

**MINUTES OF MEETING
NARCOSSEE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Narcoossee Community Development District was held Tuesday, **March 26, 2024** 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:

Steve Giercyk	Chairman
Ken Turner	Assistant Secretary
Isabel Hanze	Assistant Secretary
Eli Garrett	Assistant Secretary
Peter Wong	Vice Chairman

Also present were:

Jason Showe	District Manager, GMS
Alan Scheerer	Field Manager, GMS
Roy Van Wyk	District Counsel, Kilinski Van Wyk
Rey Malave <i>joined late by phone</i>	District Engineer

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 are only members of the Board and staff present.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the January 23,
2024 Board of Supervisors Meeting**

Mr. Showe asked for any corrections or changes to the January 23, 2024 Board of Supervisors meeting minutes. The Board had no changes to the minutes.

On MOTION by Mr. Wong seconded by Mr. Garrett, with all in favor the minutes of the January 23, 2024 Board of Supervisors meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-02 Relating to the General Election and Qualifying Period Procedures

Mr. Showe stated this resolution goes over their qualifying period of election process for this year. There are going to be three seats up for election this year, seat #1, seat #2 and seat #4. He noted that all three of those seats will be in the November 2024 general election. He explained this outlines the qualifying process, which is in accordance with Florida Statutes. He stated that for someone to serve in those positions, they have to be at least 18 years of age, a legal citizen of the United States and of the State of Florida and of the CDD and the District itself. He added that it lays out the compensation in accordance with Florida Statutes as well as the term of office. He pointed out that the key thing is Exhibit A, which outlines the qualification period. The qualification period through the Orange County Supervisor of Elections is noon on June 10th through noon on June 14th. He added that most of the time they can actually qualify in advance of that, but that is when they formally submit all the paperwork through that process. He stated that it is either a \$25 fee or they need 25 signatures to complete that process. He stated that if they are interested in running for those seats, they will have to go through the Supervisor of Elections and go through that qualification process.

**Rey Malave joined the meeting by phone at this time.*

On MOTION by Mr. Giercyk seconded by Mr. Wong with all in favor Resolution 2024-02 Relating to the General Election and Qualifying Period Procedures was approved.

FIFTH ORDER OF BUSINESS

Review of Reserve Study

Mr. Showe stated the reserve study has been finalized at this point based on the feedback that they have received. They will have the proposed budget at the next meeting. Their intent based on this reserve study is to set a reserve amount of new assessments of about \$51,000. He explained that was an average of their first 10 years of what they are saying to put in. He stated that the Board was certainly welcome to increase it or decrease it. He further explained that the way they build their reserve study is they want them to increase their reserves every year, which

they can do. But, if they do that every year the way they have scheduled it, they will have to do the mailed notice every single year, which is a difficult process. So, they like to set it at a point where they feel comfortable for the next five to ten years that way they just go through and do that assessment process one time and it average out to the amount that they would get over the 10-year period. He noted that was what they would bring back as the first draft in their budget next month.

After discussion, Mr. Showe recommended \$51,000 annually (flat per home cost). There was a comment on the reserve study on page 4.9 where they left out one of the fences on Pond C. Mr. Showe responded that they would take a look at it and if it's not included, they have a spreadsheet so they can add some to it. There was also a comment that the total layout of the District excluded the apartments. Mr. Scheerer responded that they were not going to reserve for the apartments. Mr. Showe also responded that the CDD doesn't have any infrastructure there. Mr. Scheerer noted that there was nothing in Tract G and nothing in Tract H. There was a question asked on if there was going to be a privacy wall. Mr. Scheerer responded that he didn't want to speak for the engineer, but the engineer said that was many years down the road because they knew they were going to take a portion of the pond.

Mr. Malave stated that they were still in the first beginning phases of their development and that is a major expense. He explained that they were kind of letting that happen over the next few years. Mr. Malave was thinking it was a requirement of their development. After discussion, it was decided to see if they can adjust for fence and apartments. Mr. Showe stated that they would take the comments and see if they can get an update. He explained that they have a spreadsheet, and they can make changes as they move forward.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk noted that he was happy to be there. He introduced Chris to the Board. Chris will be helping them out. He noted that they are waiting to see what the Governor signs because a lot is still up in the air. He noted they would have changes and would be coming back with recommended changes to their rules to meet those updates. He reminded the Board of the ethics training. He noted that they have until the end of the year. There was a question on where the retention pond will have the overflow and if it will be large enough for their community after the road is built. It was noted that it was not going to be that big of a piece of water that they

would actually utilize it. Mr. Scheerer responded that they would have to account for their stormwater runoff in some way, shape or form. The question was asked where the pond next to Mirabella runs into. Mr. Scheerer explained that it discharges where the road is going. He further explained that right now their storm inlet from Mirabella on the east side on the pond is the outfall structure and that discharge is currently into the wetlands conservation area and then it goes through the pipes. There was discussion on getting Commissioner Jim Gray to come to one of their meetings soon. The impact on residents for the project coming on was discussed and there was noted concern.

B. Engineer

The Board asked Mr. Malave when the project was going to be started, Mr. Malave explained that the project was a major expense because it's a major bridge over the expressway that they have to pay for and get approvals on. He thinks they are trying to put it back as far out as they can from a perspective of expenditures. Mr. Malave is going to try and see if he can get a better idea from the city and will report back to the Board. He noted that he thinks it will be in the next five years. The question was asked if the masonry damage on page 49 would eventually collapse. Mr. Scheerer responded that it is something they are working on. Mr. Malave responded that they didn't think it would collapse, but it needs to be worked on. They are going to get information on the damage and will bring it back to the Board.

C. Manager

i. Approval of Check Register

Mr. Showe presented the check register. In the general fund, they have checks 2224 through 2229 for \$140,504.46. He pointed out that \$125,000 of that is just a transfer from the general fund to the debt service for their assessments that have been collected.

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

ii. Balance Sheet and Income Statement

Mr. Showe presented the balance sheet and income statement. He noted that there is no action required by the Board. He pointed out that they were performing a little better than budget to actuals and they are about 80% collected on their assessments.

Mr. Scheerer stated that he didn't have much update on the field side, but he had been talking to Ms. Hanze about her request for a new entry. He explained that Ms. Hanze sent him a couple of renderings that she would like to see for the Mirabella, and he sent them over to the UCC group. He noted that just an estimated cost was around \$55,000 per entrance. Ms. Hanze clarified that she was mostly talking about changing the face the name of their Mirabella sign and the backplash, not the whole thing. Mr. Scheerer responded that he would work on just the backdrop. Lighting at the entrance was discussed also. Mr. Scheerer is going to ask for assistance on LED lighting. Mr. Scheerer added that they were going to weekly mowing starting on April Fools Day.

SEVENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS Supervisors Requests

Mr. Wong asked if Jim was okay with the things he wanted done for NonaCrest. Mr. Scheerer responded that Jim's things were done.

NINTH ORDER OF BUSINESS Next Meeting Date – May 28, 2024

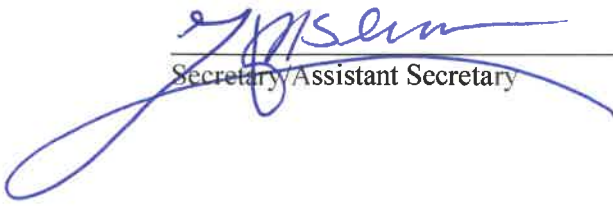
Mr. Showe stated the next meeting is May 28, 2024.

TENTH ORDER OF BUSINESS Adjournment

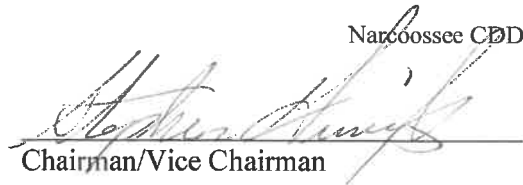
On MOTION by Mr. Giercyk seconded by Mr. Turner with all in favor the meeting adjourned.

March 26, 2024

Narcoossee CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman