



**Lakeside Association (“Lakeside”)  
New Community Authority (NCA) Advisory Task Force  
May 17, 2024**

**Background**

The Lakeside Association has, with extensive input from the Lakeside community, approved a Master Plan and a Strategic Plan for Lakeside.

The Lakeside Association has been diligently pursuing opportunities to address the growing need for facilities and infrastructure improvements.

Lakeside recently increased lease assessments for streets and drainage repair/maintenance, and Lakeside expects to fund the needed improvements through assessments.

The Lakeside lease assessments, which can be up to 1% of fair market value (but historically have been much lower), can be used for sanitary purposes and improvements of streets, categories that represent only a portion of the needed improvements.

Lakeside desires to explore mechanisms for funding the projects and initiatives described in the Master Plan and Strategic Plan, including whether a New Community Authority (“NCA”) a viable mechanism for such funding, projects and initiatives.

Lakeside wishes to establish a New Community Authority Advisory Committee to (1) recommend whether establishing an NCA provides an appropriate and viable mechanism, (2) if so, to consider the timing of establishing such a mechanism, (3) and, if so, to propose the structure and function as well necessary safeguards, limitations and control procedures for an NCA for the Association Board’s consideration.

Lakeside also wishes to have the Advisory Committee consider appropriateness and viable alternatives to an NCA.

**Authority**

1. Importantly, the NCA Advisory Task Force is advisory only.
2. The NCA Advisory Task Force is established by the Lakeside Association Management with the number of members listed below membership.

3. As an advisory committee, the NCA Advisory Task Force does not make decisions on behalf of Management.
4. The role of the NCA Advisory Task Force is to examine matters within its scope, propose recommendations to Management and serve as a resource to Lakeside staff in areas where specific expertise is requested by staff.

### **Membership**

1. The NCA Advisory Task Force will include community members, Lakeside staff, Board members, and LPOA representatives. The CEO will appoint members. The CEO will serve as Chair, and the CEO will appoint a Co-Chair.
2. The NCA Advisory Task Force will consist of seven to fifteen community members with professional expertise in financing major infrastructure projects and/or understanding of Lakeside.
3. The CEO may fill vacancies on the NCA Advisory Task Force. The CEO may remove a member from the NCA Advisory Task Force at any time, with or without cause.

### **Responsibilities**

The NCA Advisory Task Force will partner with Lakeside Executive Staff to:

1. Review key 2021 documents (memorandum, Q&A document, NCA talking points and summary, PowerPoint presentation, comparative financing analysis, draft NCA petition, draft high-level timeline).
2. Develop a communication plan to introduce the NCA concept to the Lakeside community. Develop clear written materials so that Lakesiders can understand the task force's recommendations and their implications for the community.
3. Collect, synthesize, and analyze input from the community, particularly Lakeside assessment payors, regarding the possible formation of an NCA at Lakeside. Through careful analysis and consideration, the Task Force will determine:
  - a. whether a new community authority ("NCA") should be formed.
  - b. if the recommendation is to form an NCA, the critical economic and governance aspects of the NCA including appropriate safeguards, limitations and control procedures.
  - c. the Advisory Task Force should specifically consider whether seeking an extension of the present legislative timeline for Lakeside to be able to establish an NCA is an appropriate step to consider.

4. Should an NCA be recommended, meet with legal counsel and bond financing advisor to discuss 2021 documents, pros, cons, and potential modifications ~~edits~~, including reviewing updated documents prepared by legal counsel and bond financing advisor and preparing such materials if appropriate.

5. Together with the board of directors and other Lakeside leaders, support the recommendations in meetings with Lakesiders and, to the extent appropriate, in meetings with governmental officials who would have to approve local resolutions related to the NCA.

The following stipulations would apply to the proposed Lakeside NCA:

The Lakeside Executive Staff is authorized, upon approval of the Board, to engage and collaborate with legal counsel to draft a Petition and Declaration for the NCA for the Board's consideration, which Petition and Declaration shall ensure:

1. LKSD BOD will have adequate control over the NCA.
2. That any use of, assessment, or other funding vehicle available for use by the NCA must be approved by a two-thirds vote of a quorum of the Board in addition to the approval of the Board of the NCA; and
3. The aggregate of any assessment or charge permitted to be authorized by the NCA and the Board under the Lakeside leases may not exceed one percent per annum of the appraised value, as it appears on the County Tax Duplicate.
4. In pursuing establishment of any NCA, Executive Staff should recommend how and to what extent Lakeside property owners participate in governance of the NCA board.

## **Operations**

1. The NCA Advisory Task Force will meet with such frequency as it may determine. The NCA Advisory Task Force chair, the Lakeside CEO and President, will call and preside over the meetings. The chair will set the agenda and objectives of each meeting. A majority of NCA Advisory Task Force members will constitute a quorum. NCA Advisory Task Force recommendations will require a vote of a majority of the NCA Advisory Task Force members present at a meeting at which a quorum is present. Minutes will be taken at all meetings.
2. The NCA Advisory Task Force will regularly report its activities to the Board.
3. The NCA Advisory Task Force may be asked to present to community groups. The CEO and the NCA Advisory Task Force chair will approve the presentation content.
4. The CEO will lead community engagement.
5. The NCA Advisory Task Force members and the CEO will review this charter from time to time. The CEO may amend this charter at any time.

6. The CEO and staff liaisons will attend meetings.
7. Guest experts may be invited to attend and present at NCA Advisory Task Force meetings occasionally.
8. Sam Chelliah, vice president of Finance, and Gretchen Colon, vice president of Advancement and marketing, will provide administrative support.

### **Timeline & Meeting Expectations**

The task force will meet on a regular bi-weekly basis at the onset and monthly after that. The following are preliminary milestones:

1. Meet as needed.
2. The NCA Advisory Task Force will continue work through Dec 31, 2024, unless otherwise determined by the CEO.
3. Develop an education and communication plan May June 1st
4. Finalize the petition by the end of June
5. Meet with proximate cities/communities July – August
6. Complete community feedback mid-July.
7. The CEO will call for a special meeting and present recommendations from the NCA Advisory Task Force to the full Board in mid-July.
  - a. Based on recommendation and board vote the Task Force will proceed with Step 8 and 9
8. Proximate cities/communities' approval Mid-September
9. Final Petition filed Mid-October – November