

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

The Board of Supervisors of the Tara Oaks Community Development District held a Regular Meeting on July 8, 2024 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th St., Leesburg, Florida 34748.

Present at the meeting, were:

Silvia Moukhtara Nemer
Jacob Essman
Clifton Fischer

Chair
Assistant Secretary
Assistant Secretary

Also present were:

Kristen Suit
Jere Earlywine (via telephone)
David Springstead
Sayed Moukhtara

District Manager
District Counsel
District Engineer
Developer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:00 a.m.

Supervisors Moukhtara Nemer, Fischer and Essman were present. Supervisor Potts and Supervisor-Elect Timothy McKenzie were not present.

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 2024**

Ms. Suit noted that Mr. Timothy McKenzie was appointed at the July 10, 2023 meeting to fill Seat 5 but he was not sworn in as he was not present at that meeting.

- **Administration of Oath of Office to Appointed Supervisor (the following will also be provided in a separate package)**

Ms. Suit noted that Mr. McKenzie was not in attendance and the Oath of Office will be administered to him at or before the next meeting.

- A. **Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. **Membership, Obligations and Responsibilities**
- C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. **Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Electing and Removing Officers of the District and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Suit presented Resolution 2024-02. She reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes. This is a Landowner-funded budget, with expenses being funded as they are incurred.

Discussion ensued regarding insurance costs.

On MOTION by Ms. Moukhtara Nemer and seconded by Mr. Fischer, with all in favor, Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on September 9, 2024 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th St., Leesburg, Florida 34748; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Designating a Date, Time, and Location for a Landowners' Meeting; Providing for Publication, Providing for an Effective Date

Ms. Suit presented Resolution 2024-03.

On MOTION by Mr. Fischer and seconded by Mr. Essman, with all in favor, Resolution 2024-03, Designating a Date, Time, and Location of November 5, 2024 at 9:00 a.m., at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715 for a Landowners' Meeting; Providing for Publication, Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

Ms. Suit presented Resolution 2024-04.

On MOTION by Mr. Fischer and seconded by Mr. Essman, with all in favor, Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Rescinding Resolution 2021-30 in its Entirety; 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; Providing for Severability, Invalid Provisions, Conflict and Providing an Effective Date

Ms. Suit presented Resolution 2024-05.

On MOTION by Mr. Fischer and seconded by Ms. Moukhtara Nemer, with all in favor, Resolution 2024-05, Rescinding Resolution 2021-30 in its Entirety; 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 on September 9, 2024 at 11:00 a.m., at the offices of Springstead Engineering, Inc., 727 South 14th St., Leesburg, Florida 34748; Providing for Severability, Invalid Provisions, Conflict and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of May 31, 2024

On MOTION by Ms. Moukhtara Nemer and seconded by Mr. Fischer, with all in favor, the Unaudited Financial Statements as of May 31, 2024, were accepted.

TENTH ORDER OF BUSINESS

Approval of July 10, 2023 Public Hearing and Regular Meeting Minutes

On MOTION by Mr. Essman and seconded by Mr. Fischer, with all in favor, July 10, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

- **Update: Required Ethics Training**

Mr. Earlywine discussed the requirement to complete four hours of ethics training by December 31, 2024 and report completion of the requirement when filing Form 1 in 2025.

B. District Engineer: Springstead Engineering

There was no report.

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

- **NEXT MEETING DATE: August 12, 2024 at 11:00 AM**

- **QUORUM CHECK**

The August 12, 2024 meeting will be cancelled.

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

There were no Board Members' comments or requests.

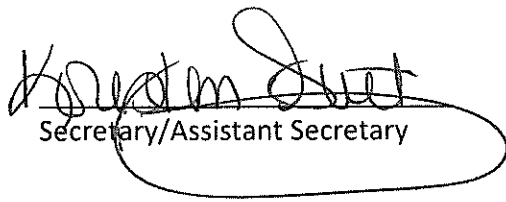
THIRTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

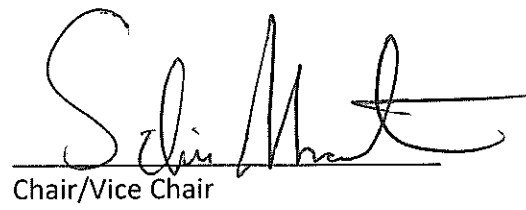
FOURTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Moukhtara Nemer and seconded by Mr. Fischer, with all in favor, the meeting adjourned at 11:15 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair