

**MINUTES OF MEETING
NARCOSSEE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Narcoossee Community Development District was held Tuesday, **May 24, 2022** at 3:00 p.m. at the Offices of GMS-CF, LLC, 6200 Lee Vista Boulevard, Suite 300, Orlando, Florida.

Present and constituting a quorum were:

Jeffrey Smyk	Chairman
Steve Giercyk	Vice Chairman
James Gregoire	Assistant Secretary <i>by telephone</i>
Peter Wong	Assistant Secretary

Also present were:

Jason Showe	District Manager
Roy Van Wyk	District Attorney <i>by telephone</i>
Rey Malave	District Engineer <i>by telephone</i>
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of Individual to Fill board Vacancy with a Term Ending November 2022

Mr. Showe stated we received a letter of interest from Kenneth Turner that was provided to the board. He said he may or may not be able to participate by phone today, however if the board chooses you could appoint him today, but he can't participate until he takes the oath of

office. This term expires in November and if he chooses to continue to serve on the board he can qualify for the general election.

On MOTION by Mr. Smyk seconded by Mr. Wong with all in favor Kenneth Turner was appointed to fill the unexpired term of office.

B. Administration of Oath of Office of Newly Appointed Board Member

This item tabled.

C. Consideration of Resolution 2022-03 Appointing an Assistant Secretary

On MOTION by Mr. Wong seconded by Mr. Giercyk with all in favor Resolution 2022-03 appointing Kenneth Turner as an assistant secretary was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the March 22, 2022 Meeting

On MOTION by Mr. Giercyk seconded by Mr. Wong with all in favor the minutes of the March 22, 2022 meeting were approved as amended.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-04 Approving the Proposed Budget and Setting a Public Hearing

Mr. Showe stated Resolution 2022-04 approves the proposed fiscal year 2023 budget and sets the public hearing for July 26, 2022. The current proposed budget has an increase in assessments and there will be letters going to all the residents advising of this proposed increase and we recommend we meet at the library to accommodate everyone who chooses to attend the meeting.

The landscaping went from about \$90,000 to \$200,000 and is the majority of the increase. Once approved we will provide the budget to the City of Orlando to Orange County and we will post it on the website. There are some slight adjustments in the administrative expenses, most of which is an increase in insurance. Nona Preserve will have the largest

increase of \$192.03 per home, La Vina ranges from \$70 to \$81 per home and Nona Crest goes up by \$72.38. We did apply the new admin allocation and we looked at changing Parcel G on O&M and that goes up about \$52 per unit and because of the way that G&H work the commercial properties go down slightly.

Mr. Smyk asked why is the increase for Nona Preserve so large?

Mr. Showe stated it is a function of how small that one is. The landscaping essentially doubled for every section, but the total budget for La Vina last year was \$81,000 versus Nona Preserve was \$42,000. It is also a function of how many units you are spreading it over.

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor Resolution 2022-04 approving the proposed fiscal year 2023 budget and setting the public hearing for July 26, 2022 was approved as amended.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Malave stated we are finalizing our stormwater needs assessment report and should have it ready within a week or so and we will get a copy to Jason and anyone else who would like to see it and get it submitted to the county by the end of June. A lot of our CDDs are requiring a yearly engineer's report and we are including that as part of our efforts and the last thing we will do is write the letter that we write every year, since we have inspected all of the stormwater systems.

Mr. Gregoire asked have you found any issues or anomalies within Narcoossee CDD?

Mr. Malave responded no, everything based on the last report looks very good. There was a lot of cleaning up that happened already so that helped a lot, but they did not find anything we should be worried about for the system to work.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Wong seconded by Mr. Smyk with all in favor the check register was approved.

ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package.

iii. Presentation of Number of Registered Voters 1,833

A copy of the letter from the supervisor of elections indicating there are 1,833 registered voters residing within the district was included in the agenda package.

iv. General Election Qualifying Period and Procedure

Mr. Showe stated there are two seats that will be up for election this year, seat no. 5 to which you just appointed Mr. Turner and seat 3 that is currently held by Mr. Gregoire. You will need to qualify through the supervisor of elections office and the qualifying period is from noon June 13th to noon June 17th.

v. Field Operations

Mr. Scheerer stated we are having some good conversations with Down to Earth. They were doing work at Nona Crest and lost their common feed to the irrigation and we are helping them work through some of that.

We have been letting some shrubs grown towards the top of the wall, some will be trimmed and some will be left alone. We may have to modify some tree canopies because I think that is keeping the viburnum hedge from getting a little taller.

Mr. Giercyk stated it seems like Down to Earth has picked up the maintenance along the retention areas. Along the sidewalks on Dowden Road between Tract H and the retention ponds where there are trees and bushes growing up, they need to pay a little attention to that section and on the other end of La Vina.

Mr. Scheerer stated it is not part of the common schedule that is being done right now, but they do trim the two buffers on the south side of Dowden and one on the north side. They do trim those wax myrtles. We do keep an eye on the trees.

Mr. Gregoire stated I want to thank Alan and the team for getting those palm trees installed at the entrance of Nona Crest and we got the Magnolia moved down to the southern end of the property.

SEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS Supervisors Requests

There being none, the next item followed.


NINTH ORDER OF BUSINESS Next Meeting Date – July 26, 2022

Mr. Showe stated the next meeting will be held July 26, 2022. You will receive not only notice from our office directly but also a letter 21 days in advance of the meeting letting you know about the hearing as well.

TENTH ORDER OF BUSINESS Adjournment

There being none, the next item followed.

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor the meeting adjourned at 3:30 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman

