



DEVELOPMENT PLANNING & FINANCING GROUP, INC.

www.dpfg.com

***OAK STONE EAST  
COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package***

***Regular Meeting***

***Thursday  
May 28, 2020  
8:30 a.m.***

***Location:  
Conducted Via Electronic Teleconference***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.***

# Oak Stone East Community Development District

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## Development Planning and Financing Group

250 International Parkway, Suite 280  
Lake Mary FL 32746  
321-263-0132 Ext. 4205

15310 Amberly Drive, Suite 175  
Tampa, Florida 33647  
813-374-9105

Board of Supervisors  
**Oak Stone East Community Development District**

Dear Board Members:

A Meeting of the Board of Supervisors of the Oak Stone East Community Development District is scheduled for **Thursday, May 28, 2020 at 8:30 a.m.**

*Due to current issues related to COVID-19, the Florida Governor released Executive Order 20-69 which allows governmental public meetings and required quorums to be completed via telephone conference. In respect of current social distancing recommendations this meeting will be conducted via telephone in order to protect the health and safety of the public. Both members of the board and the public may join this meeting via telephone as follows:*

**Call in phone number: 929-205-6099**  
**Meeting ID: 885 1267 2886**  
**Password: 585202**

*The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.*

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present their reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

*Tonya Elliott-Moore*

Tonya Elliott-Moore  
District Manager

Cc: Attorney  
Engineer  
District Records

District: **OAK STONE EAST COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Thursday, May 28<sup>th</sup>, 2020  
Time: 8:30 AM  
Location: Via Electronic Teleconference  
Due to COVID 19  
Per Gov Exec Order 20-69

Dial-in Number: **(929) 205-6099**  
Meeting ID: 88512672886#

### *Agenda*

- I. Roll Call**
- II. Audience Comments** – *(limited to 3 minutes per individual for agenda items- Supervisors will respond during agenda item presentation)*
- III. Consent Agenda**
  - A. Consideration of the Regular Meeting Minutes – February 26, 2020
  - B. Acceptance of the Unaudited February - March 2020 Financial Statements
- IV. Business Matters**
  - A. Consideration of **Resolution 2020-04**, Appointing a Secretary Exhibit 1
  - B. Consideration of **Resolution 2020-05**, Amending Supervisors Terms to Even Years Exhibit 2
  - C. Consider and Approve Proposed Budget for FY 2020-2021 Exhibit 3
  - D. Consideration of **Resolution 2020-06**, Approving Proposed Budget and Setting a Public Hearing (FY 2020-2021) Exhibit 4
- V. Administrative Matters**
  - A. Reminder for Supervisors to file Form 1 by July 1 - [http://www.ethics.state.fl.us/Documents/Forms/Form%201\\_2019i.pdf?cp=2020520](http://www.ethics.state.fl.us/Documents/Forms/Form%201_2019i.pdf?cp=2020520)
- VI. Staff Reports**
  - A. District Manager
  - B. District Attorney
  - C. District Engineer
- VII. Supervisors Requests**
- VIII. Audience Comments – New Business** – *(limited to 3 minutes per individual for non-agenda items)*
- IX. Adjournment**

**EXHIBIT 1.**

**RESOLUTION 2020-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OAK STONE EAST COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE SECRETARY OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Oak Stone East Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within DeSoto County, Florida; and

**WHEREAS**, Paul Cusmano, has resigned as secretary of the District; and

**WHEREAS**, the Board of Supervisors (“**Board**”) desires to name the Secretary for the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE OAK STONE EAST COMMUNITY DEVELOPMENT DISTRICT:**

1. Tonya Elliott-Moore is appointed Secretary.
2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 28<sup>th</sup> day of May, 2020.

**ATTEST:**

**OAK STONE EAST COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Michael Lawson  
Chair, Board of Supervisors

**EXHIBIT 2.**

**RESOLUTION NO. 2020-05**

**A RESOLUTION OF THE OAK STONE EAST COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS EXTENDING THE TERMS OF THE BOARD OF SUPERVISORS' SEATS TO ALIGN WITH THE NOVEMBER GENERAL ELECTIONS IN ACCORDANCE WITH CHAPTER 190, FLORIDA STATUTES.**

**WHEREAS**, the Oak Stone East Community Development District (the "**District**") is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, as amended (the "**Act**"), Chapter 190, Florida Statutes; and

**WHEREAS**, pursuant to Section 190.006 (3)(a)2.c, Florida Statutes, the District's Board of Supervisors (the "**Board**") is authorized to amend the terms of office for Supervisor seats for the purpose of aligning the District's election cycle with the general election held in November; and

**WHEREAS**, the Board desires to align the terms of the Supervisors with the general election cycle:

**NOW THEREFORE, BE IT RESOLVED that:**

1. The term of office for each the District's Supervisors is hereby modified and amended to expire on the following dates:
  - a. The term for Seat #1 will expire November 2024.
  - b. The term for Seat #2 will expire November 2022.
  - c. The term for Seat #3 will expire November 2024.
  - d. The term for Seat #4 will expire November 2022.
  - e. The term for Seat #5 will expire November 2022.
2. This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED THIS 28TH DAY OF MAY, 2020.**

**Attest:**

**Oak Stone East Community  
Development District**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Michael Lawson  
Chair, Board of Supervisors

**EXHIBIT 3.**



**STATEMENT 1  
OAK STONE EAST COMMUNITY DEVELOPMENT DISTRICT  
FY 2021 PROPOSED BUDGET - GENERAL FUND (O&M)**

	<b>FY 2020</b>	<b>YTD</b>	<b>FY 2021</b>	<b>VARIANCE</b>
<b>I. REVENUE</b>				
GENERAL FUND REVENUE /(a)	\$ 153,643	\$ 12,731	\$ 193,643	\$ 40,000
INTEREST	-	-	-	-
<b>TOTAL REVENUE</b>	<b>153,643</b>	<b>12,731</b>	<b>193,643</b>	<b>40,000</b>
<b>II. EXPENDITURES</b>				
<b>GENERAL ADMINISTRATIVE</b>				
SUPERVISORS COMPENSATION (3 Supervisors-12 Meetings)	7,200	546	7,200	-
PAYROLL TAXES	551	100	551	-
PAYROLL PROCESSING	660	49	660	-
MANAGEMENT CONSULTING SERVICES	21,000	3,549	21,000	-
CONSTRUCTION ACCOUNTING SERVICES	9,000	-	9,000	-
PLANNING, COORDINATING & CONTRACT SERVICES	36,000	-	36,000	-
ADMINISTRATIVE SERVICES	3,600	-	3,600	-
BANK FEES	300	-	300	-
MISCELLANEOUS	-	-	-	-
AUDITING SERVICES	2,800	-	2,800	-
TRAVEL PER DIEM	-	115	-	-
INSURANCE	5,500	-	5,500	-
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	4,000	-	4,000	-
ENGINEERING SERVICES	5,500	-	5,500	-
LEGAL SERVICES	5,500	957	5,500	-
PERFORMANCE & WARRANTY BOND PREMIUM	-	-	-	-
WEBSITE HOSTING	720	-	720	-
ADMINISTRATIVE CONTINGENCY	-	-	15,000	15,000
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>102,506</b>	<b>5,491</b>	<b>117,506</b>	<b>15,000</b>
<b>DEBT ADMINISTRATION:</b>				
DISSEMINATION AGENT	5,000	5,000	5,000	-
TRUSTEE FEES	5,387	5,387	5,387	-
ARBITRAGE	750	750	750	-
<b>TOTAL DEBT ADMINISTRATION</b>	<b>11,137</b>	<b>11,137</b>	<b>11,137</b>	<b>-</b>
<b>PHYSICAL ENVIRONMENT EXPENDITURES</b>				
COMPREHENSIVE FIELD SERVICES	15,000	-	15,000	-
STREETPOLE LIGHTING	-	-	-	-
ELECTRICITY (IRRIGATION & POND PUMPS)	-	-	-	-
WATER	-	-	-	-
LANDSCAPING MAINTENANCE	-	-	-	-
IRRIGATION MAINTENANCE	-	-	-	-
ELECTRICAL IRRIGATION PUMP	-	-	-	-
POND MAINTENANCE	-	-	-	-
CONTINGENCY FOR PHYSICAL ENVIRONMENT	25,000	-	50,000	25,000
<b>TOTAL PHYSICAL ENVIRONMENT EXPENDITURES</b>	<b>40,000</b>	<b>-</b>	<b>65,000</b>	<b>25,000</b>
<b>TOTAL EXPENDITURES</b>	<b>153,643</b>	<b>16,628</b>	<b>193,643</b>	<b>40,000</b>
<b>III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(3,897)</b>	<b>-</b>	<b>(0)</b>
FUND BALANCE - BEGINNING	-	-	-	-
<b>FUND BALANCE - ENDING</b>	<b>\$ 0</b>	<b>\$ (3,897)</b>	<b>\$ -</b>	<b>\$ (0)</b>

**Footnote:**

(1) Revenue collections from County tax collector and/or budget funding agreement as needed only based on actual expenditures. Draws upon budget funding agreement can only be based on actual expenditures.

**EXHIBIT 4.**

**RESOLUTION 2020-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OAK STONE EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; 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 Oak Stone East Community Development District (“**District**”) prior to June 15, 2020 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**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 OAK STONE EAST 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 27, 2020  
HOUR: 11:00 a.m.  
LOCATION\*: Holiday Inn Express & Suites Arcadia  
2709 SE Highway 70  
Arcadia FL 34266

*\*Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as extended by Executive Order 20-112 and as it may be further extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <http://www.oakstoneeastcdd.org>.*

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 the DeSoto County, Florida 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 two 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 MAY 28, 2020.**

Attest:

**Oak Stone East Community  
Development District**

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

\_\_\_\_\_  
Michael Lawson  
Chair of the Board of Supervisors

**Exhibit A: Proposed Budget for Fiscal Year 2020/2021**