

# **OSPREY OAKS**

## **COMMUNITY DEVELOPMENT DISTRICT**

**March 7, 2022**

**BOARD OF SUPERVISORS**

**REGULAR MEETING**

**AGENDA**

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

February 28, 2022

**ATTENDEES:**

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

Board of Supervisors  
Osprey Oaks Community Development District

Dear Board Members:

The Board of Supervisors of the Osprey Oaks Community Development District will hold a Regular Meeting on March 7, 2022 at 6:30 p.m., at the Clubhouse of Osprey Oaks, located at 7054 Muscovy Court, Lake Worth, Florida 33463. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Update: Stormwater Reporting Requirements
  - Consideration of Stormwater Management Proposal
4. Consideration of Resolution 2022-01, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Palm Beach County Supervisor of Elections Begin Conducting the District's General Elections; Providing for Compensation; Setting for the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date
5. Discussion: FY 2023 Budget Considerations
6. Acceptance of Unaudited Financial Statements as of January 31, 2022
  - A. Check Detail
  - B. Accounts Payable Invoices
7. Approval of August 2, 2021 Public Hearing and Regular Meeting Minutes
8. Staff Reports
  - A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*
  - B. District Engineer: *Schnars Engineering Corporation*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: April 4, 2022 at 6:30 P.M.
  - QUORUM CHECK

John Flaherty	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Ken Naim	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Nick Patrona	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Jeff Fuchs	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Meredith Naim	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No

9. Public Comments
10. Supervisors' Requests
11. Adjournment

Should you have any questions and/or concerns, please contact me directly at (561) 909-7930.

Sincerely,



Daniel Rom  
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT CODE: 528 064 2804#**

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

**3**



**Wrathell, Hunt and Associates, LLC**

**MEMORANDUM**

**To: Board of Supervisors**

**From: District Manager**

**Date: January 2022**

**Subject: Stormwater Management Needs Analysis  
(Chapter 2021-194, Laws of Florida/HB53)**

---

We are writing with an update regarding the new law requiring special districts that either own or operate stormwater management systems, stormwater management programs or wastewater services to create a 20-year needs analysis of such system(s).

The Office of Economic and Demographic Research (“OEDR”) recently promulgated additional details and an excel template for reporting the stormwater needs analyses (attached hereto for reference). Similar documents for the wastewater needs analyses will be available soon at which time we will again supplement this memorandum.

A brief summary of the new law and its requirements were set forth in our previous memorandum, attached to this memorandum for your reference in **Exhibit A**. Please feel free to contact us with any questions.

***When is the deadline?***

For both wastewater and stormwater, the first analysis must be submitted by **June 30, 2022** and updated every five (5) years thereafter. The needs analysis, along with the methodology and any supporting data necessary to interpret the results, must be submitted to the county in which the largest portion of the service area or stormwater system is located.

***What steps should the District take?***

- District engineers should review the stormwater needs analysis excel workbook and submit a work authorization for approval by the District’s Board prior to commencing work. We recommend presenting the work authorization to the Board as soon as is practical, but no later than the first quarter of 2022.
- District managers should review the stormwater needs analysis excel workbook and start entering information that is readily available. The district manager may be able to complete the “background information” section and provide data on stormwater O&M expenditures, among other assistance.

- Once the work authorization is approved, the district manager should work with the district engineer to complete the remainder of the stormwater needs analyses with the final version submitted to the District no later than May 15, 2022.
- In some cases, districts may require outside consulting or evaluation to complete the needs analyses. Since the necessity of this additional step may not be immediately apparent, we recommend that district managers begin coordinating with their engineers as soon as possible.

### ***Stormwater Needs Analysis Resources from OEDR***

- OEDR website <http://edr.state.fl.us/Content/natural-resources/stormwaterwastewater.cfm>
- Excel Workbook (stormwater needs analysis reporting template)  
[http://edr.state.fl.us/Content/natural-resources/Stormwater\\_Needs\\_Analysis.xlsx](http://edr.state.fl.us/Content/natural-resources/Stormwater_Needs_Analysis.xlsx)  
(last updated October 8, 2021)
- PDF Version for (essentially the same as the Excel workbook)  
[http://edr.state.fl.us/Content/natural-resources/Stormwater\\_Needs\\_Analysis.pdf](http://edr.state.fl.us/Content/natural-resources/Stormwater_Needs_Analysis.pdf)  
(last updated October 8, 2021)

### ***Wastewater Needs Analysis Resources from OEDR***

- Forthcoming.



**Wrathell, Hunt and Associates, LLC**

**MEMORANDUM**

**To: Board of Supervisors**

**From: District Manager**

**Date: September 7, 2021**

**Subject: Wastewater Services and Stormwater Management Needs Analysis  
(Chapter 2021-194, Laws of Florida/HB53)**

---

---

We are writing to inform you of a new law requiring special districts that either own or operate stormwater management systems, stormwater management programs or wastewater services to create a 20-year needs analysis of such system(s). The requirements relating to wastewater services are found in Section 4 of Chapter 2021-194, Laws of Florida, creating Section 403.9301, Florida Statutes, and the requirements relating to stormwater management programs and systems are found in Section 5 of Chapter 2021-194, Laws of Florida, creating Section 403.9302, Florida Statutes (attached hereto for reference).

A brief summary of the new law and its requirements is set forth below. Please feel free to contact us with any questions.

***What is required?***

The Office of Economic and Demographic Research ("OEDR") is expected to promulgate additional details about the requirements of the needs analyses. However, certain general requirements are set forth in the new law.

For wastewater services, the needs analysis must include:

- a) A detailed description of the facilities used to provide wastewater services.
- b) The number of current and projected connections and residents served calculated in 5-year increments.
- c) The current and projected service area for wastewater services.
- d) The current and projected cost of providing wastewater services calculated in 5-year increments.
- e) The estimated remaining useful life of each facility or its major components.
- f) The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components.

- g) The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap.

For stormwater management programs and stormwater management systems, the needs analysis must include:

- a) A detailed description of the stormwater management program or stormwater management system and its facilities and projects.
- b) The number of current and projected residents served calculated in 5-year increments.
- c) The current and projected service area for the stormwater management program or stormwater management system
- d) The current and projected cost of providing services calculated in 5-year increments.
- e) The estimated remaining useful life of each facility or its major components.
- f) The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components.
- g) The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap.

#### ***When is the deadline?***

For both wastewater and stormwater, the first analysis must be created by **June 30, 2022**, and the analysis must be updated every five (5) years thereafter. The needs analysis, along with the methodology and any supporting data necessary to interpret the results, must be submitted to the county in which the largest portion of the service area or stormwater system is located.

#### ***What steps should districts take?***

District engineers and district managers should begin by evaluating what information is already available to the district, and what new information may need to be gathered. Each district should approve a work authorization for their district engineer to create the needs analysis report and should consider proposals for any outside consulting or evaluation that may be necessary, though in most cases we expect this will not be required. In order to provide ample time for completion of the necessary needs analysis reports, we recommend presenting these items for board consideration no later than the first quarter of 2022, or as soon thereafter as is practical. OEDR is anticipated to provide further guidelines for the reporting requirements, none of which we expect to be particularly burdensome, and which will likely include information readily available to districts' engineering and/or environmental professionals. Once we receive further guidance, we will supplement this informational memorandum.



## CHAPTER 2021-194

### Committee Substitute for Committee Substitute for Committee Substitute for House Bill No. 53

An act relating to public works; amending s. 255.0991, F.S.; revising a prohibition relating to any solicitation for construction services paid for with state appropriated funds; amending s. 255.0992, F.S.; revising the definition of the term “public works project”; prohibiting the state or any political subdivision that contracts for a public works project from taking specified action against certain persons that are engaged in a public works project or have submitted a bid for such a project; providing applicability; amending s. 403.928, F.S.; requiring the Office of Economic and Demographic Research to include an analysis of certain expenditures in its annual assessment; creating s. 403.9301, F.S.; providing definitions; requiring counties, municipalities, and special districts that provide wastewater services to develop a needs analysis that includes certain information by a specified date; requiring municipalities and special districts to submit such analyses to a certain county; requiring the county to file a compiled document with the coordinator of the Office of Economic and Demographic Research by a specified date; requiring the office to evaluate the document and include an analysis in its annual assessment; providing applicability; creating s. 403.9302, F.S.; providing definitions; requiring counties, municipalities, and special districts that provide stormwater management to develop a needs analysis that includes certain information by a specified date; requiring municipalities and special districts to submit such analyses to a certain county; requiring the county to file a compiled document with the Secretary of Environmental Protection and the coordinator of the Office of Economic and Demographic Research by a specified date; requiring the office to evaluate the document and include an analysis in its annual assessment; providing applicability; providing a determination and declaration of important state interest; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsection (2) of section 255.0991, Florida Statutes, is amended to read:

255.0991 Contracts for construction services; prohibited local government preferences.—

(2) For any a competitive solicitation for construction services paid for with any in which 50 percent or more of the cost will be paid from state appropriated funds which have been appropriated at the time of the competitive solicitation, a state college, county, municipality, school district, or other political subdivision of the state may not use a local ordinance or regulation to prevent a certified, licensed, or registered contractor,

subcontractor, or material supplier or carrier, from participating in the bidding process that provides a preference based upon:

- (a) ~~The contractor's~~ Maintaining an office or place of business within a particular local jurisdiction;
- (b) ~~The contractor's~~ Hiring employees or subcontractors from within a particular local jurisdiction; or
- (c) ~~The contractor's~~ Prior payment of local taxes, assessments, or duties within a particular local jurisdiction.

Section 2. Paragraph (b) of subsection (1) and subsections (2) and (3) of section 255.0992, Florida Statutes, are amended to read:

255.0992 Public works projects; prohibited governmental actions.—

(1) As used in this section, the term:

(b) “Public works project” means an activity exceeding \$1 million in value that is of which 50 percent or more of the cost will be paid for with any from state-appropriated funds that were appropriated at the time of the competitive solicitation and which consists of the construction, maintenance, repair, renovation, remodeling, or improvement of a building, road, street, sewer, storm drain, water system, site development, irrigation system, reclamation project, gas or electrical distribution system, gas or electrical substation, or other facility, project, or portion thereof that is owned in whole or in part by any political subdivision.

(2)(a) Except as required by federal or state law, the state or any political subdivision that contracts for a public works project may not take the following actions:

(a) Prevent a certified, licensed, or registered contractor, subcontractor, or material supplier or carrier, from participating in the bidding process based on the geographic location of the company headquarters or offices of the contractor, subcontractor, or material supplier or carrier submitting a bid on a public works project or the residences of employees of such contractor, subcontractor, or material supplier or carrier.

(b) Require that a contractor, subcontractor, or material supplier or carrier engaged in a public works such project:

1. Pay employees a predetermined amount of wages or prescribe any wage rate;
2. Provide employees a specified type, amount, or rate of employee benefits;
3. Control, limit, or expand staffing; or

4. Recruit, train, or hire employees from a designated, restricted, or single source.

~~(c)(b) The state or any political subdivision that contracts for a public works project may not~~ Prohibit any contractor, subcontractor, or material supplier or carrier able to perform such work that who is qualified, licensed, or certified as required by state or local law to perform such work from receiving information about public works opportunities or from submitting a bid on the public works project. This paragraph does not apply to vendors listed under ss. 287.133 and 287.134.

(3) This section does not apply to the following:

(a) Contracts executed under chapter 337.

(b) A use authorized by s. 212.055(1) which is approved by a majority vote of the electorate of the county or by a charter amendment approved by a majority vote of the electorate of the county.

Section 3. Paragraph (e) is added to subsection (1) of section 403.928, Florida Statutes, to read:

403.928 Assessment of water resources and conservation lands.—The Office of Economic and Demographic Research shall conduct an annual assessment of Florida's water resources and conservation lands.

(1) WATER RESOURCES.—The assessment must include all of the following:

(e) Beginning with the assessment due January 1, 2022, an analysis of the expenditures necessary to repair, replace, and expand water-related infrastructure. As part of this analysis, the office shall periodically survey public and private utilities.

Section 4. Section 403.9301, Florida Statutes, is created to read:

403.9301 Wastewater services projections.—

(1) The Legislature intends for each county, municipality, or special district providing wastewater services to create a 20-year needs analysis.

(2) As used in this section, the term:

(a) "Domestic wastewater" has the same meaning as provided in s. 367.021.

(b) "Facility" means any equipment, structure, or other property, including sewerage systems and treatment works, used to provide wastewater services.

(c) "Treatment works" has the same meaning as provided in s. 403.031(11).

(d) "Wastewater services" means service to a sewerage system, as defined in s. 403.031(9), or service to domestic wastewater treatment works.

(3) By June 30, 2022, and every 5 years thereafter, each county, municipality, or special district providing wastewater services shall develop a needs analysis for its jurisdiction over the subsequent 20 years. In projecting such needs, each local government shall include the following:

(a) A detailed description of the facilities used to provide wastewater services.

(b) The number of current and projected connections and residents served calculated in 5-year increments.

(c) The current and projected service area for wastewater services.

(d) The current and projected cost of providing wastewater services calculated in 5-year increments.

(e) The estimated remaining useful life of each facility or its major components.

(f) The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components.

(g) The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap.

(4) Upon completing the requirements of subsection (3), each municipality or special district shall submit its needs analysis, as well as the methodology and any supporting data necessary to interpret the results, to the county within which the largest portion of its service area is located. Each county shall compile all analyses submitted to it under this subsection into a single document and include its own analysis in the document. The county shall file the compiled document with the coordinator of the Office of Economic and Demographic Research no later than July 31, 2022, and every 5 years thereafter.

(5) The Office of Economic and Demographic Research shall evaluate the compiled documents from the counties for the purpose of developing a statewide analysis for inclusion in the assessment due January 1, 2023, pursuant to s. 403.928.

(6) This section applies to a rural area of opportunity as defined in s. 288.0656 unless the requirements of this section would create an undue economic hardship for the county, municipality, or special district in the rural area of opportunity.

Section 5. Section 403.9302, Florida Statutes, is created to read:

403.9302 Stormwater management projections.—

(1) The Legislature intends for each county, municipality, or special district providing a stormwater management program or stormwater management system to create a 20-year needs analysis.

(2) As used in this section, the term:

(a) “Facility” means any equipment, structure, or other property, including conveyance systems, used or useful in connection with providing a stormwater management program or stormwater management system.

(b) “Stormwater management program” has the same meaning as provided in s. 403.031(15).

(c) “Stormwater management system” has the same meaning as provided in s. 403.031(16).

(3) By June 30, 2022, and every 5 years thereafter, each county, municipality, or special district providing a stormwater management program or stormwater management system shall develop a needs analysis for its jurisdiction over the subsequent 20 years. In projecting such needs, each local government shall include the following:

(a) A detailed description of the stormwater management program or stormwater management system and its facilities and projects.

(b) The number of current and projected residents served calculated in 5-year increments.

(c) The current and projected service area for the stormwater management program or stormwater management system.

(d) The current and projected cost of providing services calculated in 5-year increments.

(e) The estimated remaining useful life of each facility or its major components.

(f) The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components.

(g) The local government’s plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap.

(4) Upon completing the requirements of subsection (3), each municipality or special district shall submit its needs analysis, as well as the

methodology and any supporting data necessary to interpret the results, to the county within which the largest portion of its stormwater management program or stormwater management system is located. Each county shall compile all analyses submitted to it under this subsection into a single document and include its own analysis in the document. The county shall file the compiled document with the Secretary of Environmental Protection and the coordinator of the Office of Economic and Demographic Research no later than July 31, 2022, and every 5 years thereafter.

(5) The Office of Economic and Demographic Research shall evaluate the compiled documents from the counties for the purpose of developing a statewide analysis for inclusion in the assessment due January 1, 2023, pursuant to s. 403.928.

(6) This section applies to a rural area of opportunity as defined in s. 288.0656 unless the requirements of this section would create an undue economic hardship for the county, municipality, or special district in the rural area of opportunity.

Section 6. The Legislature determines and declares that this act fulfills an important state interest.

Section 7. This act shall take effect July 1, 2021.

Approved by the Governor June 29, 2021.

Filed in Office Secretary of State June 29, 2021.

**TEMPLATE FOR LOCAL GOVERNMENTS AND SPECIAL DISTRICTS FOR PERFORMING A STORMWATER NEEDS ANALYSIS PURSUANT TO SECTION 5 OF SECTION 403.9302, FLORIDA STATUTES**

**INTRODUCTION**

As part of the 2021 regular session, the Legislature recognized the need for a long-term planning process for stormwater and wastewater. Section 403.9302, Florida Statutes, requires a 20-year needs analysis from the local governments providing stormwater services. Because this planning document is forward-looking, it will necessarily include a large number of assumptions about future actions. These assumptions should be based on any available information coupled with best professional judgment of the individuals completing the document. Completing this template by June 30, 2022, will fulfill the statutory requirements for the first round of 20-year needs analyses for stormwater. The template was generated by EDR in cooperation with local governments, Special Districts, the Florida Department of Environmental Protection (DEP), the Water Management Districts, the Florida Stormwater Association, private consultants, and others. Use of this tool will help ensure that information is compiled consistently for the Office of Economic & Demographic Research's (EDR) report to the Legislature.

For the purposes of this document, a stormwater management program and a stormwater management system are as defined in statute (s. 403.031(15) and (16), F.S., respectively; language provided here: <https://www.flsenate.gov/Laws/Statutes/2021/403.031>). Plainly speaking, the "program" is the institutional framework whereby stormwater management activities (MS4 NPDES permit activities, and other regulatory activities, construction, operation and maintenance, etc. ) are carried out by the public authority. The "system" comprises the physical infrastructure that is owned and/or operated by the local government or special district that specifically is intended to control, convey or store stormwater runoff for treatment and flood protection purposes.

For the purposes of this document, the following guiding principles have been adopted:

- Stormwater systems or facilities owned and operated by any of the following are excluded from reporting requirements for local governments and special districts:
  - o Private entities or citizens
  - o Federal government
  - o State government, including the Florida Department of Transportation (FDOT)
  - o Water Management Districts
  - o School districts
  - o State universities or Florida colleges
- Local government expenditures associated with routine operation and maintenance are fully funded prior to commencing new projects and initiatives.
- Local government submissions will include the activities of dependent special districts. Only independent special districts report separately. For a list of all special districts in the state and their type (*i.e.*, dependent or independent), please see the Department of Economic Opportunity's Official List of Special Districts at the following link: <http://specialdistrictreports.floridajobs.org/webreports/alphalist.aspx>.
- With respect to federal and state statutes and rulemaking, current law and current administration prevails throughout the 20-year period. In other words, the state's present legal framework (*i.e.*, the status quo) continues throughout the period.

GENERAL INSTRUCTIONS FOR USING THE TEMPLATE

Instructions for submitting the template are still under development. Additional information regarding submission and answers to frequently asked questions will be posted on EDR's website, along with other useful materials, here: <http://edr.state.fl.us/Content/natural-resources/stormwaterwastewater.cfm>

The statutory language forms the titles for each part. This template asks that you group your recent and projected expenditures in prescribed categories. A detailed list of the categories is provided in part 5.0.

The same project should not appear on multiple tables in the jurisdiction's response unless the project's expenditures are allocated between those tables. All expenditures should be reported in \$1,000s (*e.g.*, five hundred thousand dollars should be reported as \$500).

For any jurisdiction that is contracting with another jurisdiction where both could be reporting the same expenditure, please contact EDR for additional guidance. In situations where a reporting jurisdiction contracts with a non-reporting jurisdiction, (*i.e.*, FDOT, the water management districts, the state or federal government), the reporting jurisdiction should include the expenditures.

When reporting cost information, please only include the expenditures that have flowed, are flowing, or will likely flow through your jurisdiction's budget. While necessary to comply with the statute, the concept of "future expenditures" should be viewed as an expression of identified needs.

**These projections are necessarily speculative and do not represent a firm commitment to future budget actions by the jurisdiction.**

This Excel workbook contains three worksheets for data entry. (Along the bottom of the screen, the three tabs are highlighted green.) Empty cells with visible borders are unlocked for data entry. In the first tab, titled "Background through Part 4," the information requested is either text, a dropdown list (*e.g.*, Yes or No), or a checkbox. The next tab, "Part 5 through Part 8," contains tables for expenditure or revenue data as well as some follow-up questions that may have checkboxes, lists, or space for text.

In Part 5 and Part 6, the expenditure tables have space for up to 5 projects. More projects can be listed in the "Additional Projects" tab. This tab contains a table with space for up to 200 additional projects. In order for these additional projects and expenditures to be correctly classified and included in the final totals, each project must be assigned a Project Type and Funding Source Type from the dropdown lists in columns B and C.

Links to Template Parts:

[Background Information](#)

[Part 1](#)

[Part 2](#)

[Part 3](#)

[Part 4](#)

[Part 5](#)

[Part 6](#)

[Part 7](#)

[Part 8](#)

[Additional Projects - This table contains additional rows for projects that do not fit into the main tables in Parts 5 and 6](#)



## Background Information

Please provide your contact and location information, then proceed to the template on the next sheet.

Name of Local Government:

Name of stormwater utility, if applicable:

Contact Person

Name:

Position/Title:

Email Address:

Phone Number:

Indicate the Water Management District(s) in which your service area is located.

- Northwest Florida Water Management District (NFWFMD)
- Suwannee River Water Management District (SRWMD)
- St. Johns River Water Management District (SJRWMD)
- Southwest Florida Water Management District (SWFWMD)
- South Florida Water Management District (SFWMD)

Indicate the type of local government:

- Municipality
- County
- Independent Special District

**Part 1.0 Detailed description of the stormwater management program (Section 403.9302(3)(a), F.S.)**

The stormwater management program, as defined in the Introduction, includes those activities associated with the management, operation and maintenance, and control of stormwater and stormwater management systems, including activities required by state and federal law. The detailed program description is divided into multiple subparts consisting of narrative and data fields.

**Part 1.1 Narrative Description:**

Please provide a brief description of the current institutional strategy for managing stormwater in your jurisdiction. Please include any mission statement, divisions or departments dedicated solely or partly to managing stormwater, dedicated funding sources, and other information that best describes your approach to stormwater:

On a scale of 1 to 5, with 5 being the highest, please indicate the importance of each of the following goals for your program:

0	1	2	3	4	5	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage & flood abatement (such as flooding events associated with rainfall and hurricanes)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water quality improvement (TMDL Process/BMAPs/other)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reduce vulnerability to adverse impacts from flooding related to increases in frequency and duration of rainfall events, storm surge and sea level rise
						Other:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Part 1.2 Current Stormwater Program Activities:**

Please provide answers to the following questions regarding your stormwater management program.

- Does your jurisdiction have an NPDES Municipal Separate Storm Sewer System (MS4) Permit?   
If yes, is your jurisdiction regulated under Phase I or Phase II of the NPDES Program:
- Does your jurisdiction have a dedicated stormwater utility?   
If no, do you have another funding mechanism?   
If yes, please describe your funding mechanism.
- Does your jurisdiction have a Stormwater Master Plan or Plans?   
If Yes:  
How many years does the plan(s) cover?   
Are there any unique features or limitations that are necessary to understand what the plan does or does not address?  
  
Please provide a link to the most recently adopted version of the document (if it is published online):
- Does your jurisdiction have an asset management (AM) system for stormwater infrastructure?   
If Yes, does it include 100% of your facilities?   
If your AM includes less than 100% of your facilities, approximately what percent of your facilities are included?

- Does your stormwater management program implement the following (answer Yes/No):

A construction sediment and erosion control program for new construction (plans review and/or inspection)?	
An illicit discharge inspection and elimination program?	
A public education program?	
A program to involve the public regarding stormwater issues?	
A "housekeeping" program for managing stormwater associated with vehicle maintenance yards, chemical storage, fertilizer management, etc. ?	
A stormwater ordinance compliance program ( <i>i.e.</i> , for low phosphorus fertilizer)?	
Water quality or stream gage monitoring?	
A geospatial data or other mapping system to locate stormwater infrastructure (GIS, etc. )?	
A system for managing stormwater complaints?	
Other specific activities?	

Notes or Comments on any of the above:

### Part 1.3 Current Stormwater Program Operation and Maintenance Activities

Please provide answers to the following questions regarding the operation and maintenance activities undertaken by your stormwater management program.

- Does your jurisdiction typically assume maintenance responsibility for stormwater systems associated with new private development (*i.e.*, systems that are dedicated to public ownership and/or operation upon completion)?

Notes or Comments on the above:

- Does your stormwater operation and maintenance program implement any of the following (answer Yes/No)

Routine mowing of turf associated with stormwater ponds, swales, canal/lake banks, etc. ?	
Debris and trash removal from pond skimmers, inlet grates, ditches, etc. ?	
Invasive plant management associated with stormwater infrastructure?	
Ditch cleaning?	
Sediment removal from the stormwater system (vacator trucks, other)?	
Muck removal (dredging legacy pollutants from water bodies, canal, etc. )?	
Street sweeping?	
Pump and mechanical maintenance for trash pumps, flood pumps, alum injection, etc. ?	
Non-structural programs like public outreach and education?	
Other specific routine activities?	

**Part 2. Detailed description of the stormwater management system and its facilities and projects (continued Section 403.9302(3)(a), F.S.)**

A stormwater management system, as defined in the Introduction, includes the entire set of site design features and structural infrastructure for collection, conveyance, storage, infiltration, treatment, and disposal of stormwater. It may include drainage improvements and measures to prevent streambank channel erosion and habitat degradation. This section asks for a summary description of your stormwater management system. It is not necessary to provide geospatial asset data or a detailed inventory. For some, it may be possible to gather the required data from your Asset Management (AM) system. For others, data may be gathered from sources such as an MS4 permit application, aerial photos, past or ongoing budget investments, water quality projects, or any other system of data storage/management that is employed by the jurisdiction.

Please provide answers to the following questions regarding your stormwater system inventory. Enter zero (0) if your system does not include the component.

	Number	Unit of Measurement
Estimated feet or miles of buried culvert:		
Estimated feet or miles of open ditches/conveyances (lined and unlined) that are maintained by the stormwater program:		
Estimated number of storage or treatment basins ( <i>i.e.</i> , wet or dry ponds):		
Estimated number of gross pollutant separators including engineered sediment traps such as baffle boxes, hydrodynamic separators, <i>etc.</i> :		
Number of chemical treatment systems ( <i>e.g.</i> , alum or polymer injection):		
Number of stormwater pump stations:		
Number of dynamic water level control structures ( <i>e.g.</i> , operable gates and weirs that control canal water levels):		
Number of stormwater treatment wetland systems:		
Other:		

Notes or Comments on any of the above:

Which of the following green infrastructure best management practices do you use to manage water flow and/or improve water quality (answer Yes/No):

Best Management Practice	Current	Planned
Tree boxes		
Rain gardens		
Green roofs		
Pervious pavement/pavers		
Littoral zone plantings		
Living shorelines		
Other Best Management Practices:		

Please indicate which resources or documents you used when answering these questions (check all that apply).

- Asset management system
- GIS program
- MS4 permit application
- Aerial photos
- Past or ongoing budget investments
- Water quality projects

Other(s):

**Part 3. The number of current and projected residents served calculated in 5-year increments (Section 403.9302(3)(b), F.S.)**

Counties and municipalities: Instead of requiring separate population projections, EDR will calculate the appropriate population estimates for each municipality or the unincorporated area of the county. If your service area is less than or more than your local government’s population, please describe in the first text box provided below for part 4.0.

Independent Special Districts:

If an independent special district’s boundaries are completely aligned with a county or a municipality, identify that jurisdiction here:

Any independent special district whose boundaries do not coincide with a county or municipality must submit a GIS shapefile with the current and projected service area. EDR will calculate the appropriate population estimates based on that map. Submission of this shapefile also serves to complete Part 4.0 of this template.

**Part 4.0 The current and projected service area for the stormwater management program or stormwater management system (Section 403.9302(3)(c), F.S.)**

Rather than providing detailed legal descriptions or maps, this part of the template is exception-based. In this regard, if the stormwater service area is less than or extends beyond the geographic limits of your jurisdiction, please explain.

Similarly, if your service area is expected to change within the 20-year horizon, please describe the changes (e.g., the expiration of an interlocal agreement, introduction of an independent special district, etc. ).

[Proceed to Part 5](#)



**Part 5.0 The current and projected cost of providing services calculated in 5-year increments (Section 403.9302(3)(d), F.S.)**

Given the volume of services, jurisdictions should use the template’s service groupings rather than reporting the current and projected cost of each individual service. Therefore, for the purposes of this document, “services” means:

1. Routine operation and maintenance (inclusive of the items listed in Part 1.3 of this document, ongoing administration, and non-structural programs)
2. Expansion (that is, improvement) of a stormwater management system.

Expansion means new work, new projects, retrofitting, and significant upgrades. Within the template, there are four categories of expansion projects

1. Flood protection, addressed in parts 5.2 and 5.3... this includes capital projects intended for flood protection/flood abatement
2. Water quality, addressed in part 5.2 and 5.3... this includes stormwater projects related to water quality improvement, such as BMAPs; projects to benefit natural systems through restoration or enhancement; and stormwater initiatives that are part of aquifer recharge projects
3. Resiliency, addressed in part 5.4... this includes all major stormwater initiatives that are developed specifically to address the effects of climate change, such as sea level rise and increased flood events
4. End of useful life replacement projects, addressed in part 6.0... this includes major expenses associated with the replacement of aging infrastructure

While numbers 3 and 4 have components that would otherwise fit into the first two categories, they are separately treated given their overall importance to the Legislature and other policymakers.

Expansion projects are further characterized as currently having either a committed funding source or no identified funding source. Examples of a committed funding source include the capacity to absorb the project’s capital cost within current budget levels or forecasted revenue growth; financing that is underway or anticipated (bond or loan); known state or federal funding (appropriation or grant); special assessment; or dedicated cash reserves for future expenditure.

All answers should be based on local fiscal years (LFY, beginning October 1 and running through September 30). Please use nominal dollars for each year, but include any expected cost increases for inflation or population growth. Please check the EDR website for optional growth rate schedules that may be helpful.

**If you have more than 5 projects in a particular category, please use the "Additional Projects" tab. There, you can use dropdown lists to choose the project category and whether there is a committed funding source, then enter the project name and expenditure amounts.**

**Part 5.1 Routine Operation and Maintenance**

Please complete the table below, indicating the cost of operation and maintenance activities for the current year and subsequent five-year increments throughout the 20-year horizon. Your response to this part should exclude future initiatives associated with resiliency or major expenses associated with the replacement of aging infrastructure; these activities are addressed in subparts 5.4 and 6.0. However, do include non-structural programs like public outreach and education in this category.

If specific cost data is not yet available for the current year, the most recent (2020-21) O&M value can be input into the optional growth rate schedules (available on EDR’s website as an Excel workbook). The most recent O&M value can be grown using the provided options for inflation, population growth, or some other metric of your choosing. If the growth in your projected total O&M costs is more than 15% over any five-year increment, please provide a brief explanation of the major drivers.

**Routine Operation and Maintenance**

Expenditures (in \$thousands)

	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Operation and Maintenance Costs					
Brief description of growth greater than 15% over any 5-year period:					

**Part 5.2 Future Expansion (Committed Funding Source)**

Please list expansion projects and their associated costs for the current year and subsequent five-year increments throughout the 20-year planning horizon. In this section, include stormwater system expansion projects or portions of projects with a committed funding source. If you include a portion of a project that is not fully funded, the project's remaining cost must be included in part 5.3, Expansion Projects with No Identified Funding Source.

Though many, if not most, stormwater projects benefit both flood protection and water quality, please use your best judgment to either allocate costs or simply select the primary purpose from the two categories below.

**5.2.1 Flood Protection (Committed Funding Source):** Provide a list of all scheduled new work, retrofitting and upgrades related to flood protection/flood abatement. Include infrastructure such as storage basins, piping and other conveyances, land purchases for stormwater projects, etc. Also include major hardware purchases such as vactor/jet trucks.

**5.2.2 Water Quality Projects (Committed Funding Source):** Please provide a list of scheduled water quality projects in your jurisdiction, such as treatment basins, alum injection systems, green infrastructure, water quality retrofits, etc., that have a direct stormwater component. The projected expenditures should reflect only those costs.

- If you are party to an adopted BMAP, please include the capital projects associated with stormwater in this table. Include BMAP project number, cost to your jurisdiction, and year(s) that capital improvement costs are to be incurred. For reference, DEP publishes a complete list of adopted BMAP projects as an appendix in their Annual STAR Report.

**Expansion Projects with a Committed Funding Source**

**5.2.1 Flood Protection**

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

**5.2.2 Water Quality**

Expenditures (in \$thousands)

Project Name (or, if applicable, BMAP Project Number or ProjID)	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

**Part 5.3 Future Expansion with No Identified Funding Source**

Please provide a list of known expansion projects or anticipated need(s) without formal funding commitments(s), formal pledges, or obligations. If you included a portion of a project that was partially covered by a committed source in part 5.2 above, list the projects and their remaining costs below.

**5.3.1 Future Flood Protection with No Identified Funding Source:** Please provide a list of future flood protection/flood abatement projects, associated land purchases, or major hardware purchases that are needed in your jurisdiction over the next 20 years. Future needs may be based on Master Plans, Comprehensive Plan Elements, Water Control Plans, areas of frequent flooding, hydrologic and hydraulic modeling, public safety, increased frequency of maintenance, desired level of service, flooding complaints, etc.

**5.3.2 Future Water Quality Projects with no Identified Funding Source:** Please provide a list of future stormwater projects needed in your jurisdiction over the next 20 years that are primarily related to water quality issues. Future needs may be based on proximity to impaired waters or waters with total maximum daily loads (TMDLs), BMAPs, state adopted Restoration Plans, Alternative Restoration Plans, or other local water quality needs.

- If you are party to an adopted BMAP, please list capital projects associated with stormwater. Include BMAP project number, cost to your jurisdiction, and year(s) that capital improvement costs are to be incurred.
- List other future water quality projects, including those in support of local water quality goals as well as those identified in proposed (but not yet adopted) BMAPs.

**Expansion Projects with No Identified Funding Source**

**5.3.1 Flood Protection**

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

**5.3.2 Water Quality**

Expenditures (in \$thousands)

Project Name (or, if applicable, BMAP Project Number or ProjID)	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Please indicate which resources or documents you used to complete table 5.3 (check all that apply).

<input type="checkbox"/>	Stormwater Master Plan
<input type="checkbox"/>	Basin Studies or Engineering Reports
<input type="checkbox"/>	Adopted BMAP
<input type="checkbox"/>	Adopted Total Maximum Daily Load
<input type="checkbox"/>	Regional or Basin-specific Water Quality Improvement Plan or Restoration Plan
	Specify:
<input type="checkbox"/>	Other(s):

**Part 5.4 Stormwater projects that are part of resiliency initiatives related to climate change**

Please list any stormwater infrastructure relocation or modification projects and new capital investments specifically needed due to sea level rise, increased flood events, or other adverse effects of climate change. When aggregating, include O&M costs for these future resiliency projects and investments in this table (not in part 5.1). If your jurisdiction participates in a Local Mitigation Strategy (LMS), also include the expenditures associated with your stormwater management system in this category (for example, costs identified on an LMS project list).

Resiliency Projects with a Committed Funding Source		Expenditures (in \$thousands)			
Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Resiliency Projects with No Identified Funding Source		Expenditures (in \$thousands)			
Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

- Has a vulnerability assessment been completed for your jurisdiction’s storm water system?
- If no, how many facilities have been assessed?
- Does your jurisdiction have a long-range resiliency plan of 20 years or more?
- If yes, please provide a link if available:
- If no, is a planning effort currently underway?

**Part 6.0 The estimated remaining useful life of each facility or its major components (Section 403.9302(3)(e), F.S.)**

Rather than reporting the exact number of useful years remaining for individual components, this section is constructed to focus on infrastructure components that are targeted for replacement and will be major expenses within the 20-year time horizon. Major replacements include culverts and pipe networks, control structures, pump stations, physical/biological filter media, etc. Further, the costs of retrofitting when used in lieu of replacement (such as slip lining) should be included in this part. Finally, for the purposes of this document, it is assumed that open storage and conveyance systems are maintained (as opposed to replaced) and have an unlimited service life.

In order to distinguish between routine maintenance projects and the replacement projects to be included in this part, only major expenses are included here. A major expense is defined as any single replacement project greater than 5% of the jurisdiction's total O&M expenditures over the most recent five-year period (such as a project in late 2021 costing more than 5% of the O&M expenditures for fiscal years 2016-2017 to 2020-2021).

**If you have more than 5 projects in a particular category, please use the "Additional Projects" tab. There, you can use dropdown lists to choose the project category and whether there is a committed funding source, then enter the project name and expenditure amounts.**

**End of Useful Life Replacement Projects with a Committed Funding Source**

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

**End of Useful Life Replacement Projects with No Identified Funding Source**

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

**Part 7.0 The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components. (Section 403.9302(3)(f), F.S.)**

This part of the template also addresses a portion of s. 403.9302(3)(g), F.S., by including historical expenditures. Many local governments refer to these as “actual” expenditures.

Consistent with expenditure projections, the jurisdiction’s actual expenditures are categorized into routine O&M, expansion, resiliency projects, and replacement of aging infrastructure. Additionally, the table includes space for reserve accounts. EDR’s interpretation of subparagraph 403.9302(3)(f), F.S., is that “capital account” refers to any reserve account developed specifically to cover future expenditures.

Note that for this table:

- Expenditures for local fiscal year 2020-21 can be estimated based on the most current information if final data is not yet available.
- Current Year Revenues include tax and fee collections budgeted for that fiscal year as well as unexpended balances from the prior year (balance forward or carry-over) unless they are earmarked for the rainy day or a dedicated reserve as explained in the following bullets.
- Bond proceeds should reflect only the amount expended in the given year.
- A reserve is a dedicated account to accumulate funds for a specific future expenditure.
- An all-purpose rainy day fund is a type of working capital fund typically used to address costs associated with emergencies or unplanned events.

The sum of the values reported in the "Funding Sources for Actual Expenditures" columns should equal the total "Actual Expenditures" amount. The cells in the "Funding Sources for Actual Expenditures" section will be highlighted red if their sum does not equal the "Actual Expenditures" total.

If you do not have a formal reserve dedicated to your stormwater system, please enter zero for the final two reserve columns.

**Routine O&M**

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

**Expansion**

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

**Resiliency**

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

**Replacement of Aging Infrastructure**

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

**Part 8.0 The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap (Section 403.9302(3)(g), F.S.)**

In this template, the historical data deemed necessary to comply with s. 403.9302(3)(g), F.S., was included in part 7.0. This part is forward looking and includes a funding gap calculation. The first two tables will be auto-filled from the data you reported in prior tables. To do this, EDR will rely on this template's working definition of projects with committed funding sources, *i.e.*, EDR assumes that all committed projects have committed revenues. Those projects with no identified funding source are considered to be unfunded. EDR has automated the calculation of projected funding gaps based on these assumptions.

<b>Committed Funding Source</b>	<b>2022-23 to 2026-27</b>	<b>2027-28 to 2031-32</b>	<b>2032-33 to 2036-37</b>	<b>2037-38 to 2041-42</b>
Maintenance	0	0	0	0
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
<b>Total Committed Revenues (=Total Committed Projects)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>No Identified Funding Source</b>	<b>2022-23 to 2026-27</b>	<b>2027-28 to 2031-32</b>	<b>2032-33 to 2036-37</b>	<b>2037-38 to 2041-42</b>
Maintenance	0	0	0	0
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
<b>Projected Funding Gap (=Total Non-Committed Needs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

For any specific strategies that will close or lessen a projected funding gap, please list them in the table below. For each strategy, also include the expected new revenue within the five-year increments.

<b>Strategies for New Funding Sources</b>	<b>2022-23 to 2026-27</b>	<b>2027-28 to 2031-32</b>	<b>2032-33 to 2036-37</b>	<b>2037-38 to 2041-42</b>
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Remaining Unfunded Needs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Additional Table Rows**

Choose from the drop-down lists for Project Type and Funding Source Type, then fill in the project name and expenditure estimates.  
 Rows that are highlighted RED are either missing information in a "Project & Type Information" column or have zero expenditures.  
[Link to aggregated table to crosscheck category totals and uncategorized projects.](#)

Project & Type Information			Expenditures (in \$thousands)				
Project Type (Choose from dropdown list)	Funding Source Type (Choose from dropdown list)	Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Project & Type Information			Expenditures (in \$thousands)				
Project Type (Choose from dropdown list)	Funding Source Type (Choose from dropdown list)	Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42







Project & Type Information			Expenditures (in \$thousands)				
Project Type (Choose from dropdown list)	Funding Source Type (Choose from dropdown list)	Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Project & Type Information			Expenditures				
Project Type	Funding Source Type		LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Expansion Projects, Flood Protection	Committed Funding Source	Aggregated Total	0	0	0	0	0
Expansion Projects, Water Quality	Committed Funding Source	Aggregated Total	0	0	0	0	0
Resiliency Projects	Committed Funding Source	Aggregated Total	0	0	0	0	0
End of Useful Life Replacement Projects	Committed Funding Source	Aggregated Total	0	0	0	0	0
Expansion Projects, Flood Protection	No Identified Funding Source	Aggregated Total	0	0	0	0	0
Expansion Projects, Water Quality	No Identified Funding Source	Aggregated Total	0	0	0	0	0
Resiliency Projects	No Identified Funding Source	Aggregated Total	0	0	0	0	0
End of Useful Life Replacement Projects	No Identified Funding Source	Aggregated Total	0	0	0	0	0
<b>Total of Projects without Project Type and/or Funding Source Type</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

**4**

**RESOLUTION 2022-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), FLORIDA STATUTES, AND REQUESTING THAT THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS BEGIN CONDUCTING THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FOR THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE**

WHEREAS, the Osprey Oaks Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Palm Beach County, Florida; and

WHEREAS, the Board of Supervisors (the "Board") of Osprey Oaks Community Development District seeks to implement section 190.006(3), Florida Statutes, and to instruct the Palm Beach County Supervisor of Elections ("Supervisor") to conduct the District's General Elections ("General Election").

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT:**

1. **GENERAL ELECTION SEATS.** Seat 3, currently held by Nicholas Patrona and Seat 4, currently held by Jeffrey Fuchs are scheduled for the General Election in November, 2022. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Palm Beach County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.



5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November, 2022, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED THIS 7<sup>th</sup> DAY OF MARCH, 2022.**

**OSPREY OAKS COMMUNITY DEVELOPMENT  
DISTRICT**

---

**CHAIR/VICE CHAIR, BOARD OF SUPERVISORS**

**ATTEST:**

---

**SECRETARY/ASSISTANT SECRETARY**

## Exhibit A

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE  
OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Osprey Oaks Community Development District will commence at noon on June 13, 2022, and close at noon on June 17, 2022. Candidates must qualify for the office of Supervisor with the Palm Beach County Supervisor of Elections located at 240 South Military Trail, West Palm Beach, Florida 33415, (561) 656-6200. All candidates shall qualify for individual seats in accordance with Section 99.061, Florida Statutes, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Palm Beach County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, Florida Statutes.

The Osprey Oaks Community Development District has two (2) seats up for election, specifically Seats 3 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 8, 2022, in the manner prescribed by law for general elections.

For additional information, please contact the Palm Beach County Supervisor of Elections:

**District Manager**  
**Osprey Oaks CDD**

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

**6**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
JANUARY 31, 2022**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JANUARY 31, 2022**

	General Fund	Debt Service Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash	\$ 165,407	\$ -	\$ 165,407
Investments			
Reserve	-	132,155	132,155
Revenue	-	148,771	148,771
Prepayment	-	1,630	1,630
Due from general fund	-	2,663	2,663
Total assets	<u>\$ 165,407</u>	<u>\$ 285,219</u>	<u>\$ 450,626</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Due to debt service fund	2,663	-	2,663
Total liabilities	<u>2,663</u>	<u>-</u>	<u>2,663</u>
Fund balances:			
Restricted for:			
Debt service	-	285,219	285,219
Unassigned	162,744	-	162,744
Total fund balances	<u>162,744</u>	<u>285,219</u>	<u>447,963</u>
Total liabilities and fund balances	<u>\$ 165,407</u>	<u>\$ 285,219</u>	<u>\$ 450,626</u>

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED JANUARY 31, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 1,721	\$ 77,107	\$ 83,801	92%
Interest and miscellaneous	2	6	-	N/A
Total revenues	<u>1,723</u>	<u>77,113</u>	<u>83,801</u>	92%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	-	-	6,000	0%
Management/accounting/recording	3,046	12,183	40,000	30%
Legal	922	922	9,000	10%
Engineering	-	-	2,000	0%
Audit	-	-	4,700	0%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	333	1,000	33%
Trustee	-	-	3,500	0%
Telephone	8	33	100	33%
Postage	-	-	500	0%
Printing & binding	21	83	250	33%
Legal advertising	-	-	1,000	0%
Annual special district fee	-	175	175	100%
Insurance	-	6,967	6,655	105%
Contingencies/bank charges	26	107	5,051	2%
ADA website maintenance	-	-	210	0%
Website	-	-	705	0%
Information system services	-	-	420	0%
Total professional & administrative	<u>4,106</u>	<u>20,803</u>	<u>82,466</u>	25%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	462	0%
Tax collector	17	771	873	88%
Total other fees & charges	<u>17</u>	<u>771</u>	<u>1,335</u>	58%
Total expenditures	<u>4,123</u>	<u>21,574</u>	<u>83,801</u>	26%
Excess/(deficiency) of revenues over/(under) expenditures	(2,400)	55,539	-	
Fund balances - beginning	165,144	107,205	91,478	
Fund balances - ending				
Assigned				
3 months working capital	26,543	26,543	26,543	
Unassigned	136,201	136,201	65,870	
Fund balances - ending	<u>\$162,744</u>	<u>\$ 162,744</u>	<u>\$ 91,478</u>	

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2012  
FOR THE PERIOD ENDED JANUARY 31, 2022**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment - on roll	\$ 2,690	\$ 120,501	\$ 130,972	92%
Interest	2	7	-	N/A
Total revenues	<u>2,692</u>	<u>120,508</u>	<u>130,972</u>	92%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	25,000	25,000	100%
Interest	-	47,921	95,750	50%
Total debt service	<u>-</u>	<u>72,921</u>	<u>120,750</u>	60%
<b>Other fees &amp; charges</b>				
Tax collector	27	1,205	1,364	88%
Total other fees and charges	<u>27</u>	<u>1,205</u>	<u>1,364</u>	88%
Total expenditures	<u>27</u>	<u>74,126</u>	<u>122,114</u>	
Excess/(deficiency) of revenues over/(under) expenditures	2,665	46,382	8,858	
Fund balances - beginning	<u>282,554</u>	<u>238,837</u>	<u>236,960</u>	
Fund balances - ending	<u>\$285,219</u>	<u>\$ 285,219</u>	<u>\$245,818</u>	



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

**6A**

## Osprey Oaks CDD Check Detail October 2021 through January 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>2893</b>	<b>10/06/2021</b>	<b>ALM MEDIA, LLC</b>	<b>101.001 · Suntrust ...</b>		<b>-121.64</b>
Bill	10000552891-0923	09/30/2021		519.480 · Legal Adv...	-121.64	121.64
TOTAL					-121.64	121.64
<b>Bill Pmt -Check</b>	<b>2894</b>	<b>10/06/2021</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-935.00</b>
Bill	170706	09/30/2021		514.310 · Legal Fees	-935.00	935.00
TOTAL					-935.00	935.00
<b>Bill Pmt -Check</b>	<b>2895</b>	<b>10/06/2021</b>	<b>EGIS INSURANCE ...</b>	<b>101.001 · Suntrust ...</b>		<b>-6,262.00</b>
Bill	14587	09/30/2021		155.001 · Prepaid E...	-6,262.00	6,262.00
TOTAL					-6,262.00	6,262.00
<b>Bill Pmt -Check</b>	<b>2896</b>	<b>10/06/2021</b>	<b>PALM BEACH CO...</b>	<b>101.001 · Suntrust ...</b>		<b>-420.00</b>
Bill	490-0916210000652	09/30/2021		513.314 · Property ...	-420.00	420.00
TOTAL					-420.00	420.00
<b>Bill Pmt -Check</b>	<b>2897</b>	<b>10/06/2021</b>	<b>THE STRANGE ZO...</b>	<b>101.001 · Suntrust ...</b>		<b>-704.99</b>
Bill	2021-0091	09/30/2021		155.001 · Prepaid E...	-704.99	704.99
TOTAL					-704.99	704.99
<b>Check</b>	<b>2898</b>	<b>10/06/2021</b>	<b>JOHN STEVEN FL...</b>	<b>101.001 · Suntrust ...</b>		<b>-200.00</b>
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
<b>Check</b>	<b>2899</b>	<b>10/06/2021</b>	<b>KENNETH NAIM</b>	<b>101.001 · Suntrust ...</b>		<b>-200.00</b>
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
<b>Check</b>	<b>2900</b>	<b>10/06/2021</b>	<b>NICHOLAS PATRO...</b>	<b>101.001 · Suntrust ...</b>		<b>-200.00</b>

## Osprey Oaks CDD Check Detail October 2021 through January 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
<b>Check</b>	<b>2901</b>	<b>10/06/2021</b>	<b>JEFFREY K. FUCHS</b>	<b>101.001 · Suntrust ...</b>		<b>-200.00</b>
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
<b>Check</b>	<b>2902</b>	<b>10/06/2021</b>	<b>MEREDITH SARA ...</b>	<b>101.001 · Suntrust ...</b>		<b>-200.00</b>
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
<b>Bill Pmt -Check</b>	<b>2903</b>	<b>11/10/2021</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-400.00</b>
Bill	171145	09/30/2021		514.310 · Legal Fees	-400.00	400.00
TOTAL					-400.00	400.00
<b>Bill Pmt -Check</b>	<b>2904</b>	<b>11/10/2021</b>	<b>FLORIDA DEPT. O...</b>	<b>101.001 · Suntrust ...</b>		<b>-175.00</b>
Bill	85161	11/09/2021		519.540 · Annual Di...	-175.00	175.00
TOTAL					-175.00	175.00
<b>Check</b>	<b>2905</b>	<b>01/06/2022</b>	<b>OSPREY OAKS CDD</b>	<b>101.001 · Suntrust ...</b>		<b>-117,325.55</b>
				207.201 · Due to D...	-117,325.55	117,325.55
TOTAL					-117,325.55	117,325.55
<b>Bill Pmt -Check</b>	<b>2906</b>	<b>01/06/2022</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-922.50</b>
Bill	172293	01/05/2022		514.310 · Legal Fees	-400.00	400.00
Bill	171850	01/05/2022		514.310 · Legal Fees	-522.50	522.50
TOTAL					-922.50	922.50
<b>Bill Pmt -Check</b>	<b>2907</b>	<b>01/06/2022</b>	<b>WRATHELL, HUNT...</b>	<b>101.001 · Suntrust ...</b>		<b>-12,633.32</b>

**Osprey Oaks CDD**  
**Check Detail**  
 October 2021 through January 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	2021-0188	10/31/2021		512.311 · Managem...	-3,045.83	3,045.83
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
Bill	2021-0288	11/30/2021		512.311 · Managem...	-3,045.83	3,045.83
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
Bill	2021-0437	12/31/2021		512.311 · Managem...	-3,045.83	3,045.83
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
Bill	2021-0545	01/05/2022		512.311 · Managem...	-3,045.83	3,045.83
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
TOTAL					-12,633.32	12,633.32

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

**6B**

BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.  
SUNTRUST CENTER, SIXTH FLOOR  
515 EAST LAS OLAS BOULEVARD  
FORT LAUDERDALE, FLORIDA 33301  
(954) 764-7150

OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT  
2300 GLADES ROAD, SUITE 410W  
BOCA RATON FL 33431

Attn: CRAIG WRATHELL

Page: 1  
11/30/2021  
Account No 861-064670  
Statement No: 172293

514.310  
001

OSPREY OAKS CDD

Fees

Monthly minimum billing for general/routine legal services provided for in CDD Engagement Letter, including, but not limited to:  
Communications with District Manager and District Staff re: routine operations of the CDD; Communications with State and local government agencies re: CDD matters, requests for information, audits, etc.; Update and maintain CDD records, notices, filings, etc.; Review miscellaneous correspondence re: CDD; Scheduling matters involving the CDD and Agendas re: Meetings of Board of Supervisors; Monitoring litigation matters, receiving and processing all notices, service of process, etc., as Registered Agent of the CDD; Reviewing and reporting upon changes in legislation and regulatory measures affecting the CDD

For Current Services Rendered	400.00
Previous Balance	\$922.50
Total Current Work	400.00

Payments

11/30/2021 PAYMENT RECEIVED - THANK YOU	-400.00
Balance Due	<u>\$922.50</u>

PLEASE MAKE CHECKS PAYABLE TO  
BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.  
PLEASE RETURN ONE COPY OF THIS STATEMENT WITH Y  
IRS NO. 59-1756046

LAW OFFICES

**BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.**

ESTABLISHED 1977

DENNIS E. LYLES  
JOHN W. MAURO  
KENNETH W. MORGAN, JR.  
BRUCE M. RAMSEY  
RICHARD T. WOULFE  
CAROL J. HEALY GLASGOW  
MICHAEL J. PAWELCZYK  
ANDREW A. RIEF  
MANUEL R. COMRAS  
SHIRLEY A. DELUNA  
MARK A. RUTLEDGE  
GINGER E. WALD  
JEFFERY R. LAWLEY  
DONNA M. KRUSBE  
SCOTT C. COCHRAN  
SHAWN B. MCKAMEY

LAS OLAS SQUARE, SUITE 600  
515 EAST LAS OLAS BOULEVARD  
FORT LAUDERDALE, FLORIDA 33301  
(954) 764-7150  
(954) 764-7279 FAX

CENTURION TOWER  
1601 FORUM PLACE, SUITE 400  
WEST PALM BEACH, FLORIDA 33401  
(561) 659-5970  
(561) 659-6173 FAX

WWW.BILLINGCOCHRAN.COM

PLEASE REPLY TO: FORT LAUDERDALE  
November 30, 2021

CAMILLE E. BLANTON  
CHRISTINE A. BROWN  
GREGORY F. GEORGE  
BRAD J. KIMBER  
JOHN C. WEBBER

OF COUNSEL  
CLARK J. COCHRAN, JR.  
SUSAN F. DELEGAL  
GERALD L. KNIGHT

STEVEN F. BILLING (1947-1998)  
HAYWARD D. GAY (1943-2007)

Mr. Craig A. Wrathell  
Osprey Oaks Community Development District  
2300 Glades Road, Suite 410W  
Boca Raton, FL 33431

**RE: Osprey Oaks Community Development District  
Our File No.: 861.06467**

Dear Craig:

We enclose our Interim Statement for legal services rendered in the above-referenced matter.

Thank you for letting us be of service to you in this matter.

Very truly yours,



DENNIS E. LYLES  
For the Firm

DEL/sa  
Enclosure

BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.  
 SUNTRUST CENTER, SIXTH FLOOR  
 515 EAST LAS OLAS BOULEVARD  
 FORT LAUDERDALE, FLORIDA 33301  
 (954) 764-7150

OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT  
 2300 GLADES ROAD, SUITE 410W  
 BOCA RATON FL 33431

Attn: CRAIG WRATHELL

Page: 1  
 10/31/2021  
 Account No: 861-064670  
 Statement No: 171850

514.310  
 001

OSPREY OAKS CDD

Fees

		Hours	
10/05/2021			
DEL	CORRESPONDENCE FROM STATE DEPARTMENT OF ECONOMIC OPPORTUNITY WITH ENCLOSED SPECIAL DISTRICT FEE INVOICE AND INFORMATION REQUEST	0.30	
10/19/2021			
MJP	RECEIPT AND REVIEW GUIDELINES RELEASED BY THE OFFICE OF ECONOMIC AND DEMOGRAPHIC RESEARCH RE: NEEDS ANALYSIS FOR STORMWATER; CORRESPONDENCE TO DISTRICT MANAGER; CORRESPONDENCE TO DISTRICT ENGINEER	0.20	
10/25/2021			
GEW	RECEIPT, REVIEW AND REPLY TO CORRESPONDENCE FROM DEBBIE TUDOR AND DANIEL ROM WITH ATTACHMENT (X2)	0.30	
10/26/2021			
GEW	RECEIPT AND REVIEW OF AGENDA PACKAGE FOR NOVEMBER 1, 2021 MEETING OF BOARD OF SUPERVISORS	0.50	
10/27/2021			
DEL	PREPARATION OF DEPARTMENT OF ECONOMIC OPPORTUNITY UPDATE FORM AND CORRESPONDENCE TO DISTRICT MANAGER	0.40	
10/29/2021			
GEW	RECEIPT AND REVIEW OF CORRESPONDENCE FROM DISTRICT MANAGER WITH ATTACHMENT	0.20	
	For Current Services Rendered	1.90	522.50



OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT

Page: 2  
 10/31/2021  
 Account No: 861-064670  
 Statement No: 171850

OSPREY OAKS CDD

		<u>Recapitulation</u>			
<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>	
DENNIS E. LYLES	PARTNERS	0.70	\$275.00	\$192.50	
GINGER E. WALD	PARTNERS	1.00	275.00	275.00	
MICHAEL J. PAWELCZYK	PARTNERS	0.20	275.00	55.00	
Previous Balance				\$1,335.00	
Total Current Work				522.50	
<u>Payments</u>					
10/22/2021	PAYMENT RECEIVED - THANK YOU			-935.00	
Balance Due				<u>\$922.50</u>	

PLEASE MAKE CHECKS PAYABLE TO  
 BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.  
 PLEASE RETURN ONE COPY OF THIS STATEMENT WITH YOUR PAYMENT  
 IRS NO. 59-1756046

LAW OFFICES

**BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.**

ESTABLISHED 1977

DENNIS E. LYLES  
JOHN W. MAURO  
KENNETH W. MORGAN, JR.  
BRUCE M. RAMSEY  
RICHARD T. WOULFE  
CAROL J. HEALY GLASGOW  
MICHAEL J. PAWELCZYK  
ANDREW A. RIEF  
MANUEL R. COMRAS  
SHIRLEY A. DELUNA  
MARK A. RUTLEDGE  
GINGER E. WALD  
JEFFERY R. LAWLEY  
DONNA M. KRUSBE  
SCOTT C. COCHRAN  
SHAWN B. MCKAMEY

LAS OLAS SQUARE, SUITE 600  
515 EAST LAS OLAS BOULEVARD  
FORT LAUDERDALE, FLORIDA 33301  
(954) 764-7150  
(954) 764-7279 FAX

CENTURION TOWER  
1601 FORUM PLACE, SUITE 400  
WEST PALM BEACH, FLORIDA 33401  
(561) 659-5970  
(561) 659-6173 FAX

WWW.BILLINGCOCHRAN.COM

PLEASE REPLY TO: FORT LAUDERDALE  
October 31, 2021

CAMILLE E. BLANTON  
CHRISTINE A. BROWN  
GREGORY F. GEORGE  
BRAD J. KIMBER  
JOHN C. WEBBER

OF COUNSEL  
CLARK J. COCHRAN, JR.  
SUSAN F. DELEGAL  
GERALD L. KNIGHT

STEVEN F. BILLING (1947-1998)  
HAYWARD D. GAY (1943-2007)

Mr. Craig A. Wrathell  
Osprey Oaks Community Development District  
2300 Glades Road, Suite 410W  
Boca Raton, FL 33431

**RE: Osprey Oaks Community Development District  
Our File No.: 861.06467**

Dear Craig:

We enclose our Interim Statement for legal services rendered in the above-referenced matter.

Thank you for letting us be of service to you in this matter.

Very truly yours,



DENNIS E. LYLES  
For the Firm

DEL/sa  
Enclosure

# Wrathell, Hunt & Associates, LLC

2300 Glades Rd.  
Suite 410W  
Boca Raton, FL 33431

# Invoice

Date	Invoice #
10/1/2021	2021-0188

Bill To:
Osprey Oaks CDD 2300 Glades Rd. Suite 410W Boca Raton, FL 33431

Description	Amount
Management 512.311 001	3,045.83
Dissemination Agent 513.312 001	83.34
Telephone 519.411 001	8.33
Printing & Binding 519.470 001	20.83
<i>Building client relationships one step at a time ...</i>	
<b>Total</b>	\$3,158.33

# Wrathell, Hunt & Associates, LLC

2300 Glades Rd.  
Suite 410W  
Boca Raton, FL 33431

# Invoice

Date	Invoice #
11/1/2021	2021-0288

Bill To:
Osprey Oaks CDD 2300 Glades Rd. Suite 410W Boca Raton, FL 33431

Description	Amount
Management 512.311 001	3,045.83
Dissemination Agent 513.312 001	83.34
Telephone 519.411 001	8.33
Printing & Binding 519.470 001	20.83
<i>Building client relationships one step at a time ...</i>	
<b>Total</b>	\$3,158.33

# Wrathell, Hunt & Associates, LLC

2300 Glades Rd.  
Suite 410W  
Boca Raton, FL 33431

# Invoice

Date	Invoice #
12/1/2021	2021-0437

Bill To:
Osprey Oaks CDD 2300 Glades Rd. Suite 410W Boca Raton, FL 33431

Description	Amount
Management 512.311 001	3,045.83
Dissemination Agent 513.312 001	83.34
Telephone 519.411 001	8.33
Printing & Binding 519.470 001	20.83
<i>Building client relationships one step at a time ...</i>	
<b>Total</b>	\$3,158.33

# Wrathell, Hunt & Associates, LLC

2300 Glades Rd.  
Suite 410W  
Boca Raton, FL 33431

# Invoice

Date	Invoice #
1/1/2022	2021-0545

Bill To:
Osprey Oaks CDD 2300 Glades Rd. Suite 410W Boca Raton, FL 33431

Description	Amount
Management 512.311 001	3,045.83
Dissemination Agent 513.312 001	83.34
Telephone 519.411 001	8.33
Printing & Binding 519.470 001	20.83
<i>Building client relationships one step at a time ...</i>	
<b>Total</b>	\$3,158.33

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

**7**

**DRAFT**

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

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40

The Board of Supervisors of the Osprey Oaks Community Development District held a Public Hearing and Regular Meeting on August 2, 2021 at 6:30 p.m., at the Clubhouse of Osprey Oaks, located at 7054 Muscovy Court, Lake Worth, Florida 33463.

**Present were:**

Meredith Naim	Chair
Ken Naim	Assistant Secretary
Jeffrey Fuchs	Assistant Secretary
John Flaherty	Assistant Secretary

**Also present were:**

Daniel Rom	District Manager
Ginger Wald	District Counsel
Ted Glover	Resident
Ben Blair	Resident
Nick Patrona	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Naim called the meeting to order at 6:30 p.m. Supervisors Meredith Naim, Fuchs, Ken Naim and Flaherty were present, in person. Supervisor Revilla was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Acceptance of Resignation of Kenneth Revilla, Seat 3; Term Expires November, 2022**

Mr. Rom presented Mr. Kenneth Revilla’s resignation from Seat 3; term expires November, 2022, and thanked Mr. Revilla for his work and participation with the CDD.



41 **On MOTION by Mr. Flaherty and seconded by Mr. Naim, with all in favor, the**  
42 **resignation of Mr. Kenneth Revilla, dated July 15, 2021, was accepted.**

43  
44  
45 **FOURTH ORDER OF BUSINESS**

**Consider Appointment of Qualified Elector  
to Fill Unexpired Term of Seat 3**

46  
47  
48 Mr. Flaherty nominated Mr. Ben Blair to fill Seat 3.

49 Mr. Fuchs nominated Mr. Nick Patrona to fill Seat 3.

50 Mr. Fuchs nominated Mr. Ted Glover to fill Seat 3.

51 No other nominations were made.

52 Ms. Naim wanted to hear how each of the nominees feel about the position and what  
53 they know about the CDD.

54 Mr. Patrona stated, after learning about the vacancy from Mr. Fuchs, he felt that he  
55 could be of assistance and commit to becoming a Board Member, since he is a long-time  
56 resident and has a background in consumer and business finance.

57 Mr. Glover stated his motivation was curiosity based on several; conversations with Mr.  
58 Steve Ratkowski, who he served with on the HOA Board. He disclosed that he did not fully  
59 understand the concept of the CDD and, having been exposed to how the HOA operates, he  
60 wanted to learn more about the CDD side. He stated, if appointed, he would be passive,  
61 cooperative and do what is asked of him.

62 Mr. Blair stated he is similar to Mr. Glover and mentioned learning about a CDD lawsuit  
63 from a realtor when purchasing his home. He has lived in the community for three years, has  
64 become very familiar with the neighborhood, previously served on the HOA Board and would  
65 like to stay engaged and help increase property values.

66 Ms. Wald explained the voting process to the Board.

67 Mr. Rom reiterated the nominations.  
68

69 **On MOTION by Mr. Flaherty and seconded by Mr. Fuchs, with Mr. Flaherty in**  
70 **favor and Mr. Fuchs, Mrs. Naim and Mr. Naim dissenting, appointment of Mr.**  
71 **Ben Blair to Seat 3, term expires November 2022, was not approved. (Motion**  
72 **failed 1-3)**

75 On MOTION by Mr. Fuchs and seconded by Mrs. Naim, with Mr. Fuchs, Mrs.  
 76 Naim and Mr. Naim in favor and Mr. Flaherty dissenting, appointment of Mr.  
 77 Nick Patrona to Seat 3, term expires November 2022, was approved. (Motion  
 78 passed 3-1)

79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108

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

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Patrona. He provided and briefly explained the following items:

- 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**

Discussion ensued regarding Sunshine Law obligations, ethics complaints, proper way to handle emails, the HOA, public records requirements and Chapter 190.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-06,  
Designating Certain Officers of the District,  
and Providing for an Effective Date**

Mr. Rom presented Resolution 2021-06. Mr. Flaherty nominated the following slate of officers:

Meredith Naim	Chair
Jeffrey Fuchs	Vice Chair
Craig Wrathell	Secretary
John Flaherty	Assistant Secretary
Ken Naim	Assistant Secretary
Nick Patrona	Assistant Secretary
Daniel Rom	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

109 No other nominations were made.

110

111 **On MOTION by Mr. Flaherty and seconded by Mr. Naim, with all in favor,**  
112 **Resolution 2021-06, Designating Certain Officers of the District, as nominated,**  
113 **and Providing for an Effective Date, was adopted.**

114

115

116 Ms. Naim noted a typographical error in the Resolution that incorrectly lists Mr.  
117 Wrathell as “Assistant Treasurer”; he must be the “Treasurer.

118 The following changed was made:

119 Section 4: Change “Craig Wrathell is appointed Assistant Treasurer” to “Craig Wrathell  
120 is appointed Treasurer”

121

122 **SIXTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2021/2022 Budget**

123

124

125 **A. Proof/Affidavit of Publication**

126 The affidavit of publication was included for informational purposes.

127 **B. Consideration of Resolution 2021-07, Relating to the Annual Appropriations and**  
128 **Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending**  
129 **September 30, 2022; Authorizing Budget Amendments; and Providing an Effective**  
130 **Date**

131 Mr. Rom reviewed the proposed Fiscal Year 2022 budget.

132

133 **On MOTION by Mrs. Naim and seconded by Mr. Flaherty, with all in favor, the**  
134 **Public Hearing was opened.**

135

136

137 No members of the public spoke.

138

139 **On MOTION by Mrs. Naim and seconded by Mr. Flaherty, with all in favor, the**  
140 **Public Hearing was closed.**

141

142

143 Mr. Rom presented Resolution2021-07 and read the title.

144

145  
146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186

**On MOTION by Mr. Flaherty and seconded by Mrs. Naim, with all in favor, Resolution 2021-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2021-08.

**On MOTION by Mr. Flaherty and seconded by Mrs. Naim, with all in favor, Resolution 2021-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2020, Prepared by Grau & Associates**

Mr. Rom presented the Audited Financial Report for the Fiscal Year Ended September 30, 2020 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-09, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2020**

Mr. Rom presented Resolution 2021-09.

187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206  
207  
208  
209  
210  
211  
212  
213  
214  
215  
216  
217  
218  
219  
220  
221  
222  
223  
224  
225  
226

**On MOTION by Mr. Flaherty and seconded by Mr. Patrona, with all in favor, Resolution 2021-09, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2020, was adopted.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date**

Mr. Rom presented Resolution 2021-04.

Discussion ensued regarding conflicts, cancellations and rescheduling meeting dates.

The consensus was to adopt the Resolution and Meeting Schedule as presented, for advertising purposes, but to reduce the number of meetings held and hold meetings on November 1, 2021, February 7, 2022, April 4, 2022 and August 1, 2022.

**On MOTION by Mr. Flaherty and seconded by Mrs. Naim, with all in favor, Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of June 30, 2021**

Mr. Rom presented the Unaudited Financial Statements as of June 30, 2021.

- A. Check Detail**
- B. Accounts Payable Invoices**

These items were provided for informational purposes.

**On MOTION by Mr. Flaherty and seconded by Mrs. Naim, with all in favor, the Unaudited Financial Statements as of June 30, 2021, were accepted.**

**TWELFTH ORDER OF BUSINESS**

**Approval of May 3, 2021 Regular Meeting Minutes**

227 Mr. Rom presented the May 3, 2021 Regular Meeting Minutes.

228

229 **On MOTION by Mrs. Naim and seconded by Mr. Naim, with all in favor, the**  
230 **May 3, 2021 Regular Meeting Minutes, as presented, were approved.**

231

232

233 **THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

234

235 **A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.***

236 There was no report.

237 **B. District Engineer: *Schnars Engineering Corporation***

238 There was no report.

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

240 **I. 444 Registered Voters in District as of April 15, 2021**

241 There were 444 registered voters residing within the District as of April 15, 2021.

242 **II. NEXT MEETING DATE: September 13, 2021 at 6:30 P.M.**

243 **○ QUORUM CHECK**

244 The September and October meetings would be cancelled. The next meeting would be  
245 held on November 1, 2021.

246 The number of registered voters, qualified electors, ballots and the voting process were  
247 discussed.

248

249 **FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

250

251 There were no public comments.

252

253 **FIFTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

254

255 There were no Supervisors' requests.

256

257 **SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

258

259

260 **On MOTION by Mr. Patrona and seconded by Mr. Fuchs, with all in favor, the**  
261 **meeting adjourned at 7:25 p.m.**

262

263  
264  
265  
266  
267  
268  
269

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

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

**8C**



## OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT

### BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE

#### LOCATION

*Clubhouse of Osprey Oaks, located at 7054 Muscovy Court, Lake Worth, Florida 33463*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 4, 2021 <b>CANCELED</b>	Regular Meeting	6:30 PM
November 1, 2021 <b>CANCELED</b>	Regular Meeting	6:30 PM
December 6, 2021 <b>CANCELED</b>	Regular Meeting	6:30 PM
January 3, 2022 <b>CANCELED</b>	Regular Meeting	6:30 PM
February 7, 2022 <b>CANCELED</b>	Regular Meeting	6:30 PM
March 7, 2022	Regular Meeting	6:30 PM
April 4, 2022	Regular Meeting	6:30 PM
May 2, 2022	Regular Meeting	6:30 PM
June 6, 2022	Regular Meeting	6:30 PM
July 11, 2022*	Regular Meeting	6:30 PM
August 1, 2022	Public Hearing & Regular Meeting	6:30 PM
September 12, 2022*	Regular Meeting	6:30 PM

**Exception\***

*July meeting date is one week later to accommodate 4<sup>th</sup> of July Holiday*

*September meeting date is one week later to accommodate Labor Day Holiday*