

**OTC**  
*Community Development District*

*November 5, 2015*

# OTC

## *Community Development District*

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475 West Town Place, Suite 114, St. Augustine, Florida 32092

Phone: 904-940-5850 - Fax: 904-940-5899

October 29, 2015

Board of Supervisors  
OTC  
Community Development District

Dear Board Members:

The Meeting of the OTC Community Development District will be held **Thursday, November 5, 2015 at 10:30 a.m.** at the offices of England-Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, Florida. Following is the advance agenda for the meeting:

### **Landowners Meeting**

- I. Roll Call
- II. Determination of Number of Voting Units Represented
- III. Election of a Chairman for the Purpose of Conducting the Landowners Meeting
- IV. Nominations for the Position of Supervisors (3)
- V. Casting of Ballots
- VI. Tabulation of Ballots and Announcement of Results
- VII. Landowners Questions and Comments
- VIII. Adjournment

### **Regular Meeting**

- I. Roll Call
- II. Audience Comments
- III. Organizational Matters
  - A. Oath of Office for Newly Elected Supervisors
  - B. Oath of Office for Appointed Supervisor (Meredith Hoffman)
  - C. Resolution 2016-01, Canvassing and Certifying the Results of the Landowners Election
  - D. Resolution 2016-02, Election of Officers
- IV. Approval of Minutes of the July 15, 2015 Meeting

- V. Consideration of Resolution 2016-03, Amending the Fiscal Year 2015 General Fund Budget
- VI. Other Business
- VII. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
- VIII. Supervisor's Request and Audience Comments
- IX. Financial Statements
- X. Assessment Receipt Schedule
- XI. Approval of Check Register
- XII. Next Scheduled Meeting – February 10, 2015 at 10:30 a.m. @ the Offices of England-Thims & Miller
- XIII. Adjournment

As you can see the primary purpose of the landowners meeting is to elect three supervisors to the Board.

Immediately following the landowners meeting, the regular business meeting will convene. Each newly elected Supervisor will subscribe to an oath of office. The Board will then consider Resolution 2016-01, canvassing and certifying the results of the landowners election. The blanks in the enclosed resolution will be filled in at the conclusion of the election. The Board can elect the new supervisors as officers of the District by adopting Resolution 2016-02, which is enclosed for your review. As a Supervisor you are a local public official and as such are subject to financial disclosure requirements, public official's code of ethics and the Sunshine Law.

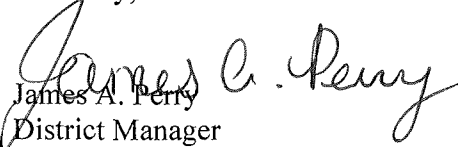
Enclosed for your review and approval is a copy of the minutes of the July 15, 2015 meeting.

The fifth order of business is consideration of Resolution 2016-03, which is enclosed for your review.

Enclosed are the financial statements, assessment receipt schedule and check register

The balance of the agenda is routine in nature and staff will give their reports at the meeting. In the meantime if you have any questions, please contact me.

Sincerely,

  
James A. Perry  
District Manager

cc:	Darrin Mossing	Misty Taylor	Shelly Blair	Amy Jaskolski
	Peter Ma	Kevin Mulshine	Steve Johnson	
	Kenneth R. Artin	Roy Van Wyk	Lou Ann Kuehlke	

*AGENDA*

**OTC**  
***Community Development District***  
***Agenda***

Thursday  
November 5, 2015  
10:30 a.m.

Offices of England-Thims & Miller  
14775 Old St. Augustine Road  
Jacksonville, Florida 32258  
**Call In # 1-800-264-8432 Code 421714**

- I. Roll Call
- II. Audience Comments
- III. Organizational Matters
  - A. Oath of Office for Newly Elected Supervisors
  - B. Oath of Office for Appointed Supervisor (Meredith Hoffman)
  - C. Resolution 2016-01, Canvassing and Certifying the Results of the Landowners Election
  - D. Resolution 2016-02, Election of Officers
- IV. Approval of Minutes of the July 15, 2015 Meeting
- V. Consideration of Resolution 2016-03, Amending the Fiscal Year 2015 General Fund Budget
- VI. Other Business
- VII. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
- VIII. Supervisor's Request and Audience Comments
- IX. Financial Statements

- X. Assessment Receipt Schedule
- XI. Approval of Check Register
- XII. Next Scheduled Meeting – February 10, 2015 at 10:30 a.m. @ the Offices of England-Thims & Miller
- XIII. Adjournment

*THIRD ORDER OF BUSINESS*

C.



**RESOLUTION 2016-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OTC COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, OTC Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the City of Jacksonville, Florida; and

WHEREAS, following proper publication and notice thereof, on November 5, 2015, the owners of land within the District held a meeting for the purpose of electing supervisors to the District's Board of Supervisors ("Board"); and

WHEREAS, at the November 5, 2015 meeting, the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board by means of this Resolution desires to canvas the votes and declare and certify the results of said election;

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

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

_____	_____ Votes
_____	_____ Votes
_____	_____ Votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisors, the above-named persons are declared to have been elected for the following terms of office:

_____	Four-Year Term
_____	Four-Year Term
_____	Two-Year Term

Section 3. Said terms of office commenced upon election.

**PASSED AND ADOPTED THIS 5TH DAY OF November, 2015.**

**OTC COMMUNITY DEVELOPMENT  
DISTRICT**

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**CHAIRMAN/VICE CHAIRMAN**

**ATTEST:**

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**SECRETARY/ASSISTANT SECRETARY**

*D.*

**RESOLUTION 2016-02**

**A RESOLUTION DESIGNATING OFFICERS OF THE OTC  
COMMUNITY DEVELOPMENT DISTRICT**

WHEREAS, the Board of Supervisors of the OTC Community Development District, at a regular meeting held on November 5, 2015, desires to elect the below-recited persons to the offices specified.

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

1. The following persons are elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
_____	Secretary
_____	Treasurer
_____	Assistant Treasurer
_____	Assistant Secretary(s)
_____	
_____	
_____	

**PASSED AND ADOPTED THIS 5TH DAY OF NOVEMBER, 2015.**

\_\_\_\_\_  
Chairman / Vice Chairman

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

*MINUTES*

MINUTES OF MEETING  
OTC COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the OTC Community Development District was held Wednesday, July 15, 2015 at 10:30 a.m. at the Offices of England-Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Present and constituting a quorum were:

Sue Harker	Chairperson
Michelle Pierce	Vice Chairperson
Maggie Ford	Supervisor

Also present were:

Jim Oliver	District Manager
Sarah Warren	Hopping Green & Sams (by phone)
Peter Ma	District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 10:30 a.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Affidavit of Publication**

Mr. Oliver stated included in your agenda package is a copy of the affidavit of publication for today's meeting and public hearing.

**FOURTH ORDER OF BUSINESS**

**Organizational Matters**

- A. Appointment of New Supervisors to Fill Unexpired Terms of Office**
- B. Oath of Office for Newly Appointed Supervisors**
- C. Election of Officers**

Mr. Oliver stated you have had two vacancies on the board for quite awhile. One of those vacancies is for a term that expires in November of 2017 and the other seat expires in November of 2015.

On MOTION by Ms. Harker seconded by Ms. Ford with all in favor to Appoint Ms. Meredith Hoffman to Seat Expiring in November of 2017 was approved.

Mr. Oliver asked and Meredith is a US citizen and a Florida resident?

Ms. Harker responded yes.

On MOTION by Ms. Harker seconded by Ms. Ford with all in favor to Appoint Mr. Frank Militello to Seat Expiring in November of 2015 was approved.

Mr. Oliver asked and Frank is a US citizen and a Florida resident?

Ms. Harker responded yes.

Mr. Oliver stated we will hold off on the election of officers until you have your landowners election in November.

**FIFTH ORDER OF BUSINESS**

**Acceptance of the Minutes of the May 13, 2015 Meeting**

Mr. Oliver stated included in your agenda package is a copy of the minutes of the May 13, 2015 meeting. Are there any additions, corrections or deletions?

On MOTION by Ms. Pierce seconded by Ms. Harker with all in favor the Minutes of the May 13, 2015 Meeting were approved.

**SIXTH ORDER OF BUSINESS**

**Public Hearing Adopting the Budget for Fiscal Year 2016**

**A. Consideration of Resolution 2015-02, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2016**

Mr. Oliver stated the budget before you is a no change budget. The assessments do not change at all. The only slight change to the budget is there is an increase in the liability insurance but that is paid for without increasing assessments.

On MOTION by Ms. Harker seconded by Ms. Ford with all in favor the Public Hearing Adopting the Budget for Fiscal Year 2016 was opened.

There are no members of the public in attendance.

On MOTION by Ms. Harker seconded by Ms. Ford with all in favor the Public Hearing Adopting the Budget for Fiscal Year 2016 was closed.

Mr. Oliver stated Resolution 2015-02 is adopting the budget for fiscal year 2016. The most important thing it says is exhibit A will be the budget that we just discussed. It will be a part of this resolution. We will post it to the District’s website within 30 days. It also says in section three that if we need to move money within line items then we can do that.

On MOTION by Ms. Ford seconded by Ms. Harker with all in favor Resolution 2015-02 Adopting the Budget for Fiscal Year 2016 was approved.

**B. Consideration of Resolution 2015-03, Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Oliver stated this resolution levies assessments and certifies the assessment roll that is provided to the tax collector. These assessments will be on the tax bills that go out November 1<sup>st</sup>.

On MOTION by Ms. Pierce seconded by Ms. Ford with all in favor Resolution 2015-03 Imposing Special Assessments and Certifying an Assessment Roll was approved.

**SEVENTH ORDER OF BUSINESS                      Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS                      Staff Reports**

**A. Attorney**  
There being none, the next item followed.

**B. Engineer**  
There being none, the next item followed.

**C. Manager**  
**1. Report on the Number of Registered Voters (0)**  
**2. Discussion of Meeting Schedule for Fiscal Year 2016 and Designation of November Landowners Meeting Date**

Mr. Oliver stated there are no registered voters within the District. We also have a suggested meeting schedule for fiscal year 2016. This would provide for regular CDD meetings on February 10<sup>th</sup>, May 11<sup>th</sup> and July 13<sup>th</sup>. There would be a landowner’s election on November



10, 2015. Behind the next blank tab, you will see a landowner proxy to be executed if the landowners can't be here to participate in the election. Behind the next blank tab is a copy of the instructions for the landowners meeting.

On MOTION by Ms. Ford seconded by Ms. Pierce with all in favor the Meeting Schedule for Fiscal Year 2016 was approved.

**NINTH ORDER OF BUSINESS                      Supervisor's Request and Audience Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS                      Financial Statements**

Mr. Oliver stated included in your agenda package is a copy of the financial statements.

**ELEVENTH ORDER OF BUSINESS                      Assessment Receipt Schedule**

Mr. Oliver stated included in your agenda package is the assessment receipt schedule. The District is 100.2% collected.

**TWELFTH ORDER OF BUSINESS                      Approval of Check Register**

Mr. Oliver stated included in your agenda package is the check register.

On MOTION by Ms. Harker seconded by Ms. Pierce with all in favor the Check Register was approved.

**THIRTEENTH ORDER OF BUSINESS                      Next Scheduled Meeting – To be Determined**

Mr. Oliver stated the next scheduled meeting is February 10, 2016 but we will also have a landowner's election on November 10, 2015.

**FOURTEENTH ORDER OF BUSINESS                      Adjournment**

On MOTION by Ms. Ford seconded by Ms. Harker with all in favor the meeting was adjourned.

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

\_\_\_\_\_  
Chairperson / Vice Chairperson

*FIFTH ORDER OF BUSINESS*

RESOLUTION 2016-03

**WHEREAS**, the Board of Supervisors, hereinafter referred to as the "Board", of the OTC Community Development District, hereinafter referred to as "District", adopted a General Fund for fiscal year 2015, and

**WHEREAS**, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE OTC COMMUNITY DEVELOPMENT DISTRICT TO THE FOLLOWING:

1. The General Fund Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 5th day of November, 2015 and be reflected in the monthly and fiscal Year End 9/30/15 Financial Statements and Audit Report of the District

*OTC  
Community Development District*

by: \_\_\_\_\_  
Chairman

Attest:

by: \_\_\_\_\_  
Secretary

OTC CDD  
RESOLUTION 2016-03

EXHIBIT A

**OTC**  
**Community Development District**  
**Budget Amendment**  
For The Period Ending September 30, 2015

Description	ADOPTED BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL 9/30/15
<b>Revenues:</b>				
Assessments-Tax Collector	\$74,525	\$0	\$74,525	\$74,695
<b>Total Revenues</b>	<b>\$74,525</b>	<b>\$0</b>	<b>\$74,525</b>	<b>\$74,695</b>
<b>Expenditures</b>				
<b>Administrative</b>				
Engineering Fees	\$3,000	\$0	\$3,000	\$780
Attorney Fees	\$10,000	\$0	\$10,000	\$4,234
Arbitrage	\$1,200	\$0	\$1,200	\$1,200
Annual Audit	\$4,000	\$0	\$4,000	\$3,500
Assessment Roll	\$5,000	\$0	\$5,000	\$5,000
Dissemination	\$5,500	\$0	\$5,500	\$5,350
Trustee Fees	\$3,600	\$0	\$3,600	\$3,550
Management Fees - GMS	\$35,000	\$0	\$35,000	\$35,000
Computer Time	\$1,000	\$0	\$1,000	\$1,000
Telephone	\$50	\$0	\$50	\$4
Postage	\$450	\$0	\$450	\$437
Insurance	\$5,923	\$0	\$5,923	\$5,923
Printing & Binding	\$730	\$0	\$730	\$546
Travel	\$250	\$0	\$250	\$0
Legal Advertising	\$6,500	\$0	\$6,500	\$2,644
Other Current Charges	\$1,000	\$0	\$1,000	\$916
Office Supplies	\$100	\$0	\$100	\$70
Dues, Licenses, Subscriptions	\$175	\$0	\$175	\$175
Capital Outlay	\$100	\$0	\$100	\$0
<b>Total Administrative Expenses</b>	<b>\$83,578</b>	<b>\$0</b>	<b>\$83,578</b>	<b>\$70,330</b>
<b>Maintenace</b>				
Stormwater Maintenance	\$2,376	\$0	\$2,376	\$2,376
<b>Total Maintenance Expenses</b>	<b>\$2,376</b>	<b>\$0</b>	<b>\$2,376</b>	<b>\$2,376</b>
<b>Total Expenditures</b>	<b>\$85,954</b>	<b>\$0</b>	<b>\$85,954</b>	<b>\$72,706</b>
<b>Excess Revenues/Expenses</b>	<b>(\$11,429)</b>	<b>\$0</b>	<b>(\$11,429)</b>	<b>\$1,989</b>
<b>OTHER SOURCES/(USES)</b>				
Interfund Transfer In /(Out)	\$0	(\$50,000)	(\$50,000)	(\$50,000)
<b>Total Other Sources/(Uses)</b>	<b>\$0</b>	<b>(\$50,000)</b>	<b>(\$50,000)</b>	<b>(\$50,000)</b>
<b>Net Change in Fund Balance</b>	<b>(\$11,429)</b>	<b>(\$50,000)</b>	<b>(\$61,429)</b>	<b>(\$48,011)</b>
<b>Fund Balance - Beginning</b>	<b>\$11,429</b>	<b>\$50,000</b>	<b>\$61,429</b>	<b>\$74,695</b>
<b>Fund Balance - Ending</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,684</b>

*NINTH ORDER OF BUSINESS*

# *OTC*

## *Community Development District*

*Unaudited Financial Reporting*  
*September 30, 2015*

*OTC*  
Community Development District  
 Combined Balance Sheet  
 September 30, 2015

	<u>Governmental Fund Types</u>			<u>Totals</u>
	<u>General</u>	<u>Debt Service</u>	<u>Capital Reserve</u>	<u>(Memorandum Only)</u> <u>2015</u>
<u>Assets:</u>				
Cash	\$21,692	---	\$50,019	\$71,711
<u>Investments:</u>				
Reserve	---	\$562,337	---	\$562,337
Interest	---	---	---	\$0
Revenue	---	\$240,354	---	\$240,354
Sinking Redemption	---	\$16,050	---	\$16,050
Prepaid Expenses	\$5,923	---	---	\$5,923
Due from General Fund	---	---	---	\$0
<u>Total Assets</u>	<u>\$27,615</u>	<u>\$818,741</u>	<u>\$50,019</u>	<u>\$896,375</u>
<u>Liabilities:</u>				
Accounts Payable	\$931	---	---	\$931
Due to Debt Service	---	---	---	\$0
<u>Fund Balances:</u>				
Nonspendable	\$5,923	---	---	\$5,923
Restricted for Debt Service	---	\$818,741	---	\$818,741
Unassigned	\$20,760	---	\$50,019	\$70,780
<u>Total Liabilities and Fund Equity</u>	<u>\$27,615</u>	<u>\$818,741</u>	<u>\$50,019</u>	<u>\$896,375</u>



**OTC**  
 Community Development District  
 Statement of Revenues & Expenditures  
 For The Period Ending September 30, 2015

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 9/30/15	ACTUAL THRU 9/30/15	VARIANCE
<i>Revenues:</i>				
Assessments-Tax Collector	\$74,525	\$74,525	\$74,695	\$170
<b>Total Revenues</b>	<b>\$74,525</b>	<b>\$74,525</b>	<b>\$74,695</b>	<b>\$170</b>
<i>Expenditures</i>				
<i>Administrative</i>				
Engineering Fees	\$3,000	\$3,000	\$780	\$2,220
Attorney Fees	\$10,000	\$10,000	\$4,234	\$5,766
Arbitrage	\$1,200	\$1,200	\$1,200	\$0
Annual Audit	\$4,000	\$4,000	\$3,500	\$500
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Dissemination	\$5,500	\$5,500	\$5,350	\$150
Trustee Fees	\$3,600	\$3,600	\$3,550	\$50
Management Fees - GMS	\$35,000	\$35,000	\$35,000	(\$0)
Computer Time	\$1,000	\$1,000	\$1,000	\$0
Telephone	\$50	\$50	\$4	\$46
Postage	\$450	\$450	\$437	\$13
Insurance	\$5,923	\$5,923	\$5,923	\$0
Printing & Binding	\$730	\$730	\$546	\$184
Travel	\$250	\$250	\$0	\$250
Legal Advertising	\$6,500	\$6,500	\$2,644	\$3,856
Other Current Charges	\$1,000	\$1,000	\$916	\$84
Office Supplies	\$100	\$100	\$70	\$30
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Capital Outlay	\$100	\$100	\$0	\$100
<b>Total Administrative Expenses</b>	<b>\$83,578</b>	<b>\$83,578</b>	<b>\$70,330</b>	<b>\$13,248</b>
<i>Maintenace</i>				
Stormwater Maintenance	\$2,376	\$2,376	\$2,376	\$0
<b>Total Maintenance Expenses</b>	<b>\$2,376</b>	<b>\$2,376</b>	<b>\$2,376</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$85,954</b>	<b>\$85,954</b>	<b>\$72,706</b>	<b>\$13,248</b>
<b>Excess Revenues/Expenses</b>	<b>(\$11,429)</b>		<b>\$1,989</b>	
<i>OTHER SOURCES/(USES)</i>				
Interfund Transfer In /(Out)	\$0	\$0	(\$50,000)	(\$50,000)
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$50,000)</b>	
<b>Net Change in Fund Balance</b>	<b>(\$11,429)</b>		<b>(\$48,011)</b>	
<b>Fund Balance - Beginning</b>	<b>\$11,429</b>		<b>\$74,695</b>	
<b>Fund Balance - Ending</b>	<b>\$0</b>		<b>\$26,683</b>	

**OTC**  
**Community Development District**  
**Debt Service Fund**  
**Statement of Revenues & Expenditures**  
**For The Period Ending September 30, 2015**

<i>Description</i>	<i>PRORATED</i>		<i>ACTUAL</i>	<i>VARIANCE</i>
	<i>ADOPTED</i>	<i>BUDGET</i>		
	<i>BUDGET</i>	<i>THRU 9/30/15</i>	<i>THRU 9/30/15</i>	
<i>Revenues:</i>				
<i>Assessment - On Roll</i>	\$652,885	\$652,885	\$654,370	\$1,485
<i>Interest Income</i>	\$90	\$90	\$93	\$3
<b><i>Total Revenues</i></b>	<b>\$652,975</b>	<b>\$652,975</b>	<b>\$654,463</b>	<b>\$1,488</b>
<i>Expenditures</i>				
<i>Series 2007</i>				
<i>Interest Expense - 11/1</i>	\$229,490	\$229,490	\$229,490	\$0
<i>Principal Expense - 11/1 (Special Call)</i>	\$40,000	\$40,000	\$15,000	\$25,000
<i>Interest Expense - 05/1</i>	\$229,490	\$229,490	\$229,093	\$398
<i>Principal Expense - 5/1</i>	\$185,000	\$185,000	\$185,000	\$0
<i>Principal Expense - 5/1 (Special Call)</i>	\$0	\$0	\$45,000	(\$45,000)
<b><i>Total Expenditures</i></b>	<b>\$683,980</b>	<b>\$683,980</b>	<b>\$703,583</b>	<b>(\$19,603)</b>
<b><i>Excess Revenues (Expenditures)</i></b>	<b>(\$31,005)</b>		<b>(\$49,119)</b>	
<i>OTHER SOURCES/(USES)</i>				
<i>Interfund Transfer In /(Out)</i>	\$0	\$0	\$0	\$0
<b><i>Total Other</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Net Change in Fund Balance</i>	(\$31,005)		(\$49,119)	
<b><i>Fund Balance - Beginning</i></b>	<b>\$275,789</b>		<b>\$867,860</b>	
<b><i>Fund Balance - Ending</i></b>	<b>\$244,784</b>		<b>\$818,741</b>	

**OTC**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues & Expenditures**  
**For The Period Ending September 30, 2015**

<i>Description</i>	<i>PROPOSED BUDGET</i>	<i>PRORATED BUDGET THRU 9/30/15</i>	<i>ACTUAL THRU 9/30/15</i>	<i>VARIANCE</i>
<i>Revenues:</i>				
<i>Interest - SBA</i>	\$0	\$0	\$19	\$19
<i>Transfer In - General Fund</i>	\$0	\$0	\$50,000	\$50,000
<b><i>Total Revenues</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,019</b>	<b>\$50,019</b>
<i>Expenditures</i>				
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0
<b><i>Total Expenditures</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><i>Excess Revenues (Expenditures)</i></b>	<b>\$0</b>		<b>\$50,019</b>	
<b><i>Fund Balance - Beginning</i></b>	<b>\$0</b>		<b>\$0</b>	
<b><i>Fund Balance - Ending</i></b>	<b>\$0</b>		<b>\$50,019</b>	

**OTC**  
**Community Development District**  
**General Fund**  
**Month By Month Income Statement**  
**Fiscal Year 2015**

<i>FY 2014</i> <i>Budget</i>	<i>October</i>	<i>November</i>	<i>December</i>	<i>January</i>	<i>February</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>August</i>	<i>September</i>	<i>Total</i>	
<b><u>Revenues:</u></b>														
<i>Assessments-Tax Collector</i>	\$74,525	\$0	\$28,894	\$44,657	\$0	\$440	\$0	\$0	\$0	\$703	\$0	\$0	\$0	\$74,695
<b>Total Revenues</b>	<b>\$74,525</b>	<b>\$0</b>	<b>\$28,894</b>	<b>\$44,657</b>	<b>\$0</b>	<b>\$440</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$703</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$74,695</b>
<b><u>Expenditures:</u></b>														
<b><u>Administrative</u></b>														
<i>Engineering Fees</i>	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$585	\$195	\$0	\$780	
<i>Attorney Fees</i>	\$10,000	\$52	\$244	\$0	\$652	\$843	\$827	\$616	\$368	\$0	\$425	\$208	\$0	\$4,234
<i>Arbitrage</i>	\$1,200	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$0	\$0	\$0	\$0	\$0	\$1,200
<i>Annual Audit</i>	\$4,000	\$0	\$0	\$1,500	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500
<i>Assessment Roll</i>	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
<i>Dissemination</i>	\$5,500	\$0	\$0	\$0	\$5,000	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$250	\$5,350
<i>Trustee Fees</i>	\$3,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,550	\$3,550
<i>Management Fees - GMS</i>	\$35,000	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$35,000
<i>Computer Time</i>	\$1,000	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$1,000
<i>Telephone</i>	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$4	\$0	\$0	\$0	\$0	\$0	\$4
<i>Postage</i>	\$450	\$4	\$2	\$1	\$22	\$2	\$132	\$25	\$89	\$6	\$152	\$0	\$2	\$437
<i>Printing &amp; Binding</i>	\$5,923	\$4	\$0	\$4	\$1	\$2	\$189	\$0	\$5	\$145	\$6	\$189	\$2	\$546
<i>Insurance</i>	\$730	\$5,923	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,923
<i>Travel</i>	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Legal Advertising</i>	\$6,500	\$0	\$0	\$0	\$492	\$0	\$0	\$492	\$0	\$1,187	\$0	\$0	\$473	\$2,644
<i>Other Current Charges</i>	\$1,000	\$28	\$520	\$34	\$80	\$46	\$32	\$31	\$30	\$31	\$30	\$29	\$24	\$916
<i>Office Supplies</i>	\$100	\$0	\$0	\$0	\$0	\$0	\$20	\$0	\$0	\$26	\$0	\$23	\$0	\$70
<i>Dues, Licenses, Subscriptions</i>	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<i>Capital Outlay</i>	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Transfer Out to Capital Reserve</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
<b>Total Administrative</b>	<b>\$83,578</b>	<b>\$14,186</b>	<b>\$3,766</b>	<b>\$4,540</b>	<b>\$11,246</b>	<b>\$3,893</b>	<b>\$4,200</b>	<b>\$5,469</b>	<b>\$3,491</b>	<b>\$4,395</b>	<b>\$54,198</b>	<b>\$3,644</b>	<b>\$7,301</b>	<b>\$120,330</b>
<b><u>Maintenance</u></b>														
<i>Stormwater Maintenance</i>	\$2,376	\$0	\$396	\$198	\$0	\$0	\$594	\$0	\$0	\$594	\$0	\$0	\$594	\$2,376
<b>Total Maintenance</b>	<b>\$2,376</b>	<b>\$0</b>	<b>\$396</b>	<b>\$198</b>	<b>\$0</b>	<b>\$0</b>	<b>\$594</b>	<b>\$0</b>	<b>\$0</b>	<b>\$594</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$594</b>	<b>\$2,376</b>
<b>Total Expenditures</b>	<b>\$85,954</b>	<b>\$14,186</b>	<b>\$4,162</b>	<b>\$4,738</b>	<b>\$11,246</b>	<b>\$3,893</b>	<b>\$4,794</b>	<b>\$5,469</b>	<b>\$3,491</b>	<b>\$4,989</b>	<b>\$104,198</b>	<b>\$3,644</b>	<b>\$7,895</b>	<b>\$122,706</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$11,429)</b>	<b>(\$14,186)</b>	<b>\$24,732</b>	<b>\$39,920</b>	<b>(\$11,246)</b>	<b>(\$3,453)</b>	<b>(\$4,794)</b>	<b>(\$5,469)</b>	<b>(\$3,491)</b>	<b>(\$4,286)</b>	<b>(\$104,198)</b>	<b>(\$3,644)</b>	<b>(\$7,895)</b>	<b>(\$48,011)</b>

*OTC*  
*Community Development District*  
*Long Term Debt Report*

<b>Series 2007A Special Assessments Bonds</b>	
Interest Rate:	5.30%
Maturity Date:	5/1/2038
Reserve Fund Definition:	Deemed Outstanding (S/O Clause)
Reserve Fund Requirement:	\$562,336.58
Reserve Fund Balance:	\$562,336.58
Bonds outstanding - 9/30/2013	\$8,850,000
Less: November 1, 2013 (Special Call)	(\$15,000)
Less: May 1, 2014 (Mandatory)	(\$175,000)
Less: November 1, 2014 (Special Call)	(\$15,000)
Less: May 1, 2015 (Mandatory)	(\$185,000)
Less: May 1, 2015 (Special Call)	(\$45,000)
<b>Current Bonds Outstanding</b>	<b>\$8,415,000</b>

*TENTH ORDER OF BUSINESS*

**OTC COMMUNITY DEVELOPMENT DISTRICT**

*SUMMARY OF FY 2015  
ASSESSMENT RECEIPTS*

<i>Total Tax Roll</i>	<i># Units Assessed</i>	<i>Debt</i>	<i>O&amp;M</i>	<i>Total</i>
<i>Net Revenue</i>				
<i>Tax Roll</i>	780,000	652,885.03	74,524.99	727,410.02

<i>Summary Tax Roll Collections</i>				
<i>Duval County Distribution</i>	<i>Date Received</i>	<i>Series 2007 Debt Received</i>	<i>O&amp;M Received</i>	<i>Total Received</i>
1	11/21/14	253,133.55	28,894.48	282,028.03
2	12/4/14	268,801.39	30,682.93	299,484.32
3	12/12/14	122,423.50	13,974.30	136,397.80
4	2/23/15	3,850.94	439.57	4,290.51
5	5/4/15	6,161.05	703.27	6,864.32
		0.00	0.00	0.00
		0.00	0.00	0.00

<i>TOTAL</i>				
<i>DISTRIB.</i>		654,370.44	74,694.54	729,064.98

<i>Balance Due</i>		-1,485.41	-169.55	-1,654.96
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<i>% COLLECTED</i>	100.2%
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*ELEVENTH ORDER OF BUSINESS*



**OTC**  
*Community Development District*

Check Run Summary  
*November 5, 2015*

<i>Fund</i>	<i>Date</i>	<i>Check No.</i>	<i>Amount</i>
<i>General Fund</i>			
<i>Accounts Payable</i>	7/9/15	409-410	\$ 4,197.24
	7/28/15	411	\$ 50,000.00
	8/14/15	412-414	\$ 3,945.28
	8/27/15	415	\$ 425.00
	9/3/15	416	\$ 3,003.86
	9/17/15	417	\$ 5,923.00
	9/24/15	419-420	\$ 4,339.00
<i>Total</i>			\$ 71,833.38

\*\*\* CHECK DATES 07/01/2015 - 09/30/2015 \*\*\*

OTC - GENERAL

BANK A OTC - GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED YRMO	TO DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/09/15	00003	6/17/15	16193733	201506	310	51300	48000			*	1,187.46		
			07/15 NOTICE OF MEETING						THE FLORIDA TIMES UNION			1,187.46	000409
7/09/15	00002	7/01/15	121	201507	310	51300	34000			*	2,916.67		
			JUL MANAGEMENT FEES										
		7/01/15	121	201507	310	51300	35100			*	83.33		
			JUL COMPUTER TIME										
		7/01/15	121	201507	310	51300	51000			*	.09		
			OFFICE SUPPLIES										
		7/01/15	121	201507	310	51300	42000			*	3.84		
			POSTAGE										
		7/01/15	121	201507	310	51300	42500			*	5.85		
			COPIES										
									GOVERNMENTAL MANAGEMENT SERVICES			3,009.78	000410
7/28/15	00022	7/22/15	07222015	201507	300	20700	10200			*	50,000.00		
			TRANSFER TO SBA ACCOUNT						OTC CDD C/O SBA			50,000.00	000411
8/14/15	00004	8/06/15	179358	201507	310	51300	31100			*	585.00		
			JUL GENERAL CONSULTING						ENGLAND, THIMS & MILLER, INC.			585.00	000412
8/14/15	00001	7/28/15	5-108-80	201507	310	51300	42000			*	148.41		
			DELIVERY 07/28/15						FEDEX			148.41	000413
8/14/15	00002	8/04/15	123	201508	310	51300	34000			*	2,916.67		
			AUG MANAGEMENT FEES										
		8/04/15	123	201508	310	51300	35100			*	83.33		
			AUG COMPUTER TIME										
		8/04/15	123	201508	310	51300	51000			*	22.53		
			OFFICE SUPPLIES										
		8/04/15	123	201508	310	51300	42000			*	.49		
			POSTAGE										
		8/04/15	123	201508	310	51300	42500			*	188.85		
			COPIES										
									GOVERNMENTAL MANAGEMENT SERVICES			3,211.87	000414
8/27/15	00008	8/19/15	83500	201507	310	51300	31500			*	425.00		
			JUL GENERAL COUN/MONTHLY						HOPPING GREEN & SAMS			425.00	000415
9/03/15	00002	9/01/15	124	201509	310	51300	34000			*	2,916.67		
			SEP MANAGEMENT										

OTC OAKLEAF BPEREG

\*\*\* CHECK DATES 07/01/2015 - 09/30/2015 \*\*\*

OTC - GENERAL  
BANK A OTC - GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		9/01/15	124	201509	310	51300	35100			*	83.33		
			SEP COMPUTER TIME										
		9/01/15	124	201509	310	51300	51000			*	.12		
			OFFICE SUPPLIES										
		9/01/15	124	201509	310	51300	42000			*	1.94		
			POSTAGE										
		9/01/15	124	201509	310	51300	42500			*	1.80		
			COPIES										
GOVERNMENTAL MANAGEMENT SERVICES											3,003.86	000416	
9/17/15	00017	8/13/15	P2015080	201509	300	15500	10000			*	5,923.00		
			FY16 INSURANCE										
EGIS INSUANCE ADVISORS, LLC											5,923.00	000417	
9/24/15	00018	9/15/15	104-2015	201509	310	51300	60100			*	594.00		
			JUL-SEPT LAKE MAINTENANCE										
ARGYLE FOREST RETAIL I, LLC											594.00	000418	
9/24/15	00004	9/10/15	179555	201508	310	51300	31100			*	195.00		
			AUG GENERAL CONSULTING										
ENGLAND, THIMS & MILLER, INC.											195.00	000419	
9/24/15	00012	9/17/15	43577	201509	310	51300	32300			*	3,550.00		
			FY 15 TRUSTEE FEES										
REGIONS BANK											3,550.00	000420	
TOTAL FOR BANK A											71,833.38		
TOTAL FOR REGISTER											71,833.38		

OTC OAKLEAF BPEREG