

MINUTES OF MEETING
OTC COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the OTC Community Development District was held Wednesday, May 10, 2023 at 10:30 a.m. at the offices of Riverside Management Services, Inc., 9655 Florida Mining Boulevard West, Building 300, Suite 305, Jacksonville, Florida 32257.

Present were:

Rose Bock

Rocky Morris

Kurt von der Osten

Vice Chairperson

Supervisor

Supervisor

Also present were:

Jim Oliver

Jennifer Kilinski

District Manager

District Counsel

The following is a summary of the discussions and actions taken at the May 10, 2023 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 10:45 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being no audience members present, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 8, 2023 Meeting

There were no comments on the minutes.

On MOTION by Mr. Morris seconded by Ms. Bock with all in favor the minutes of the February 8, 2023 meeting were approved as presented.
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FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Approving a Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing Date for Adoption

Mr. Oliver presented a copy of the proposed budget for Fiscal Year 2024, noting the assessments will remain the same.

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On MOTION by Ms. Pierce seconded by Mr. Morris with all in favor Resolution 2023-01, approving a proposed budget for Fiscal Year 2024 and setting a public hearing for July 12, 2023 at 10:30 a.m. was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2023-02,
Designating a Date, Time and Location for a
Landowner’s Election**

Mr. Oliver proposed holding the landowner’s election on November 1, 2023 at 10:30 a.m. at the offices of Riverside Management Services.

On MOTION by Mr. von der Osten seconded by Mr. Morris with all in favor Resolution 2023-02, setting a landowner’s election for November 1, 2023 at 10:30 a.m. was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

Mr. Oliver noted he would provide a proposed meeting schedule for Fiscal Year 2024 at the next meeting.

SEVENTH ORDER OF BUSINESS

**Supervisor’s Requests and Audience
Comments**

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Income Statement

Copies of the financial statements through March 31, 2023 were included in the agenda package.

B. Assessment Receipt Schedule

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A copy of the assessment receipt schedule reflecting a 101% collection rate was included in the agenda package.

C. Approval of Check Register

A copy of the check register totaling \$596,433.30 was included in the agenda package.

On MOTION by Ms. Bock seconded by Mr. Morris with all in favor the Check Register was approved.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – July 12, 2023 at 10:30 a.m. at the offices of Riverside Management Services

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Morris seconded by Mr. von der Osten with all in favor the meeting was adjourned.

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
Michelle Pierce
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Chairman/Vice Chairman