |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES (continued)**

**Field operations**

***Contracted services***

|                      |         |
|----------------------|---------|
| Pressure washing     | 6,000   |
| Lawn service & mulch | 150,000 |
| Lift station         | 2,000   |
| Wetland monitoring   | 5,000   |
| Pool service         | 12,000  |
| Cabana janitorial    | 10,000  |
| Ponds                | 4,000   |

***Repairs & supplies***

|                                   |       |
|-----------------------------------|-------|
| Pool & cabana maintenance         | 4,000 |
| Amenity access control repair     | 3,000 |
| Irrigation-repair                 | 3,500 |
| General repairs/supplies          | 5,500 |
| Landscaping-repairs & replacement | 5,000 |

***Utilities***

|  |        |
|--|--------|
| Electricity- irrigation                  | 3,500  |
| Electricity-entrance monuments           | 3,000  |
| Electricity- pool & cabana               | 6,000  |
| Electricity- street lights               | 30,000 |
| Water-pool                               | 3,500  |
| Pool cable                               | 2,400  |
| Amenity access control & data management | 11,000 |

***Administrative***

|                     |        |
|---------------------|--------|
| Management fee - PM | 15,012 |
| O&M accounting - DM | 4,000  |
| Pool permit         | 275    |

***Taxes/insurance***

|                        |                   |
|------------------------|-------------------|
| Property insurance     | 15,000            |
| Total field operations | <u>303,687</u>    |
| Total expenditures     | <u>\$ 408,588</u> |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND BUDGET - SERIES 2023  
FISCAL YEAR 2024**

|   | Fiscal Year 2023             |                              |                                   | Total Revenue<br>&<br>Expenditures | Proposed<br>Budget<br>FY 2024 |
|---|------------------------------|------------------------------|-----------------------------------|------------------------------------|-------------------------------|
|   | Adopted<br>Budget<br>FY 2023 | Adopted<br>Budget<br>FY 2023 | Projected<br>through<br>9/30/2023 |                                    |                               |
| <b>REVENUES</b>   |                              |                              |                                   |                                    |                               |
| Special assessment - on-roll                                      | \$ -                         |                              |                                   |                                    | \$ 149,428                    |
| Allowable discounts (4%)  | -                            |                              |                                   |                                    | (5,977)                       |
| Assessment levy: net  | -                            | \$ -                         | \$ -                              | \$ -                               | 143,451                       |
| Special assessment: off-roll                                      | -                            |                              |                                   |                                    | 119,972                       |
| Total revenues  | -                            | -                            | -                                 | -                                  | 263,423                       |
| <b>EXPENDITURES</b>   |                              |                              |                                   |                                    |                               |
| <b>Debt service</b>   |                              |                              |                                   |                                    |                               |
| Principal   | -                            | -                            | -                                 | -                                  | 60,000                        |
| Interest  | -                            | -                            | -                                 | -                                  | 191,153                       |
| Total debt service  | -                            | -                            | -                                 | -                                  | 251,153                       |
| <b>Other fees &amp; charges</b>                                   |                              |                              |                                   |                                    |                               |
| Costs of issuance   | -                            | -                            | 181,020                           | 181,020                            | -                             |
| Underwriter's discount  | -                            | -                            | 77,400                            | 77,400                             | -                             |
| Tax collector   | -                            | -                            | -                                 | -                                  | 4,483                         |
| Total other fees & charges  | -                            | -                            | 258,420                           | 258,420                            | 4,483                         |
| Total expenditures  | -                            | -                            | 258,420                           | 258,420                            | 255,636                       |
| Excess/(deficiency) of revenues<br>over/(under) expenditures      | -                            | -                            | (258,420)                         | (258,420)                          | 7,787                         |
| <b>OTHER FINANCING SOURCES/(USES)</b>                             |                              |                              |                                   |                                    |                               |
| Bond proceeds   | -                            | -                            | 516,385                           | 516,385                            | -                             |
| Original issue discount   | -                            | -                            | (37,074)                          | (37,074)                           | -                             |
| Total other financing sources/(uses)                              | -                            | -                            | 479,311                           | 479,311                            | -                             |
| <b>Fund balance:</b>  |                              |                              |                                   |                                    |                               |
| Net increase/(decrease) in fund balance                           | -                            | -                            | 220,891                           | 220,891                            | 7,787                         |
| Beginning fund balance (unaudited)                                | -                            | -                            | -                                 | -                                  | 220,891                       |
| Ending fund balance (projected)                                   | \$ -                         | \$ -                         | \$ 220,891                        | \$ 220,891                         | 228,678                       |
| <b>Use of fund balance:</b>                                       |                              |                              |                                   |                                    |                               |
| Debt service reserve account balance (required)                   |                              |                              |                                   |                                    | (129,470)                     |
| Principal and Interest expense - November 1, 2024                 |                              |                              |                                   |                                    | (98,442)                      |
| Projected fund balance surplus/(deficit) as of September 30, 2024 |                              |                              |                                   |                                    | \$ 766                        |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2023 AMORTIZATION SCHEDULE**

|          | <b>Principal</b> | <b>Coupon Rate</b> | <b>Interest</b> | <b>Debt Service</b> | <b>Bond<br/>Balance</b> |
|----------|------------------|--------------------|-----------------|---------------------|-------------------------|
|          |                  |                    |                 |                     | 3,870,000.00            |
| 11/01/23 |                  |                    | 91,420.89       | 91,420.89           | 3,870,000.00            |
| 05/01/24 | 60,000.00        | 4.300%             | 99,731.88       | 159,731.88          | 3,810,000.00            |
| 11/01/24 |                  |                    | 98,441.88       | 98,441.88           | 3,810,000.00            |
| 05/01/25 | 60,000.00        | 4.300%             | 98,441.88       | 158,441.88          | 3,750,000.00            |
| 11/01/25 |                  |                    | 97,151.88       | 97,151.88           | 3,750,000.00            |
| 05/01/26 | 65,000.00        | 4.300%             | 97,151.88       | 162,151.88          | 3,685,000.00            |
| 11/01/26 |                  |                    | 95,754.38       | 95,754.38           | 3,685,000.00            |
| 05/01/27 | 65,000.00        | 4.300%             | 95,754.38       | 160,754.38          | 3,620,000.00            |
| 11/01/27 |                  |                    | 94,356.88       | 94,356.88           | 3,620,000.00            |
| 05/01/28 | 70,000.00        | 4.300%             | 94,356.88       | 164,356.88          | 3,550,000.00            |
| 11/01/28 |                  |                    | 92,851.88       | 92,851.88           | 3,550,000.00            |
| 05/01/29 | 70,000.00        | 4.300%             | 92,851.88       | 162,851.88          | 3,480,000.00            |
| 11/01/29 |                  |                    | 91,346.88       | 91,346.88           | 3,480,000.00            |
| 05/01/30 | 75,000.00        | 4.300%             | 91,346.88       | 166,346.88          | 3,405,000.00            |
| 11/01/30 |                  |                    | 89,734.38       | 89,734.38           | 3,405,000.00            |
| 05/01/31 | 80,000.00        | 5.125%             | 89,734.38       | 169,734.38          | 3,325,000.00            |
| 11/01/31 |                  |                    | 87,684.38       | 87,684.38           | 3,325,000.00            |
| 05/01/32 | 85,000.00        | 5.125%             | 87,684.38       | 172,684.38          | 3,240,000.00            |
| 11/01/32 |                  |                    | 85,506.25       | 85,506.25           | 3,240,000.00            |
| 05/01/33 | 90,000.00        | 5.125%             | 85,506.25       | 175,506.25          | 3,150,000.00            |
| 11/01/33 |                  |                    | 83,200.00       | 83,200.00           | 3,150,000.00            |
| 05/01/34 | 90,000.00        | 5.125%             | 83,200.00       | 173,200.00          | 3,060,000.00            |
| 11/01/34 |                  |                    | 80,893.75       | 80,893.75           | 3,060,000.00            |
| 05/01/35 | 95,000.00        | 5.125%             | 80,893.75       | 175,893.75          | 2,965,000.00            |
| 11/01/35 |                  |                    | 78,459.38       | 78,459.38           | 2,965,000.00            |
| 05/01/36 | 100,000.00       | 5.125%             | 78,459.38       | 178,459.38          | 2,865,000.00            |
| 11/01/36 |                  |                    | 75,896.88       | 75,896.88           | 2,865,000.00            |
| 05/01/37 | 105,000.00       | 5.125%             | 75,896.88       | 180,896.88          | 2,760,000.00            |
| 11/01/37 |                  |                    | 73,206.25       | 73,206.25           | 2,760,000.00            |
| 05/01/38 | 115,000.00       | 5.125%             | 73,206.25       | 188,206.25          | 2,645,000.00            |
| 11/01/38 |                  |                    | 70,259.38       | 70,259.38           | 2,645,000.00            |
| 05/01/39 | 120,000.00       | 5.125%             | 70,259.38       | 190,259.38          | 2,525,000.00            |
| 11/01/39 |                  |                    | 67,184.38       | 67,184.38           | 2,525,000.00            |
| 05/01/40 | 125,000.00       | 5.125%             | 67,184.38       | 192,184.38          | 2,400,000.00            |
| 11/01/40 |                  |                    | 63,981.25       | 63,981.25           | 2,400,000.00            |
| 05/01/41 | 130,000.00       | 5.125%             | 63,981.25       | 193,981.25          | 2,270,000.00            |
| 11/01/41 |                  |                    | 60,650.00       | 60,650.00           | 2,270,000.00            |
| 05/01/42 | 140,000.00       | 5.125%             | 60,650.00       | 200,650.00          | 2,130,000.00            |
| 11/01/42 |                  |                    | 57,062.50       | 57,062.50           | 2,130,000.00            |
| 05/01/43 | 145,000.00       | 5.125%             | 57,062.50       | 202,062.50          | 1,985,000.00            |
| 11/01/43 |                  |                    | 53,346.88       | 53,346.88           | 1,985,000.00            |
| 05/01/44 | 155,000.00       | 5.375%             | 53,346.88       | 208,346.88          | 1,830,000.00            |
| 11/01/44 |                  |                    | 49,181.25       | 49,181.25           | 1,830,000.00            |
| 05/01/45 | 165,000.00       | 5.375%             | 49,181.25       | 214,181.25          | 1,665,000.00            |
| 11/01/45 |                  |                    | 44,746.88       | 44,746.88           | 1,665,000.00            |
| 05/01/46 | 170,000.00       | 5.375%             | 44,746.88       | 214,746.88          | 1,495,000.00            |
| 11/01/46 |                  |                    | 40,178.13       | 40,178.13           | 1,495,000.00            |
| 05/01/47 | 180,000.00       | 5.375%             | 40,178.13       | 220,178.13          | 1,315,000.00            |
| 11/01/47 |                  |                    | 35,340.63       | 35,340.63           | 1,315,000.00            |



**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2023 AMORTIZATION SCHEDULE**

|              | <b>Principal</b>    | <b>Coupon Rate</b> | <b>Interest</b>     | <b>Debt Service</b> | <b>Bond Balance</b> |
|--------------|---------------------|--------------------|---------------------|---------------------|---------------------|
| 05/01/48     | 190,000.00          | 5.375%             | 35,340.63           | 225,340.63          | 1,125,000.00        |
| 11/01/48     |                     |                    | 30,234.38           | 30,234.38           | 1,125,000.00        |
| 05/01/49     | 200,000.00          | 5.375%             | 30,234.38           | 230,234.38          | 925,000.00          |
| 11/01/49     |                     |                    | 24,859.38           | 24,859.38           | 925,000.00          |
| 05/01/50     | 215,000.00          | 5.375%             | 24,859.38           | 239,859.38          | 710,000.00          |
| 11/01/50     |                     |                    | 19,081.25           | 19,081.25           | 710,000.00          |
| 05/01/51     | 225,000.00          | 5.375%             | 19,081.25           | 244,081.25          | 485,000.00          |
| 11/01/51     |                     |                    | 13,034.38           | 13,034.38           | 485,000.00          |
| 05/01/52     | 235,000.00          | 5.375%             | 13,034.38           | 248,034.38          | 250,000.00          |
| 11/01/52     |                     |                    | 6,718.75            | 6,718.75            | 250,000.00          |
| 05/01/53     | 250,000.00          | 5.375%             | 6,718.75            | 256,718.75          | -                   |
| <b>Total</b> | <b>3,870,000.00</b> |                    | <b>3,911,841.52</b> | <b>7,781,841.52</b> |                     |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
ASSESSMENT COMPARISON  
PROJECTED FISCAL YEAR 2024 ASSESSMENTS**

|                            |
|----------------------------|
| <b>On-Roll Assessments</b> |
|----------------------------|

| <u>Product/Parcel</u> | <u>Units</u> | <u>FY 2024 O&amp;M<br/>Assessment<br/>per Unit</u> | <u>FY 2024 DS<br/>Assessment<br/>per Unit</u> | <u>FY 2024 Total<br/>Assessment<br/>per Unit</u> | <u>FY 2023<br/>Total<br/>Assessment<br/>per Unit</u> |
|-----------------------|--------------|--|---|--|--|
| Single Family 60'     | 139          | \$ 1,091.39  | \$ 1,075.02                                   | \$ 2,166.41                                      | n/a  |
| <b>Total</b>          | <b>139</b>   |  |   |  |  |

|                             |
|-----------------------------|
| <b>Off-Roll Assessments</b> |
|-----------------------------|

| <u>Product/Parcel</u> | <u>Units</u> | <u>FY 2024 O&amp;M<br/>Assessment<br/>per Unit</u> | <u>FY 2024 DS<br/>Assessment<br/>per Unit</u> | <u>FY 2024 Total<br/>Assessment<br/>per Unit</u> | <u>FY 2023<br/>Total<br/>Assessment<br/>per Unit</u> |
|-----------------------|--------------|--|---|--|--|
| Single Family 60'     | 120          | \$ 442.02  | \$ 999.77                                     | \$ 1,441.79                                      | \$ 1,209.09  |
| <b>Total</b>          | <b>120</b>   |  |   |  |  |

# **RESERVE AT VAN OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

# **UNAUDITED FINANCIAL STATEMENTS**

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
AUGUST 31, 2023**

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
AUGUST 31, 2023**

|   | General<br>Fund  | Debt<br>Service<br>Fund<br>Series 2023 | Capital<br>Projects<br>Fund<br>Series 2023 | Total<br>Governmental<br>Funds |
|---|------------------|--|--|--------------------------------|
| <b>ASSETS</b>   |                  |  |  |                                |
| Cash  | \$ 13,849        | \$ -                                   | \$ -                                       | \$ 13,849                      |
| Investments   |                  |  |  |                                |
| Reserve   | -                | 130,757                                | -  | 130,757                        |
| Construction  | -                | -                                      | 429  | 429                            |
| Cost of issuance  | -                | 6,034                                  | -  | 6,034                          |
| Interest  | -                | 92,330                                 | -  | 92,330                         |
| Due from Landowner  | 8,139            | -                                      | -  | 8,139                          |
| Due from general fund   | -                | 3,221                                  | -  | 3,221                          |
| Prepaid expense   | 502              | -                                      | -  | 502                            |
| Total assets  | <u>22,490</u>    | <u>232,342</u>                         | <u>429</u>                                 | <u>255,261</u>                 |
| <b>LIABILITIES AND FUND BALANCES</b>                                  |                  |  |  |                                |
| Liabilities:  |                  |  |  |                                |
| Accounts payable  | \$ 17,067        | \$ 3,221                               | \$ -                                       | \$ 20,288                      |
| Due to Landowner  | -                | 14,622                                 | -  | 14,622                         |
| Due to other  | 6,087            | -                                      | -  | 6,087                          |
| Due to debt service fund  | 3,221            | -                                      | -  | 3,221                          |
| Landowner advance   | 6,000            | -                                      | -  | 6,000                          |
| Total liabilities   | <u>32,375</u>    | <u>17,843</u>                          | <u>-</u>                                   | <u>50,218</u>                  |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                                  |                  |  |  |                                |
| Deferred receipts   | 8,139            | -                                      | -  | 8,139                          |
| Total deferred inflows of resources                                   | <u>8,139</u>     | <u>-</u>                               | <u>-</u>                                   | <u>8,139</u>                   |
| Fund balances:  |                  |  |  |                                |
| Restricted for:   |                  |  |  |                                |
| Debt service  | -                | 214,499                                | -  | 214,499                        |
| Capital projects  | -                | -                                      | 429  | 429                            |
| Unassigned  | (18,024)         | -                                      | -  | (18,024)                       |
| Total fund balances   | <u>(18,024)</u>  | <u>214,499</u>                         | <u>429</u>                                 | <u>196,904</u>                 |
| Total liabilities, deferred inflows of resources<br>and fund balances | <u>\$ 22,490</u> | <u>\$ 232,342</u>                      | <u>\$ 429</u>                              | <u>\$ 255,261</u>              |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED AUGUST 31, 2023**

|  | Current<br>Month   | Year to<br>Date    | Budget           | % of<br>Budget |
|--|--------------------|--------------------|------------------|----------------|
| <b>REVENUES</b>  |                    |                    |                  |                |
| Landowner contribution                                       | \$ 12,008          | \$ 141,625         | \$ 338,399       | 42%            |
| Total revenues   | <u>12,008</u>      | <u>141,625</u>     | <u>338,399</u>   | 42%            |
| <b>EXPENDITURES</b>  |                    |                    |                  |                |
| <b>Professional &amp; administrative</b>                     |                    |                    |                  |                |
| Management/accounting/recording                              | 4,000              | 30,000             | 45,000           | 67%            |
| Legal  | 152                | 3,893              | 25,000           | 16%            |
| Engineering  | -                  | 1,181              | 2,000            | 59%            |
| Audit  | -                  | -                  | 6,000            | 0%             |
| Arbitrage rebate calculation*                                | -                  | -                  | 500              | 0%             |
| Dissemination agent*   | 83                 | 333                | 1,000            | 33%            |
| Trustee*   | -                  | -                  | 5,000            | 0%             |
| Telephone  | 17                 | 183                | 200              | 92%            |
| Postage  | 48                 | 175                | 500              | 35%            |
| Printing & binding   | 42                 | 458                | 500              | 92%            |
| Legal advertising  | 2,554              | 4,305              | 1,500            | 287%           |
| Annual special district fee                                  | -                  | 175                | 175              | 100%           |
| Insurance  | -                  | 5,000              | 5,500            | 91%            |
| Contingencies/bank charges                                   | -                  | 510                | 500              | 102%           |
| Website hosting & maintenance                                | -                  | 1,680              | 705              | 238%           |
| Website ADA compliance                                       | -                  | 210                | 210              | 100%           |
| Total professional & administrative                          | <u>6,896</u>       | <u>48,103</u>      | <u>94,290</u>    | 51%            |
| <b>Field Operations</b>                                      |                    |                    |                  |                |
| <b>Contracted services</b>                                   |                    |                    |                  |                |
| Pressure washing   | -                  | -                  | 5,500            | 0%             |
| Lawn service & mulch   | 3,200              | 26,713             | 90,000           | 30%            |
| Lift station   | -                  | -                  | 1,800            | 0%             |
| Wetland monitoring   | -                  | -                  | 4,500            | 0%             |
| Pool service   | -                  | -                  | 10,800           | 0%             |
| Cabana janitorial  | -                  | -                  | 7,800            | 0%             |
| Amenity access control & data management                     | 502                | 1,976              | 9,000            | 22%            |
| Ponds  | -                  | -                  | 3,600            | 0%             |
| <b>Repairs &amp; supplies</b>                                |                    |                    |                  |                |
| Pool & cabana maintenance                                    | 950                | 2,850              | 4,000            | 71%            |
| Amenity access control repair                                | -                  | -                  | 2,500            | 0%             |
| Irrigation-repair  | -                  | 190                | 3,000            | 6%             |
| General repairs/supplies                                     | -                  | -                  | 5,500            | 0%             |
| Landscaping-repairs & replacement                            | -                  | 4,079              | 5,000            | 82%            |
| <b>Utilities</b>   |                    |                    |                  |                |
| Electricity-irrigation                                       | -                  | -                  | 3,000            | 0%             |
| Electricity-entrance monuments                               | -                  | -                  | 2,400            | 0%             |
| Electricity-pool & cabana                                    | 468                | 2,275              | 6,000            | 38%            |
| Electricity-street lights                                    | 2,580              | 25,168             | 26,388           | 95%            |
| Water-pool   | 1,679              | 10,624             | 3,500            | 304%           |
| Pool cable   | 474                | 474                | 2,400            | 20%            |
| <b>Administrative</b>  |                    |                    |                  |                |
| Management fee - PM  | 2,502              | 13,761             | 15,012           | 92%            |
| O&M accounting - DM  | 333                | 3,667              | 4,000            | 92%            |
| Pool permit  | -                  | -                  | 275              | 0%             |
| Copies & printing  | -                  | -                  | 3,500            | 0%             |
| Postage  | -                  | -                  | 2,000            | 0%             |
| <b>Taxes/insurance</b>                                       |                    |                    |                  |                |
| Crime/fidelity policy/bond                                   | -                  | -                  | 2,500            | 0%             |
| Property insurance   | -                  | 5,589              | 6,000            | 93%            |
| Total field operations                                       | <u>12,688</u>      | <u>97,366</u>      | <u>229,975</u>   | 42%            |
| Total expenditures   | <u>19,584</u>      | <u>145,469</u>     | <u>324,265</u>   | 45%            |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | (7,576)            | (3,844)            | 14,134           |                |
| Fund balances - beginning                                    | (10,448)           | (14,180)           | -                |                |
| Fund balances - ending                                       | <u>\$ (18,024)</u> | <u>\$ (18,024)</u> | <u>\$ 14,134</u> |                |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2023  
FOR THE PERIOD ENDED AUGUST 31, 2023**

|  | Current<br>Month | Year To<br>Date |
|--|------------------|-----------------|
| <b>REVENUES</b>  |                  |                 |
| Interest   | \$ 919           | \$ 2,256        |
| Total revenues   | 919              | 2,256           |
| <b>EXPENDITURES</b>  |                  |                 |
| <b>Debt service</b>  |                  |                 |
| Cost of issuance   | 360              | 182,489         |
| Total debt service   | 360              | 182,489         |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | 559              | (180,233)       |
| <b>OTHER FINANCING SOURCES/(USES)</b>                        |                  |                 |
| Bond proceeds  | -                | 516,385         |
| Original issue discount                                      | -                | (37,074)        |
| Underwriter's discount                                       | -                | (77,400)        |
| Total other financing sources                                | -                | 401,911         |
| Net change in fund balances                                  | 559              | 221,678         |
| Fund balances - beginning                                    | 213,940          | (7,179)         |
| Fund balances - ending                                       | \$ 214,499       | \$ 214,499      |

**RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2023  
FOR THE PERIOD ENDED AUGUST 31, 2023**

|  | Current<br>Month | Year To<br>Date |
|--|------------------|-----------------|
| <b>REVENUES</b>  |                  |                 |
| Interest   | \$ 2             | \$ 429          |
| Total revenues   | 2                | 429             |
| <b>EXPENDITURES</b>  |                  |                 |
| Capital outlay   | -                | 3,353,615       |
| Total expenditures   | -                | 3,353,615       |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | 2                | (3,353,186)     |
| <b>OTHER FINANCING SOURCES/(USES)</b>                        |                  |                 |
| Bond proceeds  | -                | 3,353,615       |
| Total other financing sources/(uses)                         | -                | 3,353,615       |
| Net change in fund balances                                  | 2                | 429             |
| Fund balances - beginning                                    | 427              | -               |
| Fund balances - ending                                       | \$ 429           | \$ 429          |



**RESERVE AT VAN OAKS**  
**COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

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

The Board of Supervisors of the Reserve at Van Oaks Community Development District held Public Hearings and a Regular Meeting on August 7, 2023 at 1:00 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          |
| Chris Torres                 | Assistant Secretary |
| Edmon Rakipi (via telephone) | Assistant Secretary |

**Also present were:**

|                                  |                                |
|----------------------------------|--------------------------------|
| Kristen Suit                     | District Manager               |
| Jonathan Johnson (via telephone) | District Counsel               |
| Eric Warren (via telephone)      | District Engineer              |
| Dean Garrow                      | Home River Property Management |
| Megan Germino                    | Supervisor Appointee           |

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 1:25 p.m.

Supervisors Noble, Schiffer and Torres were present. Supervisor Rakipi attended via telephone. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired  
Term of Seat 1; Term Expires November  
2026**

39 Mr. Noble nominated Ms. Megan Germino to fill Seat 1. No other nominations were  
40 made.

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42 **On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor,**  
43 **appointment of Ms. Megan Germino to fill Seat 1, was approved.**

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46 **A. Administration of Oath of Office to Newly Appointed Supervisor (the following will be**  
47 **provided in a separate package)**

48 Ms. Suit, a Notary of the State of Florida, administered the Oath of Office to Ms.  
49 Germino. Ms. Germino is familiar with the following:

50 **I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and**  
51 **Employees**

52 **II. Membership, Obligations and Responsibilities**

53 **III. Financial Disclosure Forms**

54 **a. Form 1: Statement of Financial Interests**

55 **b. Form 1X: Amendment to Form 1, Statement of Financial Interests**

56 **c. Form 1F: Final Statement of Financial Interests**

57 **IV. Form 8B: Memorandum of Voting Conflict**

58 **B. Consideration of Resolution 2023-01, Designating Certain Officers of the District, and**  
59 **Providing for an Effective Date**

60 Ms. Suit presented Resolution 2023-01. Ms. Schiffer nominated the following slate:

61 Chair Garth Noble

62 Vice Chair Martha Schiffer

63 Assistant Secretary Chris Torres

64 Assistant Secretary Edmon Rakipi

65 Assistant Secretary Megan Germino

66 Assistant Secretary Kristen Suit

67 No other nominations were made. Prior appointments by the Board for Secretary,  
68 Treasurer and Assistant Treasurer remain unaffected by this Resolution.

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**On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, Resolution 2023-01, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.**

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**FOURTH ORDER OF BUSINESS**

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**Consideration of Resolution 2023-06, Ratifying the Actions of the District Manager in Re-Scheduling and Re-Noticing the Public Hearing on the Levy and Imposition of Special Assessments; Amending Resolution 2023-05 to Set the Public Hearing Thereon for August 7, 2023, at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809**

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Ms. Suit presented Resolution 2023-06.

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**On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, Resolution 2023-06, Ratifying the Actions of the District Manager in Re-Scheduling and Re-Noticing the Public Hearing on the Levy and Imposition of Special Assessments; Amending Resolution 2023-05 to Set the Public Hearing Thereon for August 7, 2023, at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809, was adopted.**

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**FIFTH ORDER OF BUSINESS**

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**Public Hearing on Adoption of Fiscal Year 2023/2024 Budget**

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

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**A. Proof/Affidavit of Publication**

106

**B. Consideration of Resolution 2023-07, Relating to the Annual Appropriations and**

107

**Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending**

108 **September 30, 2024; Authorizing Budget Amendments; and Providing an Effective**  
109 **Date**

110 Ms. Suit presented Resolution 2023-07 and the proposed Fiscal Year 2024 budget.

111 No members of the public spoke.

112

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

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117 Ms. Schiffer asked if the Fiscal Year 2024 property insurance was secured. Ms. Suit  
118 stated that the amount was not available at the time the budget was prepared.

119

120 **On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor,**  
121 **Resolution 2023-07, Relating to the Annual Appropriations and Adopting the**  
122 **Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September**  
123 **30, 2024; Authorizing Budget Amendments; and Providing an Effective Date,**  
124 **was adopted.**

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127 **SIXTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and**  
**Objections on the Imposition of**  
**Maintenance and Operation Assessments**  
**to Fund the Budget for Fiscal Year**  
**2023/2024, Pursuant to Florida Law**

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134 **On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,**  
135 **the Public Hearing was opened.**

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138 **A. Proof/Affidavit of Publication**

139 **B. Mailed Notice(s) to Property Owners**

140 **C. Consideration of Resolution 2023-08, Making a Determination of Benefit and Imposing**  
141 **Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and**  
142 **Enforcement of Special Assessments, Including but Not Limited to Penalties and**

143 Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the  
144 Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

145 Ms. Suit presented Resolution 2023-08.

146 No members of the public spoke.

147

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

150

151 **On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor,**  
152 **Resolution 2023-08, Making a Determination of Benefit and Imposing Special**  
153 **Assessments for Fiscal Year 2023/2024; Providing for the Collection and**  
154 **Enforcement of Special Assessments, Including but Not Limited to Penalties**  
155 **and Interest Thereon; Certifying an Assessment Roll; Providing for**  
156 **Amendments to the Assessment Roll; Providing a Severability Clause; and**  
157 **Providing an Effective Date, was adopted.**

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160 **SEVENTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2023/2024  
Deficit Funding Agreement**

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163 Ms. Suit presented the Fiscal Year 2023/2024 Deficit Funding Agreement.

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165 **On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,**  
166 **Fiscal Year 2023/2024 Deficit Funding Agreement, was approved.**

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169 **EIGHTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments  
and Objections to the Adoption of the  
Amenity Facilities Rules and Rates,  
Pursuant to Sections 120.54 and 190.035,  
Florida Statutes**

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175 **A. Affidavits of Publication**

176 **B. Consideration of Resolution 2023-09, Adopting Amenity Facilities Rules and Rates;**  
177 **Providing a Severability Clause; and Providing an Effective Date**

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**On MOTION by Ms. Germino and seconded by Mr. Noble, with all in favor, the Public Hearing was opened.**

Ms. Suit presented Resolution 2023-09.

Ms. Schiffer asked if there is an annual fee. Mr. Earlywine stated that Paragraph 3, on Page 13, provides the basis for the calculation of the annual user fee, which will fluctuate based upon the annual Operation and Maintenance (O&M) assessment.

The following changes were made to Amenity Facilities Rules and Rates:

Page 13: Delete Item 4.

Page 14: Delete Item 7a.

Mr. Earlywine stated that those changes will be made and the remaining items will be renumbered.

No members of the public spoke.

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

**On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, Resolution 2023-09, Adopting Amenity Facilities Rules and Rates, as amended; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date**

Ms. Suit presented Resolution 2023-10.

The following change was made to the Fiscal Year 2024 Meeting Schedule:

DATES: Delete January and September 2024 meetings

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**On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, Resolution 2023-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-11, Ratifying Confirming, and Approving the Sale of the Reserve at Van Oaks Community Development District Special Assessment Bonds, Series 2023 (Series 2023 Project); Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, And All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date**

Ms. Suit presented Resolution 2023-11.

**On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, Resolution 2023-11, Ratifying Confirming, and Approving the Sale of the Reserve at Van Oaks Community Development District Special Assessment Bonds, Series 2023 (Series 2023 Project); Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, And All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Ratification of Poulos & Bennett, LLC, Agreement for Engineering Services**

Ms. Suit presented the Poulos & Bennett, LLC, Agreement for Engineering Services.





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**On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, the May 1, 2023 Regular Meeting Minutes, as presented, were approved.**

**SIXTEENTH ORDER OF BUSINESS** **Staff Reports**

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Poulos & Bennett, LLC**

There were no District Counsel or District Engineer reports.

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

- **NEXT MEETING DATE: September 4, 2023 at 1:00 PM**
  - **QUORUM CHECK**

The September 4, 2023 meeting will be canceled.

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

Discussion ensued regarding responsiveness of a vendor, whether the area looks better, landscape issues, other vendors, etc.

Ms. Suit stated that "Home River Management" will be added to future agendas, under Staff Reports.

Mr. Garrow noted issues with Envera related to pool access and he needs reimbursement for \$389 that he paid to Spectrum so Envera could turn on the equipment; he is having difficulty obtaining a receipt for the payment.

**EIGHTEENTH ORDER OF BUSINESS** **Public Comments**

There were no public comments.

**NINETEENTH ORDER OF BUSINESS** **Adjournment**

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the meeting adjourned at 1:50 p.m.**

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Secretary/Assistant Secretary

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Chair/Vice Chair

# **RESERVE AT VAN OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

# **STAFF REPORTS**

**RESERVE AT VAN OAKS COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE**

**LOCATION**

*Holiday Inn Express & Suites Lakeland North I-4  
4500 Lakeland Park Drive, Lakeland, Florida 33809*

| <b>DATE</b>             | <b>POTENTIAL DISCUSSION/FOCUS</b> | <b>TIME</b>    |
|-------------------------|-----------------------------------|----------------|
| <b>October 2, 2023</b>  | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>November 6, 2023</b> | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>December 4, 2023</b> | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>February 5, 2024</b> | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>March 4, 2024</b>    | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>April 1, 2024</b>    | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>May 6, 2024</b>      | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>June 3, 2024</b>     | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>July 1, 2024</b>     | <b>Regular Meeting</b>            | <b>1:00 PM</b> |
| <b>August 5, 2024</b>   | <b>Regular Meeting</b>            | <b>1:00 PM</b> |