

**OSPREY OAKS  
COMMUNITY  
DEVELOPMENT DISTRICT**

**May 1, 2023**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

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

**AGENDA**  
**LETTER**

**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**

April 24, 2023

**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 May 1, 2023 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. Consideration of Resolution 2023-01, Declaring a Vacancy in Seats 3 and 4 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date
4. Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 3; *Term Expires November 2026*
  - Administration of Oath of Office to Newly Appointed Supervisor (*the following will be provided in a separate package*)
    - 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
5. Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 4; *Term Expires November 2026*
  - Administration of Oath of Office to Newly Appointed Supervisor

6. Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date
7. Consideration of Lake Bank Erosion Proposals
  - A. Allstate Resource Management, Inc.
  - B. American Shoreline Restoration, Inc.
  - C. Landshore Enterprises, LLC
8. Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date
9. Consideration of Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
10. Acceptance of Unaudited Financial Statements as of March 31, 2023
  - A. Check Detail
  - B. Accounts Payable Invoices
11. Approval of August 1, 2022 Public Hearing and Regular Meeting Minutes
12. 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*
    - 439 Registered Voters in District as of April 15, 2023
    - NEXT MEETING DATE: June 5, 2023 at 6:30 PM

○ QUORUM CHECK

SEAT 1	JOHN FLAHERTY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	KEN NAIM	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	MEREDITH NAIM	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO



13. Public Comments
14. Supervisors' Requests
15. 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**

**RESOLUTION 2023-01**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEATS 3 AND 4 OF THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Osprey Oaks Community Development District (“**District**”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, on November 8, 2022, two (2) members of the Board of Supervisors (“**Board**”) are to be elected by “**Qualified Electors**,” as that term is defined in Section 190.003, *Florida Statutes*; and

**WHEREAS**, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

**WHEREAS**, at the close of the qualifying period, zero (0) Qualified Electors qualified to run for the two (2) seats available for election by the Qualified Electors of the District; and

**WHEREAS**, pursuant to Section 190.006(3)(b), *Florida Statutes*, the Board shall declare Seats 3 and 4 vacant, effective the second Tuesday following the general election; and

**WHEREAS**, pursuant to Section 190.006(3)(b), *Florida Statutes*, two (2) Qualified Electors shall be appointed to the vacant seats within 90 days thereafter; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seats available for election as vacant.

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

**SECTION 1.** The following seats are declared vacant effective as of November 22, 2022:

Seat #3 (currently held by Nicholas Patrona)

Seat #4 (currently held by Jeffrey Fuchs)

**SECTION 2.** Until such time as the District Board appoints Qualified Electors to fill the vacancies declared in Section 1 above, the incumbent Board Supervisors of the respective seats shall remain in office.

**SECTION 3.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 1st day of May, 2023.

ATTEST:

**OSPREY OAKS COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

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

**6**

**RESOLUTION 2023-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR 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; and

**WHEREAS**, the Board of Supervisors of the District desires to designate certain Officers of the District.

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

**SECTION 1.** \_\_\_\_\_ is appointed Chair.

**SECTION 2.** \_\_\_\_\_ is appointed Vice Chair.

**SECTION 3.** \_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

**Daniel Rom** is appointed Assistant Secretary.

**SECTION 4.** This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

**SECTION 5.** This Resolution shall become effective immediately upon its adoption.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**PASSED AND ADOPTED** this 1st day of May, 2023.

ATTEST:

**OSPREY OAKS COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

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

**7A**



## SHORELINE RESTORATION & EROSION CONTROL AGREEMENT

This agreement, dated January 20, 2023, is made between ALLSTATE RESOURCE MANAGEMENT, INC. (ARMI) and CUSTOMER:

Osprey Oaks Homeowners Association, Inc.  
c/o Miami Management, Inc.  
11770 US Hwy 1, Suite 501E  
Palm Beach Gardens, FL 33408 [elay@miamimanagement.com](mailto:elay@miamimanagement.com)

Both Customer and ARMI agree to the following terms and conditions:

1. ARMI will provide the following services on behalf of the customer in accordance with the terms and conditions of this agreement at the following surface water site: Shoreline Restoration and Erosion Repair services located at Osprey Oaks in Palm Beach County, Florida.
2. Customer agrees to pay ARMI the following amount during the term of this agreement for these specific erosion control services:

**Geo-Tube Method:** Repair edge of lake bank areas – Length of shoreline is estimated to be 1,794 linear feet. (see attached site map)

- Clear shoreline areas of debris, roots and vegetation to prepare for geo-textile tubes
- Install 160 linear feet of eight (8') foot geo-textile tube along the headwall (80 linear feet each side of the headwall) at 6405 Vireo Court.
- Install 1,634 linear feet of six (6') foot geo-textile tube along the remaining lake bank indicated for repair on the attached site map (red outline)
- Pump fresh sand into geo-textile tubes (sand to be trucked in)
- Cover geo-textile tube with additional layer of geo-textile fabric for additional protection from iguanas and other wildlife
- Install backfill tube which will be cut open and the fill used to smooth out shoreline to create a natural slope
- Layer new shoreline with sand and install sod over geo-textile tube (**Note: CUSTOMER is responsible for maintenance of sod once installed.**)
- Secure sod with eight-inch (8") ground pins

**TOTAL INVESTMENT: \$188,300.00\* / one-time  
(see important credit note on following page)**

**Credit Notice:**

**\*If suitable fill material is available to be dredged and pumped into the geo-tube from the bottom of the lake, a deduction of \$27,150.00 will be credited to the final invoice as additional fresh sand/fill material will no longer be required.**



This project will take approximately sixty (60) business days.

Sprinkler heads must be flagged / marked by the landscaper/homeowner; otherwise ARMI will not be responsible for damage to them during the course of work. ARMI will repair any flagged/marked sprinkler heads damaged during the proposed work in a timely manner.

CUSTOMER is responsible for the cost of any necessary permits that may be required prior to commencement of work. Permitting, engineering, engineered drawings and certifications (if required) are not included in the proposal.

Staging areas will be designated before the start of work. ARMI will access the lakes at designated areas and sod repaired areas to bring the property back to complete restoration. (Note: CUSTOMER is responsible for maintenance of sod once installed.)

ARMI is not responsible for damage to any underground irrigation, headwalls, piping, electrical, trees or any lines not noted on the as-builds or marked by landscaper.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the maps and specifications and completed in a workmanlike manner. A ten (10) year warranty on work and materials is included, *excluding sod*.

Guarantee on materials does not include the loss of material due to 'Acts of God' such as floods, drought, fire or other catastrophic events, nor does it include losses due to theft, lack of adequate irrigation, vandalism or negligence by others, or other factors outside the control of our organization.

3. Schedule of payment:

- Mobilization Deposit – (\$94,150.00)
- Balance due upon job completion – (amount due to be determined based on fresh fill material being required)

4. The offer contained in this agreement is valid for thirty (30) days only and must be returned to our offices for acceptance within that period. After thirty (30) days, the price may be adjusted according to materials availability and market.
5. Proof of insurance included.
6. This agreement constitutes the entire agreement of ARMI and the CUSTOMER. No oral or written alterations of the terms contained herein shall be deemed valid unless made in writing and accepted by an authorized agent of both ARMI and CUSTOMER.

ALLSTATE RESOURCE MANAGEMENT, INC.

CUSTOMER ACCEPTANCE

The above prices, specifications and conditions are satisfactory and are hereby accepted and the signers acknowledge that they are authorized to execute this document.

\_\_\_\_\_  
ALLSTATE (Signature)

\_\_\_\_\_  
CUSTOMER (Signature)

\_\_\_\_\_  
NAME / TITLE (Printed)

\_\_\_\_\_  
NAME / TITLE (Printed)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE



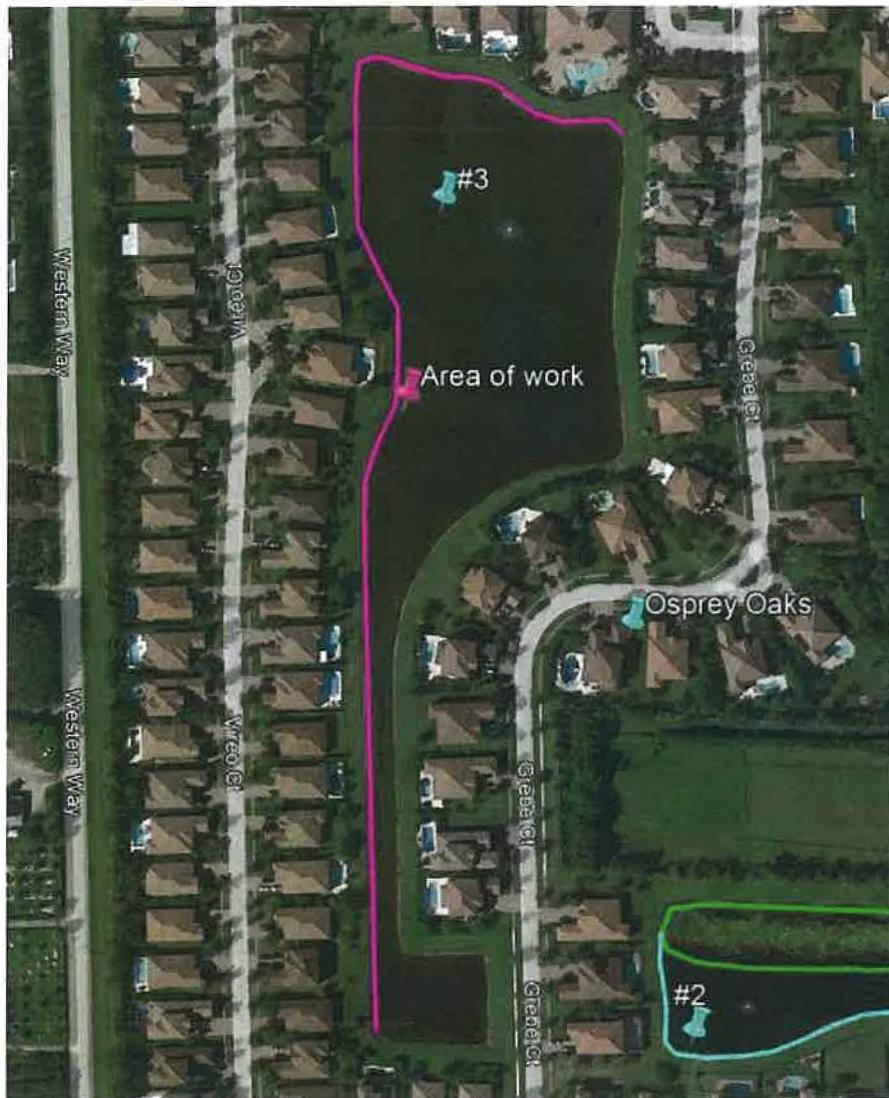


**Allstate**  
**RESOURCE MANAGEMENT, INC.**

6900 S.W. 21st Court . Building 9 . Davie, FL 33317  
Toll-Free: 800.270.6558 . Local: 954.382.9766 . Fax: 954.382.9770  
Email: [info@allstatemanagement.com](mailto:info@allstatemanagement.com)

SITE MAP / AREA OF WORK

*S. SIDE*





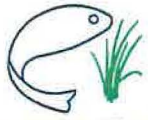
Eroded shoreline to be cleared of debris and larger coral rocks



Main Geo-Tube installed and pumped with sand from lake bottom







*Allstate*

**RESOURCE MANAGEMENT, INC.** Geo-Tube Process

6900 S.W. 21st Court, Building 9 • Davie, FL 33317

Phone: 954.382.9766 • Fax: 954.382.9770

Email: [info@allstatemanagement.com](mailto:info@allstatemanagement.com)

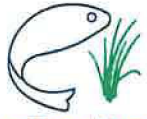
[www.allstatemanagement.com](http://www.allstatemanagement.com)

Backfill Geo-Tube installed and pumped with sand from lake bottom



Sand installed over Geo-Tubes and graded to proper slope





**Allstate**  
**RESOURCE MANAGEMENT, INC.**

6900 S.W. 21st Court, Building 9 · Davie, FL 33317

Phone: 954.382.9766 · Fax: 954.382.9770

Email: [info@allstatemanagement.com](mailto:info@allstatemanagement.com)

[www.allstatemanagement.com](http://www.allstatemanagement.com)

**Geo-Tube Process**

Sod installed over Geo-Tubes and stapled in place





## Erica Lay

---

**From:** myaco@allstatemanagement.com  
**Sent:** Sunday, January 22, 2023 1:58 PM  
**To:** Erica Lay  
**Subject:** RE: Osprey Oaks

Hi Erica,

What you included in your original email below was the exact verbiage provided to us from the CDD:

Lake 3's 1, 2 & 4 appeared to be in good condition with very minor erosion. Lake #3 has 1-2' drop offs on the south side and west sides. (See photos 9, 10 & 11) There is also major erosion by headwall #89 6405 Vireo Ct. (See photo 12)

The map included with out proposal has a red outline on the south and west shorelines, indicating the area of work. Let me know if we need to add any additional detail and I will be happy to revise the quote.

Thanks,

Matt Yaco  
Senior Account Manager  
Allstate Resource Management  
[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)  
[www.allstatemanagement.com](http://www.allstatemanagement.com)



**From:** Erica Lay <elay@miamimanagement.com>  
**Sent:** Saturday, January 21, 2023 6:21 PM  
**To:** myaco@allstatemanagement.com  
**Subject:** Re: Osprey Oaks

Okay, can you include what was sent from the CDD? From lake 3?

---

**From:** [myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com) <[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)>  
**Sent:** Saturday, January 21, 2023 6:43 AM  
**To:** Erica Lay <[elay@miamimanagement.com](mailto:elay@miamimanagement.com)>  
**Subject:** RE: Osprey Oaks

Hello to you,

No, it is only for the part of the lake outlined in red on the included site map.



Don't hesitate to contact me with any additional questions.

Thanks,

Matt Yaco  
Senior Account Manager  
Allstate Resource Management  
[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)  
[www.allstatemanagement.com](http://www.allstatemanagement.com)



**From:** Erica Lay <[elay@miamimanagement.com](mailto:elay@miamimanagement.com)>  
**Sent:** Friday, January 20, 2023 3:20 PM  
**To:** 'myaco@allstatemanagement.com' <[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)>  
**Subject:** RE: Osprey Oaks

Hello,

Is this for the whole perimeter of the lake?

Thank you,

*Erica Lay*

Assistant Manager  
Miami Management, Inc.  
MMI of the Palm Beaches, Inc.

PH: (561) 686-7818, Ext. 207  
FAX: (561) 686-7284  
11770 US Hwy 1, Suite 501E  
Palm Beach Gardens, FL 33408  
E-Mail: [elay@miamimanagement.com](mailto:elay@miamimanagement.com)

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**From:** [myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com) <[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)>  
**Sent:** Friday, January 20, 2023 2:38 PM

**To:** Erica Lay <[elay@miamimmanagement.com](mailto:elay@miamimmanagement.com)>

**Subject:** RE: Osprey Oaks

Good afternoon Erica,

As requested, see attached proposal for the repair of the partial lake bank for Lake #3. Attached also is a pictorial of the geo-tube repair process.

Please sign and return to schedule this work.

Don't hesitate to contact me with and questions.

Thanks,

Matt Yaco

Senior Account Manager

Allstate Resource Management

[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)

[www.allstatemanagement.com](http://www.allstatemanagement.com)



**From:** Erica Lay <[elay@miamimmanagement.com](mailto:elay@miamimmanagement.com)>

**Sent:** Friday, January 20, 2023 11:13 AM

**To:** 'myaco@allstatemanagement.com' <[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)>

**Subject:** RE: Osprey Oaks

Thank you so much!! 🍷

We have a board meeting on Wednesday and would love to present this to the board 🍷

Thank you,

*Erica Lay*

Assistant Manager

Miami Management, Inc.

MMI of the Palm Beaches, Inc.

PH: (561) 686-7818, Ext. 207

FAX: (561) 686-7284

11770 US Hwy 1, Suite 501E

Palm Beach Gardens, FL 33408

E-Mail: [elay@miamimmanagement.com](mailto:elay@miamimmanagement.com)

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**From:** [myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com) <[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)>

**Sent:** Friday, January 20, 2023 9:11 AM

**To:** Erica Lay <[elay@miamimanagement.com](mailto:elay@miamimanagement.com)>

**Subject:** RE: Osprey Oaks

Good morning Erica,

Thank you for reaching out. We had inspected the lake banks a few weeks back for this very issue and will have a proposal over to you no later than Monday.

Don't hesitate to contact me with any questions in the meantime.

Thanks,

Matt Yaco

Senior Account Manager

Allstate Resource Management

[myaco@allstatemanagement.com](mailto:myaco@allstatemanagement.com)

[www.allstatemanagement.com](http://www.allstatemanagement.com)



**From:** Erica Lay <[elay@miamimanagement.com](mailto:elay@miamimanagement.com)>

**Sent:** Thursday, January 19, 2023 3:42 PM

**To:** 'jweinsier@allstatemanagement.com' <[jweinsier@allstatemanagement.com](mailto:jweinsier@allstatemanagement.com)>

**Subject:** Osprey Oaks

**Good afternoon Jodi,**

**I am the assistant property manager for Osprey Oaks located at 7054 Muscovy Court Lake Worth FL 33463. Can you please provide me with a proposal for the below :**

**Lake 3's 1, 2 & 4 appeared to be in good condition with very minor erosion. Lake #3 has 1-**

**2' drop offs on the south side and west sides. (See photos 9, 10 & 11) There is also major**

**erosion by headwall #89 6405 Vireo Ct. (See photo 12)**



**Photo 9: Lake 3 south side erosion with 1-2' drop off**



**Photo 10: Lake 3 NW side erosion with 1-2' drop off**



**Photo 11: Lake 3 NW side erosion with 1-2' drop off**



**Photo 12: Lake 3 erosion by headwall**



Thank you,

*Erica Lay*

Assistant Manager  
Miami Management, Inc.  
*MMI of the Palm Beaches, Inc.*

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

**7B**



## **American Shoreline Restoration Inc.**

4521 PGA Blvd. Suite 134 • Palm Beach Gardens, FL 33418  
1 - 888 - 753 - 7633 • Cell: (561) 436 - 4446 • Email: [ba33418@yahoo.com](mailto:ba33418@yahoo.com)

March 7, 2023

Brian Welch, LCAM  
Miami Management Inc.  
MMI of the Palm Beaches, Inc.

**RE: Osprey Oaks HOA Inc. lake 3 erosion repair**

### **Bid / Agreement**

American Shoreline Restoration (ASR) agrees to repair portions of the shoreline on lake 3 at Osprey Oaks HOA. The repair areas include 370 linear feet (LF) of shoreline along the entire western edge of the lake, from the north border of the clubhouse property, south, to 7078 Muscovy Ct, and, 1,464 LF along the entire southern border of the lake from 6417 Vireo Ct to 6297 Vireo Ct. The total length of the repair is 370 LF + 1,464 LF = 1,834 LF.

Erosion repair will consist of 1 layer of permanent geo-tube that will conform to the State of Florida Water Management District specifications for "non bulkhead / lake maintenance" repair. The permanent geo-tube will be constructed of "404 woven" monofilament polypropylene, with a layer of polypropylene material for added UV protection. A layer of polypropylene material will be placed below the permanent geo-tube to prohibit catfish undermining and below tube erosion during low water events.

In addition to the permanent geo-tube, the entire project will receive a "sacrificial" geo-tube layer to provide sufficient fill material used to create a 4:1 slope. Total land reclaimed will average 3 feet.

All existing lakeside 4" drain pipes, will be extended under the geo-tube installation with Sch. 40 PVC piping. Irrigation and miscellaneous drainage pipes will remain in place and will not be altered by the geo-tube installation.

St. Augustine "Floritam" sod will be installed on the entire project, and will be watered for at least 7 days with lake water. ASR will supervise all aspects of the sod installation.

**(Osprey Oaks HOA Inc. - ASR Agreement - 1,834 LF - Page 1 of 2)**

The total "turn key" cost for the project is \$44 / LF times 1,834 LF = \$80,696. A 40% deposit invoice for \$32,278.40 will be emailed at project start. An invoice for the balance due of \$48,417.60 will be emailed at project completion.

ASR scope of work includes all material, equipment, supplies, labor, sod, and sod installation expense necessary to restore the shoreline according to the descriptions and pictures depicted in the ASR brochure and this Agreement.

ASR warrants all geo-tube installations against defects in material and workmanship, and will repair or replace, at our option, any such defects at no charge, for a period of fifteen (15) years after completion.

ASR will apply Best Management Practices during the course of the project.

ASR will provide Certificates of Workers Compensation and General Liability with Osprey Oaks HOA Inc. as additional insured.

Project completion rate is approximately 75 LF per day or approximately 5 weeks total. The estimated start date will be determined upon Agreement acceptance.

SUBMITTED BY:

ACCEPTED ON \_\_\_\_\_ (date)  
For: Osprey Oaks HOA Inc.

*Electronically signed -  
William Anderson*

\_\_\_\_\_  
William Anderson - President / Owner  
American Shoreline Restoration Inc.

By: \_\_\_\_\_  
Authorized Signature

**Please call (561) 436 - 4446 upon Agreement acceptance.**

General Liability and Workers Compensation contact information:  
Gen. Liability - King Insurance Partners (352) 377 - 0420, policy # CPS 7719939  
Workers Compensation - Superior Insurance (561) 499 - 3922, policy # 10913



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

**7C**



# Landshore Enterprises, LLC

Streambank & Shoreline protection/stabilization/reclamation  
 Environmental engineering, Erosion control, Construction management  
 d/b/a Erosion Restoration, LLC

**Osprey Oaks Homeowners Association, Inc.**  
 Attn: Ms. Erica Lay  
 Assistant Property Manager  
 7054 Muscovy Court, Lake Worth, FL

**ESTIMATE: #4029**

**Revised date: 2/21/2023**  
 WEST AND SOUTH SIDE OF LAKE

## Project: Shoreline Restoration of Approximately 1,774 Linear Feet of Embankment

### PRODUCT DESCRIPTION

Eco-Filter Tube (EFT®) construction uses a woven or non-woven geotextile fabric that is formed into the shape of a tube. The tube is filled with sand by direct coupling to a hydraulic dredge. The tube is designed to retain the granular fill portion of the dredge slurry, while appropriately sized openings in the geotextile allow the excess water in the slurry to permeate through the tube walls. The procedure can be implemented in both dry and underwater conditions. The tubes can be fabricated in various circumferences, which, when inflated, will form a roughly elliptical shape. The Landshore® engineered EFT® system consists of a spun bound polyester filter fabric that is sewn together to form a tube specifically calculated for particular level of service, pressure, strength, stability and safety - is placed along the edge of water on prepared terrace and filled with sand to form an erosion barrier that has the characteristics of a permeable, gravity type retaining wall.

### JOB SCOPE

Landshore® will install Eco-Filter Tube (EFT®) as follows: One(1) Base Tube to provide stabilization and allow for land reclamation; One (1) Sacrificial Tube to fill voids and for final grading to match existing slope. Fill Material is proposed to be dredged from the lakes. An erosion control mat will be installed over the base tube to assist in sod rooting and prevent material washing away.

### ITEMIZED ESTIMATE: TIME AND MATERIALS

<u>LAKE</u>	<u>TYPE OF REPAIR</u>	<u>Unit</u>	<u>Estimated Quantities</u>	<u>Unit Cost</u>	<u>Total</u>
WEST &	Mobilization / General preparation		EA	1	
SOUTH SIDE	Maintenance of Traffic		EA	1	
1,774 LF	Installation and maintenance of stormwater pollution prevention measures		EA	1	
	Clearing and Grubbing		EA	1	
	Grading and Shaping		EA	1	
	Installation of EFT®				
	EFT® 7.5' Cir. Sacrificial Tube		LF	1,774	
	EFT® 10' Cir. Base Tube		LF	1,774	
	Turf Reinforcement Mat - C125 Coconut		SY	788	
	Sod (St. Augustine), including access area		SF	8,870	
	Demobilization		EA	1	

**EFT**

**TOTAL JOB COST \$101,422.00**

Excluding any permit fees and fees for a payment and performance bond, if any.



# Landshore Enterprises, LLC

Streambank & Shoreline protection/stabilization/reclamation  
Environmental engineering, Erosion control, Construction management  
d/b/a Erosion Restoration, LLC

## PAYMENT SCHEDULE

Landshore® Enterprises' payment policy is as follows:

- 10% Booking
- 15% Mobilization of Project
- 65% Progress Work
- 10% Completion

**\*\*Invoice is due upon receipt\*\***

## SPECIAL CONDITIONS

1. Landshore® is not responsible for damage to utilities outside of easement along shoreline if as-built drawings or locations are not provided by the Client.
2. Landshore® reserves the right to change this estimate unless an agreement is reached within 30 days of the original estimate date.
3. At this time, staging areas and site access has not been defined by Client. Therefore, any damages caused to access (curbing, sidewalk, road, etc.) are not included in this estimate.
4. Landshore® is not responsible for any damages to the work by any natural disaster.
5. Landshore® will install EFT® tube to control elevation. Any tube that will be over pumped to get to such level will not be under warranty.
6. In case there are any unstable submerge slopes that have not been identified by the client, Landshore® will not be held responsible for any under water land slide caused by any additional load on top of submerge slope.
7. Removal of debris along shoreline that needs heavy equipment will be additional cost.
8. If size of tube has to be overfilled to reach above control elevation, it will not be warranted.
9. If underwater shelf is not adequate and need additional tube or fill in, it will be additional cost.
10. Following sod installation, any sod maintenance activities, such as watering, is to be administered by Owner(s).
11. If there are 4" storm drainage pipes at shoreline edge, Landshore® will extend the pipes for no additional cost. Any other size will be determined as needed.
12. **All information provided by Landshore® is to be shared only with the Owner(s) and those with authority to make decisions on behalf of the Owner(s). This information is by no means to be shared to solicit competing entities.**
13. **The Client is responsible to adhere to all applicable Federal, State, County, City, District and any other municipal or local laws, regulations, rules, ordinances and guidelines. Unless specifically hired to obtain all necessary permits - Landshore® will not be liable for any construction or design issues, violations, fines or claims received due to nonconformance and noncompliance to standards or absence of permits (submittal of permit application does not guarantee the approval, additional services such as expediting, meetings with reviewer, etc. may be performed at an hourly rate, at the Client's request).**

This proposal is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

\_\_\_\_\_  
Client's Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landshore® Enterprises Representative Signature

\_\_\_\_\_  
Date

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

**8**

**RESOLUTION 2023-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024, AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has prepared and submitted to the Board of Supervisors (“**Board**”) of the Osprey Oaks Community Development District (“**District**”) prior to June 15, 2023, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

**WHEREAS**, the Board has considered the proposed budget and desires to set the required public hearing thereon.

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

**1. PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

**2. SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

**DATE:** \_\_\_\_\_  
**HOUR:** \_\_\_\_\_  
**LOCATION:** Clubhouse of Osprey Oaks  
7054 Muscovy Court  
Lake Worth, Florida 33463

**3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the proposed budget to Palm Beach County at least sixty (60) days prior to the hearing set above.

**4. POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved proposed budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

**5. PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

**6. 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.

**7. EFFECTIVE DATE SECTION.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 1st day of May, 2023.

**ATTEST:**

**OSPREY OAKS COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Fiscal Year 2023/2024 Budget

**Exhibit A: Fiscal Year 2023/2024 Budget**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2024**



**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
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**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual Through 3/31/2023	Projected Through 9/30/2023	Total Actual & Projected	
<b>REVENUES</b>					
Assessment levy: on-roll - gross	\$ 87,292				\$ 178,077
Allowable discounts (4%)	(3,492)				(7,123)
Assessment levy: on-roll - net	83,800	\$ 81,104	\$ 2,696	\$ 83,800	170,954
Interest	-	10	-	10	-
Total revenues	83,800	81,114	2,696	83,810	170,954
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Supervisors	6,000	-	2,000	2,000	6,000
Management/accounting/recording <sup>1</sup>	40,000	18,823	18,823	37,646	40,000
Legal	9,000	1,600	4,000	5,600	9,000
Engineering	2,000	292	1,708	2,000	2,000
Audit	4,900	2,000	2,900	4,900	5,100
Arbitrage rebate calculation*	1,200	-	1,200	1,200	1,200
Dissemination agent	1,000	500	500	1,000	1,000
Trustee	3,700	-	3,700	3,700	3,700
Telephone	100	50	50	100	100
Postage	500	-	500	500	500
Printing & binding	250	125	125	250	250
Legal advertising	1,000	-	1,000	1,000	1,000
Annual special district fee	175	175	-	175	175
Insurance	7,250	6,731	519	7,250	7,250
Lake bank repair	-	-	-	-	85,050
Contingencies/bank charges	5,051	159	4,892	5,051	5,051
Website maintenance	705	705	-	705	705
Website ADA compliance	210	210	-	210	210
Property appraiser	462	-	462	462	462
Information system services	420	-	420	420	420
Tax collector	873	813	60	873	1,781
Total expenditures	84,796	32,183	42,859	75,042	170,954
Net increase/(decrease) of fund balance	(996)	48,931	(40,163)	8,768	-
Fund balance - beginning (unaudited)	106,578	117,405	166,336	117,405	126,173
Fund balance - ending (projected)					
Committed					
Assigned					
3 months working capital	26,303	-	26,427	26,427	47,615
Unassigned	79,279	166,336	99,746	99,746	78,558
Fund balance - ending (projected)	\$ 105,582	\$ 166,336	\$ 126,173	\$ 126,173	\$ 126,173

<sup>1</sup>The Wrathell, Hunt & Associates management fee will be \$38,775 based on a maximum of six meetings. Any meetings beyond six will be billed at a rate of \$1,333 per meeting.

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

Supervisors	\$ 6,000
<p>Statutorily set at \$200 for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year, per Supervisor.</p>	
Management/accounting/recording <sup>1</sup>	40,000
<p><b>Wrathell, Hunt and Associates, LLC</b> (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	9,000
<p>The firm of Billing, Cochran, Heath, Lyles, Mauro &amp; Anderson, P.A., provides on-going general counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. In this capacity, they provide service as "local government lawyers," realizing that this type of local government is very limited in its scope – providing infrastructure and services to developments.</p>	
Engineering	2,000
<p>The District has entered into an agreement for engineering services with Schnars Engineering. They provide construction and consulting services, which assists the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	5,100
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation*	1,200
<p>To ensure the District's compliance with all Tax Regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent	1,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. <b>Wrathell, Hunt &amp; Associates</b> serves as dissemination agent.</p>	
Trustee	3,700
<p>Annual fee paid to Wells Fargo for the service provided as trustee, paying agent and registrar.</p>	
Telephone	100
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	250
<p>Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	1,000
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES (continued)**

Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	7,250
The District will obtain public officials and general liability insurance.	
Lake bank repair	85,050
Contingencies/bank charges	5,051
Bank charges, automatic AP routing and other miscellaneous expenses incurred during the year.	
Website maintenance	705
Website ADA compliance	210
Property appraiser	462
Information system services	420
Tax collector	1,781
Total expenditures	<u>\$ 170,954</u>

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND BUDGET - SERIES 2012  
FISCAL YEAR 2024**

	Fiscal Year 2022				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual Through 3/31/2021	Projected Through 9/30/2021	Total Actual & Projected	
<b>REVENUES</b>					
Assessment levy: on-roll	\$ 136,429				\$ 136,429
Allowable discounts (4%)	(5,457)				(5,457)
Net assessment levy - on-roll	130,972	\$ 126,749	\$ 4,223	\$ 130,972	130,972
Interest	-	3,509	-	3,509	-
Total revenues	130,972	130,258	4,223	134,481	130,972
<b>EXPENDITURES</b>					
<b>Debt service</b>					
Principal	25,000	15,000	10,000	25,000	35,000
Interest	94,325	47,209	47,116	94,325	92,536
Tax collector	1,364	1,267	97	1,364	1,364
Total expenditures	120,689	63,476	57,213	120,689	128,900
Excess/(deficiency) of revenues over/(under) expenditures	10,283	66,782	(52,990)	13,792	2,072
Beginning fund balance (unaudited)	247,705	258,377	325,159	258,377	272,169
Ending fund balance (projected)	<u>\$ 257,988</u>	<u>\$ 325,159</u>	<u>\$ 272,169</u>	<u>\$ 272,169</u>	<u>274,241</u>
Use of fund balance:					
Debt service reserve account balance (required)					(132,155)
Principal expense - November 1, 2024					(40,000)
Interest expense - November 1, 2024					(45,730)
Projected fund balance surplus/(deficit) as of September 30, 2024					<u>\$ 56,356</u>

**Osprey Oaks**

Community Development District

Series 2012, Special Assessment Revenue Bonds

\$1,650,000

**Debt Service Schedule**

<b>Date</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Total P+I</b>
11/01/2023	35,000.00	6.150%	46,806.25	81,806.25
05/01/2024	-	-	45,730.00	45,730.00
11/01/2024	40,000.00	6.150%	45,730.00	85,730.00
05/01/2025	-	-	44,500.00	44,500.00
11/01/2025	40,000.00	6.150%	44,500.00	84,500.00
05/01/2026	-	-	43,270.00	43,270.00
11/01/2026	40,000.00	6.150%	43,270.00	83,270.00
05/01/2027	-	-	42,040.00	42,040.00
11/01/2027	45,000.00	6.150%	42,040.00	87,040.00
05/01/2028	-	-	40,656.25	40,656.25
11/01/2028	50,000.00	6.150%	40,656.25	90,656.25
05/01/2029	-	-	39,118.75	39,118.75
11/01/2029	50,000.00	6.150%	39,118.75	89,118.75
05/01/2030	-	-	37,581.25	37,581.25
11/01/2030	55,000.00	6.150%	37,581.25	92,581.25
05/01/2031	-	-	35,890.00	35,890.00
11/01/2031	55,000.00	6.150%	35,890.00	90,890.00
05/01/2032	-	-	34,198.75	34,198.75
11/01/2032	60,000.00	6.150%	34,198.75	94,198.75
05/01/2033	-	-	32,353.75	32,353.75
11/01/2033	65,000.00	7.150%	32,353.75	97,353.75
05/01/2034	-	-	30,030.00	30,030.00
11/01/2034	70,000.00	7.150%	30,030.00	100,030.00
05/01/2035	-	-	27,527.50	27,527.50
11/01/2035	75,000.00	7.150%	27,527.50	102,527.50
05/01/2036	-	-	24,846.25	24,846.25
11/01/2036	80,000.00	7.150%	24,846.25	104,846.25
05/01/2037	-	-	21,986.25	21,986.25
11/01/2037	85,000.00	7.150%	21,986.25	106,986.25
05/01/2038	-	-	18,947.50	18,947.50
11/01/2038	90,000.00	7.150%	18,947.50	108,947.50
05/01/2039	-	-	15,730.00	15,730.00
11/01/2039	100,000.00	7.150%	15,730.00	115,730.00
05/01/2040	-	-	12,155.00	12,155.00
11/01/2040	105,000.00	7.150%	12,155.00	117,155.00
05/01/2041	-	-	8,401.25	8,401.25
11/01/2041	115,000.00	7.150%	8,401.25	123,401.25
05/01/2042	-	-	4,290.00	4,290.00
11/01/2042	120,000.00	7.150%	4,290.00	124,290.00
<b>Total</b>	<b>\$1,375,000.00</b>		<b>\$1,165,311.25</b>	<b>\$2,540,311.25</b>

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND AND DEBT SERVICE FUND  
ASSESSMENT SUMMARY  
FISCAL YEAR 2024**

Number of Units	Unit Type	Projected Fiscal Year 2024			FY 23 Assessment
		GF	DSF	GF & DSF	
37	MF	856.14	-	856.14	419.68
126	SF 65'	856.14	804.78	1,660.92	1,224.46
25	SF 85'	856.14	850.51	1,706.65	1,270.19
20	SF 100'	856.14	896.24	1,752.38	1,315.92
<u>208</u>					

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

**9**



**RESOLUTION 2023-04**

**A RESOLUTION OF THE OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE**

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

**WHEREAS**, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

**WHEREAS**, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

**SECTION 1. ADOPTING REGULAR MEETING SCHEDULE.** Regular meetings of the District’s Board shall be held during Fiscal Year 2023/2024 as provided on the schedule attached hereto as **Exhibit A**.

**SECTION 2. FILING REQUIREMENT.** In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Palm Beach County and the Florida Department of Economic Opportunity.

**SECTION 3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 1st day of May, 2023.

Attest:

**OSPREY OAKS COMMUNITY  
DEVELOPMENT DISTRICT**

---

Secretary/Assistant Secretary

---

Chair/Vice Chair, Board of Supervisors

**Exhibit A**

<b>OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Clubhouse of Osprey Oaks, located at 7054 Muscovy Court, Lake Worth, Florida 33463</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 2, 2023</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>November 6, 2023</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>December 4, 2023</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>January 8, 2024*</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>February 5, 2024</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>April 1, 2024</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>May 6, 2024</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>June 3, 2024</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>July 1, 2024</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>September 9, 2024*</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>

**Exception\***

*January meeting date is one week later to accommodate the New Year Holiday*

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

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

**UNAUDITED**  
**FINANCIAL**  
**STATEMENTS**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
MARCH 31, 2023**

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
MARCH 31, 2023**

	General Fund	Debt Service Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash	\$ 170,050	\$ -	\$ 170,050
Investments			
Reserve	-	132,155	132,155
Interest	-	14	14
Revenue	-	179,501	179,501
Prepayment	-	1,660	1,660
Sinking	-	4	4
Due from general fund	-	3,714	3,714
Undeposited funds	-	8,111	8,111
Total assets	<u>\$ 170,050</u>	<u>\$ 325,159</u>	<u>\$ 495,209</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Due to debt service fund	\$ 3,714	\$ -	\$ 3,714
Total liabilities	<u>3,714</u>	<u>-</u>	<u>3,714</u>
Fund balances:			
Restricted for:			
Debt service	-	325,159	325,159
Unassigned	166,336	-	166,336
Total fund balances	<u>166,336</u>	<u>325,159</u>	<u>491,495</u>
Total liabilities and fund balances	<u>\$ 170,050</u>	<u>\$ 325,159</u>	<u>\$ 495,209</u>

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 2,400	\$ 81,104	\$ 83,800	97%
Interest and miscellaneous	2	10	-	N/A
Total revenues	<u>2,402</u>	<u>81,114</u>	<u>83,800</u>	97%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	-	-	6,000	0%
Management/accounting/recording	3,137	18,823	40,000	47%
Legal	400	1,600	9,000	18%
Engineering	244	292	2,000	15%
Audit	2,000	2,000	4,900	41%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	500	1,000	50%
Trustee	-	-	3,700	0%
Telephone	8	50	100	50%
Postage	-	-	500	0%
Printing & binding	21	125	250	50%
Legal advertising	-	-	1,000	0%
Annual special district fee	-	175	175	100%
Insurance	-	6,731	7,250	93%
Contingencies/bank charges	22	159	5,051	3%
ADA website maintenance	-	210	210	100%
Website	-	705	705	100%
Information system services	-	-	420	0%
Total professional & administrative	<u>5,915</u>	<u>31,370</u>	<u>83,461</u>	38%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	462	0%
Tax collector	25	813	873	93%
Total other fees & charges	<u>25</u>	<u>813</u>	<u>1,335</u>	61%
Total expenditures	<u>5,940</u>	<u>32,183</u>	<u>84,796</u>	38%
Excess/(deficiency) of revenues over/(under) expenditures	(3,538)	48,931	(996)	
Fund balances - beginning	169,874	117,405	106,578	
Fund balances - ending Assigned				
3 months working capital	25,608	25,608	25,608	
Unassigned	140,728	140,728	65,870	
Fund balances - ending	<u>\$ 166,336</u>	<u>\$ 166,336</u>	<u>\$ 105,582</u>	

**OSPREY OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2012  
FOR THE PERIOD ENDED MARCH 31, 2023**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Special assessment - on roll	\$ 3,751	\$ 126,749	\$ 130,972	97%
Interest	882	3,509	-	N/A
Total revenues	<u>4,633</u>	<u>130,258</u>	<u>130,972</u>	99%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	15,000	25,000	60%
Interest	-	47,209	94,325	50%
Total debt service	<u>-</u>	<u>62,209</u>	<u>119,325</u>	52%
<b>Other fees &amp; charges</b>				
Tax collector	38	1,267	1,364	93%
Total other fees and charges	<u>38</u>	<u>1,267</u>	<u>1,364</u>	93%
Total expenditures	<u>38</u>	<u>63,476</u>	<u>120,689</u>	
Excess/(deficiency) of revenues over/(under) expenditures	4,595	66,782	10,283	
Fund balances - beginning	320,564	258,377	247,705	
Fund balances - ending	<u>\$ 325,159</u>	<u>\$ 325,159</u>	<u>\$ 257,988</u>	

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

**CHECK DETAIL**



## Osprey Oaks CDD Check Detail October 2022 through March 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>2951</b>	<b>10/13/2022</b>	<b>ADA SITE COMPLI...</b>	<b>101.001 · Suntrust ...</b>		<b>-210.00</b>
Bill	2308	10/12/2022		519.414 · ADA WE...	-210.00	210.00
TOTAL					-210.00	210.00
<b>Bill Pmt -Check</b>	<b>2952</b>	<b>10/13/2022</b>	<b>ALM MEDIA, LLC</b>	<b>101.001 · Suntrust ...</b>		<b>-244.42</b>
Bill	i0000608165-0714	09/30/2022		519.480 · Legal Adv...	-244.42	244.42
TOTAL					-244.42	244.42
<b>Bill Pmt -Check</b>	<b>2953</b>	<b>10/13/2022</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-1,772.50</b>
Bill	176323	09/30/2022		514.310 · Legal Fees	-507.50	507.50
Bill	176875	09/30/2022		514.310 · Legal Fees	-1,265.00	1,265.00
TOTAL					-1,772.50	1,772.50
<b>Bill Pmt -Check</b>	<b>2954</b>	<b>10/13/2022</b>	<b>EGIS INSURANCE ...</b>	<b>101.001 · Suntrust ...</b>		<b>-6,731.00</b>
Bill	17071	10/12/2022		519.450 · Insurance	-6,731.00	6,731.00
TOTAL					-6,731.00	6,731.00
<b>Bill Pmt -Check</b>	<b>2955</b>	<b>10/13/2022</b>	<b>SCHNARS ENGIN...</b>	<b>101.001 · Suntrust ...</b>		<b>-438.75</b>
Bill	9703	09/30/2022		519.320 · Engineeri...	-438.75	438.75
TOTAL					-438.75	438.75
<b>Bill Pmt -Check</b>	<b>2956</b>	<b>10/13/2022</b>	<b>THE STRANGE ZO...</b>	<b>101.001 · Suntrust ...</b>		<b>-704.99</b>
Bill	2022-0106	10/12/2022		519.413 · Website ...	-704.99	704.99
TOTAL					-704.99	704.99
<b>Bill Pmt -Check</b>	<b>2957</b>	<b>10/13/2022</b>	<b>WRATHELL, HUNT...</b>	<b>101.001 · Suntrust ...</b>		<b>-6,408.00</b>
Bill	2021-1789	09/30/2022		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

## Osprey Oaks CDD Check Detail October 2022 through March 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	2021-1937	10/12/2022		512.311 · Managem...	-3,137.17	3,137.17
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
<b>TOTAL</b>					<b>-6,408.00</b>	<b>6,408.00</b>
<b>Bill Pmt -Check</b>	<b>2958</b>	<b>11/29/2022</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-2,572.50</b>
Bill	177246	09/30/2022		514.310 · Legal Fees	-2,172.50	2,172.50
Bill	177760	11/28/2022		514.310 · Legal Fees	-400.00	400.00
<b>TOTAL</b>					<b>-2,572.50</b>	<b>2,572.50</b>
<b>Bill Pmt -Check</b>	<b>2959</b>	<b>11/29/2022</b>	<b>PALM BEACH CO...</b>	<b>101.001 · Suntrust ...</b>		<b>-420.00</b>
Bill	490-1006220000149	09/30/2022		513.314 · Property ...	-420.00	420.00
<b>TOTAL</b>					<b>-420.00</b>	<b>420.00</b>
<b>Bill Pmt -Check</b>	<b>2960</b>	<b>11/29/2022</b>	<b>SAFEGUARD BUSI...</b>	<b>101.001 · Suntrust ...</b>		<b>-170.36</b>
Bill	034936886	09/30/2022		519.470 · Printing a...	-170.36	170.36
<b>TOTAL</b>					<b>-170.36</b>	<b>170.36</b>
<b>Bill Pmt -Check</b>	<b>2961</b>	<b>11/29/2022</b>	<b>WRATHELL, HUNT...</b>	<b>101.001 · Suntrust ...</b>		<b>-3,286.57</b>
Bill	2021-2110	09/30/2022		519.410 · Postage	-10.14	10.14
Bill	2021-2098	09/30/2022		519.410 · Postage	-16.62	16.62
Bill	2021-2095	09/30/2022		519.410 · Postage	-10.14	10.14
Bill	2021-2204	11/28/2022		512.311 · Managem...	-3,137.17	3,137.17
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
<b>TOTAL</b>					<b>-3,286.57</b>	<b>3,286.57</b>
<b>Check</b>	<b>2962</b>	<b>11/29/2022</b>	<b>OSPREY OAKS CDD</b>	<b>101.001 · Suntrust ...</b>		<b>-765.16</b>
				207.201 · Due to D...	-765.16	765.16
<b>TOTAL</b>					<b>-765.16</b>	<b>765.16</b>
<b>Bill Pmt -Check</b>	<b>2963</b>	<b>12/01/2022</b>	<b>FLORIDA DEPT. O...</b>	<b>101.001 · Suntrust ...</b>		<b>-175.00</b>

## Osprey Oaks CDD Check Detail October 2022 through March 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	87060	11/30/2022		519.540 · Annual Di...	-175.00	175.00
TOTAL					-175.00	175.00
<b>Bill Pmt -Check</b>	<b>2964</b>	<b>12/20/2022</b>	<b>FLORIDA DEPT. O...</b>	<b>101.001 · Suntrust ...</b>		<b>-25.00</b>
Bill	87060	12/20/2022		519.490 · Continge...	-25.00	25.00
TOTAL					-25.00	25.00
<b>Bill Pmt -Check</b>	<b>2965</b>	<b>12/28/2022</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-400.00</b>
Bill	178218	12/22/2022		514.310 · Legal Fees	-400.00	400.00
TOTAL					-400.00	400.00
<b>Bill Pmt -Check</b>	<b>2966</b>	<b>12/28/2022</b>	<b>SCHNARS ENGIN...</b>	<b>101.001 · Suntrust ...</b>		<b>-48.75</b>
Bill	9849	12/22/2022		519.320 · Engineeri...	-48.75	48.75
TOTAL					-48.75	48.75
<b>Bill Pmt -Check</b>	<b>2967</b>	<b>12/28/2022</b>	<b>WRATHELL, HUNT...</b>	<b>101.001 · Suntrust ...</b>		<b>-3,249.67</b>
Bill	2021-2389	12/22/2022		512.311 · Managem...	-3,137.17	3,137.17
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
TOTAL					-3,249.67	3,249.67
<b>Check</b>	<b>2968</b>	<b>12/28/2022</b>	<b>OSPREY OAKS CDD</b>	<b>101.001 · Suntrust ...</b>		<b>-37,517.65</b>
				207.201 · Due to D...	-37,517.65	37,517.65
TOTAL					-37,517.65	37,517.65
<b>Bill Pmt -Check</b>	<b>2969</b>	<b>02/03/2023</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-400.00</b>
Bill	178529	01/30/2023		514.310 · Legal Fees	-400.00	400.00
TOTAL					-400.00	400.00

## Osprey Oaks CDD Check Detail October 2022 through March 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>2970</b>	<b>02/03/2023</b>	<b>WRATHELL, HUNT...</b>	<b>101.001 · Suntrust ...</b>		<b>-3,249.67</b>
Bill	2021-2553	01/30/2023		512.311 · Managem...	-3,137.17	3,137.17
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
TOTAL					-3,249.67	3,249.67
<b>Check</b>	<b>2971</b>	<b>02/03/2023</b>	<b>OSPREY OAKS CDD</b>	<b>101.001 · Suntrust ...</b>		<b>-79,993.12</b>
				207.201 · Due to D...	-79,993.12	79,993.12
TOTAL					-79,993.12	79,993.12
<b>Bill Pmt -Check</b>	<b>2972</b>	<b>03/16/2023</b>	<b>BILLING COCHRA...</b>	<b>101.001 · Suntrust ...</b>		<b>-400.00</b>
Bill	179187	03/13/2023		514.310 · Legal Fees	-400.00	400.00
TOTAL					-400.00	400.00
<b>Bill Pmt -Check</b>	<b>2973</b>	<b>03/16/2023</b>	<b>GRAU AND ASSO...</b>	<b>101.001 · Suntrust ...</b>		<b>-2,000.00</b>
Bill	23734	03/13/2023		513.320 · Audit	-2,000.00	2,000.00
TOTAL					-2,000.00	2,000.00
<b>Bill Pmt -Check</b>	<b>2974</b>	<b>03/16/2023</b>	<b>SCHNARS ENGIN...</b>	<b>101.001 · Suntrust ...</b>		<b>-243.75</b>
Bill	9945	03/13/2023		519.320 · Engineeri...	-243.75	243.75
TOTAL					-243.75	243.75
<b>Bill Pmt -Check</b>	<b>2975</b>	<b>03/16/2023</b>	<b>WRATHELL, HUNT...</b>	<b>101.001 · Suntrust ...</b>		<b>-6,499.34</b>
Bill	2021-2717	02/28/2023		512.311 · Managem...	-3,137.17	3,137.17
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
Bill	2021-2923	03/13/2023		512.311 · Managem...	-3,137.17	3,137.17
				513.312 · Dissemin...	-83.34	83.34
				519.411 · Telephone	-8.33	8.33
				519.470 · Printing a...	-20.83	20.83
TOTAL					-6,499.34	6,499.34

2:21 PM

04/10/23

**Osprey Oaks CDD**  
**Check Detail**  
October 2022 through March 2023

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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>
Check	2976	03/16/2023	OSPREY OAKS CDD	101.001 · Suntrust ...		-4,256.56
				207.201 · Due to D...	-4,256.56	4,256.56
TOTAL					-4,256.56	4,256.56

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

**ACCOUNTS PAYABLE**  
**INVOICES**

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

Page: 1  
01/31/2023  
Account No: 861-064670  
Statement No: 179187

Attn: CRAIG WRATHELL

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	\$1,200.00
Total Current Work	400.00

Payments

02/08/2023	PAYMENT RECEIVED - THANK YOU	-400.00
	Balance Due	<u>\$1,200.00</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.  
RICHARD T. WOULFE  
CAROL J. HEALY GLASGOW  
MICHAEL J. PAWELCZYK  
ANDREW A. RIEF  
MANUEL R. COMRAS  
GINGER E. WALD  
JEFFERY R. LAWLEY  
SCOTT C. COCHRAN  
SHAWN B. MCKAMEY  
ALINE O. MARCANTONIO  
JOHN C. WEBBER

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

PGA NATIONAL OFFICE CENTER  
300 AVENUE OF THE CHAMPIONS, SUITE 270  
PALM BEACH GARDENS, FLORIDA 33418  
(561) 659-5970  
(561) 659-6173 FAX

WWW.BILLINGCOCHRAN.COM

PLEASE REPLY TO: FORT LAUDERDALE

January 31, 2023

CHRISTINE A. BROWN  
GREGORY F. GEORGE  
JOANNA R. LLERA

OF COUNSEL

CLARK J. COCHRAN, JR.  
SUSAN F. DELEGAL  
SHIRLEY A. DELUNA  
GERALD L. KNIGHT  
BRUCE M. RAMSEY

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



# 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. 23734  
Date 03/02/2023

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<b>SERVICE</b>	<b>AMOUNT</b>
Audit FYE 09/30/2022	\$ <u>2,000.00</u>
Current Amount Due	\$ <u><u>2,000.00</u></u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
2,000.00	0.00	0.00	0.00	0.00	2,000.00

Payment due upon receipt.

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

Invoice number 9945  
 Date 02/28/2023

Project **10124 Osprey Oaks Community Development District**

Professional Services through 02/19/2023

**Invoice Summary**

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
1.1 ENGINEERING SERVICES	0.00	0.00	6,037.50	5,793.75	243.75
1.2 STORMWATER ANALYSIS	10,000.00	58.36	5,836.25	5,836.25	0.00
REIMBURSABLE EXPENSES	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>10,000.00</b>	<b>118.74</b>	<b>11,873.75</b>	<b>11,630.00</b>	<b>243.75</b>

**Engineering Services**

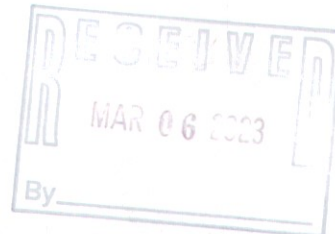
Professional Fees

	Hours	Rate	Billed Amount
Principal Professional Engineer	1.25	195.00	243.75
<i>Discuss lake bank repair with HOA manager.            Review lake slope repair bids. Discuss with Tim. Email to HOA manager.            Review Lot 61 drainage swale encroachment with resident.</i>			

Invoice total 243.75

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
9945	02/28/2023	243.75	243.75				
	<b>Total</b>	<b>243.75</b>	<b>243.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# Wrathell, Hunt & Associates, LLC

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

# Invoice

Date	Invoice #
2/1/2023	2021-2717

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

Description	Amount
Management	3,137.17
Dissemination Agent	83.34
Telephone	8.33
Printing & Binding	20.83
<i>Building client relationships one step at a time ...</i>	<b>Total</b> \$3,249.67

# Wrathell, Hunt & Associates, LLC

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

# Invoice

Date	Invoice #
3/1/2023	2021-2923

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

Description	Amount
Management	3,137.17
Dissemination Agent	83.34
Telephone	8.33
Printing & Binding	20.83
<i>Building client relationships one step at a time ...</i>	
<b>Total</b>	\$3,249.67

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

**MINUTES**

**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 Public Hearing and Regular Meeting on August 1, 2022 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 were:**

Daniel Rom	District Manager
Ginger Wald	District Counsel
Jeff Schnars (via telephone)	District Engineer
Aimee Melius	Resident
John Melius	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comments**

Mr. Rom thanked resident Aimee Melius for her assistance facilitating the preparation of the 20-Year Stormwater Management Needs Analysis Report on behalf of the HOA. He stated that Ms. Melius has questions about the Capital Infrastructure Report submitted in conjunction with the Needs Analysis Report.

Ms. Melius stated the HOA Board would like this Report to be completed more frequently. The Report is helpful because things, such as checking sewer drains, is not done regularly. Erosion was observed at Lake 3 and, while she was unsure whether it was checked

38 again since the Report was completed, the HOA was advised that the repair should be needed  
39 and the cost might be as much as \$160,000. While reserves exist, funds have not been reserved  
40 for this expense. In reviewing the Maintenance Agreement, she noted the possibility of asking  
41 the CDD for funds; the HOA is not looking to take additional loans. She asked what needs to be  
42 done immediately, within the next six months to one year, and what items can be deferred for  
43 the next five years.

44 Mr. Rom stated that lake bank erosion is a capital expense and is more of a CDD  
45 responsibility than the HOA. Ms. Melius' list of questions was emailed to Mr. Schnars.

46 **▪ Update: Schnars Engineering Corporation Engineer's Inspection Report on CDD**  
47 **Improvements**

48 **This item, previously the Eighth Order of Business, was presented out of order.**

49 Mr. Schnars presented the Engineer's Inspection Report on CDD Improvements and the  
50 accompanying Exhibits. He responded to questions and noted the following:

- 51 ➤ The CDD-owned Surface Water Management System, including lakes, curbs, catch  
52 basins, pipes and swales, is operating as designed and is generally in good condition.
- 53 ➤ Each catch basin has a sump designed to collect up to 18" of dirt before it enters the  
54 pipe; catch basins should generally be cleaned out when 12" of dirt has collected at the bottom.
- 55 ➤ Approximately 12 structures require such cleaning.
- 56 ➤ Several drainage structures need to be cleaned to remove gunite and concrete slurry  
57 mix extending into the pipe, likely due to pool construction after project completion.
- 58 ➤ Another structure has 2' of dirt and a fence over the grate.
- 59 ➤ Drainage swales are in good condition except for the blockages identified. The rear yard  
60 drainage system at the back of lots flows into a common easement and into catch basins;  
61 problems noted occurred due to regrading, pool construction landscaping in the 6' drainage  
62 easement.
- 63 ➤ Lake slopes are generally in good condition except Lake #3, which has significant erosion  
64 likely due to wave action caused by wind.
- 65 ➤ Water levels were low at the time of inspection, so the areas noted were visible.

66 ➤ Roadways are not part of the CDD improvements but valley gutters are part of the  
67 drainage system. The curbs and gutters are in good condition except at the addresses listed.  
68 Repairing displaced curb areas is recommended due to it hindering water flow and being a trip  
69 hazard.

70 Mr. Fuchs presented pictures of flooding behind properties. He noted that private  
71 property improvements have extended into the CDD drainage easement and grading of the  
72 drainage swale has been altered, hindering or redirecting the flow of water in some locations.  
73 He stated that is difficult to determine despite visual inspection but it would be interesting to  
74 know if ponding is occurring potentially due to the flow of water being hindered and if people  
75 are complaining about these situations.

76 Mr. Schnars responded to questions regarding the drainage easements, ponding at  
77 certain properties, fence installations, swale grading, flow restrictions due to concrete slurry  
78 within pipes and how often catch basins and drains should be cleaned. Mr. Schnars stated  
79 inspections should occur every three years and only the drains identified in the Report should  
80 be cleaned. Ms. Naim requested a copy of the original Report that was completed in 2011.

81 Discussion ensued regarding the erosion/compliance issue at Lake #3, the slope, original  
82 water level, water quality, lake bank vegetation, remediation methods for Lake #3, geo-tube  
83 installation, CDD liability, potential penalties, the South Florida Water Management District  
84 (SFWMD) and crack replacement.

85

86 **On MOTION by Ms. Naim and seconded by Mr. Flaherty, with all in favor, the**  
87 **Schnars Engineering Corporation Engineer's Inspection Report on CDD**  
88 **Improvements, was accepted.**

89

90

91 ▪ **Ratification of 20-Year Stormwater Management Needs Analysis Report**

92 **This item, previously the Ninth Order of Business, was presented out of order.**

93 Mr. Schnars presented the 20-Year Stormwater Management Needs Analysis Report,  
94 which was submitted to the County by the June 30, 2022 due date.

95



96 **On MOTION by Mr. Naim and seconded by Mr. Fuchs, with all in favor, the 20-**  
97 **Year Stormwater Management Needs Analysis Report, was ratified.**

98  
99  
100 **THIRD ORDER OF BUSINESS**

**Public Hearing**

101  
102 **A. Affidavit of Publication**

103 The proof of publication was included for informational purposes.

104 **B. Consideration of Resolution 2022-03, Relating to the Annual Appropriations and**  
105 **Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending**  
106 **September 30, 2023; Authorizing Budget Amendments; and Providing an Effective**  
107 **Date**

108 Mr. Rom reviewed the proposed Fiscal Year 2023 budget.

109 A Board Member asked why the \$4,800 "Supervisors" compensation amount did not  
110 match the \$6,000 allotment on Page 2. Mr. Rom stated Staff allocated \$6,000 to reflect the six  
111 meetings that were previously calendared. Ms. Wald explained that the Statutes assert that the  
112 not-to-exceed amount should be \$4,800 per Supervisor, per year, not for the entire Board.  
113 Management will amend the language on the descriptions page.

114  
115 **On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor, the**  
116 **Public Hearing was opened.**

117  
118  
119 In response to Ms. Melius' question, a Board Member stated Elysium paid off the entire  
120 loan balance prior to turnover. Ms. Melius stated that the Lake #3 project would cost roughly  
121 \$160,000 and asked if it is possible for the CDD to use its reserves or unallocated funds to  
122 reimburse the HOA, as part of the Maintenance Agreement. She questioned the disparity  
123 between lot sizes in relation to the assessments collected from different unit types.

124 Discussion ensued regarding CDD loan balance discrepancies, frontage calculations, the  
125 bond validation/issuance process, the Special Assessment Methodology Report and Equivalent  
126 Residential Units (ERUs) being based upon square footage and utilization.

127 Ms. Wald stated that the Special Assessment Methodology Reports are all public records  
128 and copies can be obtained from the District Manager.

129 Ms. Melius stated that her taxes show multiple categories that residents are charged for  
130 by the CDD and asked if, in the coming budget year, the CDD can increase the reserves rather  
131 than impose an assessment, which would be significantly higher for residents in the 45 houses  
132 with larger lots than those in the remaining 126 lots. Ms. Wald stated, if Ms. Melius is asking  
133 the Board to change the budget today to set up sufficient reserves to proceed with rebuilding  
134 the Lake #3 banks for approximately \$160,000, to be reimbursed by the CDD, it cannot be done  
135 because another public hearing would need to be set. Mr. Rom stated, based on today's  
136 evaluation, there is approximately \$80,000 in Unassigned Fund Balance, which can be used for  
137 necessary projects, should the Board decide to do so.

138 A Board Member suggested that the CDD raise the \$160,000 to fund the lake project  
139 over two years, as that would be more palatable for residents than an assessment. Ms. Wald  
140 recommended that the CDD enter into a Joint Participation Agreement, wherein the CDD would  
141 provide funding to the HOA and the HOA can engage a contractor and proceed with the work.

142 The Board and Staff discussed the CDD budget system and assessments versus the HOA  
143 levying special assessments, amending the Joint Participation Agreement to include funding  
144 caveats, engaging a contractor and obtaining estimates for the lake project, project timing,  
145 taxes, the tax bill 4% early pay discount, possible hurricane damage to CDD-owned  
146 infrastructure, flood insurance and Federal Emergency Management Agency (FEMA) funds.

147

**On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor, the  
148 Public Hearing was closed.**

149

150

151

152

Mr. Rom presented Resolution 2022-03 and read the title.

153

154

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158

**On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor,  
Resolution 2022-03, Relating to the Annual Appropriations and Adopting the  
Budget for the Fiscal Year Beginning October 1, 2022, and Ending September  
30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, as  
amended, was adopted.**

159 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-04, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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**

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169

Mr. Rom presented Resolution 2022-04 and read the title.

170

**On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor, Resolution 2022-04, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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.**

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178

179 In response to Mr. Melius’ question, Mr. Rom stated that the Fiscal Year 2023 budget  
180 could not be changed at this meeting because there would not enough time to prepare the  
181 assessment rolls, schedule another public hearing because assessments would be increased,  
182 and send Mail Notices to property owners by the mandated budget deadline.

183

184 **FIFTH ORDER OF BUSINESS**

**Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2021, Prepared by Grau & Associates**

185  
186  
187  
188

189 Mr. Rom presented the Audited Financial Report for the Fiscal Year Ended September  
190 30, 2021 and noted the pertinent information. There were no findings, recommendations,  
191 deficiencies on internal control or instances of non-compliance; it was a clean audit.

191

192 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-05, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2021**

193  
194  
195  
196

197 Mr. Rom presented Resolution 2022-05 and read the title.

198

199 **On MOTION by Mr. Fuchs and seconded by Mr. Naim, with all in favor,**  
200 **Resolution 2022-05, Hereby Accepting the Audited Financial Report for the**  
201 **Fiscal Year Ended September 30, 2021, was adopted.**

202

203

204 **SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-06,  
Designating Dates, Times and Locations for  
Regular Meetings of the Board of  
Supervisors of the District for Fiscal Year  
2022/2023 and Providing for an Effective  
Date**

205

206

207

208

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210

211 Mr. Rom presented Resolution 2022-06 and read the title.

212 Ms. Naim voiced her issues with the March and September meetings.

213 Discussion ensued regarding conflicts, potential changes and the Truth in Millage (TRIM)  
214 notices.

215 Ms. Wald stated the meeting schedule can be adopted and changed later. Staff will  
216 advertise all meetings as regular meetings.

217 The following changes were made to the Fiscal Year 2023 Meeting Schedule;

218 DATE: Delete "March 6, 2023" and "August 7, 2023" meeting dates

219

220 **On MOTION by Mr. Patrona and seconded by Ms. Naim, with all in favor,**  
221 **Resolution 2022-06, Designating Dates, Times and Locations for Regular**  
222 **Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023,**  
223 **as amended, and Providing for an Effective Date, was adopted.**

224

225

226 **EIGHTH ORDER OF BUSINESS**

**Update: Schnars Engineering Corporation  
Engineer's Inspection Report on CDD  
Improvements**

227

228

229

230 This item was presented following the Second Order of Business.

231

232 **NINTH ORDER OF BUSINESS** **Ratification of 20-Year Stormwater**  
233 **Management Needs Analysis Report**

234  
235 This item was presented following the Second Order of Business.

236

237 **TENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**  
238 **Statements as of June 30, 2022**

239

240 **A. Check Detail**

241 **B. Accounts Payable Invoices**

242 These items were provided for informational purposes.

243 Mr. Rom presented the Unaudited Financial Statements as of June 30, 2022.

244

245 **On MOTION by Mr. Naim and seconded by Mr. Flaherty, with all in favor, the**  
246 **Unaudited Financial Statements as of June 30, 2022, were accepted.**

247

248

249 **ELEVENTH ORDER OF BUSINESS** **Approval of April 4, 2022 Regular Meeting**  
250 **Minutes**

251

252 Mr. Rom presented the April 4, 2022 Regular Meeting Minutes.

253

254 **On MOTION by Ms. Naim and seconded by Mr. Patrona, with all in favor, the**  
255 **April 4, 2022 Regular Meeting Minutes, as presented, were approved.**

256

257

258 **TWELFTH ORDER OF BUSINESS** **Staff Reports**

259

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

261 Ms. Wald stated the Florida Legislature recently ruled on governmental entities  
262 publicizing meetings online, instead of in publications, which was the only ruling that would  
263 potentially affect the CDD.

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

265 There was no report.

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

267 Mr. Rom stated that the seats held by Mr. Patrona and Mr. Fuchs will expire in  
268 November. No residents qualified during the candidate qualifying period. The Board must wait  
269 until after the General Election before declaring the seats vacant and appointing new Board  
270 Members to those Seats. Ms. Wald stated that Mr. Patrona and Mr. Fuchs will remain Board  
271 Members until after the election.

272 • **NEXT MEETING DATE: September 12, 2022 at 6:30 P.M.**

273 ○ **QUORUM CHECK**

274 The meeting scheduled for September 12, 2022 was canceled.

275

276 **THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

277

278 Ms. Melius stated, as CDD Seats come up and meetings are scheduled, it would be  
279 helpful if the CDD Board and Staff keep the lines of communications open with the HOA's new  
280 Management Company to facilitate announcements.

281

282 **FOURTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

283

284 Mr. Patrona stated he forgot to qualify as a candidate to remain on the Board and asked  
285 if, in the future, Staff could email a reminder to the Board Members to qualify with the  
286 Supervisor of Elections (SOE) before the deadline. Mr. Rom confirmed that a reminder email  
287 was sent to both Supervisors pertaining to the deadline, along with instructions to contact the  
288 Palm Beach County Supervisor of Elections to qualify.

289

290

291 **FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

292

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

294

295

296

**On MOTION by Mr. Naim and seconded by Mr. Patrona, with all in favor, the meeting adjourned at 8:22 p.m.**

297

298

299

300

301

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

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

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

**STAFF**  
**REPORTS**



Wendy Sartory Link

Supervisor of Elections

Palm Beach County, FL

Date 4/18/2023

Time 08:48 AM

Precinct List for District Osprey Oaks Comm Dev Dist

<u>Precinct</u>	<u>Place Name</u>	<u>Registered Voters</u>				<u>Inactive Voters</u>				
		<u>Total</u>	<u>Dems</u>	<u>Reps</u>	<u>NonP</u>	<u>Other</u>	<u>Dems</u>	<u>Reps</u>	<u>NonP</u>	<u>Other</u>
8803	Park Vista High	439	154	121	152	12	7	5	3	0
		439	154	121	152	12	7	5	3	0

**OSPREY OAKS COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE**

**LOCATION**

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

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 3, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>November 7, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>December 5, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>January 2, 2023 CANCELED</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>February 6, 2023 CANCELED</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>April 3, 2023 CANCELED</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>May 1, 2023</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>June 5, 2023</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>July 3, 2023</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>
<b>September 11, 2023*</b>	<b>Regular Meeting</b>	<b>6:30 PM</b>

***Exception\****

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