

# **OSPREY OAKS**

## **COMMUNITY DEVELOPMENT DISTRICT**

**April 5, 2021**

## **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**

March 29, 2021

<p><b><u>ATTENDEES:</u></b> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>
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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 April 5, 2021 at 6:30 p.m., at the Pool Deck 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. Consideration of Resolution 2021-02, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology Pursuant to Executive Order No. 20-69, as Amended and Extended, as a Result of the COVID-19 Pandemic
4. Acceptance of Unaudited Financial Statements as of February 28, 2021
  - A. Check Detail
  - B. Accounts Payable Invoices
5. Discussion: Fiscal Year 2022 Budget Consideration(s)
6. Approval of December 7, 2020 Regular Meeting Minutes
7. 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: May 3, 2021 at 6:30 P.M.

○ QUORUM CHECK

John Flaherty	<input type="checkbox"/>	<b>IN-PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
Ken Naim	<input type="checkbox"/>	<b>IN-PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
Kenneth Revilla	<input type="checkbox"/>	<b>IN-PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
Jeff Fuchs	<input type="checkbox"/>	<b>IN-PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
Meredith Naim	<input type="checkbox"/>	<b>IN-PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>

- 8. Public Comments
- 9. Supervisors' Requests
- 10. 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**

**CONFERENCE ID: 435668**

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

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## RESOLUTION 2021-02

### A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC

**WHEREAS**, the COVID-19 pandemic has significantly impacted the Osprey Oaks Community Development District (the “District”) and those residing and owning property within the boundaries of the District; and

**WHEREAS**, on March 1, 2020, Governor Ron DeSantis (the “Governor”) issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

**WHEREAS**, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

**WHEREAS**, on March 9, 2020, the Governor issued Executive Order No. 20-52, declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

**WHEREAS**, in a series of actions in March 2020, President Donald Trump, the Centers for Disease Control and Prevention (the “CDC”), and the White House Coronavirus Task Force have issued guidance advising individuals to adopt far-reaching social distancing measures recommending restrictions on mass gatherings and congregations, including public meetings; and

**WHEREAS**, on March 20, 2020, the Governor issued Executive Order No. 20-69 temporarily suspending the statutory requirement that a quorum be present in person at a specific public place, authorizing the use of media communications technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes; and

**WHEREAS**, Executive Order No. 20-69 was amended and extended by subsequent Executive Orders of Governor Ron DeSantis, including Executive Order No. 20-246, which extended the temporary suspension of the statutory requirement that a quorum be present at a specific place and authorizing the use of media communications technology, until November 1, 2020 at 12:01 AM; and

**WHEREAS**, on March 24, 2020, the Governor issued Executive Order No. 20-83, directing the State of Florida Surgeon General and State Health Officer to issue a public health advisory urging the public to avoid all social and recreational gatherings of ten or more people and urging those can work remotely to do so; and

**WHEREAS**, the Governor, on April 3, 2020, issued Executive Order No. 20-91 (later amended by Executive Order 20-92), directing that all persons in Florida shall limit their movements and personal interactions outside their home to those necessary to obtain or provide essential services or to conduct essential activities; and

**WHEREAS**, on May 4, 2020, and on August 3, 2020, the District Board of Supervisors met, pursuant to and under the authority of Executive Order No. 20-69, as amended and extended, utilizing media communications technology; and

**WHEREAS**, the District Board of Supervisors intends to ratify and approve those actions taken by the District Board of Supervisors at its meetings held via media communications technology on May 4, 2020, and on August 3, 2020; and

**WHEREAS**, due to the COVID-19 pandemic and the health concerns associated with securing signatures on certain instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, in accordance with the authority granted in Chapter 668, Florida Statutes, the District may have utilized DocuSign or other acceptable electronic signature software to secure signatures the proper District officials; and

**WHEREAS**, the Board hereby finds and determines that the use of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, if any, between March 9, 2020 and October 30, 2020, was necessary to properly conduct the business of the District.

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

**Section 1.** The above recitals are true and correct and incorporated herein as if set forth in full herein. The Executive Orders referenced herein are incorporated herein by reference.

**Section 2.** Those actions taken by the District Board of Supervisors at its meetings held pursuant to the authority of the Governor's Executive Order No. 20-69, as amended and extended, via media communications technology on May 4, 2020, and on August 3, 2020 are hereby ratified and approved.

**Section 3.** Any use by the District between March 9, 2020 and October 30, 2020 of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, in order to secure the signature(s) of the proper District officials on those instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, is hereby ratified and approved.

**Section 4.** All sections, or parts thereof, which conflict herewith, are, to the extent of such conflict, superseded and repealed. In the event that any portion of this Resolution is found to be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

**Section 5.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 5<sup>th</sup> day of April, 2021, by the Board of Supervisors of the Osprey Oaks Community Development District.

**ATTEST:**

**OSPREY OAKS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair



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

**4**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
FEBRUARY 28, 2021**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
FEBRUARY 28, 2021**

	General Fund	Debt Service Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash	\$ 142,900	\$ -	\$ 142,900
Investments			
Reserve	-	132,155	132,155
Revenue	-	139,227	139,227
Prepayment	-	1,630	1,630
Due from general fund	-	2,928	2,928
Total assets	<u>\$ 142,900</u>	<u>\$ 275,940</u>	<u>\$ 418,840</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 1,000	\$ -	\$ 1,000
Due to debt service fund	2,928	-	2,928
Total liabilities	<u>3,928</u>	<u>-</u>	<u>3,928</u>
Fund balances:			
Restricted for:			
Debt service	-	275,940	275,940
Unassigned	138,972	-	138,972
Total fund balances	<u>138,972</u>	<u>275,940</u>	<u>414,912</u>
Total liabilities and fund balances	<u>\$ 142,900</u>	<u>\$ 275,940</u>	<u>\$ 418,840</u>

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED FEBRUARY 28, 2021**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 2,000	\$ 81,992	\$ 88,541	93%
Interest and miscellaneous	2	7	-	N/A
Total revenues	<u>2,002</u>	<u>81,999</u>	<u>88,541</u>	93%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	-	800	8,000	10%
Management/accounting/recording	3,007	15,034	43,208	35%
Legal	1,128	1,927	9,000	21%
Engineering	-	-	2,000	0%
Audit	1,500	1,500	4,500	33%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	417	1,000	42%
Trustee	-	-	3,500	0%
Telephone	8	42	100	42%
Postage	-	-	500	0%
Printing & binding	21	104	250	42%
Legal advertising	-	-	1,000	0%
Annual special district fee	-	175	175	100%
Insurance	-	6,050	6,338	95%
Contingencies/bank charges	27	133	5,051	3%
ADA website maintenance	-	-	210	0%
Website	-	705	705	100%
Information system services	-	420	420	100%
Total professional & administrative	<u>5,774</u>	<u>27,307</u>	<u>87,157</u>	31%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	462	0%
Tax collector	21	820	922	89%
Total other fees & charges	<u>21</u>	<u>820</u>	<u>1,384</u>	59%
Total expenditures	<u>5,795</u>	<u>28,127</u>	<u>88,541</u>	32%
Excess/(deficiency) of revenues over/(under) expenditures	(3,793)	53,872	-	
Fund balances - beginning	142,765	85,100	61,030	
Fund balances - ending				
Assigned				
3 months working capital	26,543	26,543	26,543	
Unassigned	112,429	112,429	34,487	
Fund balances - ending	<u>\$ 138,972</u>	<u>\$ 138,972</u>	<u>\$ 61,030</u>	

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2012  
FOR THE PERIOD ENDED FEBRUARY 28, 2021**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment - on roll	\$ 2,957	\$ 121,261	\$ 130,972	93%
Interest	2	15	-	N/A
Total revenues	<u>2,959</u>	<u>121,276</u>	<u>130,972</u>	93%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	25,000	25,000	100%
Interest	-	48,634	97,175	50%
Total debt service	<u>-</u>	<u>73,634</u>	<u>122,175</u>	60%
<b>Other fees &amp; charges</b>				
Tax collector	30	1,213	1,364	89%
Total other fees and charges	<u>30</u>	<u>1,213</u>	<u>1,364</u>	89%
Total expenditures	<u>30</u>	<u>74,847</u>	<u>123,539</u>	
Excess/(deficiency) of revenues over/(under) expenditures	2,929	46,429	7,433	
Fund balances - beginning	<u>273,011</u>	<u>229,511</u>	<u>227,902</u>	
Fund balances - ending	<u><u>\$275,940</u></u>	<u><u>\$ 275,940</u></u>	<u><u>\$235,335</u></u>	

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

**4A**

2:30 PM  
03/05/21

**Osprey Oaks CDD**  
**Check Detail**  
October 2020 through February 2021

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	2835	10/08/2020	ALM MEDIA, LLC	101.001 · Suntrust ...		-153.58
Bill	I0000488625-0918	09/30/2020		519.480 · Legal Adv...	-153.58	153.58
TOTAL					-153.58	153.58
Bill Pmt -Check	2836	10/08/2020	BILLING COCHRA...	101.001 · Suntrust ...		-522.50
Bill	164399	09/30/2020		514.310 · Legal Fees	-522.50	522.50
TOTAL					-522.50	522.50
Bill Pmt -Check	2837	10/08/2020	WRATHELL, HUNT...	101.001 · Suntrust ...		-3,119.25
Bill	2019-1574	10/07/2020		512.311 · Managem... 513.312 · Dissemin... 519.411 · Telephone 519.470 · Printing a...	-3,006.75 -83.34 -8.33 -20.83	3,006.75 83.34 8.33 20.83
TOTAL					-3,119.25	3,119.25
Bill Pmt -Check	2838	11/12/2020	BILLING COCHRA...	101.001 · Suntrust ...		-400.00
Bill	164806	09/30/2020		514.310 · Legal Fees	-400.00	400.00
TOTAL					-400.00	400.00
Bill Pmt -Check	2839	11/12/2020	BOARD OF COUN...	101.001 · Suntrust ...		-420.00
Bill	490-0929200000000...	11/10/2020		513.316 · Informati...	-420.00	420.00
TOTAL					-420.00	420.00
Bill Pmt -Check	2840	11/12/2020	WRATHELL, HUNT...	101.001 · Suntrust ...		-3,119.25
Bill	2019-1662	11/10/2020		512.311 · Managem... 513.312 · Dissemin... 519.411 · Telephone 519.470 · Printing a...	-3,006.75 -83.34 -8.33 -20.83	3,006.75 83.34 8.33 20.83
TOTAL					-3,119.25	3,119.25
Bill Pmt -Check	2841	11/17/2020	BILLING COCHRA...	101.001 · Suntrust ...		-400.00

2:30 PM  
03/05/21

**Osprey Oaks CDD**  
**Check Detail**  
October 2020 through February 2021

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	165358	11/16/2020		514.310 · Legal Fees	-400.00	400.00
TOTAL					-400.00	400.00
Bill Pmt -Check	2842	11/17/2020	FLORIDA DEPT. O...	101.001 · Suntrust ...		-175.00
Bill	83339	11/16/2020		519.540 · Annual Di...	-175.00	175.00
TOTAL					-175.00	175.00
Bill Pmt -Check	2843	12/03/2020	PALM BEACH CO...	101.001 · Suntrust ...		-420.00
Bill	490-0929200001353	12/02/2020		513.314 · Property ...	-420.00	420.00
TOTAL					-420.00	420.00
Bill Pmt -Check	2844	12/03/2020	WRATHELL, HUNT...	101.001 · Suntrust ...		-3,119.25
Bill	2019-1745	12/02/2020		512.311 · Managem...	-3,006.75	3,006.75
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
TOTAL					-3,119.25	3,119.25
Check	2845	12/09/2020	KENNETH REVILLA	101.001 · Suntrust ...		-200.00
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Check	2846	12/09/2020	MEREDITH SARA ...	101.001 · Suntrust ...		-200.00
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Check	2847	12/09/2020	KENNETH NAIM	101.001 · Suntrust ...		-200.00
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00



2:30 PM  
03/05/21

**Osprey Oaks CDD**  
**Check Detail**  
October 2020 through February 2021

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	2848	01/08/2021	OSPREY OAKS CDD	101.001 · Suntrust ...		-35,344.50
				207.201 · Due to D...	-35,344.50	35,344.50
TOTAL					-35,344.50	35,344.50
Bill Pmt -Check	2849	01/08/2021	BILLING COCHRA...	101.001 · Suntrust ...		-400.00
Bill	165980	01/07/2021		514.310 · Legal Fees	-400.00	400.00
TOTAL					-400.00	400.00
Bill Pmt -Check	2850	01/08/2021	WRATHELL, HUNT...	101.001 · Suntrust ...		-3,119.25
Bill	2019-1839	01/07/2021		512.311 · Managem...	-3,006.75	3,006.75
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
TOTAL					-3,119.25	3,119.25
Check	2851	12/09/2020	JOHN STEVEN FL...	101.001 · Suntrust ...		-200.00
				511.110 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Check	2852	02/09/2021	OSPREY OAKS CDD	101.001 · Suntrust ...		-82,605.66
				207.201 · Due to D...	-82,605.66	82,605.66
TOTAL					-82,605.66	82,605.66
Bill Pmt -Check	2853	02/09/2021	BILLING COCHRA...	101.001 · Suntrust ...		-1,127.50
Bill	166498	02/08/2021		514.310 · Legal Fees	-1,127.50	1,127.50
TOTAL					-1,127.50	1,127.50
Bill Pmt -Check	2854	02/09/2021	GRAU AND ASSO...	101.001 · Suntrust ...		-500.00
Bill	20481	02/08/2021		513.320 · Audit	-500.00	1,500.00
TOTAL					-500.00	1,500.00

2:30 PM

03/05/21

**Osprey Oaks CDD**  
**Check Detail**  
October 2020 through February 2021

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<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Bill Pmt -Check	2855	02/09/2021	WRATHELL, HUNT...	101.001 · Suntrust ...		-3,119.25
Bill	2019-1956	02/08/2021		512.311 · Managem...	-3,006.75	3,006.75
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
TOTAL					-3,119.25	3,119.25

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

**4B**

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

Page: 1  
 12/31/2020  
 Account No: 861-064670  
 Statement No: 166498

Attn: CRAIG WRATHELL

514.310  
 001

OSPREY OAKS CDD

Fees

Hours

12/01/2020			
GEW	RECEIPT AND REVIEW OF AGENDA PACKAGE FOR DECEMBER 7, 2020 MEETING OF BOARD OF SUPERVISORS	0.50	
GEW	RECEIPT AND REVIEW OF CORRESPONDENCE FROM CINDY CERBONE	0.20	
12/02/2020			
GEW	RECEIPT, REVIEW AND REPLY TO CORRESPONDENCE FROM DAPHNE GILLYARD WITH ATTACHMENT	0.20	
12/06/2020			
GEW	RECEIPT, REVIEW AND REPLY TO CORRESPONDENCE FROM CINDY CERBONE	0.20	
12/07/2020			
GEW	RECEIPT AND REVIEW OF CORRESPONDENCE FROM CARYN KUPIEC WITH ATTACHMENT	0.20	
GEW	PREPARE FOR, TRAVEL AND ATTEND BOARD OF SUPERVISORS MEETING	2.00	
MJP	CORRESPONDENCE TO DISTRICT MANAGER	0.10	
12/09/2020			
GEW	PREPARE RESOLUTION RATIFYING ACTIONS TAKEN DURING GOVERNOR'S EXECUTIVE ORDER FOR VIRTUAL MEETINGS	0.30	
GEW	CORRESPONDENCE TO DISTRICT MANAGER WITH ATTACHMENT	0.20	
12/23/2020			
DEL	RECEIPT AND REVIEW CORRESPONDENCE FROM DISTRICT MANAGER	0.20	
	For Current Services Rendered	4.10	1,127.50

OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT

Page: 2  
 12/31/2020  
 Account No: 861-064670  
 Statement No: 166498

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	0.20	\$275.00	\$55.00	
GINGER E. WALD	PARTNERS	3.80	275.00	1,045.00	
MICHAEL J. PAWELCZYK	PARTNERS	0.10	275.00	27.50	
Previous Balance				\$400.00	
Total Current Work				1,127.50	
<u>Payments</u>					
01/25/2021	PAYMENT RECEIVED - THANK YOU			-400.00	
Balance Due				<u>\$1,127.50</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  
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(954) 764-7150  
FAX: (954) 764-7279

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

WWW.BILLINGCOCHRAN.COM

PLEASE REPLY TO: FORT LAUDERDALE

CAMILLE E. BLANTON  
CHRISTINE A. BROWN  
BRAD J. KIMBER  
VANESSA T. STEINERTS  
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

December 31, 2020

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

# Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

*Osprey Oaks Community Development District  
2300 Glades Road, Suite 410W  
Boca Raton, FL 33431*

Invoice No. 20481  
Date 02/02/2021

513.320  
001

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SERVICE	AMOUNT
Audit FYE 09/30/2020	\$ <u>1,500.00</u>
Current Amount Due	\$ <u>1,500.00</u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
1,500.00	0.00	0.00	0.00	0.00	1,500.00

Payment due upon receipt.

# Wrathell, Hunt & Associates, LLC

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

# Invoice

Date	Invoice #
2/1/2021	2019-1956

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

Description	Amount
Management 512.311	3,006.75
Dissemination Agent 513.312	83.34
Telephone 519.411	8.33
Printing & Binding 519.470	20.83
001	
<i>Building client relationships one step at a time ...</i>	<b>Total</b> \$3,119.25



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

**6**

**DRAFT**

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

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The Board of Supervisors of the Osprey Oaks Community Development District held a Regular Meeting on December 7, 2020 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
Kenneth Revilla	Vice Chair
John Flaherty	Assistant Secretary
Ken Naim	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Daniel Rom	Wrathell, Hunt and Associates, LLC
Ginger Wald	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 6:33 p.m. Supervisors Meredith Naim, Flaherty, and Ken Naim were present, in person. The Oath of Office was administered to Meredith Naim, Ken Naim and John Flaherty prior to the meeting. Supervisor Revilla was not present at roll call. Supervisor Fuchs was not present.

A notice was posted at the Clubhouse, indicating the meeting was being held outside in the parking lot of the meeting location, to adhere to COVID-19 safety guidelines.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

37 **THIRD ORDER OF BUSINESS** Administration of Oath of Office to Newly  
 38 Appointed Supervisors, John Steven  
 39 Flaherty [Seat 1], Ken Naim [Seat 2] and  
 40 Meredith Naim [Seat 5] *(the following will*  
 41 *be provided in a separate package)*  
 42

43 This item was addressed during the First Order of Business.

44 Mr. Rom provided and briefly explained the following items:

45 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

46 **B. Membership, Obligations and Responsibilities**

47 **C. Financial Disclosure Forms**

48 **I. Form 1: Statement of Financial Interests**

49 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

50 **III. Form 1F: Final Statement of Financial Interests**

51 **D. Form 8B – Memorandum of Voting Conflict**

52 **Mr. Revilla arrived at the meeting at 6:37 p.m.**

53

54 **FOURTH ORDER OF BUSINESS** Consideration of Resolution 2021-01,  
 55 Designating a Chair, a Vice Chair, a  
 56 Secretary, Assistant Secretaries, a  
 57 Treasurer and an Assistant Treasurer of the  
 58 Osprey Oaks Community Development  
 59 District, and Providing for an Effective Date  
 60

61 Mr. Rom presented Resolution 2021-01. Mr. Flaherty nominated the following slate of  
 62 officers:

- |    |                     |                 |
|----|---------------------|-----------------|
| 63 | Chair               | Meredith Naim   |
| 64 | Vice Chair          | Kenneth Revilla |
| 65 | Secretary           | Craig Wrathell  |
| 66 | Assistant Secretary | John Flaherty   |
| 67 | Assistant Secretary | Jeff Fuchs      |
| 68 | Assistant Secretary | Ken Naim        |
| 69 | Assistant Secretary | Cindy Cerbone   |
| 70 | Assistant Secretary | Daniel Rom      |

71	Treasurer	Craig Wrathell
72	Assistant Treasurer	Jeff Pinder

73 No other nominations were made.

74

75 On MOTION by Mr. Flaherty and seconded by Mr. Naim, with all in favor,  
 76 Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant  
 77 Secretaries, a Treasurer and an Assistant Treasurer of the Osprey Oaks  
 78 Community Development District, as nominated, and Providing for an Effective  
 79 Date, was adopted.

80

81

82 **FIFTH ORDER OF BUSINESS**

82 **Acceptance of Unaudited Financial**  
83 **Statements as of October 31, 2020**

84

85 Mr. Rom presented the Unaudited Financial Statements as of October 31, 2020.

86 **A. Check Detail**

87 **B. Accounts Payable Invoices**

88 These items were provided for informational purposes.

89

90 On MOTION by Ms. Naim and seconded by Mr. Flaherty, with all in favor, the  
 91 Unaudited Financial Statements as of October 31, 2020, were accepted.

92

93

94 **SIXTH ORDER OF BUSINESS**

94 **Approval of August 3, 2020 Telephonic**  
95 **Public Hearing and Regular Meeting**  
96 **Minutes**

97

98 Mr. Rom presented the August 3, 2020 Telephonic Public Hearing and Regular Meeting  
99 Minutes.

100

101 On MOTION by Mr. Flaherty and seconded by Ms. Naim, with all in favor, the  
 102 August 3, 2020 Telephonic Public Hearing and Regular Meeting Minutes, as  
 103 presented, were approved.

104

105

106 **SEVENTH ORDER OF BUSINESS**

106 **Staff Reports**

107

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

109 Ms. Wald stated that, at the next meeting, she would present a resolution to ratify the  
110 actions of the Board and the District conducting telephonic meetings, in light of COVID-19.

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

112 There being no report, the next item followed.

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

- 114 • **NEXT MEETING DATE: January 4, 2021 at 6:30 P.M.**

- 115 ○ **QUORUM CHECK**

116 The next meeting would be held on April 5, 2021, instead of January 4, 2021. The District  
117 targets just six meetings per fiscal year.

118 The Board directed Staff to look for alternative meeting locations if the Clubhouse is not  
119 open before the next meeting and to advertise accordingly.

120

121 **EIGHTH ORDER OF BUSINESS**

**Public Comments**

122

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

124

125 **NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

126

127 Ms. Naim wanted assurance that any emails to her are sent to the District email address  
128 issued to her and not to her personal email.

129

130 **TENTH ORDER OF BUSINESS**

**Adjournment**

131

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

133

134 **On MOTION by Mr. Revilla and seconded by Mr. Flaherty, with all in favor, the**  
135 **meeting adjourned at 6:48 p.m.**

136

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140

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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148

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

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

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

**7C**

## OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT

### BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE

#### LOCATION

*Clubhouse of Osprey Oaks, located at 7054 Muscovy Court, Lake Worth, Florida 33463*  
*\*\* To be determined*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
<b>October 5, 2020 CANCELED</b>	Regular Meeting	6:30 PM
<b>November 2, 2020 CANCELED</b>	Regular Meeting	6:30 PM
<b>December 7, 2020</b>	Regular Meeting	6:30 PM
<b>January 4, 2021 CANCELED</b>	Regular Meeting	6:30 PM
<b>February 1, 2021 CANCELED</b>	Regular Meeting	6:30 PM
<b>March 1, 2021 CANCELED</b>	Regular Meeting	6:30 PM
<b>April 5, 2021</b>	Regular Meeting	6:30 PM
<i>Pool Deck at Clubhouse of Osprey Oaks, located at 7054 Muscovy Court, Lake Worth, Florida 33463</i>		
<b>May 3, 2021**</b>	Regular Meeting	6:30 PM
<b>June 7, 2021**</b>	Regular Meeting	6:30 PM
<b>July 5, 2021**</b>	Regular Meeting	6:30 PM
<b>August 2, 2021**</b>	Public Hearing & Regular Meeting	6:30 PM
<b>September 13, 2021*</b>	Regular Meeting	6:30 PM

**Exception\***

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