

# Aurora Oaks Community Development District

## Board of Supervisors

Eric Davidson, Chairman  
Peter Altman, Vice-Chairman  
Gene Roberts, Assistant Secretary  
Angie Grunwald, Assistant Secretary  
Brian Howell Assistant Secretary

## District Staff

Brian Lamb, District Secretary  
Vivek K Babbar, District Counsel  
J. David Tillman P.E, District Engineer

## Regular Meeting Agenda

Thursday, June 13, 2024, at 1:00 p.m.

The Regular Meeting of Aurora Oaks Community Development District will be held on **June 13, 2024, at 1:00 p.m. at the Courtyard Ocala by Marriott, which is located at 3712 SW 38th Avenue, Ocala, FL 34474**. For those who intend to call in below is the Zoom link information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

**Microsoft Teams Meeting; [Join the meeting now](#)**

**Meeting ID: 223 356 164 76      Passcode: 7BZicR      Phone # 1-646-838-1601 Pin: 727 932 378#**

*All cellular phones and pagers must be turned off during the meeting.*

### 1. CALL TO ORDER/ROLL CALL

### 2. PUBLIC COMMENTS ON AGENDA ITEMS *(Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)*

### 3. BUSINESS ITEMS

A. Consideration of Resolution 2024-33: Approving Proposed FY 2025 Budget & Setting Public Hearing

B. Announcement of Qualified Electors

### 4. CONSENT AGENDA ITEMS

A. Approval of Minutes of the January 03, 2024; Special Organizational Meeting

B. Approval of Minutes of the February 08, 2024; Landowner's Election

C. Approval of Minutes of the February 08, 2024; Public Hearings & Regular Meeting

### 5. STAFF REPORTS

A. District Counsel

B. District Engineer

C. District Manager

### 6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

### 7. ADJOURNMENT

#### District Office

Inframark  
2005 Pan Am Circle, Ste 300  
Tampa, Florida 33607

#### Meeting Location:

Courtyard Ocala by Marriott  
3712 SW 38th Avenue  
Ocala, FL 34474

## RESOLUTION 2024-33

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE AURORA OAKS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2024/2025; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Aurora Oaks Community Development District (“**District**”) prior to June 15, 2024 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Proposed Budget**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

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

**1. PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, 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.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 15, 2024

HOUR: 1:00 p.m.

LOCATION: Courtyard Ocala Marriott  
3712 SW 38<sup>th</sup> Avenue  
Ocala, Florida 34474

**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 Marion County at least 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 Proposed Budget on the District’s website at least 2 days before the budget hearing date 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 by Florida law.

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

**PASSED AND ADOPTED ON June 13, 2024.**

Attest:

**Aurora Oaks Community  
Development District**

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

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Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: Proposed Budget for Fiscal Year 2024/2025**

**Aurora Oaks**  
Community Development District

***Annual Operating and Debt Service Budget***

**Fiscal Year 2025**

Preliminary Budget

Prepared by:



# **Aurora Oaks**

## Community Development District

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**Aurora Oaks**  
Community Development District

**Operating Budget**  
Fiscal Year 2025

**Aurora Oaks**

Community Development District

*General Fund***Summary of Revenues, Expenditures and Changes in Fund Balances**General Fund  
Fiscal Year 2025 Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ADOPTED</b>		<b>ANNUAL</b>	
	<b>BUDGET</b>	<b>FY 2024</b>	<b>BUDGET</b>	<b>FY 2025</b>
<b>REVENUES</b>				
Interest - Investments	\$	-	\$	-
Developer Contributions		610,962		610,962
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>610,962</b>	<b>\$</b>	<b>610,962</b>
<b>EXPENDITURES</b>				
<i>Financial and Administrative</i>				
Supervisor Fees	\$	-	\$	-
Onsite Staff		-		-
District Management		25,000		25,000
Field Management		14,257		14,257
Administration		-		-
Recording Secretary		-		-
Construction Accounting		-		-
Financial/Revenue Collections		3,500		3,500
Rental and Leases		-		-
Data Storage		-		-
Accounting Services		17,500		17,500
Special Services		2,500		2,500
Website Admin Services		1,500		1,500
District Engineer		12,500		12,500
District Counsel		12,500		12,500
Trustees Fees		4,000		4,000
Auditing Services		5,200		5,200
Postage, Phone, Faxes, Copies		150		150
Assessment Roll		5,000		5,000
Legal Advertising		1,500		1,500
Bank Fees		200		200
Dues, Licenses & Fees		175		175
Onsite Office Supplies		100		100
Website ADA Compliance		1,800		1,800
Disclosure Report		3,500		3,500
Misc Admin		250		250
<b>Total Financial and Administrative</b>	<b>\$</b>	<b>111,132</b>	<b>\$</b>	<b>111,132</b>
<i>Insurance</i>				
General Liability	\$	4,075	\$	4,075
Public Officials Insurance		2,475		2,475
Property & Casualty Insurance		28,215		28,215
Deductible		-		-
<b>Total Insurance</b>	<b>\$</b>	<b>34,765</b>	<b>\$</b>	<b>34,765</b>

**Aurora Oaks****Community Development District****General Fund****Utility Services**

Utility - All Others	\$	18,810	\$	18,810
Street Lights		94,050		94,050
Amenity Internet		1,129		1,129
Water/Waste		12,540		12,540
Gas		-		-

**Total Utility Services**

<b>\$</b>	<b>126,529</b>	<b>\$</b>	<b>126,529</b>
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**Amenity**

Pool Permits	\$	416	\$	416
Janitorial - Contract		9,405		9,405
Janitorial - Supplies/Other		891		891
Garbage Dumpster - Rental/Collection		6,270		6,270
Amenity Pest Control		-		-
Amenity R&M		12,540		12,540
Amenity Camera R&M		-		-
Facility AC		1,188		1,188
Dog Waste Station		1,782		1,782
Playground Maintenance		2,508		2,508
Access Control R&M		2,376		2,376
Entrance Monuments, Gates, Walls R&M		6,270		6,270
Sidewalk, Pavement, Signage R&M		7,524		7,524
Pool Maintenance - Contract		14,257		14,257
Pool Treatments & Other R&M		2,970		2,970
Security Monitoring Services		-		-
MISC		3,235		3,235
Special Events		594		594
Holiday Decorations		2,970		2,970

**Total Amenity**

<b>\$</b>	<b>75,197</b>	<b>\$</b>	<b>75,197</b>
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**Landscape and Pond Maintenance**

Landscape Maintenance - Contract	\$	172,425	\$	172,425
Landscaping - R&M		6,270		6,270
Landscaping - Mulch		18,810		18,810
Landscaping - Annuals		15,675		15,675
Landscaping - Plant Replacement Program		18,810		18,810
Irrigation Maintenance		9,405		9,405
Aquatics - Contract		21,945		21,945
Aquatics - Plant Replacement		-		-
Waterway Management Program		-		-
Debris Cleanup		-		-
Wildlife Control		-		-

**Total Landscape and Pond Maintenance**

<b>\$</b>	<b>263,340</b>	<b>\$</b>	<b>263,340</b>
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**TOTAL EXPENDITURES**

<b>\$</b>	<b>610,962</b>	<b>\$</b>	<b>610,962</b>
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**Budget Narrative**  
Fiscal Year 2025**REVENUES****Interest-Investments**

The District earns interest on its operating accounts.

**Operations & Maintenance Assessments – On Roll**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

**Developer Contributions**

The district will direct bill and collect non-ad valorem assessments on assessable property in order to pay for the debt service expenditures during the fiscal year.

**Other Miscellaneous Revenues**

Additional revenue sources not otherwise specified by other categories.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES****Financial and Administrative****Supervisor Fees**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon four supervisors attending 14 meetings.

**Onsite Staff**

The district may incur expenses for employees or other staff members needed for recreational facilities such as clubhouse staff.

**District Management**

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors and attends all meetings of the Board of Supervisors.

**Field Management**

The District has a contract with Inframark Infrastructure Management Services. for services in the administration and operation of the Property and its contractors.

**Administration**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

**Budget Narrative**  
Fiscal Year 2025**EXPENDITURES****Financial and Administrative** (continued)**Recording Secretary**

Inframark provides recording services with near verbatim minutes.

**Construction Accounting**

Accounting services as described within the Accounting Services but specifically regarding construction.

**Financial/Revenue Collections**

Service includes all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a collection agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Rentals and Leases**

The anticipated cost of rental expenses including but not limited to renting meeting room space for district board meetings.

**Data Storage**

Cost of server maintenance and technical support for CDD related IT needs.

**Accounting Services**

Services including the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

**Dissemination Agent/Reporting**

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

**Website Administration Services**

The cost of web hosting and regular maintenance of the District's website by Inframark Management Services.

**District Engineer**

The District's engineer provides general engineering services to the District, i.e., attendance and preparation for board meetings when requested, review of invoices, and other specifically requested assignments.

**District Counsel**

The District's attorney provides general legal services to the District, i.e., attendance and preparation for Board meetings, review of contracts, agreements, resolutions, and other research as directed or requested by the BOS District Manager.

**Trustee Fees**

The District pays US Bank an annual fee for trustee services on the Series 2014 and Series 2015 Bonds. The budgeted amount for the fiscal year is based on previous year plus any out-of-pocket expenses.

**Budget Narrative**  
Fiscal Year 2025**EXPENDITURES****Financial and Administrative** (continued)**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is an estimate based on prior year costs.

**Postage, Phone, Faxes, Copies**

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

**Mailings**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Professional Services – Arbitrage Rebate**

The District is required to annually calculate the arbitrage rebate liability on its Series 2013A and 2020 bonds.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in the newspaper of general circulation.

**Bank Fees**

This represents the cost of bank charges and other related expenses that are incurred during the year.

**Dues, Licenses and Fees**

This represents the cost of the District's operating license as well as the cost of memberships in necessary organizations.

**Onsite Office Supplies**

This represents the cost of supplies used to prepare agenda packages, create required mailings, and perform other special projects. The budget for this line item also includes the cost for supplies in the District office.

**Website ADA Compliance**

Cost of maintaining district website's compliance with the Americans with Disabilities Act of 1990.

**Disclosure Report**

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

**Annual Stormwater Report**

Cost to produce annual report on CDD stormwater infrastructure.

**Miscellaneous Administrative**

All other administrative costs not otherwise specified above.

**Budget Narrative**  
Fiscal Year 2025**EXPENDITURES****Insurance****Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Egis Insurance Advisors, LLC. The budgeted amount allows for a projected increase in the premium.

**Public Officials Insurance**

The District will incur expenditures for public officials' liability insurance for the Board and Staff and may incur a 10% premium increase.

**Property & Casualty Insurance**

The District will incur fees to insure items owned by the district for its property needs.

**Deductible**

District's share of expenses for insured property when a claim is filed.

**EXPENDITURES****Utility Services****Electric Utility Services**

Electricity for accounts with the local Utilities Commissions for the swim club, parks, and irrigation. Fees are based on historical costs for metered use.

**Streetlights**

Local Utility Company charges electricity usage (maintenance fee). The budget is based on historical costs.

**Lighting Replacement**

Cost of replacing defective lights and bulbs in CDD facilities.

**Decorative Light Maintenance**

Cost of replacement and repair of decorative lighting fixtures.

**Amenity Internet**

Internet service for clubhouse and other amenity locations.

**Water/Waste**

The District charges each new water/sewer system customer an Accrued Guaranteed Revenue Fee (AGR) for wastewater service in accordance with the adopted rate schedule.

**Gas**

Cost of natural gas for CDD facilities. Regular fuel costs (automobile etc.)

**Facility A/C & Heating R&M**

Cost of repairs and regular maintenance of Air Conditioning and central heating of CDD facilities.

**Utilities – Other**

Utility expenses not otherwise specified in above categories.

**Budget Narrative**  
Fiscal Year 2025**EXPENDITURES****Amenity****Pool Monitor**

Cost of staff members to facilitate pool safety services.

**Janitorial – Contract**

Cost of janitorial labor for CDD Facilities.

**Janitorial Supplies/Other**

Cost of janitorial supplies for CDD Facilities.

**Garbage Dumpster – Rental and Collection**

Cost of dumpster rental and trash collection at CDD facilities.

**Amenity Pest Control**

Cost of exterminator and pesticides at CDD amenities and facilities.

**Amenity R&M**

Cost of repairs and regular maintenance of CDD amenities.

**Amenity Furniture R&M**

Cost of repairs and maintenance to amenity furniture.

**Access Control R&M**

Cost of repairs and maintenance to electronic locks, gates, and other security fixtures.

**Key Card Distribution**

Cost of providing keycards to residents to access CDD Facilities.

**Recreation/Park Facility Maintenance**

Cost of upkeep and repairs to all parks and recreation facilities in the CDD

**Athletic Courts and Field Maintenance**

Cost of upkeep and repairs for athletic fields and courts (ex. Basketball Courts) on CDD property.

**Park Restroom Maintenance**

Upkeep and cleaning of park restrooms on CDD property.

**Playground Equipment and Maintenance**

Cost of acquisition and upkeep of playground equipment for CDD parks.

**Clubhouse Office Supplies**

Cost of supplies for clubhouse clerical duties (pens, paper, ink, etc.)

**Clubhouse IT Support**

Cost of IT services and for clubhouse operational needs.

**Dog Waste Station Service & Supplies**

Cost of cleaning and resupplying dog waste stations.

**Budget Narrative**  
Fiscal Year 2025**EXPENDITURES****Amenity (Continued)****Entrance Monuments, Gates, Walls R&M**

Cost of repairs and regular maintenance for entryways, walls, and gates.

**Sidewalk, Pavement, Signage R&M**

Cost of repairs and regular maintenance to sidewalks, pavements, and signs.

**Trail/Bike Path Maintenance**

Cost of upkeep to bike paths and trails on CDD property.

**Boardwalk and Bridge Maintenance**

Cost of upkeep for boardwalks and bridges on CDD property.

**Pool and Spa Permits**

Cost of permits required for CDD pool and spa operation as required by law.

**Pool Maintenance – Contract**

Cost of Maintenance for CDD pool facilities.

**Pool Treatments & Other R&M**

Cost of chemical pool treatments and similar such maintenance.

**Security Monitoring Services**

Cost of CDD security personnel and equipment.

**Special Events**

Cost of holiday celebrations and events hosted on CDD property.

**Community Activities**

Cost of recreational events hosted on CDD property.

**Holiday Decorations**

Cost of decorations for major holidays (i.e., Christmas)

**Miscellaneous Amenity**

Amenity Expenses not otherwise specified.

**EXPENDITURES****Landscape and Pond Maintenance****R&M – Stormwater System**

Cost of repairs and regular maintenance to the CDD's stormwater and drainage infrastructure.

**Landscape Maintenance - Contract**

Landscaping company to provide maintenance consisting of mowing, edging, trimming, blowing, fertilizing, and applying pest and disease control chemicals to turf throughout the District.

**Landscaping - R&M**

Cost of repairs and regular maintenance to landscaping equipment.

**Budget Narrative**  
Fiscal Year 2025**EXPENDITURES****Landscape and Pond Maintenance (Continued)****Landscaping – Plant Replacement Program**

Cost of replacing dead or damaged plants throughout the district.

**Irrigation Maintenance**

Purchase of irrigation supplies. Unscheduled maintenance consists of major repairs and replacement of system components including weather station and irrigation lines.

**Aquatics – Contract**

Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Wetlands Maintenance and Monitoring**

Cost of upkeep and protection of wetlands on CDD property.

**Aquatics – Plant Replacement**

The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**Waterway Management Program**

Cost of maintaining waterways and rivers on district property.

**Debris Cleanup**

Cost of cleaning up debris on district property.

**Wildlife Control**

Management of wildlife on district property.

**EXPENDITURES****Contingency/Reserves****Contingency**

Funds set aside for projects, as determined by the district's board.

**Capital Improvements**

Funding of major projects and building improvements to CDD property.

**R&M Other Reserves**

The board may set aside monetary reserves for necessary for maintenance projects as needed.

**Aurora Oaks**  
Community Development District

**Supporting Budget Schedules**  
Fiscal Year 2025

**Assessment Summary**  
Fiscal Year 2025 vs. Fiscal Year 2024

ASSESSMENT ALLOCATION													
Assessment Area One													
Product	Units	O&M Assessment			Debt Service			Total Assessments per Unit			FY 2025	FY 2024	Dollar Change
		FY 2025	FY 2024	Dollar Change	FY 2025	FY 2024	Dollar Change	FY 2025	FY 2024	Dollar Change			
Townhome	544	\$ 1,001.74	\$ 1,120.96	\$ (119.22)	\$ -	\$ -	\$ -	\$ 1,001.74	\$ 1,120.96	\$ (119.22)			
SF 40'	46	\$ 1,138.34	\$ 1,273.82	\$ (135.48)	\$ -	\$ -	\$ -	\$ 1,138.34	\$ 1,273.82	\$ (135.48)			
SF 50'	37	\$ 1,422.93	\$ 1,592.28	\$ (169.35)	\$ -	\$ -	\$ -	\$ 1,422.93	\$ 1,592.28	\$ (169.35)			
	627												



# Wesley Wilcox

**Supervisor of Elections, Marion County, FL**

**Election Center**

981 NE 16<sup>th</sup> ST • Ocala, FL 34470

**M** PO Box 289 • Ocala, FL 34478-0289

**P** 352-620-3290

**F** 352-620-3286

**W** [www.VoteMarion.Gov](http://www.VoteMarion.Gov)

April 15, 2024

Re: Florida Statute 190.006 Request

Sandra Demarco, Recording Manager  
Inframark  
Via Email: [Sandra.Demarco@Inframark.com](mailto:Sandra.Demarco@Inframark.com)

Sandra,

In accordance with Florida Statute 190.006 and with reference to your request for the number of registered voters in **Aurora Oaks Community Development District**, as of April 15, 2024, our records indicate there are **1** active registered voters in the boundaries of the referenced development.

If you have any questions or require any further information, please contact me.

Sincerely,

A handwritten signature in blue ink that reads 'Charlee Nichols'.

Charlee Nichols, CERA  
Support Services Analyst II  
Marion County Election Center  
[CNichols@VoteMarion.Gov](mailto:CNichols@VoteMarion.Gov)

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

The Special Organizational meeting of the Board of Supervisors of Aurora Oaks Community Development District was held on Wednesday, January 3, 2024, and called to order at 1:00 p.m. at the Courtyard Ocala by Marriott, which is located at 3712 SW 38th Avenue, Ocala, FL 34474.

Present and constituting a quorum were:

Eric Davidson	Supervisor
Gene Roberts	Supervisor
Peter Altman	Supervisor
Brian Howell	Supervisor ( <i>Via Phone Conference</i> )

Also present were:

Brian Lamb	District Manager
John Vericker	District Counsel
Jon Harvey	District Engineer Interim
Mark Pavkovic	Developer Calibrex - ( <i>Via Phone Conference</i> )

*The following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

**A. Overview of Meeting Procedures and Decorum**

Mr. Lamb called the meeting to order, and a quorum was established. He also noted Mr. Kyle Ettel did not accept the appointment of a Supervisor.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being none, the next order of business followed.

**THIRD ORDER OF BUSINESS**

**Administer Oaths of Office to the Board  
Assigned in the Petition**

Mr. Lamb that all Board members present have been sworn in and their Oaths of Office are on record.

**FOURTH ORDER OF BUSINESS**

**Seat New Board Members**

**A. Overview of Forums, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities**

Mr. Lamb confirmed all Board members are well-versed in Sunshine Laws, the Code of Ethics, and Supervisor responsibilities. If they have any questions, they will reach out to Mr. Vericker.

Mr. Vericker noted Mr. Davidson and Mr. Roberts will have to abstain from any votes associated with Inframark and file a Form 8B due to a conflict of interest.

**FIFTH ORDER OF BUSINESS**

- A. Chairman**
- B. Vice Chairman**
- C. Secretary**
- D. Treasurer-Assistant Secretary**
- E. Assistant Secretaries**

The Board discussed the officer positions. Mr. Eric Davidson will be the Chairperson, and Mr. Peter Altman the Vice Chairperson, Mr. Brian Lamb as Secretary, Mr. Eric Davidson as Treasurer, and the remainder of the Board as Assistant Secretaries.

**Appointment of Office Resolution 2024-01**

On MOTION by Mr. Roberts seconded by Mr. Altman, with all in favor, Resolution 2024-01, Appointing Mr. Eric Davidson as Chairperson, Mr. Peter Altman as Vice Chairperson, Mr. Brian Lamb as Secretary, Mr. Eric Davidson as Treasurer and the remainder of the Board as Assistant Secretaries, was adopted. 4-0

**SIXTH ORDER OF BUSINESS****Appointment of Consultants**

Mr. Lamb indicated Items 6B through 6G will be treated as consent agenda items.

- A. Consider Appointment of District Manager/Assessment Consultant – Resolution 2024-02**
- B. Designation of Registered Agent/Office – Resolution 2024-03**
- C. Consider Appointment of District General Counsel – Resolution 2024-04**
- D. Consider Appointment of Interim District Engineer**
  - i. Authorize RFQ for District Engineer**
  - *Tillman & Associates* and Mr. J. David Tillman P.E will be the Interim Engineer and the Board will authorize an RFQ for District Engineer.
- E. Consider Appointment of Bond Counsel – Gray Robinson, P.A.**
- F. Consider Appointment of Investment Banker – FMS Bonds**
- G. Consider Appointment of Trustee – US Bank**

On MOTION by Mr. Davidson seconded by Mr. Altman, with all in favor, Resolutions 2024-02, 2024-03, and 2024-04 were adopted and Items 6D through 6G were approved. 4-0

**SEVENTH ORDER OF BUSINESS****Business Matters**

Mr. Lamb indicated items 7A through 7T will be treated as consent agenda items. The Board indicated Mr. Altman and Mr. Howel will accept compensation. Mr. Eric Davidson and Mr. Gene Roberts waived compensation. under Resolution 2024-06.

- A. Consider Authorizing Notice of Establishment-Resolution 2024-05**
- B. Consider Policy of Compensation for Board Members – Resolution 2024-06**
- C. Consider Policy of Reimbursement of District Travel Expenses – Resolution 2024-07**
- D. Consider the Designation of the Primary Administrative Office and Local Records Office – Resolution 2024-08**
- E. Consider District Records Retention Schedule – Resolution 2024-09**
- F. Consider Fiscal Year 2024 Regular Meeting Schedule and Location-Resolution 2024-10**
- G. Consider Landowners' Meeting Date, Time, and Location- Resolution 2024-11**
- H. Consider Proposed FY 2024 Annual Budget & Set Public Hearing- Resolution 2024-12**
  - I. Set Public Hearing for Uniform Method of Collections – Resolution 2024-13**
  - J. Consider Rules of Procedure & Setting Public Hearing - Resolution 2024-14**
  - K. Consider Policy Re: Support & Legal Defense for Board & Staff-Resolution 2024-15**
  - L. Authorization to Obtain General Liability and Public Officers Insurance**
  - M. Consider Designation of a Qualified Public Depository- Resolution 2024-16**
  - N. Authorization of Signatories- Resolution 2024-17**
  - O. Authorization to Disburse Funds for Expenses- Resolution 2024-18**
  - P. Consider Adoption of Investment Policy- Resolution 2024-19**
  - Q. Consider Approval of Florida Statewide Mutual Aid Agreement-Resolution 2024-20**
  - R. Consider Provisions for Public Comments – Resolution 2024-21**
  - S. Consider Authorization of RFP for Auditing Services**
  - T. Consideration of ADA Website Compliance Agreement**

On MOTION by Mr. Altman seconded by Mr. Howell, with all in favor, Resolutions 2024-11 through 2024-21 were adopted and Items 7L, 7S, and 7T were approved. 4-0

## **EIGHTH ORDER OF BUSINESS**

### **Preliminary Report Presentation - Assessment Bonds**

- A. Consideration of the Master Report of the District Engineer**

On MOTION by Mr. Altman seconded by Mr. Howell, with all in favor, the District Engineer's Master Report was approved. 4-0

- B. Consideration of the Master Assessment Methodology Report**

On MOTION by Mr. Altman seconded by Mr. Howell, with all in favor, the Master Assessment Methodology Report was approved. 4-0

- C. Authorizing Issuance of Bonds/Filing of Validation Complaint - Resolution 2024-22**

- i. Master Trust Indenture**
- ii. First Supplemental Indenture**

On MOTION by Mr. Altman seconded by Mr. Davidson, with all in favor, Resolution 2024-22, Authorizing Issuance of Bonds/Filing of Validation Complaint and Master Trust Indenture not to exceed \$35,230,000, was adopted. 4-0

**D. Consider Declaring Special Assessments - Resolution 2024-23**

On MOTION by Mr. Altman seconded by Mr. Howell, with all in favor, Resolution 2024-23, Declaring Special Assessments, was adopted. 4-0

**E. Consider Setting Public Hearing for Special Assessments – Resolution 2024-24**

On MOTION by Mr. Altman seconded by Mr. Howell, with all in favor, Resolution 2024-24, Setting Public Hearing for Special Assessments, was adopted. 4 -0

**F. Consider the Authorization of the Chairperson to Accept or Execute Certain Documents - Resolution 2024-25**

On MOTION by Mr. Roberts seconded by Mr. Altman, with all in favor, Resolution 2024-25, Authorization of the Chairperson and Mr. Eric Davidson, to Accept and/or Execute Certain Documents, was adopted. 4-0

**G. Other Matters Relating to Financing**

There being no other matters related to financing, the next order of business followed.

**NINTH ORDER OF BUSINESS**

**Administrative Matters**

**A. Request for Working Capital**

On MOTION by Mr. Altman seconded by Mr. Davidson, with all in favor, the Request for Working Capital, was approved. 4-0

**TENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel**
- B. District Manager**
- C. District Engineer**

There being no reports, the next order of business followed.

**ELEVENTH ORDER OF BUSINESS**

**Board Members' Comments**

There being none, the next order of business followed.

**TWELFTH ORDER OF BUSINESS**

**Public Comments**

There being none, the next order of business followed.

**THIRTEENTH ORDER OF BUSINESS**

There being no further business,

**Adjournment**

On MOTION by Mr. Davidson seconded by Mr. Roberts, with all in favor the meeting was adjourned. 4-0

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District Manager

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Chairperson/Vice Chairperson

**MINUTES OF LANDOWNERS' MEETING  
AURORA OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

The Landowner's Election of the Board of Supervisors of the Aurora Oaks Community Development District was held on Thursday, February 08, 2024, at 1:00 p.m. at the Country Ocala by Marriott which is located at 3712 SW 38th Avenue, Ocala, FL 34474.

Present and constituting a quorum were:

Eric Davidson	Chairman
Peter Altman	Assistant Secretary
Brian Howell	Assistant Secretary
Vacant	Assistant Secretary

Also, present were:

Brian Lamb	District Manager
Angie Grunwald	Inframark
Vivek K Babbar	District Counsel (Via Telephone)
Mark Pavkovix	Calibrex

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Lamb called the meeting to order.

**SECOND ORDER OF BUSINESS**

**Appointment of Meeting Chairperson**

Mr. Lamb explained the process and expressed he had received a proxy and a ballot from the primary owner Calibrex Ocala Ontario, LP. Mr. Lamb was appointed Chairperson for the Landowners' Meeting.

**THIRD ORDER OF BUSINESS**

**Announcement of Candidates/Call for  
Nominations**

Mr. Lamb explained the process of Seats 3, 4 and 5 having two-year terms, and Seats 1 and 2 having four-year terms.

**FOURTH ORDER OF BUSINESS**

**Election of Supervisors**

Mr. Lamb stated the final votes in were as follows:

- Eric Davison, 90 votes, Seat #1
- Peter Altman, 90 votes, Seat #2
- Brian Howell, 80 votes, Seat #3
- Gene Roberts, 80 votes, Seat #4
- Angie Grunwald, 80 votes, Seat #5

**FIFTH ORDER OF BUSINESS**

There being none, the next order of business followed.

**Owners' Requests****SIXTH ORDER OF BUSINESS**

There being no further business, the meeting was adjourned.

**Adjournment**

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Secretary/ Assistant Secretary

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Chairperson/Vice-Chairperson

**MINUTES OF REGULAR MEETING AND PUBLIC HEARING  
AURORA OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular and Public Hearing meetings of the Board of Supervisors of Aurora Oaks Community Development District were held on Thursday, February 20, 2024, at 1:00 p.m. at the Country Ocala by Marriott which is located at 3712 SW 38th Avenue, Ocala, FL 34474.

Present and constituting a quorum were:

Eric Davidson	Chairperson
Peter Altman	Vice Chairperson
Brian Howell	Assistant Secretary
Gene Roberts	Assistant Secretary
Angie Grunwald	Assistant Secretary

Also, present were:

Brian Lamb	District Manager
Vivek K Babbar	District Counsel (Via Telephone)
Mark Pavkovix	Calibrex

*The following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Lamb called the meeting to order, and a quorum was established.

Mr. Lamb, a certified Notary Public for the State of Florida, proceeded to administer the Oaths of Office to the elected candidates as follows:

• Eric Davison	Seat #1	90 Votes
• Peter Altman	Seat #2	90 Votes
• Brian Howell	Seat #3	80 Votes
• Gene Roberts	Seat #4	80 Votes
• Angie Grunwald	Seat #5	80 Votes

All candidates individually accepted compensation. Mr. Davidson waived compensation.

**SECOND ORDER OF BUSINESS**

**Public Comment on Agenda Items**

There being none, the next order of business followed.

**THIRD ORDER OF BUSINESS**

**Business Items**

**A. Consideration of Resolution 2024-26, Canvassing and Certifying the Results of the Landowners' Election**

Mr. Lamb provided an explanation of the Resolution.

On MOTION by Mr. Altman seconded by Mr. Howell, with all in favor, Resolution 2024-26, Canvassing and Certifying the Results of the Landowners' Election was adopted. 5-0

**B. Consideration of Resolution 2024-27, Designation of Officers after Landowner's Election**

Mr. Lamb discussed the current officers' positions with Mr. Davidson as Chairperson, and Mr. Altman as Vice-Chairperson. Mr. Lamb with Inframark will be appointed as the Secretary, and Mr. Eric Davidson with Inframark as the Treasurer. The remaining Board members: Mr. Howell, Mr. Roberts, and Ms. Grunwald are appointed as Assistant Secretary.

On MOTION by Mr. Howell seconded by Mr. Altman, with all in favor, Resolution 2024-27, Designation of Officers after Landowner's Election with the same slate as discussed was adopted. 5-0

**FOURTH ORDER OF BUSINESS**

**Consent Agenda Items**

There being none, the next order of business followed.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Vivek announced the Bonds Public Hearing is scheduled for April 9, 2024 at 9:00 am.

**B. District Engineer**

There being no reports, the next item followed.

**C. District Manager**

**SIXTH ORDER OF BUSINESS**

**Recess to Public Hearing**

Mr. Lamb requested a recess to the Public Hearing.

**SEVENTH ORDER OF BUSINESS**

**Public Hearing on Equalizing, Approving, Confirming and Levying Special Debt Assessments**

**A. Open the Public Hearing on Equalizing, Approving, Confirming, and Levying Special Debt Assessments**

On MOTION by Mr. Altman seconded by Mr. Howell, with all in favor, the Public Hearing on Equalizing, Approving, Confirming and Levying Special Debt Assessments was opened. 5-0

**B. Staff Presentations**

There being no reports, the next item followed.

**C. Public Comments**

There being none, the next item followed.

**D. Consideration of Resolution 2024-28, Equalizing, Approving, Confirming and Levying Special Debt Assessments**

On MOTION by Mr. Davidson seconded by Ms. Grunwald, with all in favor, Resolution 2024-28, Equalizing, Approving, Confirming and Levying Special Debt Assessments was adopted. 5-0

**E. Close the Public Hearing on Equalizing, Approving, Confirming, and Levying Special Debt Assessments**

On MOTION by Mr. Howell seconded by Mr. Davidson, with all in favor, the Public Hearing on Equalizing, Approving, Confirming, and Levying Special Debt Assessments was closed. 5-0

**EIGHT ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Howell seconded by Ms. Grunwald, with all in favor, the meeting was adjourned. 5-0

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Secretary/ Assistant Secretary

Chairperson/Vice-Chairperson