

Magic Place Community Development District

12051 Corporate Boulevard, Orlando, FL 32817; 407-382-3256

The following is the proposed agenda for the Board of Supervisors' Meeting for the Magic Place Community Development District ("District"), scheduled to begin at 10:00 a.m. on June 25, 2018 in the offices located at the Historic Courthouse, 3 Courthouse Square, 3rd Floor Conference Room #315, Kissimmee, Florida 34741. If you have questions or comments on the Board Meeting, please contact the District Manager's office at (407) 382-3256. A quorum consisting of at least three of the five Board Members will be confirmed prior to the start of the Board Meeting.

For those unable to attend in person, you may participate by telephone:

Call in number: 1-877-864-6450

Passcode: 974058

BOARD OF SUPERVISORS' MEETING PROPOSED AGENDA

Organizational Matters

- Roll call to confirm a quorum
 - Public Comment Period (*During which time any member of the public may speak on a specific agenda item before the item is considered by the Board of Supervisors.*)
- 1. Consideration of Minutes of the May 7, 2018 Board of Supervisors' Meeting**
 - 2. Appointing a Supervisor for Seat 5 & Administering Oath of Office**

General Business Matters

- 3. Ratification of Funding Request No.29**
- 4. Review of District's Financial Position**

Other Business

- A. Staff Reports
 1. District Counsel
 2. District Manager
 3. District Engineer
- B. Audience Comments
- C. Supervisor Requests

Adjournment

**MAGIC PLACE
COMMUNITY DEVELOPMENT DISTRICT**

**Consideration of Minutes of the May 7, 2018
Board of Supervisors' Meeting**

**MAGIC PLACE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

FIRST ORDER OF BUSINESS

The Board of Supervisors' Meeting for the Magic Place Community Development District was called to order on Monday, May 7, 2018 at 10:05 a.m. in the offices located at the Historic Courthouse, 3 Courthouse Square, 3rd Floor Conference Room 315, Kissimmee, Florida 34741. Members listed below constituted a quorum.

Rodrigo Cunha	Board Member
Hector Lizasuain	Board Member
Nayara Longaray	Board Member

Also attending:

Vivian Carvalho	Fishkind & Associates, Inc.	
Carol Harris	Fishkind & Associates, Inc.	
Stacey Stuck	Assistant Secretary	
Michael Woods	Cobb Cole	(via phone)
Steve Boyd	Boyd Civil Engineering	(via phone)

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present at this time.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
April 2, 2018 Board of Supervisors
Meeting**

The Board reviewed the Minutes of the April 2, 2018 Board of Supervisors Meeting. There were no edits.

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the Board of Supervisors for the Magic Place Community Development District approved the Minutes of the April 2, 2018 Board of Supervisors' Meeting, as presented.

FOURTH ORDER OF BUSINESS

Consideration of Resignation of Board member Mike Donnel and Naming a Replacement Supervisor for Seat 5

Ms. Carvalho asked for recommendations for a replacement Supervisor.

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the Board of Supervisors for the Magic Place Community Development District accepted the Resignation of Board Member Mike Donnel.

FIFTH ORDER OF BUSINESS

Consideration of Resignation of Board member Liza Haynes and Naming a Replacement Supervisor for Seat 3

Ms. Carvalho asked for recommendations for a replacement Supervisor.

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the Board of Supervisors for the Magic Place Community Development District accepted the Resignation of Board Member Liza Haynes and nominated Stacey Stuck for Seat 3.

Ms. Carvalho administered the oath of office to Ms. Stuck. Ms. Stuck chose to waive compensation.

SIXTH ORDER OF BUSINESS

Review of Register Votes for the District

Ms. Carvalho explained that the District is currently under development so there are no current registered voters living within the confines of the District and the District will be holding a landowners' Election at the end of the year. There was no action required by the Board.

SEVENTH ORDER OF BUSINESS

Announcement of Landowners' Election

Ms. Carvalho explained that this outlines the Landowner Election process as well as provides the proxyholder and ballot documents in which will be completed prior to the landowner election. Ms. Carvalho asked Mr. Cunha if the acreage is correct and he responded yes but he thinks the legal description might be incorrect. Ms. Carvalho noted that the District needs to confirm the legal description. She said that three seats will be up for reelection and the two with the highest votes will receive four-year terms and the next highest will receive a two-year term. The landowners' Election will be held on November 6, 2018 at 10:00 a.m. at this location. There was no action required by the Board.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2018-01, Approving a Preliminary Budget for Fiscal Year 2019 and Setting a Public Hearing Date

Ms. Carvalho explained that behind Tab 6 of the agenda is the resolution along with the preliminary budget. She stated that the budget is about the same as the current year and it is based on actual expenses. Ms. Carvalho asked if the District is anticipating any construction in the fiscal year. Mr. Cunha responded that construction is starting for Phase 1 very soon. Ms. Carvalho asked if there is anything that will be completed and maintained by the CDD next fiscal year. He responded that infrastructure will not be in until December of this calendar year. Ms. Carvalho responded that it would be about 6 months of expenses and asked what kinds of expenses they will be. Mr. Cunha responded that it will include roadway lighting, everything within the public right-of-way, and surface parking. Ms. Carvalho asked how much should be budgeted for that. Mr. Cunha said that it is a little premature but they will come with the proposals at the next meeting. Ms. Carvalho asked Mr. Woods if the Board could amend the budget because it is still under Developer funding and will not be part of the tax roll and he responded yes but he will double check. Ms. Carvalho asked the Board if they were comfortable with the current budget figures and they responded yes. Ms. Carvalho stated that the public hearing will either be held on July 16, 2018 or July 23, 2018 once the meeting location is confirmed at 10:00 a.m.

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the Board of Supervisors for the Magic Place Community Development District approved Resolution 2018-01, Approving a Preliminary Budget for Fiscal Year 2019 and Setting either July 16, 2018 or July 23 at 10:00 a.m. at this Location as the Public Hearing Date once confirmed with the facility for availability.

NINTH ORDER OF BUSINESS

Consideration of Financial Advisory Agreement

Ms. Carvalho explained this is updating the District's contract to form and there are no additional fees. She requested a motion to approve the Financial Advisory Agreement.

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the Board of Supervisors for the Magic Place Community Development District approved the Financial Advisory Agreement.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2018-02, Election of Officers

Ms. Carvalho explained this resolution would keep Mr. Lizasuain as Chair, Mr. Cunha, as Vice-Chair, Ms. Walden as Secretary, adding Ms. Longaray, Ms. Stuck and Ms. Harris as Assistant Secretaries, Dr. Fishkind as Treasurer and Ms. Glasgow as Assistant Treasurer. Ms. Carvalho requested a motion to approve Resolution 2018-02 as presented.

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the Board of Supervisors for the Magic Place Community Development District approved Resolution 2018-02, Election of Officers with Mr. Lizasuain as Chair, Mr. Cunha, as Vice-Chair, Ms. Walden as Secretary, Ms. Longaray, Ms. Stuck and Ms. Harris as Assistant Secretaries, Dr. Fishkind as Treasurer and Ms. Glasgow as Assistant Treasurer.

ELEVENTH ORDER OF BUSINESS

Ratification of Funding Requests Nos. 28

The Board reviewed Funding Requests Nos. 28

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the Board of Supervisors for the Magic Place Community Development District ratified Funding Requests Nos. 28.

TWELFTH ORDER OF BUSINESS

Review of District Financial Statements and Budget to Actual Year to Date.

There was no action required by the Board.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

District Counsel - No Report

District Engineer - No Report

District Manager - The next meeting is scheduled for June 4, 2018 at 10:00 a.m. at this location.

FOURTEENTH ORDER OF BUSINESS

**Supervisor and Audience
Comments & Adjournment**

There were no Supervisor requests and there were no members of the public present. There was no further business to discuss. Ms. Carvalho requested a motion to adjourn.

On Motion by Mr. Lizasuain, second by Mr. Cunha, with all in favor, the May 7, 2018 Meeting of the Board of Supervisors for the Magic Place Community Development District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair

**MAGIC PLACE
COMMUNITY DEVELOPMENT DISTRICT**

**Appointing a Supervisor for Seat 5 &
Administering Oath of Office**

**MAGIC PLACE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF MAGIC PLACE COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF OSCEOLA

The foregoing oath was administered before me this ___ day of _____, 2018, by _____, who personally appeared before me, and is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of Magic Place Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

**MAGIC PLACE
COMMUNITY DEVELOPMENT DISTRICT**

Ratification of Funding Request No.29

**MAGIC PLACE
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 29

5/25/2018

Item No.	Payee	Invoice Billing #	
1	Fishkind & Associates, Inc. DM Fees and Reimbursables - 2018.05	22671	\$ 2,084.27
2	Boyd Civil Engineering Professional Services thru 04.29.2019	01884	\$ 204.08
3	Osceola Gazette Legal Ad 04.28.2018	300122243	\$ 53.83
		TOTAL	<u><u>\$2,342.18</u></u>

Secretary

Chairperson

Please make check payable to:
Magic Place CDD
12051 Corporate Boulevard
Orlando, FL 32817
(407) 382-3256

**MAGIC PLACE
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 28

4/23/2018

Item No.	Payee	Invoice Billing #	
1	Fishkind & Associates, Inc. DM Fees and Reimbursables - 2018.04	22504	\$ 2,172.88
		TOTAL	<u>\$2,172.88</u>

Secretary

Chairperson

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Magic Place CDD
12051 Corporate Boulevard
Orlando, FL 32817
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**MAGIC PLACE
COMMUNITY DEVELOPMENT DISTRICT**

Review of District's Financial Position

Magic Place CDD
Statement of Activities
As of 5/31/2018

	General Fund	Capital Projects Fund	Total
<u>Revenues</u>			
Developer Contributions	\$24,536.49		\$24,536.49
Developer Contributions		\$2,693.03	2,693.03
Total Revenues	\$24,536.49	\$2,693.03	\$27,229.52
<u>Expenses</u>			
Management	\$16,666.64		\$16,666.64
Engineering	501.64		501.64
District Counsel	1,196.00		1,196.00
Postage & Shipping	8.41		8.41
Copies	179.28		179.28
Legal Advertising	199.52		199.52
Dues, Licenses, and Fees	175.00		175.00
General	5,610.00		5,610.00
Engineering		\$1,488.03	1,488.03
District Counsel		1,205.00	1,205.00
Total Expenses	\$24,536.49	\$2,693.03	\$27,229.52
<u>Other Revenues (Expenses) & Gains (Losses)</u>			
Total Other Revenues (Expenses) & Gains (Losses)	\$0.00	\$0.00	\$0.00
Change In Net Assets	\$0.00	\$0.00	\$0.00
Net Assets At Beginning Of Year	\$4,043.39	\$0.00	\$4,043.39
Net Assets At End Of Year	\$4,043.39	\$0.00	\$4,043.39

Magic Place CDD
Statement of Financial Position
As of 5/31/2018

	General Fund	Capital Projects Fund	Total
<u>Assets</u>			
<u>Current Assets</u>			
General Checking Account	\$4,043.39		\$4,043.39
Accounts Receivable - Due from Developer	2,342.18		2,342.18
Total Current Assets	\$6,385.57	\$0.00	\$6,385.57
Total Assets	\$6,385.57	\$0.00	\$6,385.57
<u>Liabilities and Net Assets</u>			
<u>Current Liabilities</u>			
Accounts Payable	\$2,342.18		\$2,342.18
Total Current Liabilities	\$2,342.18	\$0.00	\$2,342.18
Total Liabilities	\$2,342.18	\$0.00	\$2,342.18
<u>Net Assets</u>			
Net Assets, Unrestricted	(\$3,742.50)		(\$3,742.50)
Net Assets - General Government	7,785.89		7,785.89
Total Net Assets	\$4,043.39	\$0.00	\$4,043.39
Total Liabilities and Net Assets	\$6,385.57	\$0.00	\$6,385.57

Magic Place CDD
 Budget to Actual
 For the Month Ending 05/31/2018

	Actual	Year To Date Budget	Variance	FY2018 Adopted Budget
<u>Revenues</u>				
Developer Contributions	\$ 24,536.49	\$ 46,266.67	\$ (21,730.18)	\$ 69,400.00
Net Revenues	\$ 24,536.49	\$ 46,266.67	\$ (21,730.18)	\$ 69,400.00
<u>General & Administrative Expenses</u>				
Management	\$ 16,666.64	\$ 16,666.67	\$ (0.03)	\$ 25,000.00
Engineering	501.64	6,666.67	(6,165.03)	10,000.00
District Counsel	1,196.00	16,666.67	(15,470.67)	25,000.00
Telephone	0.00	666.67	(666.67)	1,000.00
Postage & Shipping	8.41	200.00	(191.59)	300.00
Copies	179.28	333.33	(154.05)	500.00
Legal Advertising	199.52	1,333.33	(1,133.81)	2,000.00
Bank Fees	0.00	166.67	(166.67)	250.00
Dues, Licenses, and Fees	175.00	166.67	8.33	250.00
General	5,610.00	3,400.00	2,210.00	5,100.00
Total General & Administrative Expenses	\$ 24,536.49	\$ 46,266.67	\$ (21,730.18)	\$ 69,400.00
Total Expenses	\$ 24,536.49	\$ 46,266.67	\$ (21,730.18)	\$ 69,400.00
Net Income (Loss)	\$ -	\$ -	\$ -	\$ -