

**OSPREY OAKS**  
**COMMUNITY DEVELOPMENT**  
**DISTRICT**

**REGULAR MEETING**  
**AGENDA**

**July 26, 2016**

**Osprey Oaks Community Development District**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

July 22, 2016

Board of Supervisors  
Osprey Oaks Community Development District

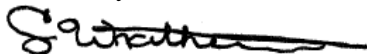
Dear Board Members:

A Regular Meeting of the Osprey Oaks Community Development District's Board of Supervisors will be held on **Tuesday, July 26, 2016 at 10:00 a.m.**, at **2300 Glades Road, Suite 202E, Boca Raton, Florida 33431**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Approval of Unaudited Financial Statements as of June 30, 2016
4. Approval of Minutes
  - A. **June 14, 2016** Regular Meeting
  - B. **June 28, 2016** Regular Meeting
5. Other Business
6. Staff Reports
  - A. District Counsel
  - B. District Engineer
    - i. Update: Littoral Areas
    - ii. Update: SFWMD Water Use Permitting
  - C. District Manager
    - i. Update: Special Qualifying Period
    - ii. **NEXT MEETING DATE: August 9, 2016 at 10:00 A.M.**
7. Audience Comments/Supervisors' Requests
8. Adjournment

Should you have any questions and/or concerns, please contact me directly at (561) 719-8675.

Sincerely,



Craig A. Wrathell  
District Manager

**ATTENDEES:**

**Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.**

**FOR BOARD MEMBERS AND STAFF**  
**TO ATTEND BY TELEPHONE:**

**Call-in number: 1-888-354-0094**  
**Conference ID: 2144145**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
JUNE 30, 2016**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2016**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 57,638	\$ -	\$ -	\$ 57,638
Investments				
Reserve	-	132,155	-	132,155
Revenue	-	88,634	-	88,634
Prepayment	-	2,323	-	2,323
Construction	-	-	27	27
Sinking	-	25,000	-	25,000
Total assets	<u>\$ 57,638</u>	<u>\$ 248,112</u>	<u>\$ 27</u>	<u>\$ 305,777</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 4,000	\$ -	\$ -	\$ 4,000
Due to developer	36,231	-	-	36,231
Total liabilities	<u>40,231</u>	<u>-</u>	<u>-</u>	<u>40,231</u>
Fund balances:				
Restricted for:				
Debt service	-	248,112	-	248,112
Capital projects	-	-	27	27
Unassigned	17,407	-	-	17,407
Total fund balances	<u>17,407</u>	<u>248,112</u>	<u>27</u>	<u>265,546</u>
Total liabilities and fund balances	<u>\$ 57,638</u>	<u>\$ 248,112</u>	<u>\$ 27</u>	<u>\$ 305,777</u>

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED JUNE 30, 2016**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ -	\$ 72,370	\$ 72,935	99%
Developer contribution	-	-	4,000	0%
Interest and miscellaneous	2	29	-	N/A
Total revenues	<u>2</u>	<u>72,399</u>	<u>76,935</u>	94%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	1,000	7,000	4,000	175%
Management/accounting/recording	3,500	31,500	42,000	75%
Legal	-	9,498	9,000	106%
Engineering	-	-	2,000	0%
Audit	-	4,500	4,500	100%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	750	1,000	75%
Trustee	-	3,500	3,500	100%
Telephone	8	75	100	75%
Postage	-	29	500	6%
Printing & binding	21	188	250	75%
Legal advertising	-	140	1,000	14%
Annual special district fee	-	175	175	100%
Insurance	-	5,350	5,500	97%
Contingencies/bank charges	777	979	500	196%
Website	-	1,282	500	256%
Total professional & administrative	<u>5,389</u>	<u>64,966</u>	<u>75,725</u>	86%
<b>Other fees &amp; charges</b>				
Property appraiser	150	150	150	100%
Tax collector	-	724	760	95%
Total other fees & charges	<u>150</u>	<u>874</u>	<u>910</u>	96%
Total expenditures	<u>5,539</u>	<u>65,840</u>	<u>76,635</u>	86%
Excess/(deficiency) of revenues over/(under) expenditures	(5,537)	6,559	300	
Fund balances - beginning	<u>22,944</u>	<u>10,848</u>	<u>4,622</u>	
Fund balances - ending	<u>\$ 17,407</u>	<u>\$ 17,407</u>	<u>\$ 4,922</u>	

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2012  
FOR THE PERIOD ENDED JUNE 30, 2016**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment - on roll	\$ -	\$ 128,600	\$ 132,723	97%
Interest	-	1	-	N/A
Total revenues	<u>-</u>	<u>128,601</u>	<u>132,723</u>	97%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-		20,000	0%
Principal prepayment	-	35,000	-	N/A
Interest	-	105,343	107,623	98%
Total debt service	<u>-</u>	<u>140,343</u>	<u>127,623</u>	110%
<b>Other fees &amp; charges</b>				
Tax collector	-	1,284	1,343	96%
Total other fees and charges	<u>-</u>	<u>1,284</u>	<u>1,343</u>	96%
Total expenditures	<u>-</u>	<u>141,627</u>	<u>128,966</u>	
Excess/(deficiency) of revenues over/(under) expenditures	-	(13,026)	-	
Fund balances - beginning	<u>248,112</u>	<u>261,138</u>	<u>221,997</u>	
Fund balances - ending	<u><u>\$ 248,112</u></u>	<u><u>\$ 248,112</u></u>	<u><u>\$ 221,997</u></u>	

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2012  
FOR THE PERIOD ENDED JUNE 30, 2016**

	Current Month	Year To Date
<b>REVENUES</b>		
Total revenues	\$ -	\$ -
<b>EXPENDITURES</b>		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	27	27
Fund balances - ending	\$ 27	\$ 27

1 **MINUTES OF MEETING**  
2 **OSPREY OAKS**  
3 **COMMUNITY DEVELOPMENT DISTRICT**  
4

5 A Regular Meeting of the Osprey Oaks Community Development District’s Board of  
6 Supervisors was held on **Tuesday, June 14, 2016 at 10:00 a.m., at 2300 Glades Road, Suite**  
7 **202E, Boca Raton, Florida 33431.**  
8

9 **Present and constituting a quorum were:**

10 Jim Giolda	Chair
11 Adam Freedman	Vice Chair
12 Michael Smith ( <i>via telephone</i> )	Assistant Secretary
13 Gary Einfalt	Assistant Secretary
14 Kristi Freedman ( <i>via telephone</i> )	Assistant Secretary

15  
16  
17 **Also present were:**

18 Cindy Cerbone	Wrathell, Hunt and Associates, LLC
19 Dennis Lyles	District Counsel
20 Jeff Schnars	District Engineer

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22  
23  
24 **FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

25  
26 Ms. Cerbone called the meeting to order at 10:11 a.m., and noted, for the record, that  
27 Supervisors Jim Giolda, Adam Freedman and Gary Einfalt were present, in person. Supervisors  
28 Michael Smith and Kristi Freedman were attending via telephone.

29  
30 **SECOND ORDER OF BUSINESS**

**Public Comments**

31  
32 There being no public comments, the next item followed.  
33

34 **THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2016-2,  
Placing Special District Candidates on  
General Election Ballot**

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37  
38 Ms. Cerbone presented Resolution 2016-2 for the Board’s consideration.

39 Mr. Lyles stated that placing the candidates on the General Election ballot is mandated by  
40 State Law. The Resolution is informational; it reminds everyone how and when the General



41 Election would occur and of the qualifying period for candidates. Mr. Lyles felt that adopting  
42 the Resolution was not necessary and suggested that it be tabled.

43 No action was taken.

44

45 **FOURTH ORDER OF BUSINESS**

**Update: HOA Littoral Area Removal**

46

47 Mr. Giolda stated it appeared that the HOA removed a fair amount of littoral area from  
48 the main lake, which is the northern most water management tract. He was not certain if it was  
49 excess littoral area that had grown in and was not required by the South Florida Water  
50 Management District (SFWMD) or Palm Beach County permits or if the HOA was “cleaning  
51 house” of littorals. The SFWMD permit was previously transferred to the HOA. Mr. Schnars  
52 stated the littoral requirement comes from the lake excavation permit. It is a requirement, in  
53 perpetuity, that the HOA maintain that littoral area. Mr. Schnars asked if he should inspect the  
54 area to determine if any square footage was lost. Mr. Giolda will review the area and take  
55 photographs. Mr. Schnars asked why the littorals were being removed. Mr. Freedman stated  
56 that the HOA felt that the littorals were unattractive. Mr. Giolda explained that the plants are on  
57 the northern most lake tract, on the western boundary, and do not face any homes. Five or six  
58 large dump trucks removed material. Mr. Giolda did not know whether material or material and  
59 littoral shelf were removed.

60 Mr. Lyles asked if the permit applied to the District, as it sounded as if the area was part  
61 of the District’s drainage system. Mr. Giolda confirmed that it is within the lake tract.

62 To Mr. Lyles’ knowledge, the District did not convey the lake system to anyone;  
63 however, the District allowed the HOA to perform maintenance work, such as aquatics and weed  
64 control. If a violation were issued, it would be issued to the owner, which is the District;  
65 therefore, the District Engineer should inspect the area and, if work is being performed that is a  
66 violation, he should notify the District Manager and the District Manager would advise the HOA  
67 to cease.

68 Mr. Giolda stated that the project was completed last week. The HOA cleared to the edge  
69 of the lake bank. Mr. Lyles stated it sounded like the HOA was trying to turn the lake into a  
70 recreation area, which has other consequences for the District, as the owner. There are water  
71 quality regulations that the District must meet. Mr. Freedman did not think the District owned  
72 the lakes. Mr. Schnars stated that, based on his notes from 2013, the District did not pay for the  
73 property, nor does the District own it. Mr. Freedman asked if the CDD had any liability. Mr.

74 Lyles could not base an opinion on Mr. Schnars’ notes. Mr. Giolda stated it appears that the  
75 HOA owns the lake tracts and the District has drainage easements. Mr. Schnars indicated that  
76 there is no easement over the lake. There may have been a separate instrument. Mr. Lyles stated  
77 there must be a storage, flowage and drainage easement over the body of water to meet the  
78 stormwater requirements.

79 The District Engineer would provide a report at the next meeting.

80

81 **FIFTH ORDER OF BUSINESS** **Other Business**

82

83 There being no other business, the next item followed.

84

85 **SIXTH ORDER OF BUSINESS** **Staff Reports**

86

87 **A. District Counsel**

88 There being no report, the next item followed.

89 **B. District Engineer**

90 There being no report, the next item followed.

91 **C. District Manager**

92 Ms Cerbone stated that three seats would up for election in November; Seats 1, 2 and 5,  
93 currently held by Mr. Giolda, Mr. Freedman and Ms. Freedman.

94 **i. NEXT MEETING DATE: June 28, 2016 at 10:00 A.M.**

95 The next meeting will be held on June 28, 2016 at 10:00 a.m., at this location.

96

97 **SEVENTH ORDER OF BUSINESS** **Audience** **Comments/Supervisors’**  
98 **Requests**

99

100 There being no audience comments or Supervisors’ requests, the next item followed.

101

102 **EIGHTH ORDER OF BUSINESS** **Adjournment**

103

104 There being nothing further to discuss, the meeting adjourned.

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106 **On MOTION by Mr. Einfalt and seconded by Mr. Freedman,**  
107 **with all in favor, the meeting adjourned at 10:26 a.m.**

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Secretary/Assistant Secretary

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Chair/Vice Chair

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1 **MINUTES OF MEETING**  
2 **OSPREY OAKS**  
3 **COMMUNITY DEVELOPMENT DISTRICT**  
4

5 A Regular Meeting of the Osprey Oaks Community Development District's Board of  
6 Supervisors was held on **Tuesday, June 28, 2016 at 10:00 a.m.**, at **2300 Glades Road, Suite**  
7 **202E, Boca Raton, Florida 33431.**  
8

9 **Present and constituting a quorum were:**

10 Jim Gielda	Chair
11 Adam Freedman	Vice Chair
12 Michael Smith ( <i>via telephone</i> )	Assistant Secretary
13 Gary Einfalt	Assistant Secretary
14 Kristi Freedman ( <i>via telephone</i> )	Assistant Secretary

15 **Also present were:**

16	
17	
18	
19 Craig Wrathell	District Manager
20 Cindy Cerbone	Wrathell, Hunt and Associates, LLC
21 Sue Delegal	District Counsel
22 Jeff Schnars	District Engineer
23	
24	

25 **FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

26

27 Mr. Wrathell called the meeting to order at 10:04 a.m., and noted, for the record, that  
28 Supervisors Jim Gielda, Adam Freedman and Gary Einfalt were present, in person. Supervisors  
29 Michael Smith and Kristi Freedman were attending via telephone.

30

31 **SECOND ORDER OF BUSINESS**

**Public Comments**

32 There being no public comments, the next item followed.

33

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35 **THIRD ORDER OF BUSINESS**

**Continued Discussion: HOA Littoral Area**

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38 Mr. Gielda stated it appears that the HOA removed littoral plants. The HOA advised the  
39 District Engineer that they were removing extra littoral areas. The District Engineer forwarded a  
40 copy of the Approved Littoral Planting Plan to the HOA and informed them that they must

41 remain in compliance with the Plan to satisfy Palm Beach County Environmental Resources  
42 Management (PBCERM) permits on the property, as well as South Florida Water Management  
43 District (SFWMD) requirements. The HOA appeared to be moving forward with that  
44 information. The District could wait a few months to determine if everything is satisfactory or  
45 have an environmental consultant evaluate the area and prepare a report of what was removed  
46 and whether the area was in compliance. The estimated cost for an environmental consultant  
47 and report was \$800.

48 The Board agreed to wait a few months and address this matter if issues remained.  
49

50 **FOURTH ORDER OF BUSINESS** **Approval of Unaudited Financial**  
51 **Statements as of April 30, 2016**  
52

53 Mr. Wrathell presented the Unaudited Financial Statements as of April 30, 2016.  
54 Assessment revenue collections were at 99%.

55  
56 **On MOTION by Mr. Freedman and seconded by Mr. Einfalt,**  
57 **with all in favor, the Unaudited Financial Statements as of**  
58 **April 30, 2016, were approved.**  
59

60  
61 **FIFTH ORDER OF BUSINESS** **Approval of Minutes**  
62

- 63 **A. April 12, 2016 Regular Meeting**
- 64 **B. April 26, 2016 Regular Meeting**

65 Mr. Wrathell presented the April 12, 2016 and April 26, 2016 Regular Meeting Minutes  
66 and asked for any additions, deletions or corrections.  
67

68 **On MOTION by Mr. Freedman and seconded by Mr. Einfalt,**  
69 **with all in favor, the April 12 and April 26, 2016 Regular**  
70 **Meeting Minutes, as presented, were approved.**  
71

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73 **SIXTH ORDER OF BUSINESS** **Other Business**  
74

75 There being no other business, the next item followed.  
76

77 SEVENTH ORDER OF BUSINESS Staff Reports

78  
79 A. District Counsel

80 There being no report, the next item followed.

81 B. District Engineer

82 There being no report, the next item followed.

83 C. District Manager

84 i. NEXT MEETING DATE: July 12, 2016 at 10:00 A.M.

85 The next meeting will be held on July 12, 2016 at 10:00 a.m., at this location.

86

87 EIGHTH ORDER OF BUSINESS Audience Comments/Supervisors'  
88 Requests

89  
90 There being no audience comments or Supervisors' requests, the next item followed.

91

92 NINTH ORDER OF BUSINESS Adjournment

93  
94 There being nothing further to discuss, the meeting adjourned.

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96 On MOTION by Mr. Einfalt and seconded by Mr. Gielda, with  
97 all in favor, the meeting adjourned at 10:09 a.m.

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103 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair

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