

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

District Office – Tampa, Florida (813) 933-5571
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614
www.lynwoodcdd.org

**Board of Supervisors
Lynwood Community
Development District**

May 4, 2023

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, May 12, 2023 at 11:00 a.m.** at the Offices of Rizzetta & Company, 2700 S. Falkenburg Road Suite 2745, Riverview, FL 33578. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors'
Meeting held on April 14, 2023 Tab 1
 - B.** Consideration of Operations & Maintenance
Expenditures for March 2023 Tab 2
- 4. BUSINESS ITEMS**
 - A.** Presentation of Registered Voter Count..... Tab 3
 - B.** Consideration of Sitex Midge Fly Treatment Proposal Tab 4
 - C.** Consideration of Stop Sign Replacement Proposal Tab 5
 - D.** Consideration of Resolution 2023-05; Approving FY 2023/2024
Proposed Budget & Setting Public Hearing..... Tab 6
- 5. STAFF REPORTS**
 - A.** Landscape Update..... Tab 7
 - i.. Consideration of Landscape Proposals Tab 8
 - B.** District Counsel
 - C.** District Engineer
 - D.** District Manager Tab 9
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Debby Wallace

Debby Wallace
Regional District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Lynwood Community Development District was held on **Friday, April 14, 2023 at 11:00 a.m.** at the offices of Rizzetta & Company, Inc., located at 2700 S. Falkenburg Road Suite 2745, Riverview, Florida 33578.

Present and constituting a quorum were:

Kelly Evans	Chair
Debra Goode	Vice-Chair
Lori Campagna	Assistant Secretary
Juan Gomez	Assistant Secretary
Paulo Beckert	Assistant Secretary

Also present were:

Debby Wallace	District Manager; Rizzetta & Co.
John Vericker	District Counsel; Straley Robin Vericker
	(via conf. call)
Shane Wumkes	Representative, Fieldstone Landscape

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and roll call performed, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments

An audience member addressed the Board regarding a tree down in the pocket park.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting held on March 10, 2023

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held on March 10, 2023.

On a Motion by Ms. Evans, seconded by Mr. Beckert, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting held on March 10, 2023, for the Lynwood Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for
February 2023**

Ms. Wallace presented the February 2023 Operation and Maintenance Expenditures to the Board.

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the February 2023 (\$15,148.81) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Landscape Report

Mr. Wumkes stated they will remove the dead oak tree and lift fallen trees and the Entryway landscape project is complete. He will also provide a proposal for more modifications to the entry, sod and annuals.

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors authorized Ms. Goode to meet with Fieldstone for a site visit, for the Lynwood Community Development District.

B. District Counsel

No report.

C. District Engineer

Not present.

D. District Manager

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, May 12, 2023 at 11:00 a.m. at the offices of Rizzetta & Company located at 2700 S. Falkenburg Road Suite 2745, Riverview, FL 33578.

The proposed budget will be presented at the May 12, 2023 meeting.

SIXTH ORDER OF BUSINESS

Supervisor Requests

Mr. Beckert stated he is resigning from the Board effective immediately.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors accepted Paulo Beckert resignation, for the Lynwood Community Development District.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors appointed Tammie Murphy to seat 2 with term expiring 2026, for the Lynwood Community Development District.

Ms. Wallace administered the Oath of Office to Ms. Murphy and Mr. Vericker reviewed the Sunshine Law.

On a Motion by Ms. Goode, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved to replace Pasco County Stop Sign with decorative sign, for the Lynwood Community Development District.

The Board directed Ms. Wallace to go to Signarama to replace and not to add street signs to property insurance but to add a line item to the budget.

Ms. Goode will send Ms. Wallace pictures of gas line markers that were left throughout the community and need to be removed. Ms. Wallace will forward to Paulo to have them removed throughout the community.

SEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Evans, seconded by Ms. Campagna, with all in favor, the Board adjourned the meeting at 11:43 a.m. for the Lynwood Community Development District.

Assistant Secretary

Chair / Vice Chair

Tab 2

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

District Office - Citrus Park, Florida - (813)-933-5571

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

lynwoodcdd.org

Operation and Maintenance Expenditures

March 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2023 through March 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$ 17,080.68**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

Assistant Secretary

Lynwood Community Development District
Paid Operation & Maintenance Expenditures
March 1, 2023 Through March 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brletic Dvorak, Inc.	100090	1010	General Engineer Services Through 02/01/23	\$ 500.00
Brletic Dvorak, Inc.	100090	1054	General Engineer Services 02/23	\$ 502.50
Fieldstone Landscape Service	100094	19300	Landscape Maintenance 03/23	\$ 4,460.86
Hillsborough County BOCC	100086	9086894852	2303 Dandelion St Rclm 02/23	\$ 58.47
Hillsborough County BOCC	100095	9086894852	2303 Dandelion St Rclm 03/23	\$ 47.08
Juan Gomez	100091	JG031023	Board of Supervisor Meeting 03/10/23	\$ 200.00
Kelly Evans	100092	KE031023	Board of Supervisor Meeting 03/10/23	\$ 200.00
Lori Campagna	100093	LC031023	Board of Supervisor Meeting 03/10/23	\$ 200.00
Rizzetta & Company, Inc.	100085	INV0000078036	District Management Fees 03/23	\$ 4,184.11
Sitex Aquatics, LLC	100096	7331B	Monthly Lake Maintenance 03/23	\$ 840.00
Straley Robin Vericker	100088	22767	Legal Services 02/23	\$ 1,895.50

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2023 Through March 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	100087	221008593248 02/23	5524 Rainwood Meadow Dr 3B Solar 02/23	\$ 656.19
TECO	100097	221008593248 03/23	5524 Rainwood Meadow Dr 3B Solar 03/23	\$ 656.19
		TECO Summary 477		
TECO	100089	02/23	TECO Summary 02/23	<u>\$ 2,679.78</u>
Total				<u>\$ 17,080.68</u>

Tab 6

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LYNWOOD COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2023/2024; 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 Lynwood Community Development District (“**District**”) prior to June 15, 2023 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**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 LYNWOOD 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: July 14, 2023

HOUR: 11:00 a.m.

LOCATION: The Office of Rizzetta & Company, Inc.
2700 S. Falkenburg Rd., Ste. 2745
Riverview, FL 33578

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 Hillsborough County 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 2 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 12, 2023.

Attest:

**Lynwood Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2023/2024



Rizzetta & Company

Lynwood Community Development District

Lynwoodcdd.org

Proposed Budget for Fiscal Year 2023/2024

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Rizzetta & Company

Proposed Budget
Lynwood Community Development District
General Fund
Fiscal Year 2023/2024

Chart of Accounts Classification	Actual YTD through 02/28/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
REVENUES							
Special Assessments							
Tax Roll	\$ 327,917	\$ 327,917	\$ 325,858	\$ 2,059	\$ 357,771	\$ 31,913	
TOTAL REVENUES	\$ 327,917	\$ 327,917	\$ 325,858	\$ 2,059	\$ 357,771	\$ 31,913	
Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES AND BALANCE FORWARD	\$ 327,917	\$ 327,917	\$ 325,858	\$ 2,059	\$ 357,771	\$ 31,913	
EXPENDITURES - ADMINISTRATIVE							
Legislative							
Supervisor Fees	\$ 3,200	\$ 8,500	\$ 12,000	\$ 3,500	\$ 12,000	\$ -	5 paid supervisors
Financial & Administrative							
Administrative Services	\$ 1,989	\$ 4,774	\$ 4,774	\$ -	\$ 5,012	\$ 238	
District Management	\$ 8,884	\$ 21,322	\$ 21,322	\$ -	\$ 22,388	\$ 1,066	
District Engineer	\$ 700	\$ 5,000	\$ 12,000	\$ 7,000	\$ 12,000	\$ -	
Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
Trustees Fees	\$ 3,367	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ -	
Assessment Roll	\$ 5,304	\$ 5,304	\$ 5,304	\$ -	\$ 5,569	\$ 265	
Financial & Revenue Collections	\$ 1,591	\$ 3,819	\$ 3,819	\$ -	\$ 4,010	\$ 191	
Accounting Services	\$ 7,956	\$ 19,094	\$ 19,094	\$ -	\$ 20,049	\$ 955	
Auditing Services	\$ -	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ -	Berger Toombs \$4,550 FY22-FY24 + possible increases
Arbitrage Rebate Calculation	\$ -	\$ 450	\$ 450	\$ -	\$ 450	\$ -	
Public Officials Liability Insurance	\$ 2,667	\$ 2,667	\$ 2,977	\$ 310	\$ 3,100	\$ 123	Egis Estimate
Legal Advertising	\$ 973	\$ 3,000	\$ 5,000	\$ 2,000	\$ 5,000	\$ -	
Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
Miscellaneous Fees	\$ 310	\$ 1,500	\$ 2,500	\$ 1,000	\$ 2,500	\$ -	
Website Hosting, Maintenance, Backup (and Email)	\$ 2,015	\$ 3,100	\$ 3,500	\$ 400	\$ 3,500	\$ -	
Legal Counsel							
District Counsel	\$ 5,864	\$ 14,074	\$ 15,000	\$ 926	\$ 15,000	\$ -	
Administrative Subtotal	\$ 49,995	\$ 110,779	\$ 125,915	\$ 15,136	\$ 128,753	\$ 2,838	
EXPENDITURES - FIELD OPERATIONS							
Electric Utility Services							
Utility Services	\$ 328	\$ 787	\$ 10,000	\$ 9,213	\$ 1,500	\$ (8,500)	
Street Lights	\$ 15,922	\$ 38,213	\$ 38,500	\$ 287	\$ 43,000	\$ 4,500	Phase 1 - 3B + 10% Anticipated TECO increases
Utility-Reclaimed Water Irrigation	\$ 372	\$ 893	\$ 3,000	\$ 2,107	\$ 1,500	\$ (1,500)	
Stormwater Control							
Aquatic Maintenance	\$ 4,200	\$ 12,600	\$ 13,500	\$ 900	\$ 16,380	\$ 2,880	\$10,080 Pond Maint.+ Midge Fly \$6300 (\$1050x6months)
Lake/Pond Bank Maintenance	\$ -	\$ 5,000	\$ 6,000	\$ 1,000	\$ 16,000	\$ 10,000	Ornmental Grass Cut Back \$6500x2/yr = \$13k + Bank Repairs
Mitigation Area Monitoring & Maintenance	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	For additional maintenance or plantings.
Other Physical Environment							
General Liability Insurance	\$ 3,259	\$ 3,032	\$ 3,638	\$ 606	\$ 3,638	\$ -	Egis Estimate
Property Insurance	\$ 1,503	\$ 1,503	\$ 2,000	\$ 497	\$ 2,500	\$ 500	Egis Estimate
Entry & Walls Maintenance	\$ -	\$ 4,000	\$ 7,000	\$ 3,000	\$ 7,000	\$ -	Wall/Sign/Landscape Lighting Repairs and Maintenance.
Perimeter Fence Repairs	\$ -	\$ 2,500	\$ -	\$ (2,500)	\$ 5,000	\$ 5,000	
Street Sign Repair & Replacement			\$ -	\$ -	\$ 3,500	\$ 3,500	Decorative Street Sign.
Landscape Maintenance	\$ 28,805	\$ 53,530	\$ 55,000	\$ 1,470	\$ 60,000	\$ 5,000	\$4,460.87/mos or \$\$53,530.44/yr + 10%
Irrigation Maintenance & Repairs	\$ -	\$ 2,000	\$ 8,000	\$ 6,000	\$ 8,000	\$ -	
Landscape - Annuals				\$ -	\$ 6,000	\$ 6,000	
Landscape - Mulch	\$ -	\$ 4,875	\$ 10,000	\$ 5,125	\$ 10,000	\$ -	
Landscape Replacement Plants, Shrubs, Trees	\$ 799	\$ 16,500	\$ 10,000	\$ (6,500)	\$ 10,000	\$ -	
Solar Street Light Cleaning	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
Miscellaneous Contingency	\$ 4,375	\$ 10,500	\$ 23,305	\$ 12,805	\$ 25,000	\$ 1,695	
Field Operations Subtotal	\$ 59,563	\$ 160,933	\$ 199,943	\$ 39,010	\$ 229,018	\$ 29,075	
TOTAL EXPENDITURES	\$ 109,558	\$ 271,711	\$ 325,858	\$ 54,147	\$ 357,771	\$ 31,913	
EXCESS OF REVENUES OVER EXPENDITURES	\$ 218,359	\$ 56,206	\$ -	\$ 56,206	\$ -	\$ -	

**Proposed Budget
Lynwood Community Development District
Reserve Fund
Fiscal Year 2023/2024**

Chart of Accounts Classification	Budget for 2023/2024
REVENUES	
Special Assessments	
Tax Roll	\$ 20,000
TOTAL REVENUES	\$ 20,000
Balance Forward from Prior Year	\$ -
TOTAL REVENUES AND BALANCE FORWARD	\$ 20,000
EXPENDITURES	
Contingency	
Capital Reserves	\$ 20,000
Capital Outlay	\$ -
TOTAL EXPENDITURES	\$ 20,000
EXCESS OF REVENUES OVER EXPENDITURES	\$ -

Lynwood Community Development District
Debt Service
Fiscal Year 2023/2024

Chart of Accounts Classification	Series 2019	Budget for 2023/2024
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$364,494.57	\$364,494.57
TOTAL REVENUES	\$364,494.57	\$364,494.57
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$364,494.57	\$364,494.57
Administrative Subtotal	\$364,494.57	\$364,494.57
TOTAL EXPENDITURES	\$364,494.57	\$364,494.57
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Hillsborough County Collection Costs (2%) and Early payment Discounts (4%)

6.00%

Gross assessments

\$387,430.45

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received

Notes:

Tax Roll Collection Costs and early Payment Discount is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2023/2024 O&M Budget		\$377,771.00
Collection Cost @	2%	\$8,037.68
Early Payment Discount @	4%	\$16,075.36
2023/2024 Total		<u><u>\$401,884.04</u></u>

2022/2023 O&M Budget	\$325,858.00
2023/2024 O&M Budget	\$377,771.00

Total Difference	<u><u>\$51,913.00</u></u>
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	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2022/2023	2023/2024	\$	%
Debt Service - Single Family 40'	\$1,144.55	\$1,144.55	\$0.00	0.00%
Operations/Maintenance - Single Family 40'	\$1,111.08	\$1,277.85	\$166.77	15.01%
Total	\$2,255.63	\$2,422.40	\$166.77	7.39%
Debt Service - Single Family 50'	\$1,430.69	\$1,430.69	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$1,111.08	\$1,277.85	\$166.77	15.01%
Total	\$2,541.77	\$2,708.54	\$166.77	6.56%
Operations/Maintenance - Daycare ⁽¹⁾	N/A	\$3,194.63	N/A	N/A
Total	N/A	\$3,194.63	N/A	N/A

⁽¹⁾ Operations and Maintenance assessments to be levied beginning Fiscal Year 2023-2024 for the Daycare.

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$377,771.00
COLLECTION COSTS @	2%	\$8,037.68
EARLY PAYMENT DISCOUNT @	4%	\$16,075.36
TOTAL O&M ASSESSMENT		<u>\$401,884.04</u>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>		<u>ALLOCATION OF O&M ASSESSMENT</u>				<u>PER LOT ANNUAL ASSESSMENT</u>		
	<u>O&M</u>	<u>2019 DEBT SERVICE ⁽¹⁾</u>	<u>EAU FACTOR</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&M BUDGET</u>	<u>O&M</u>	<u>2019 DEBT SERVICE ⁽²⁾</u>	<u>TOTAL ⁽³⁾</u>
Single Family 40'	201	201	1.00	201.00	63.91%	\$256,847.99	\$1,277.85	\$1,144.55	\$2,422.40
Single Family 50'	111	110	1.00	111.00	35.29%	\$141,841.43	\$1,277.85	\$1,430.69	\$2,708.54
Daycare ⁽⁴⁾	2.5	0	1.00	2.50	0.79%	\$3,194.63	\$1,277.85	\$0.00	\$1,277.85
Total Community	312	311		314.50	100.00%	\$401,884.04			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%): **(\$24,113.04)**

Net Revenue to be Collected: \$377,771.00

⁽¹⁾ Reflects one (1) Series 2019 prepayment.

⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2019 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs (if applicable) and early payment discount costs.

⁽³⁾ Annual assessment for platted lots will appear on November 2023 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4%.

⁽⁴⁾ 1 daycare unit represents 2,000 square feet.

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.



Rizzetta & Company

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.



Rizzetta & Company

EXPENDITURES - FIELD OPERATIONS:

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Landscape - Mulch: Expenses related to the replacement of mulch.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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