

**MINUTES OF MEETING
TARA OAKS
COMMUNITY DEVELOPMENT DISTRICT**

An Organizational Meeting of the Tara Oaks Community Development District was held on June 7, 2021, at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th Street, Leesburg, Florida 34748.

Present at the meeting, were:

Silvia Moukhtara Nemer	Chair
Chris Potts	Assistant Secretary
Clifton Fischer	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Kristen Suit	Wrathell, Hunt and Associates, LLC (WHA)
Roy Van Wyk	District Counsel
Rory P. Causseaux	Interim District Engineer
David Springstead	Engineering Consultant
Sayed Moukhtara	Developer
Steve Sanford	Bond Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 11:07 a.m., and noted that the Tara Oaks CDD was established by the City of Leesburg, Florida, on May 24, 2021. The five individuals listed on the petition as the initial Board were Ms. Sylvia Moukhtara Nemer, Mr. Michel Moukhtara, Mr. Clifton Fischer, Mr. Chris Gumer and Mr. Chris Potts.

▪ **Administration of Oath of Office to Initial Board of Supervisors**

This item, previously the Third Order of Business, was presented out of order.

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Moukhtara Nemer, Mr. Potts and Mr. Fischer.

Ms. Moukhtara Nemer, Mr. Potts and Mr. Fischer were present, in person. Mr. Gumer and Mr. Michel Moukhtara were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

GENERAL DISTRICT ITEMS

THIRD ORDER OF BUSINESS

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

The Oath of Office was administered during the First Order of Business.

Mr. Wrathell reviewed guidelines for interactions among Supervisors, recordkeeping, emails and public records requests. He provided and explained the following items:

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

Discussion ensued regarding Sunshine Laws, Board Member emails, public records requests, and Form 1X and the need to declare gifts over \$100.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-01 and discussed Board Member responsibilities, District operations and accounting and responded to questions. Discussion ensued regarding the Acquisition Agreement, reimbursement of infrastructure costs, bond issuance, the Funding Agreement and avoiding redundancies.

Mr. Fischer nominated the following slate of officers:

Chair

Silvia Moukhtara Nemer

Vice Chair	Michel Moukhtara
Secretary	Craig Wrathell
Assistant Secretary	Clifton Fischer
Assistant Secretary	Chris Potts
Assistant Secretary	Kristen Suit
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-01, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Designating a Date, Time, and Location for Landowners’ Meeting of the District, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-02.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-02, Designating a Date, Time, and Location of August 9, 2021 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th St., Leesburg, Florida 34748 for a Landowners’ Meeting of the District, and Providing for an Effective Date, was adopted.

ORGANIZATIONAL MATTERS

SIXTH ORDER OF BUSINESS

Consideration of the Following Organizational Matters:

- A. Resolution 2021-03, Appointing and Fixing the Compensation of the District Manager and Methodology Consultant; Providing an Effective Date**
 - **Agreement for District Management Services: *Wrathell, Hunt and Associates, LLC***

Mr. Wrathell presented Resolution 2021-03 and reviewed the Wrathell, Hunt and Associates, LLC (WHA) fee schedule and Management Agreement. As discussed, WHA would charge 50% of the typical management fee until bonds are issued.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2021-03, Appointing and Fixing the Compensation of Wrathell, Hunt and Associates, LLC, as the District Manager and Methodology Consultant; Providing an Effective Date, was adopted.

B. Resolution 2021-04, Appointing District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date

- **Fee Agreement: *Hopping Green & Sams, P.A.***

Mr. Wrathell presented Resolution 2021-04. Mr. Van Wyk presented the Hopping Green & Sams Fee Agreement.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2021-04, Appointing Hopping Green & Sams, P.A., as District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date, was adopted.

C. Resolution 2021-05, Designating a Registered Agent and Registered Office of the District; and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-05.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-05, Designating Jere Earlywine as the Registered Agent and the office of Hopping Green & Sams, P.A., 119 S. Monroe Street, Suite #300, Tallahassee, Florida 32301, as the Registered Office of the District; and Providing for an Effective Date, was adopted.

D. Resolution 2021-06, Appointing an Interim District Engineer for the Tara Oaks Community Development District, Authorizing its Compensation and Providing for an Effective Date

- **Interim Engineering Services Agreement: *Springstead Engineering, Inc.***

Mr. Wrathell presented Resolution 2021-06. Mr. Springstead noted that he was serving as a Consulting Engineer and Mr. Causseaux would serve as District Engineer. The Agreement would be revised accordingly.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, 2021-06, as amended, Appointing Rory P. Causseaux, P.E., as the Interim District Engineer for the Tara Oaks Community Development District, Authorizing its Compensation and Providing for an Effective Date, was adopted.

E. Authorization of Request for Qualifications (RFQ) for Engineering Services

Mr. Wrathell presented the RFQ for District Engineering Services and the Competitive Selection Criteria.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the Request for Qualifications (RFQ) for District Engineering Services and Competitive Selection Criteria, was approved.

F. Board Member Compensation: 190.006 (8), F.S.

Mr. Wrathell asked if the Board wished to be compensated \$200 per meeting, with a maximum amount of \$4,800 per year, per Board Member.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, acceptance of Board Member compensation, was approved.

G. Resolution 2021-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

Mr. Wrathell presented Resolution 2021-07.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-07, Designating 727 South 14th Street, Leesburg, Florida 34748, as the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date, was adopted.

H. Resolution 2021-08, Setting Forth the Policy of the Tara Oaks Community Development District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-08. Mr. Van Wyk noted that, per Section 8, Supervisors are obligated to provide a copy of any summons or document pertaining to litigation within 30 days. He discussed the importance of staying within the scope of responsibilities related to CDD activities. Discussion ensued regarding the parameters for Board actions and approval of documents at Board meetings. In addition to her role as a Board Member, Ms. Moukhtara Nemer would be taking actions, including buying, selling and acting as Agent in real estate transactions.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-08, Setting Forth the Policy of the Tara Oaks Community Development District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers and Providing for an Effective Date, was adopted.

- **Authorization to Obtain General Liability and Public Officers' Insurance**

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, authorization to obtain General Liability and Public Officers' Insurance, was approved.

- I. **Resolution 2021-09, Providing for the Public’s Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date**

Mr. Wrathell presented Resolution 2021-09. This Resolution sets forth the District’s policy for public comments at meetings and outlines the procedures for public comments.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-09, Providing for the Public’s Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date, was adopted.

- J. **Resolution 2021-10, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date**

Mr. Wrathell presented Resolution 2021-10. He stated the Records Management Liaison Officer retains copies of all documents and discussed record retention, paper document storage and electronic backup systems.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-10, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date, was adopted.

- K. **Resolution 2021-11, Granting the Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2021-11. This Resolution grants the Chair and Vice Chair authority to work with the District Engineer, District Counsel and District Staff and to execute certain documents in between meetings, to avoid delays in construction, etc.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-11, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

L. Resolution 2021-12, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the Tara Oaks Community Development District

Mr. Wrathell presented Resolution 2021-12.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-12, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the Tara Oaks Community Development District, was adopted.

Discussion ensued regarding the bond market and bond issuance processes.

M. Authorization of Request for Proposals (RFP) for Annual Audit Services

Mr. Wrathell presented the RFP For Annual Audit Services.

- **Designation of Board of Supervisors as Audit Committee**

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, authorizing the District Manager to advertise the Request for Proposals for Annual Audit Services and designating the Board of Supervisors as the Audit Committee, was approved.

N. Strange Zone, Inc., Quotation #M21-1005 for District Website Design, Maintenance and Domain

Mr. Wrathell presented the Strange Zone, Inc. (SZI) quotation for website creation and annual maintenance, hosting, email domain registration and SSL certificates.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, the Strange Zone, Inc., Quotation #M21-1005 for District Website Services, Design, Maintenance and Domain, in the amount of \$1,679.99, was approved.

O. ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

Mr. Wrathell stated that Management engaged ADA Site Compliance (ADASC) to assist in bringing the CDD website into compliance with the Americans with Disabilities Act (ADA) requirements and to affix a compliance seal on the homepage.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, in the amount of \$210 per year, was approved.

P. Resolution 2021-13, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date

I. Rules of Procedure

The Rules of Procedure were included for informational purposes

II. Notices

- **Notice of Rule Development**
- **Notice of Rulemaking**

The Notices were included for informational purposes.

Mr. Wrathell presented Resolution 2021-13.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-13, to Designate Date, Time and Place of August 9, 2021 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th Street, Leesburg, Florida 34748, for a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was adopted.

- Q. Resolution 2021-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for the Remainder of Fiscal Year 2020/2021 and for Fiscal Year 2021/2022 and Providing for an Effective Date**

This item was deferred.

- R. Resolution 2021-15, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2021-15. The Resolution provides that, in case of a natural disaster, the District can request assistance from other governmental entities.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-15, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

BANKING MATTERS

SEVENTH ORDER OF BUSINESS

Consideration of the Following Banking Matters:

- A. Resolution 2021-16, Designating a Public Depository for Funds of the Tara Oaks Community Development District and Providing an Effective Date**

Mr. Wrathell presented Resolution 2021-16.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-16, Designating SunTrust/Truist Bank as the Public Depository for Funds of the Tara Oaks Community Development District and Providing an Effective Date, was adopted.

B. Resolution 2021-17, Directing the District Manager to Establish a Local Bank Account and Appoint Signors on the Account; and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-17. The Resolution designates the Chair, Treasurer and Assistant Treasurer as signers on the account.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-17, Directing the District Manager to Establish a Local Bank Account and Appoint Signors on the Account; and Providing for an Effective Date, was adopted.

BUDGETARY MATTERS

EIGHTH ORDER OF BUSINESS

Consideration of the Following Budgetary Matters:

A. Resolution 2021-18, Approving the Proposed Budget for Fiscal Year 2020/2021 and Setting a Public Hearing Thereon Pursuant to Florida Law and Providing an Effective Date

Mr. Wrathell presented Resolution 2021-18. He reviewed the proposed Fiscal Year 2021 budget. The budget would be Landowner-funded; therefore, expenses would be funded as they are incurred.

Funding requests would be transmitted to Mr. Sayed Moukhtara and Ms. Moukhtara Nemer and Mr. Philip Moukhtara would be copied. Discussion ensued regarding assessment hearings, phases of development, acquisitions, contingencies and bond financing.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-18, Approving the Proposed Budget for Fiscal Year 2020/2021 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 9, 2021 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th Street, Leesburg, Florida 34748 and Providing an Effective Date, was adopted.

B. Fiscal Year 2020/2021 Funding Agreement

Mr. Van Wyk presented the Fiscal Year 2021 Funding Agreement, which would be approved in substantial form, pending finalization of the details regarding funding requests.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, the Fiscal Year 2021 Funding Agreement, in substantial form, was approved.

C. Resolution 2021-19, Approving the Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Date Thereon Pursuant to Florida Law and Providing an Effective Date

Mr. Wrathell presented Resolution 2021-19. He reviewed the proposed Fiscal Year 2022 budget, which would be Landowner-funded; expenses would be funded as they are incurred.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2021-19, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Date Thereon Pursuant to Florida Law for August 9, 2021 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th Street, Leesburg, Florida 34748, and Providing for an Effective Date, was adopted.

D. Fiscal Year 2021/2022 Funding Agreement

Mr. Wrathell presented the Fiscal Year 2022 Funding Agreement.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the Fiscal Year 2022 Funding Agreement, in substantial form, was approved.

E. Resolution 2021-20, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17) Florida Statutes

Mr. Wrathell presented Resolution 2021-20.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2021-20, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17) Florida Statutes, was adopted.

- F. Resolution 2021-21, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2021-21.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2021-21, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date, was adopted.

- G. Resolution 2021-22, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date**

Mr. Wrathell presented Resolution 2021-22.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-22, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date, was adopted.

- H. Resolution 2021-23, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2021-23. Lien releases and payment performance bonds were discussed. Mr. Van Wyk explained the steps taken to mitigate potential liabilities arising from liens.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2021-23, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

I. Resolution 2021-24, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date

Mr. Wrathell presented Resolution 2021-24.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2021-24, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date, was adopted.

J. Consideration of E-Verify Memo with MOU

Mr. Van Wyk presented the Memorandum of Understanding, which sets for the requirement that all employers verify employment eligibility utilizing the E-Verify System.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, the E-Verify Memorandum of Understanding, was accepted.

BOND FINANCING RELATED MATTERS

NINTH ORDER OF BUSINESS

Consideration of the Following Bond Financing Related Matters:

A. Bond Financing Team Funding Agreement

Mr. Wrathell presented the Bond Financing Team Funding Agreement. Mr. Van Wyk stated that some employees are not permitted to work on contingency; therefore, in the event that bonds are not issued, legal and engineering fees would be paid on an hourly basis.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, the Bond Financing Team Funding Agreement, in substantial form, was approved.

B. Engagement of Bond Financing Professionals

I. Underwriter/Investment Banker: *FMSbonds, Inc.*

Mr. Wrathell presented the FMSbonds, Inc. (FMS) Engagement Letter to serve as Underwriter and G-17 Disclosure. The Underwriter's fee would be 2% of the par amount of the bonds issued.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the FMSbonds, Inc., Engagement Letter for Underwriter Services and G-17 Disclosure, in an amount not-to-exceed 2% of the par amount of the bonds issued, in substantial form, was approved.

II. Bond Counsel: *Greenberg Traurig, PA*

Mr. Wrathell presented the Greenberg Traurig, P.A., Engagement Letter to serve as Bond Counsel. The fee would be \$55,000 per bond issue, which is competitive.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the Greenberg Traurig, P.A., Engagement Letter for Bond Counsel Services, was approved.

III. Trustee, Paying Agent and Registrar: *U.S. Bank, N.A.*

Mr. Wrathell presented the U.S. Bank, N.A., Engagement Letter to serve as Trustee, Paying Agent and Registrar.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the U.S. Bank, N.A., Engagement Letter and Fee Schedule to serve as Trustee, Paying Agent and Registrar, was approved.

C. Resolution 2021-25, Designating a Date, Time, and Location of a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date

Mr. Wrathell presented Resolution 2021-25. The Resolution enables placement of the assessments on the tax bill, utilizing the Property Appraiser and Tax Collector.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-25, Designating a Date, Time and Location of August 9, 2021 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th Street, Leesburg, Florida 34748, for a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement on Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date, was adopted.

D. Presentation of Engineer's Report, dated _____, 2021

Mr. Causseaux presented the Draft Engineer's Report, dated June 7, 2021, and noted the following:

- The District consists of approximately 194 acres, which includes Phase 1 and Phase 2.
- The Exhibits to the Report are still being finalized; the Exhibits will provide illustration of the properties and the appropriate legal descriptions.
- Construction commenced in the southwest sector of the property. To date, some improvements have been installed, including basic utilities and stormwater facilities; some materials were being stored on the property.
- The CDD will be made up of two phases. Phase 1 would include 350 lots and 2.73 acres of commercial use consisting of 30,300 square feet of building area. Phase 2 would include 200 lots and 10.12 acres of commercial use consisting of 67,805 square feet.
- The CDD would include 550 residential lots and commercial area would be 12.85 acres of the property.

- The CDD is intended to fund infrastructure improvements, including roads, stormwater management systems and utilities, consisting of the water distribution system, wastewater collection and transmission system, reuse water and natural gas.
- The District will include hardscape, landscape and irrigation in the public Right-of-Way (ROW).
- Street lights will be funded by the City of Leesburg; an annual operations & maintenance (O&M) assessment would be paid by the CDD.
- The District will include recreational amenities in the residential subdivision.
- A small area of wetland was mitigated on site; such costs are encapsulated in the construction of the stormwater management facilities.
- Professional services fees, permitting costs and construction management fees apply.
- Off-site improvements consist of roadway and utility improvements, including a watermain extension and an off-site force main.
- Section 5, the Opinion of Probable Costs, would require modifications and an updated Engineer's Report. Costs associated with Phases 1 and 2 would be identified and detailed and the tables would be revised.
- Phase 1 would be broken down according to ownership of property; the CDD would be further subdivided according to property boundaries. Phase 1 costs of \$11 million, Phase 2 costs of \$6.5 million and total estimated cost of slightly over \$19 million were not expected to change based upon the revision of that table. The Engineer's Report would be amended accordingly.

Mr. Wrathell asked if the total of the Capital Improvement Plan, as described in an earlier email, totaled \$19,115,833. Mr. Causseaux responded affirmatively.

Mr. Van Wyk: Is there any reason that we would not be able to construct these improvements as outlined in your Report, subject to permitting?

Mr. Causseaux: No, there are pending permits on some of the components but other than the pending permits there is no reason.

Mr. Van Wyk: And it is your opinion that the costs that you provided in your Report are fair and reasonable for the type of work that is to be completed under the Report?

Mr. Causseaux: Yes, based upon the current marketing conditions and the expectations that are defined within the realm of the regulatory authorities.

A Board Member noted that local authorities were now requiring an on-site backup generator on a lift station due to max capacity and asked how such contingencies were provided for in the budget. Mr. Causseaux stated that a 10% contingency, totaling \$1,250,000, was included in the budget. Discussion ensued regarding possibly increasing the contingency, a possible requirement to add a traffic signal, the warrant process and suitable expenses that may be paid for with bond proceeds.

Discussion ensued regarding a traffic signal, increasing the contingency, adding signalization and off-site improvements.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the Draft Engineer's Report, dated June 7, 2021, in substantial form, was approved.

E. Presentation of Master Special Assessment Methodology Report, dated _____, 2021

Mr. Wrathell presented the Master Special Assessment Methodology Report, dated June 7, 2021. He asked for approval, in substantial form, to facilitate adjustments. He discussed the Development Program and the special and peculiar benefits to the units related to the Capital Improvement Plan (CIP) and noted the following:

- The District is approximately 194.15 acres.
- The name of the Developer would be "Tara Oaks"; the entities would be further defined.
- The anticipated Development Program overall project costs were estimated at \$21,144,113.
- The financing program anticipated one or more series of 30-year bonds.
- The total par amount of bonds, including the cost of financing, capitalized interest and debt service reserve, would be \$27,175,000.

Discussion ensued regarding the property being subject to secondary liens, coordination with additional lienholders and the bond processes.

Mr. Wrathell discussed lienability tests, the True-Up Mechanism and Appendix Tables, which would be updated.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the Master Special Assessment Methodology Report, dated June 7, 2021, in substantial form, was approved.

- F. Resolution 2021-26, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid By Assessments, and the Manner and Timing in Which the Assessments are to be Paid; Designating the Lands Upon Which the Assessments Shall be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date**

Mr. Wrathell presented Resolution 2021-26. Mr. Springstead stated the estimated project costs were \$21,211,146. The par amount of bonds, given the increased CIP, was discussed.

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-26, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid By Assessments, and the Manner and Timing in Which the Assessments are to be Paid; Designating the Lands Upon Which the Assessments Shall be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings for August 9, 2021 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th Street, Leesburg, Florida 34748; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date, was adopted.

- G. Resolution 2021-27, Authorizing the Issuance of Not to Exceed \$27,000,000 Aggregate Principal Amount of Tara Oaks Community Development District Special Assessment Bonds, in One or More Series, to Pay All or a Portion of the Design, Acquisition,**

Construction Costs of Certain Public Infrastructure Improvements, Including, But Not Limited to, Stormwater Management and Control Facilities, Including, But Not Limited to, Related Earthwork and Acquisition or Conveyance of Lands Relating Thereto; Roadway Improvements; Water and Wastewater Systems, Including Connection Charges, Landscaping, Hardscaping and Irrigation in Public Rights-of-Way, Entrance Features; Natural Gas Distribution Lines; Undergrounding Differential Cost of Utilities, and All Related Soft and Incidental Costs (Collectively, the “Project”), Pursuant to Chapter 190, Florida Statutes, as Amended; Appointing U.S. Bank National Association to Serve as Trustee; Approving the Execution and Delivery of a Master Trust Indenture and a Supplemental Trust Indenture In Substantially the Forms Attached Hereto; Providing that Such Bonds Shall Not Constitute a Debt, Liability or Obligation of Tara Oaks Community Development District (Except as Otherwise Provided Herein), Lake County, Florida, or of the State of Florida or of Any Other Political Subdivision Thereof, But Shall Be Payable Solely From Special Assessments Assessed and Levied on the Property Within the District Benefited by the Project and Subject to Assessment; Providing for the Judicial Validation of Such Bonds; and Providing for Other Related Matters

Mr. Sanford stated this Resolution, known as the “Authorizing, Validation Resolution”, accomplishes the following:

- Authorizes issuance of bonds not exceeding \$27,400,000.
- Appoints US Bank as the Trustee.
- Approves the Form of the Master Trust Indenture, which is being approved in substantially final form, and the Form of the Supplemental Indenture.
- Authorizes the bond validation process.

Mr. Van Wyk questioned if the Resolution would be amended to include reuse facilities and public amenities. Mr. Sanford responded affirmatively.

Mr. Wrathell presented Resolution 2021-27. The following changes were made to Resolution 2021-27:

Title and throughout: Change “\$27,000,000” to “\$27,400,000”

Schedule I: Add “Water reuse facilities” and “Public amenities” to the list

On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, Resolution 2021-27, Authorizing the Issuance of Not to Exceed \$27,400,000 Aggregate Principal Amount of Tara Oaks Community Development District Special Assessment Bonds, in One or More Series, to Pay All or a Portion of the Design, Acquisition, Construction Costs of Certain Public Infrastructure Improvements, Including, But Not Limited to, Stormwater Management and Control Facilities, Including, But Not Limited to, Related Earthwork and Acquisition or Conveyance of Lands Relating Thereto; Roadway Improvements; Water and Wastewater Systems, Including Connection Charges, Landscaping, Hardscaping and Irrigation in Public Rights-of-Way, Entrance Features; Natural Gas Distribution Lines; Undergrounding Differential Cost of Utilities, and All Related Soft and Incidental Costs (Collectively, the “Project”), Pursuant to Chapter 190, Florida Statutes, as Amended; Appointing U.S. Bank National Association to Serve as Trustee; Approving the Execution and Delivery of a Master Trust Indenture and a Supplemental Trust Indenture In Substantially the Forms Attached Hereto; Providing that Such Bonds Shall Not Constitute a Debt, Liability or Obligation of Tara Oaks Community Development District (Except as Otherwise Provided Herein), Lake County, Florida, or of the State of Florida or of Any Other Political Subdivision Thereof, But Shall Be Payable Solely From Special Assessments Assessed and Levied on the Property Within the District Benefited by the Project and Subject to Assessment; Providing for the Judicial Validation of Such Bonds; and Providing for Other Related Matters, was adopted.

CONSTRUCTION AND ACQUISITION RELATED MATTERS

TENTH ORDER OF BUSINESS

**Consideration of the Following
Construction and Acquisition Related
Matters:**

A. Acquisition Agreement

Mr. Van Wyk presented the Acquisition Agreement.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, the Acquisition Agreement, in substantial form, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

Mr. Van Wyk stated the validation complaint would be filed upon finalization of the documents.

B. District Engineer (Interim): *Springstead Engineering, Inc.*

There being nothing additional to report, the next item followed.

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

There being no report, the next item followed.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There being no Board Members' comments or requests, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

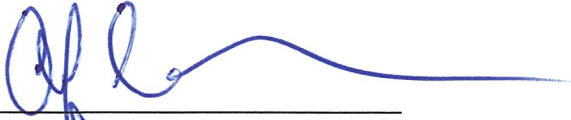
FOURTEENTH ORDER OF BUSINESS

Adjournment

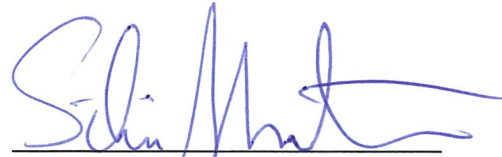
There being nothing further to discuss, the meeting adjourned.

<p>On MOTION by Mr. Fischer and seconded by Mr. Potts, with all in favor, the meeting adjourned at 2:30 p.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair