



Rizzetta & Company

Summer Woods Community Development District

**Board of Supervisors' Meeting
May 27, 2020**

**District Office:
9530 Marketplace Road, Suite 206
Fort Myers, Florida 33912
(239) 936-0913**

www.summerwoodscdd.org

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

Trevesta Clubhouse, 6210 Trevesta Place, Palmetto, Florida 34221

Board of Supervisors	Jim Harvey Greg Meath David Truxton Troy Simpson Adam Painter	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Jere Earlywine	Hopping Green & Sams, P.A.
District Engineer	Matt Morris	Morris Engineering

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9530 MARKETPLACE ROAD, SUITE 206, FORT MYERS, FLORIDA 33912

www.SummerWoodsCDD.org

May 19, 2020

Board of Supervisors
**Summer Woods Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Summer Woods Community Development District will be held on **Wednesday, May 27, 2020 at 9:00 a.m.** Please be advised that the Florida Governor's Office has declared a state of emergency due to the Coronavirus (COVID-19). As a result, the meeting is being conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69 and 20-91 issued by Governor DeSantis on March 9, 2020, March 20, 2020 and April 1, 2020, respectively, and any extensions thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

As reported by the Center for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. These droplets may land on objects and surfaces. Other people may contract COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. Therefore, merely cleaning facilities, while extremely important and vital in this crisis, may not be enough to stop the spread of this virus.

While it is necessary to hold a meeting of the District's Board of Supervisors despite the current public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to listen and participate in the meeting can do so telephonically by attending a scheduled Zoom meeting. The information for accessing the meeting is as follows: Dial +1 312 626 6799 or +1 929 205 6099, Meeting ID: 983 6774 6799, Password: 913856. For assistance using Zoom please contact the District Manager in advance of the meeting at BBlandon@rizzetta.com or by calling 239-936-0913. Additionally, written public comments and questions can be e-mailed to the District Manager in advance of the meeting at BBlandon@rizzetta.com, or mailed to the District Manager at Summer Woods CDD, c/o Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, FL 33912. Comments and questions received by 2:00 p.m. the day prior to the meeting will be read into the record at the meeting and become part of the permanent record of the meeting.

The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on March 5, 2020 Tab 1
 - B. Consideration of the Minutes of the Continued Board of Supervisors' Meeting held on March 12, 2020 Tab 2
 - C. Consideration of the Operation and Maintenance Expenditures for the Months of February, March, and April 2020 Tab 3

4. BUSINESS ITEMS

- A. Consideration of Resolution 2020-07, Redesignating Authorized Signatories of the District..... Tab 4
- B. Consideration of Resolution 2020-08, Redesignating Secretary of the District Tab 5
- C. Consideration of Resolution 2020-09, Setting the Landowner Meeting/Election Tab 6
- D. Presentation of Proposed Budget for Fiscal Year 2020/2021 Tab 7
 - 1. Consideration of Resolution 2020-10, Approving a Proposed Budget for Fiscal Year 2020/2021 Tab 8

5. STAFF REPORTS

- A. District Counsel
- B. District Engineer
- C. District Manager
 - 1. Presentation of Registered Voter Count Tab 9

6. SUPERVISOR REQUESTS AND COMMENTS

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 (239) 936-0913.

Very truly yours,

Belinda Blandon

Belinda Blandon
District Manager

cc: Katie Buchanan, Hopping Green & Sams, P.A.

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.

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

The special meeting of the Board of Supervisors of the Summer Woods Community Development District was held on **Thursday, March 5, 2020 at 11:00 a.m.** at the Trevesta Clubhouse located at 6210 Trevesta Place, Palmetto, Florida 34221.

Present and constituting a quorum were:

Greg Meath	Board Supervisor, Vice Chairman
Troy Simpson	Board Supervisor, Assistant Secretary
David Truxton	Board Supervisor, Assistant Secretary
Adam Painter	Board Supervisor, Assistant Secretary

Also present were:

Joe Roethke	Regional District Manager, Rizzetta & Company, Inc.
Belinda Blandon	District Manager, Rizzetta & Company, Inc.
	(via speaker phone)
Scott Brizendine	Rizzetta & Company, Inc. (via speaker phone)
Jere Earlywine	District Counsel, Hopping Green & Sams, P.A.
Erin Tumolo	District Engineer, Morris Engineering
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Roethke called the meeting to order and conducted the roll call.

SECOND ORDER OF BUSINESS

Public Comment

Mr. Roethke opened the floor for audience comments. There were none.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on January 23, 2020

Mr. Roethke presented the minutes of the Board of Supervisors' meeting held on January 23, 2020 and asked if there were any questions, comments, or revisions to the minutes. There were none.

On a Motion by Mr. Simpson, seconded by Mr. Painter, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on January 23, 2010, for the Summer Woods Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Operations and Maintenance Expenditures for the Months of December 2019 and January 2020

Mr. Roethke advised that the operations and maintenance expenditures for the period of December 1-31, 2019 totaled \$16,452.62 and the operations and maintenance expenditures for the period of January 1-31, 2020 totaled \$21,761.28. He asked if there were any questions regarding any item of expenditure. There were none.

On a Motion by Mr. Truxton, seconded by Mr. Meath, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Months of December 2019 (\$16,452.62) and January 2020 (\$21,761.28), for the Summer Woods Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of Series 2018A-2 Construction Requisitions 39 through 42

Mr. Roethke advised that construction requisitions 39 through 42 totaled \$252,135.88, paid to Ripa & Associates. He asked if there were any questions. There were none. Mr. Earlywine advised that there are two payments due to Ripa on March 16th.

On a Motion by Mr. Meath, seconded by Mr. Painter, with all in favor, the Board Ratified Special Assessment Bonds, Series 2018A-2 Construction Requisitions 39 through 42, totaling \$252,135.88, for the Summer Woods Community Development District.

SIXTH ORDER OF BUSINESS

Public Hearing Regarding Imposition of Special Assessments – Assessment Area 1 Modification

Mr. Earlywine provided an overview of the process with the Board and asked for a motion to open the public hearing.

On a Motion by Mr. Meath, seconded by Mr. Painter, with all in favor, the Board Opened the Public Hearing Regarding the Imposition of Special Assessments – Assessment Area 1 Modification, for the Summer Woods Community Development District.

Mr. Earlywine advised that the assessment process was conducted in 2018 to levy assessments and there are two additional lots that need to be added to Assessment Area 1; lots 359 and 360.

Mr. Roethke asked if there were any questions or comments from the public. There were none.

On a Motion by Mr. Meath, seconded by Mr. Painter, with all in favor, the Board Closed the Public Hearing Regarding the Imposition of Special Assessments – Assessment Area 1 Modification, for the Summer Woods Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-04, Levying and Imposing Area 1 Debt Special Assessments

Mr. Earlywine provided a detailed overview of the resolution levying and imposing area one debt special assessments. He asked if there were any questions. There were none.

On a Motion by Mr. Meath, seconded by Mr. Simpson, with all in favor, the Board Adopted Resolution 2020-04, Levying and Imposing Area 1 Debt Special Assessments, for the Summer Woods Community Development District.

EIGHTH ORDER OF BUSINESS

Public Hearing Regarding Imposition of Special Assessments – Assessment Area 2

Mr. Roethke asked for a motion to open the public hearing.

On a Motion by Mr. Meath, seconded by Mr. Painter, with all in favor, the Board Opened the Public Hearing Regarding the Imposition of Special Assessments – Assessment Area 2, for the Summer Woods Community Development District.

This hearing was continued to March 12, 2020 at 11:00 a.m.

NINTH ORDER OF BUSINESS

Consideration of Change Order for Site Work Contract (RIPA CO #15)

Mr. Earlywine advised that the change order being presented authorizes the next phase of construction.

On a Motion by Mr. Meath, seconded by Mr. Simpson, with all in favor, the Board Approved the Change Order for Site Work Contract (RIPA CO #15), for the Summer Woods Community Development District.

Discussion ensued regarding items to be continued at the March 12th meeting. All other items, including documents for consideration, were continued to the March 12th meeting.

TENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Earlywine advised he had no report.
- B. District Engineer
Ms. Tumolo advised she had no report.
- C. District Manager
Mr. Roethke advised that this meeting is being continued to Thursday, March 12, 2020 at 11:00 am.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience comments

Mr. Roethke opened the floor for Supervisor requests and comments. There were none.

TWELFTH ORDER OF BUSINESS

Adjournment

Mr. Roethke stated there was no further business to come before the Board and asked for a motion to continue the meeting.

On a Motion by Mr. Meath, seconded by Mr. Simpson, with all in favor, the Board, at 11:11 a.m., Continued the Public Hearing and Meeting in Progress to Thursday, March 12, 2020 at 11:00 a.m., for the Summer Woods Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 2

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.

**SUMMER WOODS
COMMUNITY DEVELOPMENT DISTRICT**

The continued special meeting of the Board of Supervisors of the Summer Woods Community Development District was held on **Thursday, March 12, 2020 at 11:07 a.m.** at the Trevesta Clubhouse located at 6210 Trevesta Place, Palmetto, Florida 34221.

Present and constituting a quorum were:

Jim Harvey	Board Supervisor, Chairman (via speaker phone)
Greg Meath	Board Supervisor, Vice Chairman
David Truxton	Board Supervisor, Assistant Secretary
Adam Painter	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Scott Brizendine	Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams, P.A.

FIRST ORDER OF BUSINESS **Call to Order**

Ms. Blandon called the meeting to order and conducted the roll call.

SECOND ORDER OF BUSINESS **Public Comment**

Ms. Blandon stated for the record that no members of the public were present.

THIRD ORDER OF BUSINESS **Public Hearing Regarding Imposition
of Special Assessments –
Assessment Area 2**

Ms. Blandon asked for a motion to re-open the public hearing.

On a Motion by Mr. Truxton, seconded by Mr. Meath, with all in favor, the Board Re-Opened the Public Hearing Regarding the Imposition of Special Assessments – Assessment Area 2, for the Summer Woods Community Development District.

Mr. Brizendine distributed and provided a detailed overview of the assessment report. Mr. Earlywine advised that if there were no questions then the Board would sit as an equalizing Board to make any changes. There were none.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2020-05,
Levying and Imposing Area Two Debt
Special Assessments**

Mr. Earlywine provided a detailed overview of the resolution for the Board; he advised that the resolution would levy assessments as well as bring down the assessment levels to the specific amount of the 2020 bonds.

On a Motion by Mr. Truxton, seconded by Mr. Painter, with all in favor, the Board Adopted Resolution 2020-05, Levying and Imposing Area Two Debt Special Assessments, and Authorized the Vice Chairman to Execute the Resolution, for the Summer Woods Community Development District.

FIFTH ORDER OF BUSINESS**Consideration of Bond Agreements**

Mr. Earlywine provided an overview of the Completion Agreement, True-Up Agreement, Collateral Assignment Agreement, Acquisition Agreement, Disclosure of Public Finance, Kolter Declaration of Consent, NVR Declaration of Consent, and Notice of Special Assessments.

On a Motion by Mr. Truxton, seconded by Mr. Painter, with all in favor, the Board Approved the Bond Agreements in Substantial Form, for the Summer Woods Community Development District.

Mr. Earlywine advised that the Rules of Procedure allow for the Vice Chairman to Execute documents on behalf of the District in the absence of the Chairman; however, in an abundance of caution he would like a motion from the Board to allow Mr. Greg Meath to sign documents at the pre-closing on behalf of the District.

On a Motion by Mr. Truxton, seconded by Mr. Painter, with all in favor, the Board Authorized the Vice Chairman, Greg Meath, to Execute Documents on Behalf of the District at the Pre-close, for the Summer Woods Community Development District.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2020-06,
Recognizing a Contribution in Lieu of
Assessment Area One Debt
Assessments**

Mr. Earlywine provided an overview of the Resolution which would pay the \$2,200,000.00 less a contribution as required for the assessments for the area one project, in the amount of approximately \$400,000.00, so the net amount would be \$1,700,00.00 due back to the developer from the Bond proceeds.

On a Motion by Mr. Truxton, seconded by Mr. Painter, with all in favor, the Board Adopted Resolution 2020-06, Recognizing a Contribution in Lieu of Assessment Area One Debt Assessments, for the Summer Woods Community Development District.

Mr. Earlywine asked for a motion to close the public hearing related to area two special assessments.

On a Motion by Mr. Truxton, seconded by Mr. Meath, with all in favor, the Board Closed the Public Hearing Regarding the Imposition of Special Assessments – Assessment Area 2, for the Summer Woods Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Earlywine advised he had no report.
- B. District Engineer
Mr. Morris was not present.
- C. District Manager
Ms. Blandon advised that this meeting is being continued to Thursday, May 7, 2020 at 11:00 am.

EIGHTH ORDER OF BUSINESS

Supervisor Requests and Audience comments

Ms. Blandon asked if there were any Supervisor requests or comments. There were none.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Blandon stated there was no further business to come before the Board and asked for a motion to adjourn the meeting.

On a Motion by Mr. Truxton, seconded by Mr. Painter, with all in favor, the Board, Adjourned the Meeting at 11:17 a.m., for the Summer Woods Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 3

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FORT MYERS, FLORIDA 33912

Operation and Maintenance Expenditures February 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2020 through February 29, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,205.27**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Summer Woods Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bellmore Electric, Inc.	000247	7794	Repair to Entry Sign 02/20	\$ 410.00
Observer Media Group, Inc.	000243	20-00114M	Legal Advertising 01/24/20	\$ 63.44
Rizzetta & Company, Inc.	000244	INV0000046463	District Management Fees 02/20	\$ 3,850.00
Rizzetta Technology Services	000245	INV0000005452	Website Hosting & Development 02/20	\$ 100.00
Solitude Lake Management, LLC	000248	PI-A00356307	Lake & Pond Management - Wetland 02/20	\$ 523.00
Solitude Lake Management, LLC	000248	PI-A00356308	Lake & Pond Management Services 02/20	\$ 603.00
Sun State Landscape Management, Inc.	000246	28612	Irrigation Repair 01/20	\$ 340.00
Sun State Landscape Management, Inc.	000249	28692	Monthly Landscape Maintenance 02/20	<u>\$ 4,315.83</u>
Report Total				<u>\$ 10,205.27</u>

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FORT MYERS, FLORIDA 33912

Operation and Maintenance Expenditures March 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2020 through March 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,472.60**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Summer Woods Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bradenton Herald, Inc.	000250	0004547106	Legal Advertising 02/14/20 -	\$ 1,543.94
		02/14/20	02/21/2020	
Hopping Green & Sams, P.A.	000254	113084	General Legal Services 01/20	\$ 1,618.99
Peace River Electric Cooperative	000251	170982001 02/20	Entry Sign Lighting 02/20	\$ 43.84
Rizzetta & Company, Inc.	000252	INV0000047318	District Management Fees 03/20	\$ 3,850.00
Rizzetta Technology Services	000253	INV0000005552	Website Hosting & Development	\$ 100.00
			03/20	
Sun State Landscape Management, Inc.	000255	29128	Monthly Landscape Maintenance	\$ 4,315.83
			03/20	
Report Total				<u>\$ 11,472.60</u>

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FORT MYERS, FLORIDA 33912

Operation and Maintenance Expenditures April 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2020 through April 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$18,420.16**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Summer Woods Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bellmore Electric, Inc.	000260	7810	Repair to Entry Sign 03/20	\$ 244.00
Campus Suite	000261	18414	Website & Compliance Services - Q3 FY19/20	\$ 384.38
Grau & Associates	000264	19447	Audit Services FYE 09/30/19	\$ 1,500.00
Hopping Green & Sams, P.A.	000256	113467	General Legal Services 02/20	\$ 4,091.90
Hopping Green & Sams, P.A.	000266	114207	General Legal Services 03/20	\$ 1,348.92
Peace River Electric Cooperative	000262	170982001 03/20	Entry Sign Lighting 03/20	\$ 43.31
Rizzetta & Company, Inc.	000257	INV0000048072	District Management Fees 04/20	\$ 3,850.00
Rizzetta Technology Services	000258	INV0000005652	Website Hosting & Development 04/20	\$ 100.00
Solitude Lake Management, LLC	000265	PI-A00370697	Lake & Pond Management - Wetland 03/20	\$ 523.00
Solitude Lake Management, LLC	000265	PI-A00370698	Lake & Pond Management - Aquatic 03/20	\$ 603.00
Solitude Lake Management, LLC	000265	PI-A00387117	Lake & Pond Management - Wetland 04/20	\$ 523.00
Solitude Lake Management, LLC	000265	PI-A00387118	Lake & Pond Management - Aquatic 04/20	\$ 603.00
Sun State Landscape Management, Inc.	000259	29390	Irrigation Inspection and Repair 03/20	\$ 134.23
Sun State Landscape Management, Inc.	000263	29560	Monthly Landscape Maintenance 04/20	\$ 4,315.83

Summer Woods Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sun State Landscape Management, Inc.	000263	296666	Irrigation Inspection and Repair 04/20	<u>\$ 155.59</u>
Report Total				<u><u>\$ 18,420.16</u></u>

Tab 4

RESOLUTION 2020-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE AUTHORIZED SIGNATORIES FOR THE DISTRICT'S OPERATING BANK ACCOUNT(S), AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Summer Woods 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 Manatee County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") has selected a depository as defined in Section 280.02, Florida Statutes, which meets all the requirements of Chapter 280 and has been designated by the State Treasurer as a qualified public depository; and

WHEREAS, the Board desires now to authorize signatories for the operating bank account(s).

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Chairman, Vice Chairman, Treasurer, and Assistant Treasurer are hereby designated as authorized signatories for the operating bank accounts of the District.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 27th day of May, 2020.

**SUMMER WOODS COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

Secretary / Asst. Secretary

Chairman / Vice Chairman

Tab 5

RESOLUTION 2020-08

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT
REDESIGNATING THE SECRETARY OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Summer Woods Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Manatee County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") previously designated Eric Dailey as Secretary pursuant to Resolution 2017-11; and

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

Section 1. Bob Schleifer is appointed Secretary

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 27TH DAY OF MAY, 2020.

**SUMMER WOODS COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 6

RESOLUTION 2020-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Summer Woods Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Manatee County, Florida; and

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT:

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Troy Simpson	2020
2	Greg Meath	2020
3	Adam Painter	2020
4	Dave Truxton	2022
5	Jim Harvey	2022

This year, Seat 1, currently held by Troy Simpson, Seat 2, currently held by Greg Meath, and Seat 3, currently held by Brooke Pelsh, are subject to election by landowners in November 2020. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the 5th day of November, 2020, at 9:30 a.m., and located at the Trevesta Clubhouse, 6210 Trevesta Place, Palmetto, Florida 34221.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting

and election have been announced by the Board at its May 27, 2020 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at the Trevesta Clubhouse, 6210 Trevesta, Place, Palmetto, Florida 34221, or at the office of the District Manager, Rizzetta and Company, Inc., located at 9530 Marketplace Road, Suite 206, Ft. Myers, Florida 33912.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 27th DAY OF MAY, 2020.

**SUMMER WOODS COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

CHAIRMAN / VICE CHAIRMAN

SECRETARY / ASST. SECRETARY

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Summer Woods Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately 268 acres, located east of U.S. 301 and south of Moccasin Wallow Road, in Manatee County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) person/people to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: Thursday, November 5, 2020
TIME: 9:30 a.m.
PLACE: Trevesta Clubhouse
6210 Trevesta Place
Palmetto, Florida 34221

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Ft. Myers, Florida 33912, Ph: (239) 936-0913 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

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

Belinda Blandon
District Manager
Run Date(s): 10/14/2020 & 10/21/2020

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **Thursday, November 5, 2020**

TIME: **9:30 A.M.**

LOCATION: **Trevesta Clubhouse, 6210 Trevesta Place, Palmetto, Florida 34221**

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT
MANATEE COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 5, 2020**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Summer Woods Community Development District to be held at the Trevesta Clubhouse, 6210 Trevesta Place, Palmetto, Florida 34221, on Thursday, November 5, 2020, at 9:30 a.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2019), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT
MANATEE COUNTY, FLORIDA
LANDOWNERS' MEETING - NOVEMBER 5, 2020

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Summer Woods Community Development District and described as follows:

Description

Acreage

_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
3		

Date: _____

Signed: _____

Printed Name: _____

Tab 7



Rizzetta & Company

Summer Woods Community Development District

www.summerwoodscdd.org

Proposed Budget for Fiscal Year 2020/2021

Presented by: Rizzetta & Company, Inc.

9530 Marketplace Road
Suite 206
Fort Myers, Florida 33912
Phone: 239-936-0913

www.rizzetta.com

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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.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

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.



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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.

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 maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services 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. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also 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.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

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

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

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.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.



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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.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

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

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

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

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

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.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

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.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.



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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 Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

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.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.



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Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

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



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

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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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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Proposed Budget
Summer Woods Community Development District
General Fund
Fiscal Year 2020/2021

	Chart of Accounts Classification	Actual YTD through 03/31/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
1								
2	REVENUES							
3								
4	Special Assessments							
5	Tax Roll*	\$ 77,350	\$ 77,350	\$ 77,350	\$ -	\$ 152,738	\$ 75,388	
6	Off Roll*		\$ -	\$ -	\$ -	\$ 196,533	\$ 196,533	
7	Contributions & Donations from Private Sources							
8	Developer Contributions	\$ 30,000	\$ 245,621	\$ 245,621	\$ -		\$ (245,621)	
9								
10	TOTAL REVENUES	\$ 107,350	\$ 322,971	\$ 322,971	\$ -	\$ 349,271	\$ 26,300	
11								
14	TOTAL REVENUES AND BALANCE FORWARD	\$ 107,350	\$ 322,971	\$ 322,971	\$ -	\$ 349,271	\$ 26,300	
15								
18	EXPENDITURES - ADMINISTRATIVE							
19								
20	Financial & Administrative							
21	Administrative Services	\$ 2,250	\$ 4,500	\$ 4,500	\$ -	\$ 4,635	\$ 135	
22	District Management	\$ 10,050	\$ 20,100	\$ 20,100	\$ -	\$ 20,703	\$ 603	
23	Accounting Services	\$ 9,000	\$ 18,000	\$ 18,000	\$ -	\$ 18,540	\$ 540	
24	Auditing Services	\$ -	\$ -	\$ 4,200	\$ 4,200	\$ 4,000	\$ (200)	
25	District Engineer	\$ 2,025	\$ 4,050	\$ 5,000	\$ 950	\$ 5,000	\$ -	
26	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 7,000	\$ 2,000	As per Dissemination Services Agreement
27	Trustees Fees	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	
28	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,150	\$ 150	
29	Arbitrage Rebate Calculation	\$ 450	\$ 450	\$ 450	\$ -	\$ 500	\$ 50	
30	Financial and Revenue Collections	\$ 1,800	\$ 1,800	\$ 3,600	\$ 1,800	\$ 3,708	\$ 108	
31	Public Officials Liability Insurance	\$ 2,306	\$ 2,537	\$ 2,475	\$ (62)	\$ 2,537	\$ 62	As per Egis' estimate
32	Legal Advertising	\$ 1,994	\$ 3,987	\$ 3,500	\$ (487)	\$ 4,000	\$ 500	
33	Dues, Licenses & Fees	\$ 175	\$ 350	\$ 175	\$ (175)	\$ 175	\$ -	
34	Website Hosting, Maintenance, Backup (and Email)	\$ 3,694	\$ 7,388	\$ 7,100	\$ (288)	\$ 2,753	\$ (4,348)	Campus Suites Agreement
35	Legal Counsel				\$ -		\$ -	
36	District Counsel	\$ 6,457	\$ 12,914	\$ 20,000	\$ 7,086	\$ 20,000	\$ -	
38								
39	Administrative Subtotal	\$ 50,200	\$ 73,162	\$ 106,100	\$ 12,938	\$ 105,701	\$ (400)	
40								
41	EXPENDITURES - FIELD OPERATIONS							
42								
43	Electric Utility Services							
44	Utility Services - Amenity Center	\$ 2,242	\$ 4,485	\$ 11,637	\$ 7,152	\$ 12,000	\$ 363	Based on projected annualized expenses
45	Utility Services - Entry Signs	\$ -	\$ -	\$ 2,667	\$ 2,667	\$ 3,000	\$ 333	
46	Water-Sewer Combination Services	\$ -						
47	Utility - Irrigation	\$ -	\$ -	\$ 14,400	\$ 14,400	\$ 14,400	\$ -	Based on projected annualized expenses
48	Utility - Amenity Center Trash Removal	\$ -	\$ -	\$ 3,467	\$ 3,467	\$ 3,500		
49	Stormwater Control							
50	Aquatic Maintenance	\$ 3,015	\$ 6,030	\$ 7,236	\$ 1,206	\$ 8,652	\$ 1,416	Solitude agreement \$ 603 per month
51	Wetland Maintenance/Exotic Nuisance Removal	\$ 2,615	\$ 5,230	\$ 8,646	\$ 3,416	\$ 10,584	\$ 1,938	Aquatic Systems agreement plus upland preservation areas.
52	Other Physical Environment							
53	Landscape Maintenance	\$ 25,895	\$ -	\$ 118,120	\$ -	\$ 118,120	\$ -	
54	Irrigation Maintenance	\$ 560	\$ 2,750	\$ 14,000	\$ 11,250	\$ 14,000		
55	Plant Replacement	\$ -	\$ 5,328	\$ 5,000	\$ (328)	\$ 5,000	\$ -	
56	General Liability Insurance	\$ 2,819	\$ 2,750	\$ 3,025	\$ 275	\$ 3,101	\$ 76	
57	Property Insurance	\$ -	\$ -	\$ 5,594	\$ 5,594	\$ 6,213	\$ 619	
58	Pool Maintenance	\$ -	\$ -	\$ 8,320	\$ 8,320	\$ 16,800	\$ 8,480	
59	Amenity Center Maintenance							Cleaning contract services \$ 1,100.00 per month. Additional funds budgeted for pressure cleaning and additional maintenance for the amenity center.
60	Contingency	\$ -	\$ -	\$ 4,760	\$ 4,760	\$ 18,200	\$ 13,440	
61	Miscellaneous Contingency	\$ 654	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	
62								
63	Field Operations Subtotal	\$ 37,801	\$ 26,573	\$ 216,871	\$ 72,178	\$ 243,570	\$ 26,666	
64								
67	TOTAL EXPENDITURES	\$ 88,001	\$ 99,735	\$ 322,971	\$ 85,116	\$ 349,271	\$ 26,300	
68								

Budget Template
Summer Woods Community Development District
Debt Service
Fiscal Year 2020/2021

Chart of Accounts Classification	Series 2018A-1 (AA1)	Series 2018A-2 (AA1)	Series 2020 (AA2)	Budget for 2020/2021
REVENUES				
Special Assessments				
Net Special Assessments	\$242,399.63	\$55,933.92	\$388,811.39	\$687,144.93
TOTAL REVENUES	\$242,399.63	\$55,933.92	\$388,811.39	\$687,144.93
EXPENDITURES				
Administrative				
Financial & Administrative				
Debt Service Obligation	\$242,399.63	\$55,933.92	\$388,811.39	\$687,144.93
Administrative Subtotal	\$242,399.63	\$55,933.92	\$388,811.39	\$687,144.93
TOTAL EXPENDITURES	\$242,399.63	\$55,933.92	\$388,811.39	\$687,144.93
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00

Manatee County Collecction Costs (3%) and Early Payment Discounts (4%):

7.0%

Gross assessments

\$733,780.80

Notes:

1. Tax Roll Collection Costs (3%) and Early Payment Discounts (4%) are a total 7.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2020/2021 O&M Budget		\$349,271.00
Collection Cost @	3%	\$11,266.81
Early Payment Discount @	4%	\$15,022.41
2020/2021 Total:		<u>\$375,560.22</u>

2019/2020 O&M Budget	\$322,971.00	(2)
2020/2021 O&M Budget	\$349,271.00	

Total Difference:	<u>\$26,300.00</u>
-------------------	--------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2019/2020	2020/2021	\$	%
Series 2018A-1 Debt Service - SF 40' (AA1)	\$1,073.88	\$1,073.88	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$913.98	\$890.34	-\$23.64	-2.59%
Total	\$1,987.86	\$1,964.22	-\$23.64	-1.19%
Series 2018A-1 Debt Service - SF 40' gated (AA1)	\$1,181.27	\$1,181.27	\$0.00	0.00%
Operations/Maintenance - SF 40' gated	\$913.98	\$890.34	-\$23.64	-2.59%
Total	\$2,095.25	\$2,071.61	-\$23.64	-1.13%
Series 2018A-1 Debt Service - SF 50' (AA1)	\$1,181.27	\$1,181.27	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$913.98	\$1,112.93	\$198.95	21.77%
Total	\$2,095.25	\$2,294.20	\$198.95	9.50%
Series 2020 Debt Service - SF 40' (AA2)	\$0.00	\$1,181.00	\$1,181.00	(1)
Operations/Maintenance - SF 40'	\$0.00	\$890.34	\$890.34	(3)
Total	\$0.00	\$2,071.34	\$2,071.34	
Series 2020 Debt Service - SF 50' (AA2)	\$0.00	\$1,289.00	\$1,289.00	(1)
Operations/Maintenance - SF 50'	\$0.00	\$1,112.93	\$1,112.93	(3)
Total	\$0.00	\$2,401.93	\$2,401.93	
Series 2020 Debt Service - SF 40' (AA2) UNPLATTED	\$0.00	\$1,181.00	\$1,181.00	(1)
Operations/Maintenance - SF 40' UNPLATTED	\$0.00	\$103.80	\$103.80	(3)
Total	\$0.00	\$1,284.80	\$1,284.80	
Series 2020 Debt Service - SF 50' (AA2) UNPLATTED	\$0.00	\$1,289.00	\$1,289.00	(1)
Operations/Maintenance - SF 50' UNPLATTED	\$0.00	\$129.75	\$129.75	(3)
Total	\$0.00	\$1,418.75	\$1,418.75	
Debt Service - SF 40' (Future Assessment Areas)	\$0.00	\$0.00	\$0.00	
Operations/Maintenance - SF 50' (Future Assessment Areas)	\$0.00	\$103.80	\$103.80	(3)
Total	\$0.00	\$103.80	\$103.80	
Debt Service - SF 40' (Future Assessment Areas)	\$0.00	\$0.00	\$0.00	
Operations/Maintenance - SF 50' (Future Assessment Areas)	\$0.00	\$129.75	\$129.75	(3)
Total	\$0.00	\$129.75	\$129.75	

(1) The first installment for the Series 2020 Bond (AA2) is expected to commence in FY 2020-2021

(2) Developer funded \$245,621.00 of the FY 19-20 Budget

(3) Beginning in FY 20-21 - O&M Admin Expenses will be levied on all Lots, O&M Field Expenses will only be levied on Platted Lots

SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020-2021 DEBT SERVICE AND O&M ASSESSMENT SCHEDULE

UNITS ASSESSED						ALLOCATION OF O&M ASSESSMENT				ALLOCATION OF O&M ASSESSMENT				PER UNIT ASSESSMENTS					
						TOTAL O&M BUDGET		COLLECTION COSTS & EPD @		EARLY PAYMENT DISCOUNT @		TOTAL O&M ASSESSMENT							
O&M	SERIES 2018A-1 (AA1)	SERIES 2018A-2 (AA1)	SERIES 2020 (AA2)	EAU	TOTAL	% TOTAL	ADMIN	ADMIN	TOTAL	% TOTAL	FIELD	FIELD	O&M ⁽²⁾	SERIES 2018A-1 (AA1)	2018A-2 DEBT (AA1)	SERIES 2020	TOTAL ⁽⁵⁾		
	DEBT SERVICE ⁽¹⁾	DEBT SERVICE	DEBT SERVICE ⁽¹⁾		EAU's	EAU's	PER PARCEL	PER LOT	EAU's	EAU's	PER PARCEL	PER LOT		DEBT SERVICE ⁽³⁾	DEBT SERVICE ⁽⁴⁾	DEBT SERVICE ⁽³⁾			
40	40	2	0	1.00	40.00	3.65%	\$4,151.85	\$103.80	40.00	12.53%	\$31,461.62	\$786.54	\$890.34	\$1,073.88	\$582.07	\$0.00	\$2,546.29		
143	143	89	0	1.00	143.00	13.06%	\$14,842.88	\$103.80	143.00	44.79%	\$112,475.31	\$786.54	\$890.34	\$1,181.27	\$554.35	\$0.00	\$2,625.96		
41	41	7	0	1.25	51.25	4.68%	\$5,319.56	\$129.75	51.25	16.05%	\$40,310.21	\$983.18	\$1,112.93	\$1,181.27	\$776.09	\$0.00	\$3,070.29		
30	0	0	30	1.00	30.00	2.74%	\$3,113.89	\$103.80	30.00	9.40%	\$23,596.22	\$786.54	\$890.34	\$0.00	\$0.00	\$1,181.00	\$2,071.34		
44	0	0	44	1.25	55.00	5.02%	\$5,708.80	\$129.75	55.00	17.23%	\$43,259.73	\$983.18	\$1,112.93	\$0.00	\$0.00	\$1,289.00	\$2,401.93		
298	224	98	74		319.25	29.16%	\$33,136.98		319.25	100.00%	\$251,103.09								
138	0	0	138	1.00	138.00	12.60%	\$14,323.89	\$103.80	0.00	0.00%	\$0.00	\$0.00	\$103.80	\$0.00	\$0.00	\$1,181.00	\$1,284.80		
126	0	0	126	1.25	157.50	14.38%	\$16,347.92	\$129.75	0.00	0.00%	\$0.00	\$0.00	\$129.75	\$0.00	\$0.00	\$1,289.00	\$1,418.75		
159	0	0	0	1.00	159.00	14.52%	\$16,503.62	\$103.80	0.00	0.00%	\$0.00	\$0.00	\$103.80	\$0.00	\$0.00	\$0.00	\$103.80		
257	0	0	0	1.25	321.25	29.34%	\$33,344.57	\$129.75	0.00	0.00%	\$0.00	\$0.00	\$129.75	\$0.00	\$0.00	\$0.00	\$129.75		
680	0	0	264		775.75	70.84%	\$80,520.01		0.00	0.00%	\$0.00								
978	224	98	338		1095.00	100.00%	\$113,656.99		319.25	100.00%	\$251,103.09								
							(\$7,955.99)									(\$7,533.09)			
							\$105,701.00									\$243,570.00			
Costs (3%) and Early Payment Discounts (4%):																			

⁽¹⁾ Reflects the number of total lots with Series 2018A-1 (AA1) and 2020 (AA2) debt outstanding.

⁽²⁾ Administrative expenses, and any operational expenses above the levied gross assessment will be funded via a Developer Funding Agreement. The proposed operational assessment is based on an assumption of 298 platted units, but such assumption is subject to change, and the final assessments will be based on the number of platted units existing at the time of submission of the assessment roll to the Manatee County Tax Collector.

⁽³⁾ Annual debt service assessment per lot adopted in connection with the Series 2018A-1 (AA1) and Series 2020 (AA2) bond issues. Annual assessment includes principal, interest, Manatee County collection costs and early payment discounts.

⁽⁴⁾ The annual debt service assessment per lot adopted in connection with the Series 2018A-2 (AA1) bond issue are expected to be directly collected by the District; therefore, these amounts do not include Pasco County collection costs or early payment discounts.

⁽⁴⁾ Annual assessment that will appear on November 2020 Manatee County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

Tab 8

RESOLUTION 2020-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Summer Woods Community Development District ("**District**") prior to June 15, 2020, proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 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.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: August 6, 2020

HOUR: 9:30 a.m.

The hearing may be conducted remotely, pursuant to Zoom media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, as such orders may be extended, respectively, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*. In the event that conditions allow the meeting to be held in person, it will be held at the following location:

LOCATION: Trevesta Clubhouse
6210 Trevesta Place
Palmetto, Florida 34221

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 Manatee 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 approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, 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 in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 27TH DAY OF MAY, 2020.

ATTEST:

**SUMMER WOODS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____
Its: _____

Exhibit A: Fiscal Year 2020/2021 Proposed Budget

Exhibit A
Fiscal Year 2020/2021 Proposed Budget

Tab 9

MICHAEL BENNETT • SUPERVISOR OF ELECTIONS • MANATEE COUNTY

600 301 Boulevard West, Suite 108, Bradenton, Florida 34205-7946
P O Box 1000, Bradenton, Florida 34206-1000



Phone: 941-741-3823 • Fax: 941-741-3820 • VoteManatee.com • Info@VoteManatee.com

April 20, 2020

Summer Woods Community Development District
Attn: Belinda Blandon
9530 Marketplace Rd., Suite 206
Ft Myers FL 33912

Dear Ms. Blandon:

We are in receipt of your request for the number of registered voters in the Summer Woods Community Development District of April 15, 2020. According to our records, there were 51 persons registered in the Summer Woods Community Development District as of that date.

I hope this information is helpful to you. If I can be of any further assistance to you, please do not hesitate to contact my office at your earliest convenience.

Sincerely,

Michael Bennett
Supervisor of Elections

MB/sas