

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

The Board of Supervisors of the Osprey Oaks Community Development District held a Regular Meeting on May 6, 2024 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
Jeffrey Fuchs	Vice Chair
Ken Naim	Assistant Secretary
Nick Patrona	Assistant Secretary
John Flaherty	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC (WHA)
Ginger Wald	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Naim called the meeting to order at 6:33 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Update: Lake Bank Erosion Project

Mr. Rom reported that, per the Property Manager, the Lake Bank Erosion Project contractor indicated that, barring inclement weather, the project is anticipated to begin during the last week of July.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Approving a Proposed Budget for Fiscal Year 2024/2025, and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing

Severability; and Providing an Effective Date

Mr. Rom presented Resolution 2024-01. He reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Discussion ensued regarding the process whereby the CDD could dissolve when bonds are paid off, provided the stormwater system is conveyed to another governmental entity.

On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor, Resolution 2024-01, Approving a Proposed Budget for Fiscal Year 2024/2025, and Setting a Public Hearing Thereon Pursuant to Florida Law on September 9, 2024 at 6:30 p.m., at the Clubhouse of Osprey Oaks, 7054 Muscovy Court, Lake Worth, Florida 33463; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

Mr. Rom presented Resolution 2024-02. He distributed a revised proposed Fiscal Year 2025 Meeting Schedule, which increases the number of meetings from two to four.

The following changes will be made to the Fiscal Year 2024/2025 Meeting Schedule:

MEETING DATES: Delete May 5, 2025 and September 8, 2025

MEETING DATES: Add October 7, 2024, January 6, 2025, April 7, 2025 and August 4, 2025

On MOTION by Mr. Naim and seconded by Ms. Naim, with all in favor, Resolution 2024-02, , Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Implementing Section 190.006(3), Florida

Statutes, and Requesting that the Palm Beach County Supervisor of Elections Conduct the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date

Mr. Rom presented Resolution 2024-03 and noted the following:

- Seats 1, 2 and 5, currently held by Supervisors Flaherty, Ken Naim and Meredith Naim, respectively, will be up for election at the November 2024 General Election.
- Candidates must be a citizen of the United States, at least 18 years of age, a legal resident of Florida, reside within the CDD and be a registered voter in Palm Beach County.
- Each Board Member is entitled to receive compensation of \$200 per meeting, up to an annual maximum of \$4,800 per year.
- Each Seat carries a four-year term.
- The candidate qualifying period is noon, June 10, 2024 to noon, June 14, 2024.

Discussion ensued regarding the e-blast informing residents about the General Election. It was noted that the vacancy was discussed at a public meeting, as required, and that advertising a notice in the newspaper is not required.

On MOTION by Mr. Patrona and seconded by Mr. Naim, with all in favor, Resolution 2024-03, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Palm Beach County Supervisor of Elections Conduct the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Establishing an Electronic Signature Policy, Providing District Manager with Authority and Responsibility for Approval of Electronic Signatures and Implementation of Control Processes and Procedures to Ensure Compliance, Integrity, and Security, in Accordance with Chapter 688, Florida Statutes; and Providing for Severability and Effective Date

Mr. Rom presented Resolution 2024-04.

On MOTION by Mr. Naim and seconded by Mr. Fuchs, with all in favor, Resolution 2024-04, Establishing an Electronic Signature Policy, Providing District Manager with Authority and Responsibility for Approval of Electronic Signatures and Implementation of Control Processes and Procedures to Ensure Compliance, Integrity, and Security, in Accordance with Chapter 688, Florida Statutes; and Providing for Severability and Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; Determining the Electronic Record to be the Official Record; Providing for Severability; and Providing for an Effective Date

Mr. Rom presented Resolution 2024-05.

On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor, Resolution 2024-05, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; Determining the Electronic Record to be the Official Record; Providing for Severability; and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

A. Check Detail

A Board Member asked for future agendas to include the check detail for all months since the last meeting.

B. Accounts Payable Invoices

These items were provided for informational purposes.

Mr. Rom presented the Unaudited Financial Statements as of March 31, 2024.

On MOTION by Mr. Fuchs and seconded by Ms. Naim, with all in favor, the Unaudited Financial Statements as of March 31, 2024, were accepted.

TENTH ORDER OF BUSINESS

Approval of September 14, 2023 Public Hearings and Regular Meeting Minutes

On MOTION by Mr. Naim and seconded by Mr. Patrona, with all in favor, the September 14, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

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

- **Update: Required Ethics Training and Form 1 Requirements**

Ms. Wald highlighted information in the Memorandum regarding online filing of Form 1 and the annual ethics training requirement. The Memorandum includes links to online courses; training must be completed by December 31, 2024 and reported when filing Form 1 in 2025.

B. District Engineer: Schnars Engineering Corporation

There was no report.

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

Mr. Rom stated that Form 1 must be filed electronically by July 1, 2024.

- **NEXT MEETING DATE: September 9, 2024 at 6:30 PM**
 - **QUORUM CHECK**

TWELFTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Supervisors' Requests

A Board Member asked about recent County actions taken to annex communities into unincorporated Boynton Beach. The consensus was that this does not affect the CDD.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor, the meeting adjourned at 7:10 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair