

MINUTES OF MEETING  
TOHOQUA  
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Tohoqua Community Development District was held on Wednesday, June 6, 2018 at 9:00 a.m., at the West Osceola Branch Library, 305 Campus Street, Kissimmee, FL.

Present and constituting a quorum were:

Andre Vidrine	Chairman
Kaitlyn Noyes	Assistant Secretary
James Dowd	Assistant Secretary

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
Eric Warren	District Engineer by telephone

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order at 9:00 a.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being no members of the public present at the meeting, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the March 7, 2018 Meeting**

Mr. Flint: Did the Board have any additions, deletions or corrections to the minutes?

Mr. Vidrine: I don't have any.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, the minutes of the March 7, 2018 Meeting, were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-12  
Approving the Proposed Fiscal Year 2019  
Budget and Setting a Public Hearing**

Mr. Flint: This resolution sets a public hearing and approves the proposed budget. I would suggest holding the public hearing at your August 1<sup>st</sup> meeting. Also, Exhibit A to the resolution is a build out budget that includes a build out per unit assessment amount of \$787 per unit. That sets a ceiling for the Board, and at your August meeting we can bring that back down if it needs to be lowered. This is a preliminary budget and it is not binding on the Board, but it does allow us the flexibility going into the budget hearing in August to be able to reduce it as necessary. We understand that the expenses and the assessments reflected in the proposed budget may not be what ultimately gets adopted in August.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, Resolution 2018-12 Approving the Proposed Fiscal Year 2019 Budget and Setting a Public Hearing for August 1<sup>st</sup>, 2018, was approved.

**FIFTH ORDER OF BUSINESS**

**Appointment of Audit Committee and  
Chairman**

Mr. Flint: The District, as a government entity, is required to have an annual independent audit. The state requires a selection process for the auditor that includes appointing an Audit Committee and designating a Chair person. Typically, we recommend the Board appoint themselves as the Audit Committee and one of the Board Members as the Chair. The only responsibility the Audit Committee has is approving the RFP and selection criteria. Once the responses come in you rank the responses against the selection criteria that you approved.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, Appointment of the Board Members as the Audit Committee and Mr. Vidrine as Chairman, was approved.

**SIXTH ORDER OF BUSINESS**

**Approval of Disclosure of Public Financing**

Mr. Flint: At the time the agenda was emailed out, the disclosure was not ready. It was subsequently emailed out, and we handed out a copy to you this morning. One of the disclosure

requirements that the District has is once you issue bonds, you have to record a Notice of Public Disclosure. This is a standard document, and once this is recorded anyone who is buying property within the District will receive this with the Title and Notice of Establishment. This is for Assessment Area 1 and it describes what the CDD is, how it is governed, and what was financed with the Series 2018 bonds. We also have the assessments, fees, and charges. On page 8, we list the per unit debt service assessments for the Series 2018 bonds.

Mr. d'Adesky: I think pursuant to our interlocal agreement, we have to send this to the County. It is good to do so anyways, just to be transparent.

Mr. Flint: This is somewhat of a static document; the Board composition is going to change from time to time and when that happens we do not go in and record a new document.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, the Disclosure of Public Financing, as amended, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Flint: Andrew, do you have anything else?

Mr. d'Adesky: Yes, I just have one item, the conveyance since the last meeting. I just want to put on the record that we recorded the conveyances after receipt of the completed plat. We have provided a copy of the deed from the CDD to the City to record. That will transfer the roads and alleys to the City of St. Cloud. That's all I have at this time.

**B. Engineer**

Mr. Flint: Eric, do you have anything?

Mr. Warren: I do not have anything.

**C. District Manager's Report**

**i. Balance Sheet and Income Statement**

Mr. Flint: You have the Unaudited Financial Statements through April 30<sup>th</sup>. No action is required, but if the Board has any questions, we can discuss those. You can see the Capital

Project Fund has about \$13,000 in it. To date, we have had developer contributions of about \$50,000.

**ii. Consideration of Funding Requests #6 and #7**

Mr. Flint: You have Funding Request #6, totaling \$12,445.61. Funding Request #7 totals \$5,407.52. Are there any questions on the Funding Requests? If not, we need a motion to approve them.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, Funding Requests #6 and #7, were approved.

**iii. Presentation of Number of Registered Voters - 0**

Mr. Flint: Each year we are required to announce the number of registered voters as of April 15<sup>th</sup>. We currently have 0. Once you have 250 registered voters, you start transitioning the Board from landowner to general election. Each year you will see this letter on your agenda and we will announce it.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisors Requests**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Next Meeting Date**

Mr. Flint: The meeting notice shows your next meeting being on the Fourth of July, so we will not meet on that day. We will cancel that meeting and if we need to meet in July we can contact the Board and schedule a special meeting. Otherwise, the next meeting will be August 1<sup>st</sup>.

Mr. Vidrine: Okay, thank you.


Mr. Dowd: Perfect.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint: If there's nothing further, we need a motion to adjourn.

On MOTION by Mr. Vidrine, seconded by Mr. Dowd, with all in favor, the meeting was adjourned.

  
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Secretary / Assistant Secretary  
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Chairman / Vice Chairman