

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

The Board of Supervisors of the Tara Oaks Community Development District held a Special Meeting on April 27, 2023 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
Jacob Essman	Assistant Secretary
Clifton Fischer	Assistant Secretary

Also present were:

Kristen Suit	District Manager
Jere Earlywine	District Counsel
David Springstead	District Engineer
Sayed Moukhtara	Developer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:25 a.m. Supervisors Moukhtara Nemer, Fischer and Essman were present. Supervisor Potts was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Consider Appointment to Fill Vacant Seat 5, Term Expires November 2025

- **Administration of Oath of Office to Newly Appointed Supervisor (the following to be provided in separate package)**
 - A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

- B. Membership, Obligations and Responsibilities**
- C. 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**
- D. Form 8B: Memorandum of Voting Conflict**

This item was deferred.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Consideration of Kutak Rock LLP Retention and Fee Agreement

Mr. Earlywine presented the Kutak Rock, LLP Retention and Fee Agreement.

On MOTION by Ms. Moukhtara Nemer and seconded by Mr. Essman, with all in favor, the Kutak Rock LLP Retention and Fee Agreement, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date

Ms. Suit presented Resolution 2023-03. She reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes. This is a Landowner-funded budget, with expenses funded as they are incurred.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; for July 10, 2023 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th Street, Leesburg, Florida 34748, Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Ratify Termination of District Engineering Services with Rory Causseaux

Ms. Suit stated that Mr. Earlywine sent a letter to Rory Causseaux terminating District Engineering Services and Mr. Causseaux acknowledged receipt of the letter. There was no formal contract in place, so the letter was sufficient.

On MOTION by Ms. Moukhtara Nemer and seconded by Mr. Fischer, with all in favor, the termination of District Engineering Services with Rory Causseaux, was ratified.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2023

Ms. Suit presented the Unaudited Financial Statements as of March 31, 2023.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, the Unaudited Financial Statements as of March 31, 2023, were accepted.

NINTH ORDER OF BUSINESS

Approval of March 13, 2023 Regular Meeting Minutes

Ms. Suit presented the March 13, 2023 Regular Meeting Minutes.

On MOTION by Mr. Fischer and seconded by Mr. Essman, with all in favor, the March 13, 2023 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Earlywine stated the Boundary Amendment petition will be filed soon. Regarding construction, once the lawsuit is finished, construction can commence.

It was noted that extending the permits is underway.

B. District Engineer: Springstead Engineering

Mr. Springstead stated that the exhibits for the Boundary Amendment petition were received. Work with the City pulling the Developer permits is underway.

Regarding whether the amounts should be slightly higher to have a cushion, Mr. Springstead stated that inflation was already factored in. Mr. Earlywine noted that a contingency line can be added.

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

- **NEXT MEETING DATE: July 10, 2023 at 11:00 AM**
 - **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

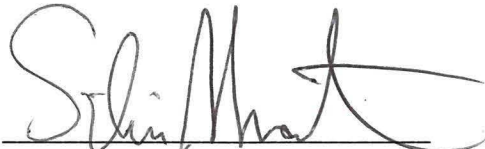
There were no public comments.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Moukhtara Nemer and seconded by Mr. Fischer, with all in favor, the meeting adjourned at 11:36 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair