

**SPRING LAKE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
February 1, 2022**

**SPRING LAKE
COMMUNITY DEVELOPMENT DISTRICT AGENDA**

February 1, 2022 at 6:30 P.M

The Clubhouse at Lucaya Lake

11301 Lake Lucaya Drive, Riverview, FL 33579

District Board of Supervisors	Chairman Vice- Chairman Supervisor Supervisor Supervisor	Warren C. Keipper Ruth Brown William Kidwell Chrissy Nieves Thomas Bigelow
District Manager	Meritus	Rick Reidt Brian Lamb
District Attorney	Kutak Rock LLP.	Michael Eckert
District Engineer	Johnson Engineering, INC	Phil Chang

All cellular phones and pagers must be turned off while in the meeting room

The regular meeting will begin at **6:30 p.m.** with **Call to Order**, the public has the opportunity to comment on posted agenda items during the third section called **Audience Questions and Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time but will consider the comments presented as the agenda progresses. The third section will be **Staff Reports**. This section allows the District Manager and Staff to update the Board of Supervisors on any pending issues that are being researched for Board action. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. In the event of a Public Hearing, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion, and vote. The fourth section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. The fifth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business.

The final section is called **Supervisor Requests and Audience Questions, Comments and Discussion Forum**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the district's need and where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-700, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, or 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

February 1, 2022

Board of Supervisors
Spring Lake Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Spring Lake Community Development District will be held on **Tuesday, February 1, 2022, at 6:30 pm. at the Clubhouse at Lucaya Lake located at 11301 Lake Lucaya Drive Riverview FL, 33579.** Please let us know 24 hours before the meeting if you wish to call in for the meeting. Following is the agenda for the meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181#

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT ON AGENDA ITEMS

3. STAFF REPOERTS

- A. District EngineerTab 01 Page 04
 - i. *Work Authorization Number 22-001.r Water Management System Report*
 - ii. *Draft Map for Final Approval*
- B. District CounselTab 02 Page 08
 - i. Discussion on Morgan Watt Request
 - ii. Blue Pacific License Agreement Recap and Direction
 - iii. District Management Proposals
 - A. *DPFG Management & Consulting & Vesta Property Services,*
 - B. *Governmental Management Services*
 - C. *Halifax Solutions*
 - D. *Inframark*
 - E. *Rizzetta & Company*
- C. District ManagerTab 03 Page 181
 - i. Action Item List

4. BUSINESS ITEM

- A. General Matters of the District

5. CONSENT AGENDA

- A. Consideration of Minutes of the Board of Supervisors Regular Meeting January 4, 2022. Tab 04 Page 182
- B. Consideration of Operations and Maintenance Expenditures December 2021 Tab 05 Page 188
- C. Review of Financial Statements Month Ending December 31, 2021,..... Tab 06 Page 224

6. SUPERVISOR REQUESTS AND AUDIENCE 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 (813) 873-7300.

Sincerely,
Rick Reidt
District Manager



Work Authorization
January 25, 2022

Spring Lake Community Development District
Hillsborough County, Florida

Subject: **Work Authorization Number 22-001.r
Water Management System Report
Spring Lake Community Development District**

Dear Chairman, Board of Supervisors:

Johnson Engineering, Inc. ("Engineer") is pleased to submit this work authorization to provide engineering services for the Spring Lake Community Development District ("District"). We will provide these services pursuant to our current agreement dated December 5, 2020 ("Engineering Agreement") as follows:

I. Background

The Florida Legislature passed House Bill 53 related to public infrastructure. A portion of it is shown below relating to stormwater and the requirement to create a 20-year needs analysis. Spring Lake CDD is one of the special districts mentioned in Section (1) below.

403.9302 Stormwater management projections.

(1) The Legislature intends for each county, municipality, or special district providing a stormwater management program or stormwater management system to create a 20-year needs analysis.

(2) As used in this section, the term:

(a) "Facility" means any equipment, structure, or other property, including conveyance systems, used or useful in connection with providing a stormwater management program or stormwater management system.

(b) "Stormwater management program" has the same meaning as provided in s. 403.031(15).

(c) "Stormwater management system" has the same meaning as provided in s. 403.031(16).

(3) By June 30, 2022, and every 5 years thereafter, each county, municipality, or special district providing a stormwater management program or stormwater management system shall develop a needs analysis for its jurisdiction over the subsequent 20 years. In projecting such needs, each local government shall include the following:

*(a) **A detailed description of the stormwater management program or stormwater management system and its facilities and projects.***

(b) The number of current and projected residents served calculated in 5-year increments.

(c) The current and projected service area for the stormwater management program or stormwater management system.

(d) The current and projected cost of providing services calculated in 5-year increments.

(e) The estimated remaining useful life of each facility or its major components.

- (f) *The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components.*
- (g) *The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap.*
- (4) *Upon completing the requirements of subsection (3), each municipality or special district shall submit its needs analysis, as well as the methodology and any supporting data necessary to interpret the results, to the county within which the largest portion of its stormwater management program or stormwater management system is located. Each county shall compile all analyses submitted to it under this subsection into a single document and include its own analysis in the document. The county shall file the compiled document with the Secretary of Environmental Protection and the coordinator of the Office of Economic and Demographic Research no later than July 31, 2022, and every 5 years thereafter.*
- (5) *The Office of Economic and Demographic Research shall evaluate the compiled documents from the counties for the purpose of developing a statewide analysis for inclusion in the assessment due January 1, 2023, pursuant to s. 403.928.*
- (6) *This section applies to a rural area of opportunity as defined in s. 288.0656 unless the requirements of this section would create an undue economic hardship for the county, municipality, or special district in the rural area of opportunity.*

II. Scope of Work

The District will engage the services of the Engineer to perform general engineering services as follows:

Task 1 - Analysis

The Engineer will assist the District with the analysis required in 403.9302, Florida Statutes, Section (3) as requested by the Office of Economic and Demographic Research (EDR). Information will be collected by the Engineer from the District, District records provided to the Engineer (including the Reserve Study dated June 15, 2021), its own records and publicly available sources. Analysis of system components will be presented in a narrative and use tables and exhibits as necessary to convey the information in an effective manner. Approved plans and permits will also be compiled as part of the analysis as required by the State. The Engineer shall be able to rely on the correctness and accuracy of information from the District/District records that has not been prepared by the Engineer.

A typical lifespan will be created for each asset along with the existing age and remaining lifespan. Replacement/retrofit costs will be developed for each asset acknowledging that actual asset life will vary from the typical. Revenue determinations (past, present, and future) will require assistance from the District Manager or designee.

Task 2 - Report

The Engineer will compile the narrative, graphs, and tables from Task 1 and populate the spreadsheets created by EDR to be sent to Hillsborough County. The narrative will include the Engineer's methodology and supporting data used to interpret the results. Hillsborough County

will be responsible to compile this report with others and their own information and transmit it to the EDR.

III. Fees

Spring Lake Community Development District will compensate Johnson Engineering, Inc. on a lump sum basis as follows:

Task 1 – Analysis	\$ 2,455.00
Task 2 – Report/Narrative	<u>\$ 1,360.00</u>
Total Compensation	\$ 3,815.00

This proposal, together with the Engineering Agreement, represents the entire understanding between the Spring Lake Community Development District and Johnson Engineering, Inc., with regard to the referenced work authorization. If you wish to accept this work authorization, please sign both copies where indicated, and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Johnson Engineering, Inc. We look forward to helping you create a quality project.

Sincerely,
JOHNSON ENGINEERING, INC.

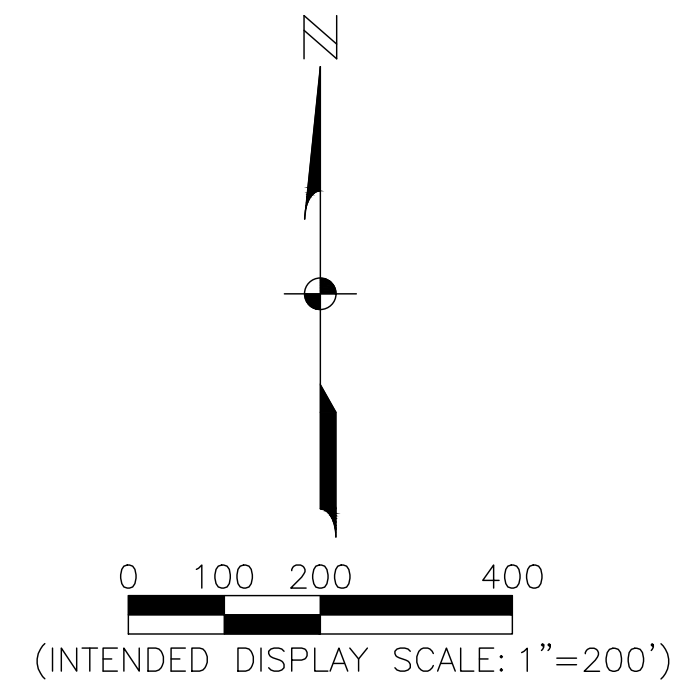


Phil Chang, P.E.

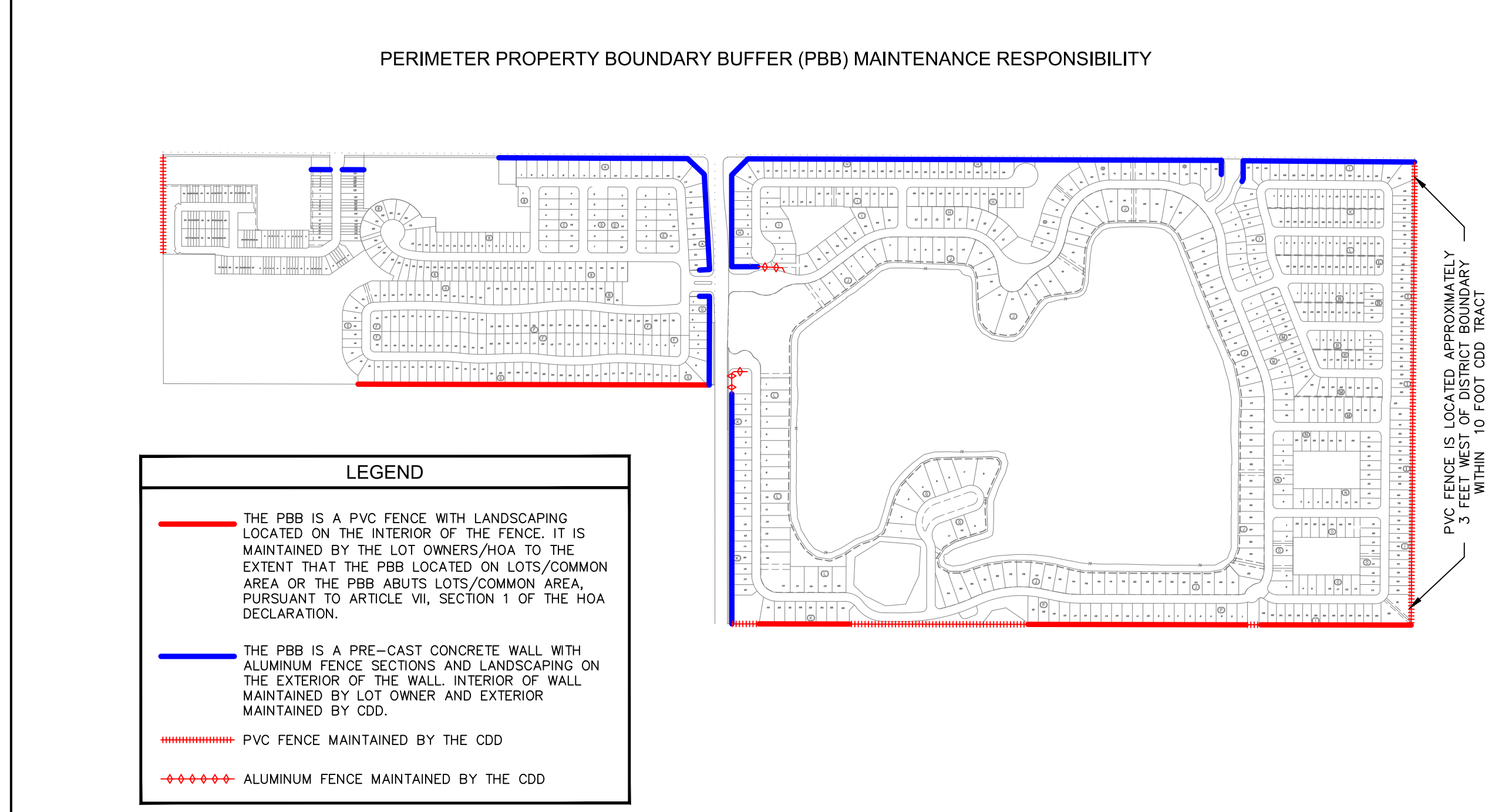
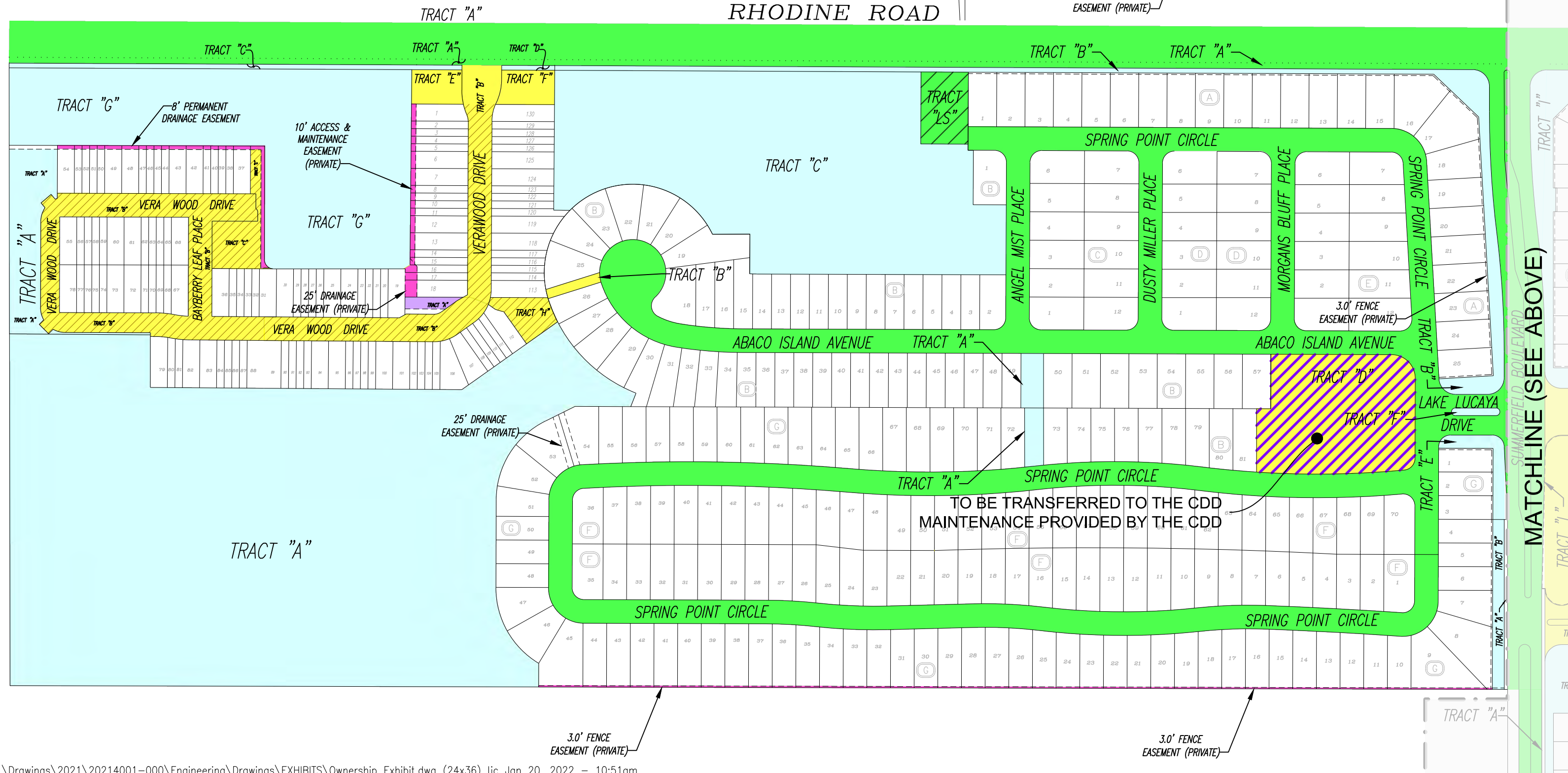
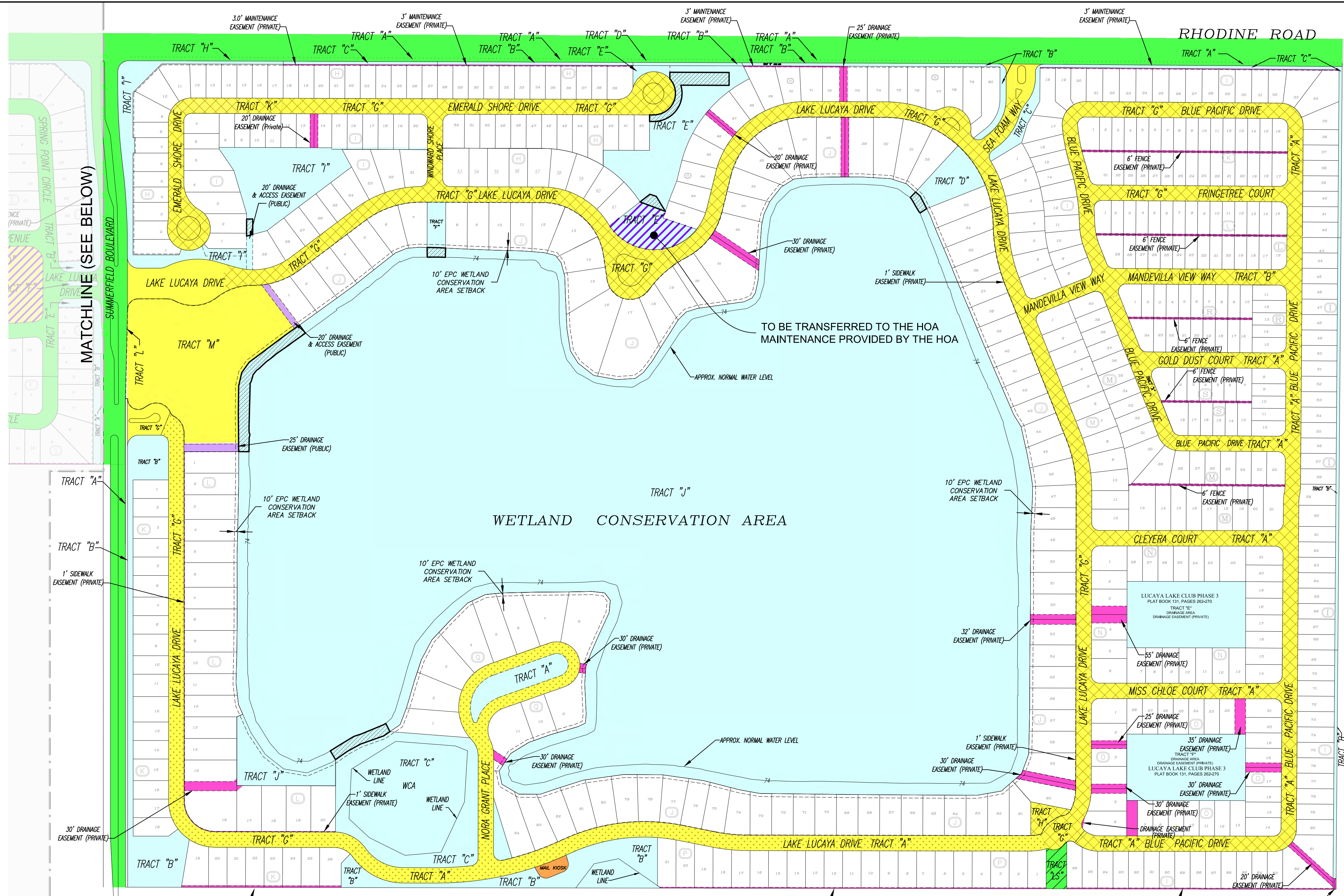
APPROVED AND ACCEPTED

By: _____
Authorized Representative of
Spring Lake Community Development District

Date: _____



LEGEND	
	PUBLIC RIGHT OF WAY OR PARCEL *LANDSCAPING ALONG RHODINE ROAD AND SUMMERFIELD BOULEVARD (INCLUDING MEDIAN) MAINTAINED BY CDD. ** PROPERTY OWNER IS RESPONSIBLE FOR LANDSCAPING TO THE CURB.
	LIFT STATION - LANDSCAPE MAINTENANCE BY CDD
	MASTER HOA PROPERTY *CDD HAS EASEMENTS OVER ALL HOA ROADS. ** HOMEOWNER/ABUTTING PROPERTY OWNER IS RESPONSIBLE FOR SIDEWALK AND LANDSCAPE MAINTENANCE TO THE CURB.
	TOWNHOMES
	SINGLE GATED
	DOUBLE GATED
	CDD PROPERTY
	CDD EASEMENT
	CDD PROPERTY WITH HOA EASEMENT
	HOA PROPERTY WITH CDD EASEMENT **PRIMARY CDD DRAINAGE EASEMENT. NOT ALL CDD DRAINAGE EASEMENTS ARE SHOWN
	LANDSCAPE MAINTENANCE BY CDD
	BLOCK NUMBER



NO.	REVISIONS	DATE

OWNERSHIP MAP
DRAFT

PILKA ADAMS & REED, P.A.

ATTORNEYS AT LAW

JAMES M. ADAMS
DANIEL F. PILKA†
J. SCOTT REED

†CERTIFIED CIRCUIT CIVIL MEDIATOR

PLEASE REPLY TO: BRANDON ADDRESS
TELEPHONE (813) 653-3800
TELEPHONE (863) 687-0780
FACSIMILE (813) 651-0710
Website: <http://www.pilka.com>

RICHARD R. KOSAN
CHRISTINE TRAKAS THORNHILL

OF COUNSEL

Email for Daniel F. Pilka
dpilka@pilka.com

January 19, 2022

Via Email: michael.eckert@kutakrock.com

Michael Eckert, Esquire
Kutak Rock, LLP
107 West College Avenue
Tallahassee, FL 32301-7707

Re: Spring Lake Community Development District
Lucaya Lake Club Homeowners Association Inc.
Our Clients : Morgan & Amber Watt
Our File No. : 22-4011

Dear Mr. Eckert:

This letter is to inform you that our firm has the privilege and honor of representing Morgan and Amber Watt with regards to their boating use in the Lucaya Lake as originally permitted by the Lucaya Lake Club Homeowners Association early last year prior to the development and implementation of the Spring Lake Community Development Districts rules and regulations this past November.

Last spring, my client submitted an application to the Homeowners Association to allow them to operate their Malibu Wakesetter VLX 2007 upon Lucaya Lake. This request was granted by the Homeowners Association at which time my clients were issued a decal to place upon their boat as proof that they were authorized to operate their watercraft on the lake. However, after the HOA issued its permission and consent, is my understanding that this CDD finally assumed responsibility and control for overseeing the lake's usage and maintenance as evidenced by the implementation of the Lake and Dock Rules on November 2, 2021. After that date, my clients were informed that their boat was in violation of CDD rules and regulations and that they needed to cease and desist from operating

Michael Eckert, Esquire
January 19, 2022
Page 2


the boat on Lucaya Lake. As a result, my clients have filed a request for a variance to allow them to continue to operate their watercraft on the lake. It is my understanding that their request for a variance is set for hearing at the next CDD meeting scheduled for February 1, 2022.

However, since the date, my clients have been routinely harassed by members of both the HOA and the CDD Boards as well as members within the community. As a result, in order to put an end to this matter, my clients have instructed me to inform you that they would be willing to withdraw their request for a variance and replace their current boat with the boat that would satisfy the CDD Lake and Dock Rules based upon the Association's and CDD's acknowledgment that my client had previously requested from the HOA and was granted permission to use their boat in Lucaya Lake so that their usage could not be considered illegal or in violation of the community's rules and regulations. In addition, because it is my understanding that the CDD has agreed to waive application fees for anyone submitting an application to replace a boat that had been approved by the HOA, that my clients' application fees for a new boat would also be waived.

I believe that this proposal constitutes an excellent compromise to a potentially thorny situation and should be accepted by your client and its property manager. As such, after you all have had the opportunity to review this letter and proposal, it would be greatly appreciated if you would please get back to me to let me know your client's position in this matter. Because the next CDD meeting is scheduled for February 1, time is of the essence.

Accordingly, your prompt attention and consideration to this matter will be appreciated. Should you have any other questions regarding this matter, please feel free to contact me.

Sincerely yours,



Daniel F. Pilka

DFP/mw
cc: Clients

Tract	Phase	Plat Book	Page	Mail Name	Mail Address 1	Mail Address 2	City	City 2	ST	ST 2	Zip	Zip 2	Folio Number	Received	Notes
Tract C	PHASE 3	131	262	PICKETT SHAWN EDWARD	12234 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2734	No	
Tract C	PHASE 3	131	262	FRIAS VARINIA D RAMIREZ DANIEL	12236 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2736	Yes	Completed
Tract C	PHASE 3	131	262	HIRSCH PETER HIRSCH HECMARYS	12238 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2738	Yes	Missing request form
Tract C	PHASE 3	131	262	ARIAS DIEGO ALDANA INGRID CAROLINA	12240 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2740	Yes	Completed
Tract C	PHASE 3	131	262	FONTELOT JOHN	12242 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2742	Yes	Ready for Chairman signature
Tract C	PHASE 3	131	262	NUNEZ LUIS	12244 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2744	Yes	Missing Survey
Tract C	PHASE 3	131	262	VADNAIS ZACHARY JAMES VADNAIS RACHEL A	12246 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2746	Yes	Missing homeowner signature
Tract C	PHASE 3	131	262	SUISSA MORGAN ROTBERG SUISSA PASCAL	12248 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2748	Yes	Completed
Tract C	PHASE 3	131	262	MARSHALL-ALLEN JILL MARIE	12250 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2750	No	
Tract B	PHASE 4C	135	1	TOJUOLA CRYSTAL & TOJUOLA SOLA	12252 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3202	Yes	Missing 3rd witness signature
Tract B	PHASE 4C	135	1	BACOT- JONES TONNI Y	12254 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3204	Yes	Ready for Chairman signature
Tract B	PHASE 4C	135	1	ALVAREZ WILLIAN	12256 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3206		Missing initials on request form
Tract B	PHASE 4C	135	1	DE LOS SANTOS RUTH M MICHEL	12258 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3208	Yes	Completed
				RAMIREZ GAMBOA JUAN MANUEL											
				RAMIREZ LISA MICHELLE											
Tract B	PHASE 4C	135	1	PONZIO BETH ANN	12260 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3210	yes	Completed
				ALNABHANY DAHLIA											
Tract B	PHASE 4C	135	1	IBRAHIM MAJID	12262 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3212	No	
Tract B	PHASE 4C	135	1	COX MICHAEL DARIN & COX MARCY SMITH	12264 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3214	yes	Completed
Tract B	PHASE 4C	135	1	BEAVER DENNIS & BEAVER JOY	12266 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3216	Yes	Missing Survey
				VANDERHORST HECTOR RAFAEL &											
Tract B	PHASE 4C	135	1	VANDERHORST CATHERINE J	12268 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3218	No	
Tract B	PHASE 4C	135	1	GIPSON CHESTER II & GIPSON WENDY	12270 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3220	yes	Completed
Tract B	PHASE 4C	135	1	SANTOS CHRISTIAN N & SANTOS-BENITEZ KATHRYN I	12272 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3222	yes	Completed
Tract B	PHASE 4C	135	1	LOGAN STEPHEN JR	12274 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3224	Yes	Completed
				HERNANDEZ HERMINIO ANTONIO JR & HERNANDEZ JAMIE MARIE											
Tract B	PHASE 4C	135	1	VAZQUEZ LOPEZ CARLOS A	12276 BLUE PACIFIC DR	21 S END AVE	RIVERVIEW	NEW YORK	FL	NY	33579	10280	077436-3226	Yes	May have to resend wrong address on agreement
Tract B	PHASE 4C	135	1	CANDELARIO CARDONA MELANIE	12302 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3228	yes	Completed
Tract B	PHASE 4C	135	1	MAYS CHRISTOPHER JERREL	12304 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3230	Yes	Completed
Tract B	PHASE 4C	135	1	ROBERTS REGINALD & ROBERTS CYNTHIA	12306 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3232	yes	Completed
				WILLIAMSON WAYNE MICHAEL											
Tract B	PHASE 4C	135	1	WILLIAMSON DAWN RENE	12308 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3234	yes	Completed
Tract B	PHASE 4C	135	1	KUSTUBARDIS ALEXANDRA	12312 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3236	yes	Completed
				SMITH COLETTE R											
Tract B	PHASE 4C	135	1	STEPHENS SHANTELL	12314 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3238	yes	Completed
				RODRIGUEZ EMIMANUEL											
Tract B	PHASE 4C	135	1	ROJAS CARMEN MILAGROS	12316 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3240	Yes	Missing 3rd witness signature and missing survey
				ACOSTA MARIO IV											
Tract B	PHASE 4C	135	1	ACOSTA JACQUELYN	12318 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3242	yes	Completed
				THOMAS KRISTOPHER											
Tract B	PHASE 4C	135	1	VILLEDA KIMBERLY BARRETO	12320 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3244	No	
Tract B	PHASE 4C	135	1	CANCHON MARTHA J	12322 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3246	Yes	Missing Survey
Tract B	PHASE 4C	135	1	ROEDER ALEX	12324 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3248	No	
Tract B	PHASE 4C	135	1	ROEDER ALEXANDRIA	12326 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3250	Yes	Missing Survey
				ALLEN BLAKE											
Tract B	PHASE 4C	135	1	ARCHER ROMAN ANTHONY	12328 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-3252	yes	Completed
				ARCHER MICHELLE											
Tract B	PHASE 4C	135	1	WIGGINS AARON TYRONE II	12330 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2962	No	
				JOHNSON ADAM TYLER											
Tract B	PHASE 4B	134	70	JAIDEO YOVINDRA	12332 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2964	yes	Completed
Tract B	PHASE 4B	134	70	JAIDEO JISSELL TERRILL	12334 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2966	yes	Completed
Tract B	PHASE 4B	134	70	KUNZ WENDY ANN	12336 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2968	yes	Completed
				WALTER DEVON ELISABETH											
Tract B	PHASE 4B	134	70	JASIENOWSKI KAILYN ELIZABETH	12338 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2970	yes	Completed
				PRADO HARLEY FRANCISCO											
Tract B	PHASE 4B	134	70	PRADO SHARON G	12340 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2972	yes	Completed
				HOLLY DAVID											
Tract B	PHASE 4B	134	70	HOLLY STACY	12342 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2974	yes	Completed
Tract B	PHASE 4B	134	70	ORTIZ CRISEIDA A	12344 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2976	Yes	Completed
				BAYANI JAMES											
Tract B	PHASE 4B	134	70	MADRONIO MAYLENE	12346 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2978	Yes	Completed
Tract B	PHASE 4B	134	70	LECH RYAN MICHAEL	12348 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2980	Yes	Missing 3rd witness signature
				ORTIZ MARIE A											
Tract B	PHASE 4B	134	70	ORTIZ FELICIDAD	12350 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2982	No	
				BJURBACK JESSE GODON RAY											
Tract B	PHASE 4B	134	70	BJURBACK JENNIFER AMANDA	12352 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2984	Yes	Completed
				WALTON RYAN H											
Tract B	PHASE 4B	134	70	TELLESEN JULIE CHRISTINE	12354 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2986	No	
				DUKOVA SILVIYA I											
Tract B	PHASE 4B	134	70	DUKOV DICHHO	12356 BLUE PACIFIC DR	66 GARDNER AVE	RIVERVIEW	HICKSVILLE	FL	NY	33579	11801	077436-2988	No	
				STEELES JORDAN											
Tract B	PHASE 4B	134	70	SHIREMAN JORDAN	12358 BLUE PACIFIC DR		RIVERVIEW		FL		33579		077436-2988	Yes	Missing Survey

Spring Lake CDD



SPRING LAKE COMMUNITY DEVELOPMENT DISTRICT

RESPONSE TO REQUEST FOR PROPOSALS

FOR

DISTRICT MANAGEMENT SERVICES

Spring Lake CDD

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Spring Lake CDD

Spring Lake Community Development District

Kutak Rock, LLP District Counsel
c/o Michael Eckert
Michael.Eckert@KutakRock.com

December 20, 2021

Re: Spring Lake Community Development District - Proposal for District Management Services

Dear Mr. Eckert

On behalf of DPF&G Management & Consulting & Vesta Property Services, Inc., it is our pleasure to submit the following proposal for District Manager Services to Spring Lake Community Development District. Our submittal outlines DPF&G's qualifications and capabilities, in hopeful anticipation of providing these important services to the Board and Residents of the District.

In July of 2020, Vesta acquired DPF&G of Florida, LLC; DPF&G specializes in managing over 45 special taxing districts in Florida. Vesta is a leading property management company in the state of Florida, and now with the addition of District Management Services, we are able to serve our clients in all areas of Community Management including Budgeting, Financial and Administrative Services, Financing/Refinancing of Bonds for public infrastructure, Special Methodology Assessment Structuring, Operational and Long-Term Capital Planning.

Our proposal outlines a great Management Team including **Patricia Thibault** as your District Manager. **Patricia Thibault** is our General Manager and

Controller for the District Management Services Division, overseeing a team of financial and administrative professionals dedicated to the Spring Lake Community Development District.

Our submittal demonstrates our commitment to Spring Lake CDD by bringing this very strong, experienced, and uniquely qualified Leadership Team to work with the Board of Supervisors, to handle immediate concerns and to forward plan for the benefit of the residents of the community.

Thank you for your consideration of our proposal. I very much look forward to the opportunity to serve the community and work with the District, the Board of Supervisors, and other District Staff. Should you have any questions or require additional information, please feel free to contact me directly at (904) 386-0186 or hmac@vestapropertyservices.com.

Most respectfully,



Howard McGaffney
Vice President - District Management Services
Vesta Property Services



Spring Lake CDD

Company Information

Redefining Property Management

Founded by **J. Frank Surface** in 1993, Vesta has redefined property management with superior amenities programming, customized management in every community, and affordable, direct financing for communities. Initially formed through the merger of several smaller complimentary management companies, our intention is to provide a single place where all community needs are met.

Vesta is unique in our industry because we offer a comprehensive, team approach to serving our clients. We bring together under one corporate umbrella multiple:

- Divisions such as **Community Management, Amenity Management, District Services, and Financial Services**
- Disciplines such as **Media, Technology, and Financing**; and specialists such as **Community Development District Managers and Association Managers, Amenity Managers, Lifestyle Directors, and Aquatics Directors**
- We tap into a wide array of expertise throughout our organization and bring an unwavering commitment to serve and exceed our client's expectations, all fueled by a passion for enhancing the lifestyle and property values of our clientele.

Leadership

Vesta's leadership team comprises top-level executives with decades of successful experience in all areas of real estate/community development: master-planning, financing, design, development, construction, management, financial reporting, and consulting services for planned-communities as well as government and institutional entities.

Communities

We employ more than 1,400 professionals and associates throughout Florida, strategically positioned in all our welcoming communities to provide a wide spectrum of services to more than 350,000 residents and unit owners. Our clientele is supported by local and regional offices (as shown on Page 10), with a responsive team of associates who fully understand your community's unique needs.

Vesta is "Big Enough to Support"

- A wide array of corporate resources & shared services
- Statewide support teams (including HR & IT services)
- 1,400+ Associates including dozens of Managers throughout Florida.

... And "Small Enough to Care."

- Family Run Family Culture
- We do not "centralize," we "localize" (as shown in the map below)
- We invest in our People to ensure their long term satisfaction and best serve our Clients



Spring Lake CDD

Our Team

David Surface, Chief Executive Officer

David has been the CEO of Vesta since July 2020, overseeing the company's executive team and overall, day-to-day operation.

During the past decade, he has been significantly responsible for Vesta's strong growth by spearheading our mergers-and-acquisitions and strategic partnerships; as a result, Vesta has tripled in size during this period and achieved widespread recognition as a leading, full-service property management company throughout Florida.

His career experience includes all aspects of real estate, both commercial as well as residential. Prior to joining Vesta, David was managing partner for a real estate finance, management, and brokerage company serving institutional clients.

Roy Deary, President, District Services Division

Since founding the "Amenity Companies" in 1994, Roy has over a quarter-century of experience in planned-community operations throughout Florida and has been a pioneer in serving Community Development Districts since 1997. Roy brought his companies to Vesta in 2011 and helped oversee Vesta's Property Management division from 2012-2014. He then served as president of Vesta's Amenity & Lifestyle Division from 2014 – 2020.

Roy has continued to serve as a corporate officer of Vesta since 2011 and in 2020 was named President of Vesta's newly formed District Services Division, with a continued focus on leading and serving Vesta's management services on behalf of its extensive Community Development District clientele. He is proud to be in his 11th year with Vesta (and his 14th year serving Triple Creek), continuing his lifelong passion for excelling as a team in pursuit of great goals and excellent service to others – particularly Community Development Districts for over 23 years.

Howard G. McGaffney, Vice President, District Management Services

Mr. McGaffney is the Vice President of District Services for Vesta, and resides in St. Johns County, Florida. Mr. McGaffney leads our District Management Division Team which includes District Managers, Financial Analysts, as well as the Administrative and Accounting Departments.

Mr. McGaffney served our country honorably for 14 years in the United States Navy as a Search and Rescue Swimmer and Master Helmsman and is a veteran of the Persian Gulf War. His selfless dedication to our country and humble service is a key indicator of his desire to serve others.

Howard is recognized as a trusted leader in Florida with over 25 years of Operational, Financial and Administrative Management Experience. His dedicated and resourceful management style has garnered respect large, highly amenitized communities throughout Florida. His competencies have assisted Community Development Districts secure financial outlooks and operate effectively and efficiently. His core competencies in Financial and Operations Management, Facilities Management, Vendor Management, Strategic Planning and Communications, Creating Operating and Capital Budgets, Internal Auditing and Emergency Management give Mr. McGaffney the experience and knowledge to service our clients in a highly successful manner.



Spring Lake CDD

Patricia Thibault, General Manager/Controller - District Management Services

Ms. Thibault has over 15 years of experience specializing in governmental accounting, working as an external auditor for governmental entities and was a partner in a Sacramento, CA accounting firm. Patricia has extensive experience in District management, municipal finance, government accounting and operations and has received GFOA Awards for Distinguished Budget, the Certificate of Achievement for Excellence in Financial Reporting and the Popular Annual Financial Reporting Award for her work. Patricia holds a Master's in Accounting from Stetson University and has held a license as a CPA in the State of California.

In 2013, Patricia joined DPF-G-MC, which in July of 2020 became DPF-G of Florida, LLC, a Vesta-owned and supported company. In addition to being the Controller for Vesta's District Management Services Division, Patricia also manages several DPF-G's Special District Clients, so she fully understands and delivers the necessary cohesion and synergy between expertly managing a District as well as fulfilling all of its accounting and financial needs.

Patricia concentrates on managing accurate operations and debt service accounting, assessment billing/collection, preparing accurate and comprehensive financial statements, CDD budgets, managing the audit process and bond compliance. She also provides leadership and oversight over a staff of accountants and financial analysts. An additional priority is ensuring that all of our District Management Clients are compliant with Government Accounting Standards and GAAP.

Logan Muether, Senior Financial Analyst

Logan Muether is a skilled Financial Analyst with experience working with Special Assessments and CDD bond financing/re-financing. Mr. Muether's primary responsibilities include management and applications of special assessment bonds, development and preparation of annual budgets, strategic financial planning, and financial analysis for clients. Serving special district clients, he has also prepared special assessment methodologies and concurrently administered all annual special assessment rolls for Vesta/DPFG-MC.

Logan holds a Bachelor of Science in Business Administration & Management with a focus in finance from Florida Southern College where he played on the Men's Lacrosse team.

Austin Comings, Senior Staff Accountant

Austin Comings possesses vast experience, education, and knowledge in governmental operations, especially Community Development District operations. He has direct experience with CDD Accounting including governmental fund budgeting, accounts payable and receivable duties. Austin is responsible for the oversight of a team of Staff Accountants who prepare all our Special District financial statements. Austin is responsible for managing the maintenance of processes related to fiscal activities and ongoing budget maintenance, cash flow management & evaluation for construction projects, and field services overseeing vendor relationships to ensure services are received in alignment with the contract and board vision.

Austin graduated from Florida Southern College in May 2015 having earned his undergraduate degree in business administration with a focus on accounting.

Spring Lake CDD

Jacquelyn Leger, Senior Administrator

Ms. Leger is responsible for managing our Special Districts Administration Department. She oversees all the administrative responsibilities including the departments records management procedures and implementation guidelines through the State of Florida, Division of Library and Information Services and Bureau of Archives and Records Management.

Under the oversight of Ms. Leger, our Administrative Department ensures the proper preparation of agendas for Board meetings and workshops, compiling necessary information for the assembling of the meeting agenda packets. Her team of professionals support the District Manager's responsibilities, by updating the District's meeting schedules and coordinating the proper legal/public notice and advertisement requirements for all meetings, Requests for Proposals and Public Hearings. The

Administrative Department collects, stores, and transcribes the audio recordings into meeting minutes, coordinates the dissemination and proper signatures of resolutions, contracts and other District documents as approved/adopted by the Board and appropriately retains them in the District's files.

Ms. Leger has earned her Bachelor's degree in Technical and Scientific Communication – Creative Writing from The University of Central Florida and is finalizing her MBA in Library and Information Science from the University of Washington.



Spring Lake CDD

Driving Success through Innovation & Collaboration

The Strategic Vision

The following attributes ensure the success of our management team:

- Product: Bringing a variety of services to clients that anticipate and satisfy their needs and goals.
- Problems: Solve problems to make a difference for our clients and their business and operational activities.
- Peers & Partners: Nurture a winning stakeholder relationship; building mutual loyalty as well as trust in order to be able to work together today and in the future.
- Return: Maximizing assessments by providing services without waste to owners and residents while being mindful of our overall

The Approach

We use various approaches to deliver the work detailed in the scope of services. We strive to find the best way to initiate, plan and execute tasks and projects. Our team attempts to eliminate uncertainty by outlining all steps in a project and defining the scope, budget, and schedule upfront. Investing time in the early stage of the task at hand ensures that the proper requirements have been met, and ultimately saves significant time and effort correcting problems later. However, through our team experience, we have the agility for faster turnaround and the dynamic ability to quickly adapt to needed changes or course corrections.

The Knowledge

We have a highly trained and educated professional staff to perform the engagement. We are most proud of the fact that the personnel designated for your engagement are some of the most experienced in the field of district management, finance, accounting, risk management, assessment advisory services, and public records administration. This translates to a high-level of knowledge exchange and efficiency in operations. It allows us to deliver the highest quality level of service and professional management at reasonable rates.

Spring Lake CDD

Qualifications and Expertise

The following provides specific experience and qualifications related to the general District Management services. All requirements identified in the District Management scope of services will be provided even if not specifically identified in the below.

Meetings, Hearings, Workshops, Etc.

- Plan, organize, lead, and conduct approximately 280 meetings, hearings, and workshops annually.
- Conduct regular site visits to inspect District property together with vendors – when requested in a scope of work.
- Report field inspections, including photos, maps or other visual aids, track progress on to-do lists – when requested in a scope of work.

Records

- Administer public records and compliance to relevant laws, policies, and regulations.
- Collect and maintain documents that record important actions by the District and make them available to the public.

District Operations

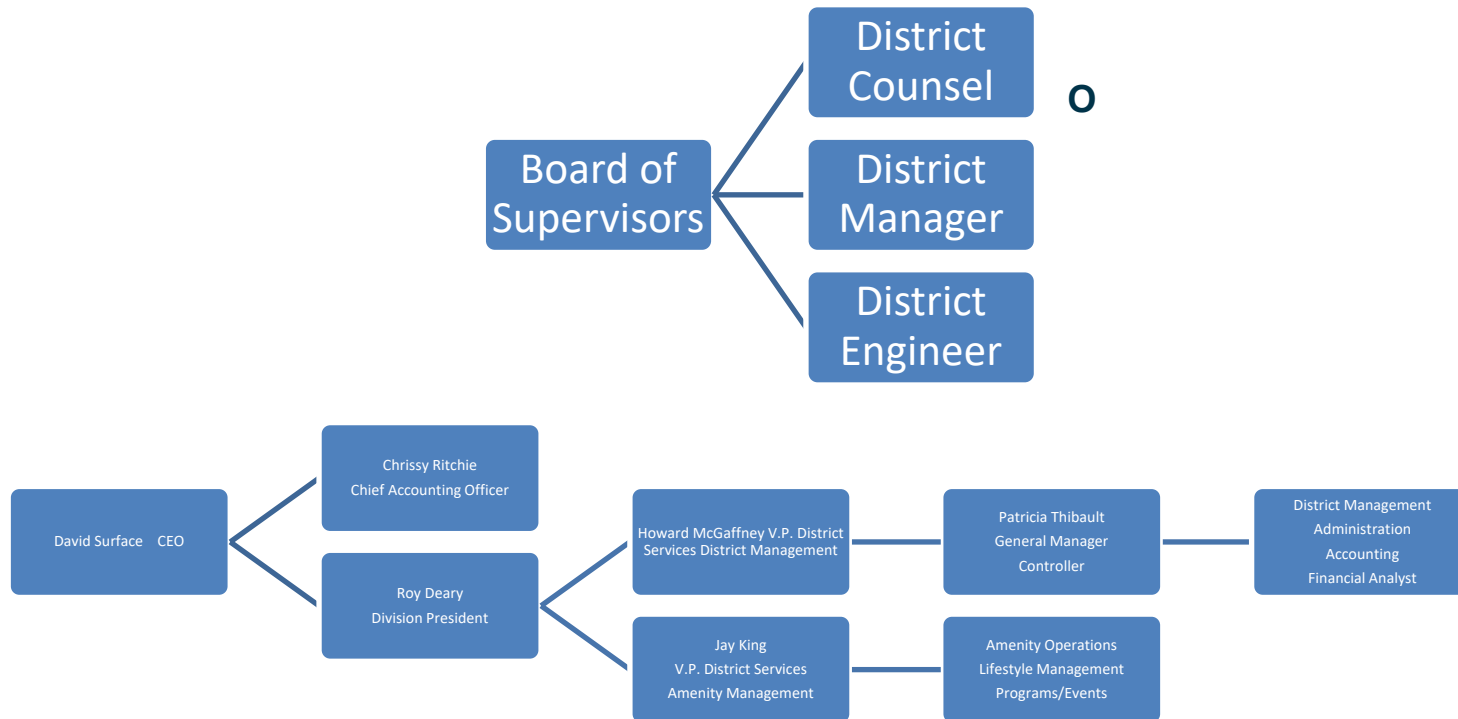
- Plan, organize and lead operations at over 45 CDDs with operational budget in excess of \$23 million.
- Oversee performance of personnel, vendors, and related contracts, including design/revamp of scope of work.
- Executive level experience in all aspects of land development and infrastructure maintenance – assisting in 55 CDD bond deals issued in excess of \$450 million.

Accounting & Reporting, Audits, Budgeting, Capital Program Administration, Assessments & Revenue Collection

- Accounting administration of combined operational budget in excess of \$23 million
- Recipient of Government Finance Officers Association (GFOA) Awards for Annual Budgets and Popular Annual Financial Reports
- 7 years of experience as external Governmental Auditor for Local Governments, Enterprise Funds, Community Redevelopment Agencies and Non-Profit Organizations
- Currently enroll special assessments on County tax bill, an/or collect directly, for over 13,000 parcels in various Counties
- Construction accounting for capital in excess of \$80 million over past 2 years
- Assessment consultant on 55 CDD bond deals; issuing, refunding, or restructuring in excess of \$450 million over past 5 years.

Spring Lake CDD

Organizational Structure



Spring Lake CDD

Office Locations



Vesta Property Services is headquartered in Jacksonville, Florida and maintains additional regional offices throughout Florida. A listing of some of our regional offices is provided below.

Corporate Headquarters
245 Riverside Ave., Suite 300
Jacksonville, Florida 32202
Phone: (904) 355-1831

Hillsborough County
1020 E. Brandon Blvd., Suite 207
Brandon, FL
Phone : (813) 645 – 1569

Seminole County Office
250 International Pkwy.
Suite 280
Lake Mary, Florida 32746
Phone: (321) 263-0132

Flagler County Office
411 S. Central Ave.
Flagler Beach, Florida 32136
Phone: (386) 439-0134

St. Johns County Office
200 Business Park Cir. Ste. 101
St. Augustine, Florida 32095
Phone: (904) 747-0181

Southwest Office – Englewood
504 N. Indiana, Suite 514
Englewood, FL 34223
Phone: (941) 475 – 1246

Other Regional Offices:
Bonita Springs, Cape Coral, Daytona Beach, Gainesville, Key West, Miami, Naples, Orlando, St. Petersburg, and Vero Beach.

Spring Lake CDD

References

Lakeshore Ranch CDD

Web: <https://www.Lakeshoreranch.net>

Chairman: John Rose

Phone: 717-344-1319

Tampa Palms CDD

Web: <https://tpoa.net>

District Management: Maggie Wilson

Phone: 813-977-333

Long Lake Ranch CDD

Web: <https://www.longlakeranchcdd.org/>

Chairman: William Pellan

Phone: 727-639-1326

Harbor Bay CDD

Web: <https://harborbaycdd.org>

Chairman: Dan Leventry

Phone: 813-529-8621

Ballantrae CDD

Web: <https://ballantraecdd.org>

Chairman: James Flateau

Phone: 813-215-0896

“I would highly recommend Vesta DPGF for hire as a CDD Management Company.

The Harbor Bay CDD (MiraBay Community) made a switch to DPGF in 2020. As a former financial controller for United Parcel Service, I had many concerns with financial issues relating to the financial statements including but not limited to off roll collections, prepaid assets, expensing to the correct account, budgeting, and checking payment amounts to contracts. Patricia Thibault is totally literate in GASB 34 and has the skillset and team in place to make sure that all of the financial records are presented correctly in the statements and that the CDD monies are spent as if they are her own. I no longer worry about the back end accounting process.

As for running the meetings, creating the Agenda, and responding to constituents, Vesta DPGF has been first class. If you would like to contact me, I can be reached via e mail at slockom@yahoo.com”

Spring Lake CDD

Schedule of Fees

DPFG’s proposed fee for the services provided in the Scope of District Management Services Needed is **\$48,500** as set forth in the following table – representing an \$8,000 decrease in annual fees for an overall savings of 14% as it relates to District Management fees.

Task	Detail	Current Budget	Pricing		
			Year 1	Year 2	Year 3
Task 1	Management and Assessment Roll Preparation*	\$45,000	\$43,000	\$43,000	\$43,000
Task 2	Disclosure Report	\$10,000	\$5,000	\$5,000	\$5,000
Task 3	Website Administration	\$1,500	\$500	\$500	\$500

*For meetings that are in excess of 2.5 hours – an hourly charge of \$175 will be assessed. If the District holds more than 14 meetings annually then an additional per meeting charge of \$1,000 will be assessed.



Spring Lake CDD

EXHIBIT A – SAMPLE BUDGET PRESENTATION

SOLTERRA COMMUNITY DEVELOPMENT DISTRICT



**PROPOSED OPERATING BUDGET
OCTOBER 1, 2020 – SEPTEMBER 30, 2021**

SOLTERRA COMMUNITY DEVELOPMENT DISTRICT

BUDGET DEVELOPMENT

FLORIDA STATUTE 189.418

The total amount available from taxation and other sources, including balances brought forward for prior fiscal years, must equal the total of appropriations for expenditures and reserves.

(A Balanced Budget)

SOLTERRA COMMUNITY DEVELOPMENT DISTRICT

BOARD BUDGET DEVELOPMENT:

1. Review of Actual Expenditures of Prior Fiscal Years
2. Review of Contracts and Service Level Provided
3. Consideration of Future Service Needs

SOLTERRA RESORT CDD

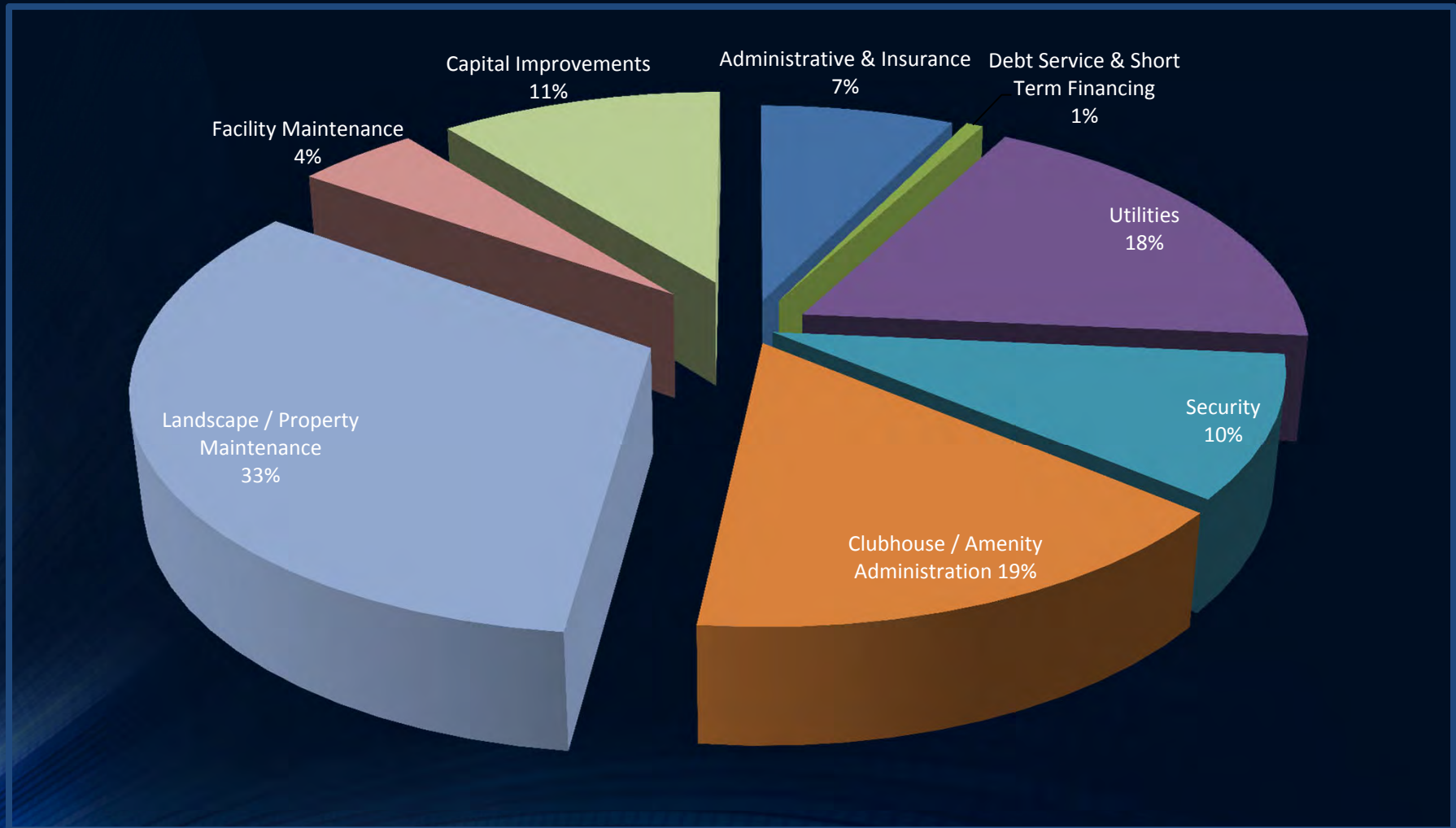
NO INCREASE IN ASSESSMENTS

Locking down!



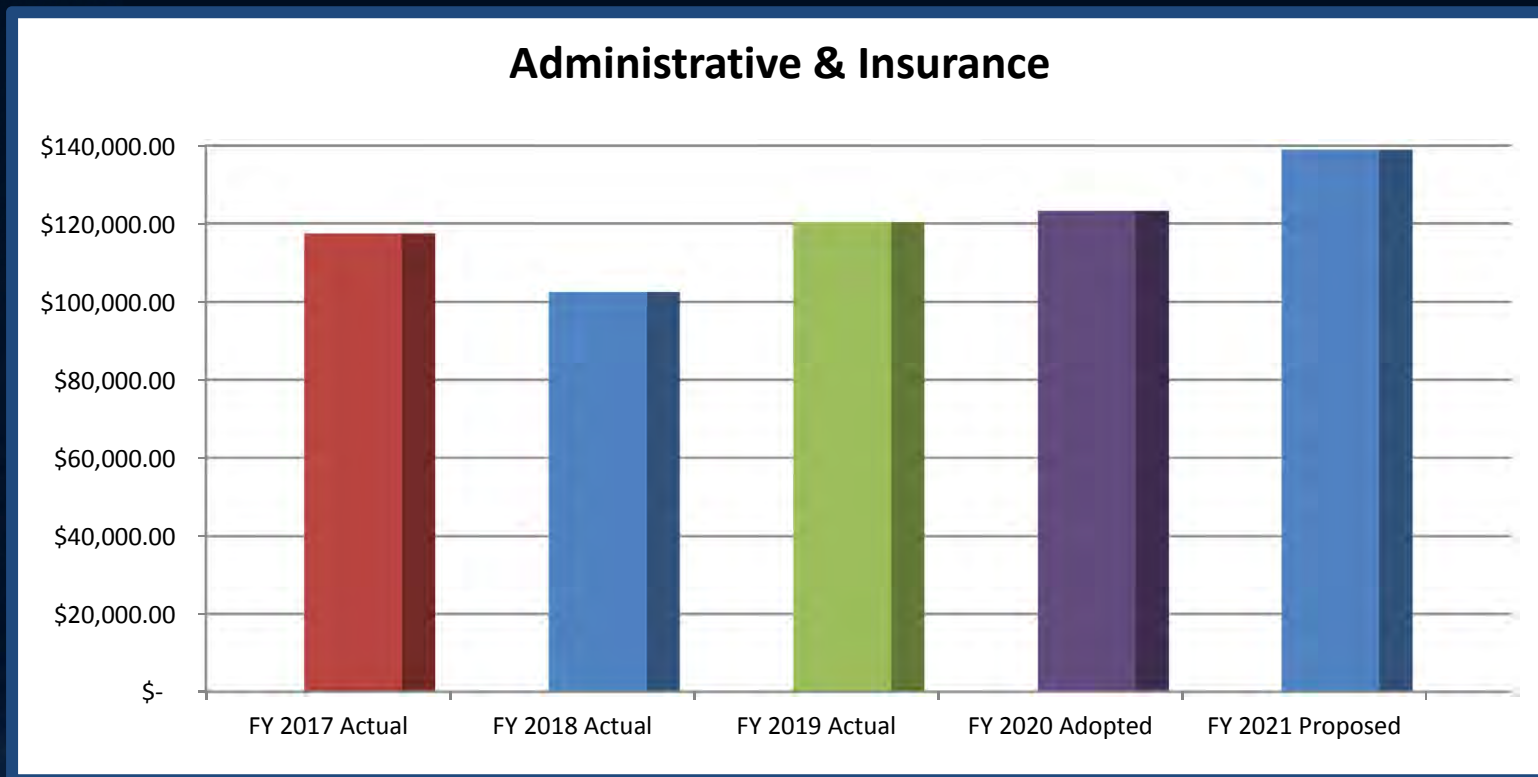
SOLTERRA CDD

FY 2021 Expenditure Summary: \$1,918,961



SOLTERRA CDD

Administrative & Insurance: \$135,885



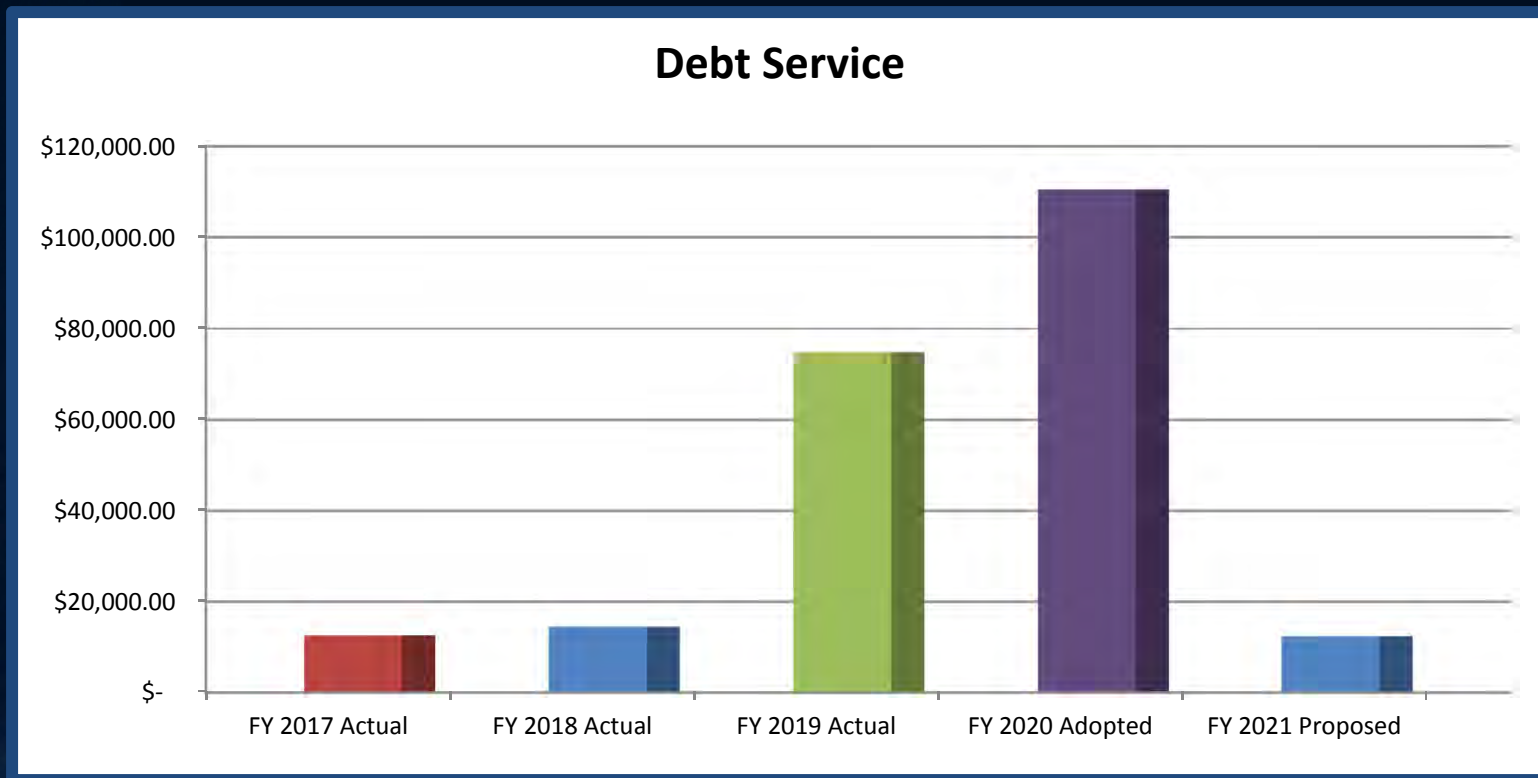
SOLTERRA CDD

Administrative & Insurance: 7%, \$15,661 Increase

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
ADMINISTRATIVE & INSURANCE:							
GENERAL ADMINISTRATIVE:							
SUPERVISOR FEES & RELATED PAYROLL EXPENDITURES							
DISTRICT MANAGEMENT	37,000	31,600	36,800	32,000	18,400	42,000	10,000
MASS MAILING & PRINTING	886	1,293	299	1,500	341	1,500	
LEGAL ADVERTISING	814	1,352	3,724	1,500	382	1,500	
BANK FEES	86	232	357	250		250	
REGULATORY & PERMIT FEES	175	175	175	175	235	175	
FIELD ADMINISTRATION SERVICES							
PROPERTY TAXES			1,094				
AUDITING SERVICES	2,400	2,500	2,600	2,600		2,500	(100)
DISTRICT ENGINEER	4,855	4,819	6,430	10,000	3,891	10,000	
CONSTRUCTION ACCOUNTING SERVICES			4,000	2,000	2,000	2,000	
LEGAL SERVICES GENERAL COUNSEL	33,137	19,269	17,140	22,000	14,617	22,000	
COUNTY ASSESSMENT COLLECTION CHARGES	10,545	12,368	18,079	22,000	22,159	25,000	3,000
WEBSITE SETUP & ADMINISTRATION	997	980	2,601	2,265	3,484	2,265	
TOTAL GENERAL ADMINISTRATIVE	90,895	74,588	93,299	96,290	65,509	109,190	12,900
INSURANCE:							
INSURANCE (General Liability & Public Officials, & Property)	26,639	27,922	27,139	26,934	20,986	29,695	2,761
TOTAL INSURANCE	26,639	27,922	27,139	26,934	20,986	29,695	2,761
TOTAL ADMINISTRATIVE & INSURANCE:	117,534	102,510	120,438	123,224	86,495	138,885	15,661

SOLTERRA CDD

Debt Service & Short Term Financing: \$12,440



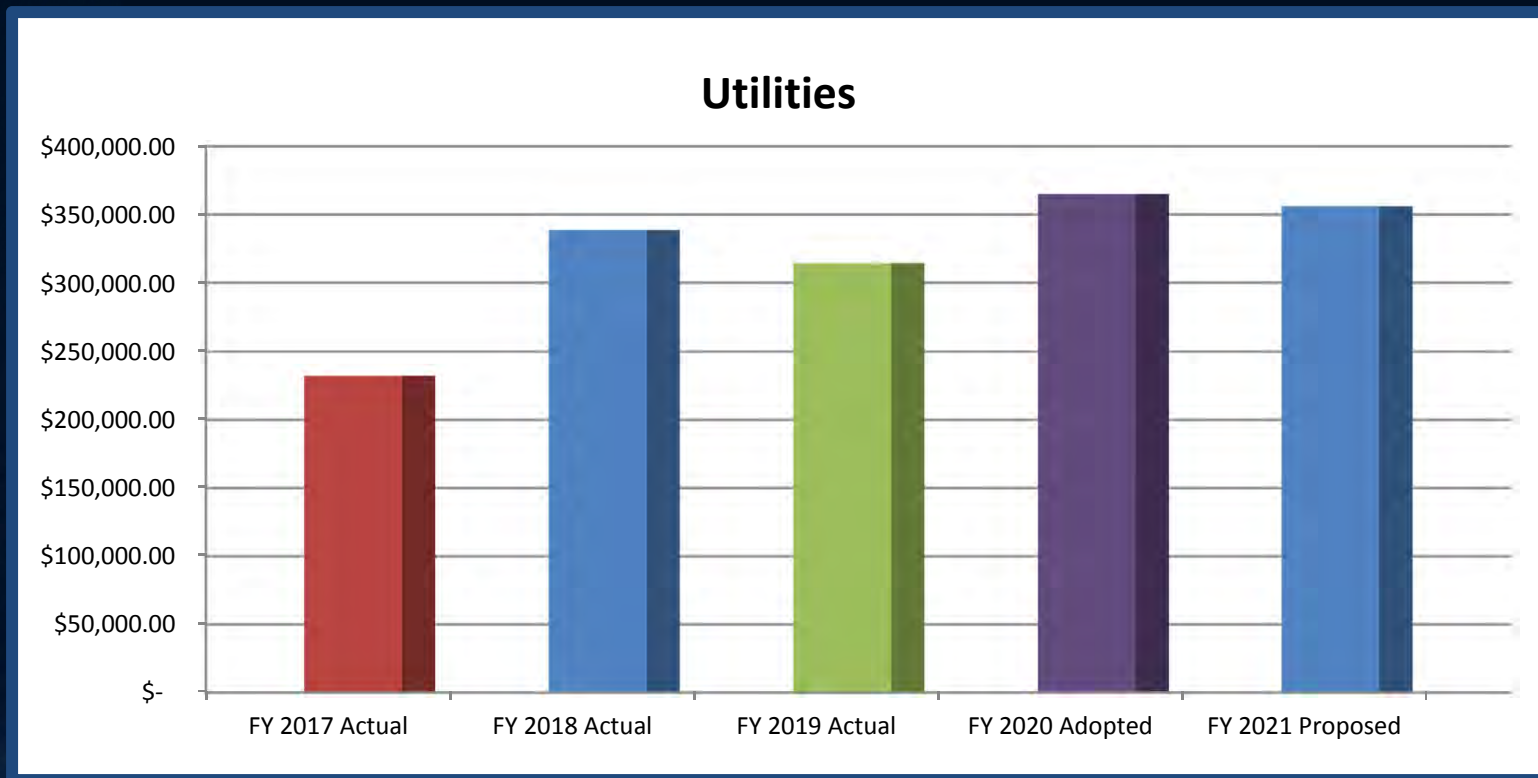
SOLTERRA CDD

Debt Service & Short Term Financing: 1%, \$98,106 Decrease

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
DEBT SERVICE & SHORT TERM FINANCING:							
DEBT SERVICE ADMINISTRATION:							
ARBITRAGE REPORTING				750		750	
BOND AMORTIZATION SCHEDULE FEE				500		500	
DISSEMINATING AGENT	6,000	6,000	6,000	6,000	6,000	3,000	(3,000)
TRUSTEE FEES	6,600	8,485	8,297	8,296	12,338	8,190	(106)
TOTAL DEBT SERVICE ADMINISTRATION	12,600	14,485	14,297	15,546	18,338	12,440	(3,106)
SHORT-TERM FINANCING							
DEFICIT FUNDING			60,559	95,000			(95,000)
TOTAL DEBT SERVICE & SHORT TERM FINANCING:	12,600	14,485	74,856	110,546	18,338	12,440	(98,106)

SOLTERRA CDD

Utilities: \$356,200



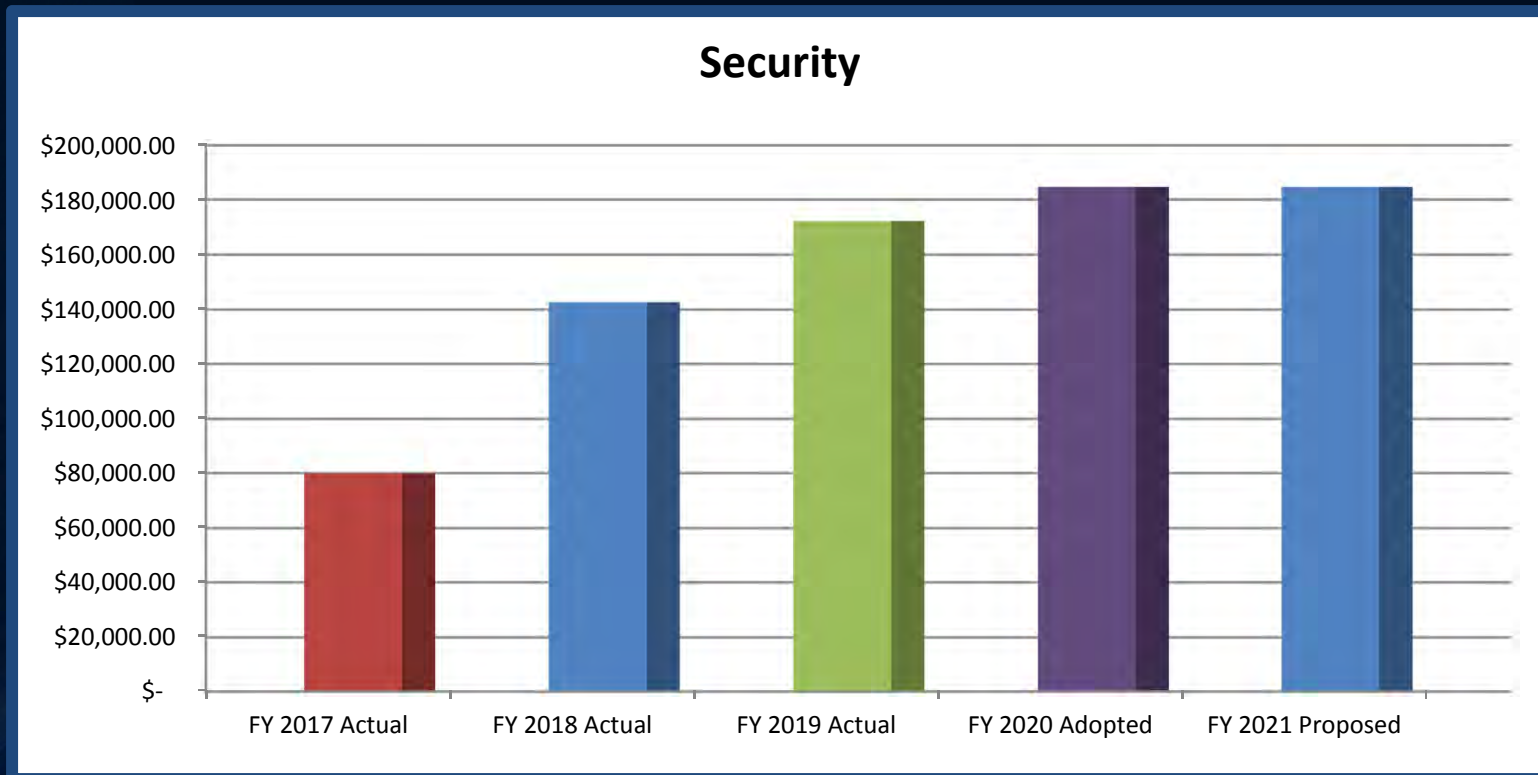
SOLTERRA CDD

Utilities: 22%, \$9,000 Decrease

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
UTILITIES:							
UTILITIES ELECTRICITY GUARDHOUSE & PUMP STATIONS	2,719	2,254	2,295	2,500	1,116	2,500	
UTILITIES GAS	30,922	68,727	68,206	75,000	18,104	69,000	(6,000)
UTILITIES STREET LIGHTS	68,492	69,120	63,178	70,000	31,163	70,000	
UTILITIES STREET LIGHTS PHASE 2A & 2B	27,104	27,478	22,900	28,000	7,639	28,000	
UTILITIES STREETLIGHTS NEW PHASE			11,921	8,100	15,876	7,100	(1,000)
UTILITIES WATER GUARDHOUSE	874	1,506	1,381	1,600	423	1,600	
RECLAIMED WATER	31,098	52,636	36,828	52,000	11,885	50,000	(2,000)
ELECTRICITY AMENITY CENTER	37,845	70,229	79,764	80,000	46,041	80,000	
POTABLE WATER AMENITY CENTER	33,241	46,560	28,285	48,000	11,020	48,000	
TOTAL UTILITIES	232,296	338,510	314,758	365,200	143,268	356,200	(9,000)

SOLTERRA CDD

Security: \$184,788



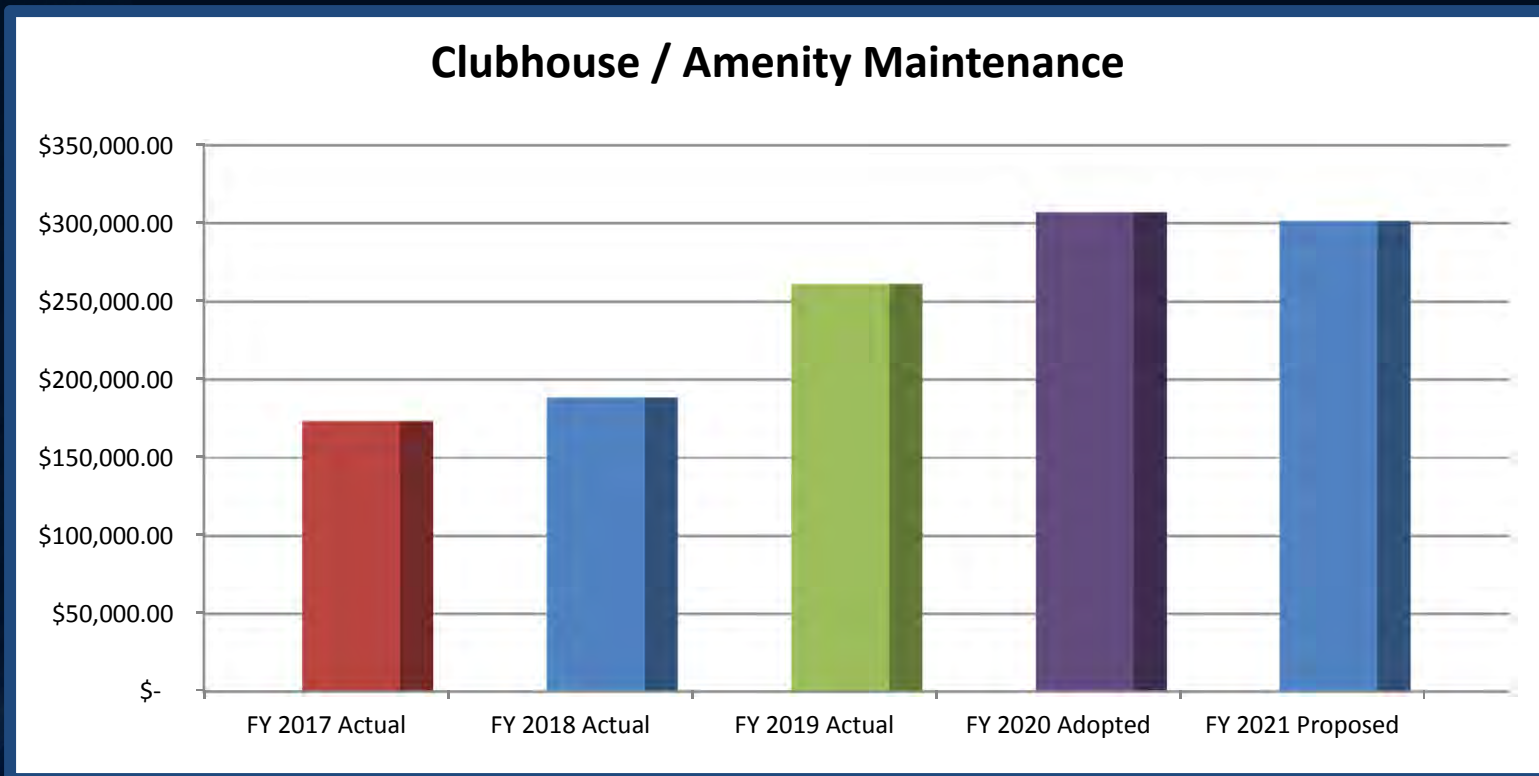
SOLTERRA CDD

Security: 10%, \$120 Increase

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
SECURITY:							
SECURITY SYSTEM MAIN ENTRANCE	9,936	6,624	11,340	9,936	686	10,056	120
SECURITY MONITORING POOL & AMENITY CENTER & LAZY RIVER	10,887	11,631	11,034	14,712	4,364	14,712	
SECURITY PER RESIDENCE CHARGE	42,936	17,809					
SECURITY PENALTY FALSE ALARM & PASS PRINTING	774		3,172	5,000		5,000	
SECURITY AT GUARDHOUSE	14,558	96,362	124,651	135,000	62,464	135,000	
SECURITY GUARDHOUSE PHONE & INTERNET	418	2,344	5,132	5,220	3,309	5,220	
SECURITY GUARDHOUSE MANAGEMENT			4,800	4,800	2,162	4,800	
GATE MAINTENANCE & REPAIR	544	7,728	12,142	10,000	3,565	10,000	
TOTAL SECURITY	80,053	142,498	172,271	184,668	76,550	184,788	120

SOLTERRA CDD

Clubhouse / Amenity Administration: \$301,669



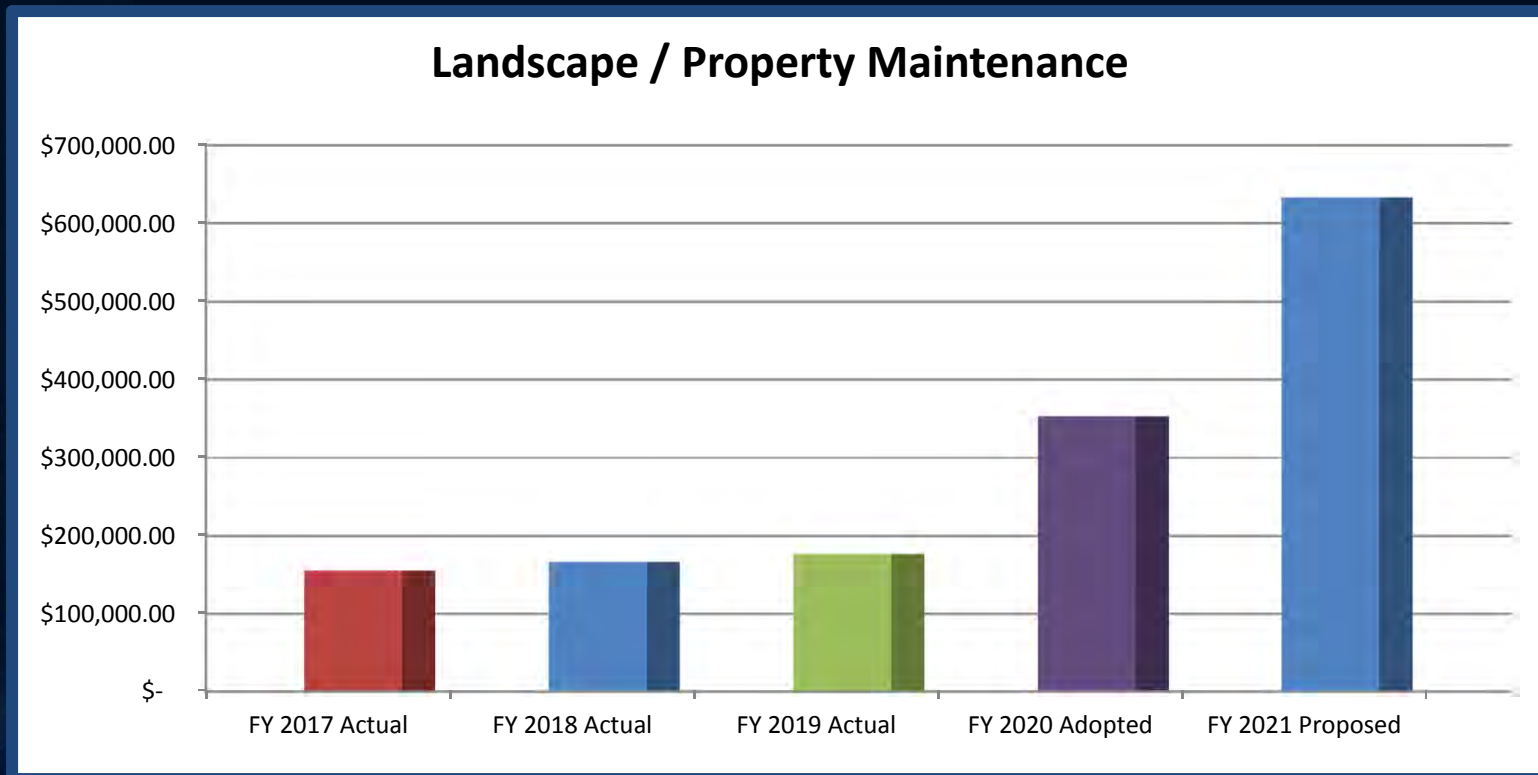
SOLTERRA CDD

Clubhouse / Amenity Administration: 19%, \$5,500 Decrease

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
CLUBHOUSE/AMENITY ADMINISTRATION:							
AMENITY MANAGEMENT	57,084	56,976	102,529	76,200	38,100	76,200	
LIFESTYLE MANAGEMENT		12,829		22,151	11,125	22,151	
CLUBHOUSE FACILITY MAINTENANCE (Cleaning)	21,820	21,548	28,844	30,000	14,670	30,000	
CLUBHOUSE MAINTENANCE & REPAIRS	9,295	15,761	8,483	8,000	5,380	6,000	(2,000)
CLUBHOUSE & LIFESTYLE SUPPLIES	9,334	4,625	2,853	5,000	2,965	5,000	
CLUBHOUSE PHONE & INTERNET	2,316	1,920	2,583	3,300	1,706	3,300	
CLUBHOUSE STAFF AFTER HOURS EMERGENCY RESPONSE		125		500		500	
PEST CONTROL & TERMITE BOND	1,275	1,265	1,265	1,380	690	1,380	
POOL MONITORS	64,151	61,732	105,267	139,388	54,732	139,388	
COFFEE, WATER, AND VENDING SERVICES	7,380	10,134	9,564	9,000	5,478	7,000	(2,000)
BACKGROUND CHECKS & DRUG TESTING	1,013	816		750		750	
CAFÉ POS SYSTEM		721		1,500			(1,500)
SOCIAL ACTIVITIES & MOVIE LICENSE				10,000		10,000	
TOTAL CLUBHOUSE/AMENITY ADMINISTRATION	173,668	188,452	261,388	307,169	134,847	301,669	(5,500)

SOLTERRA CDD

Landscape / Property Maintenance: \$632,685



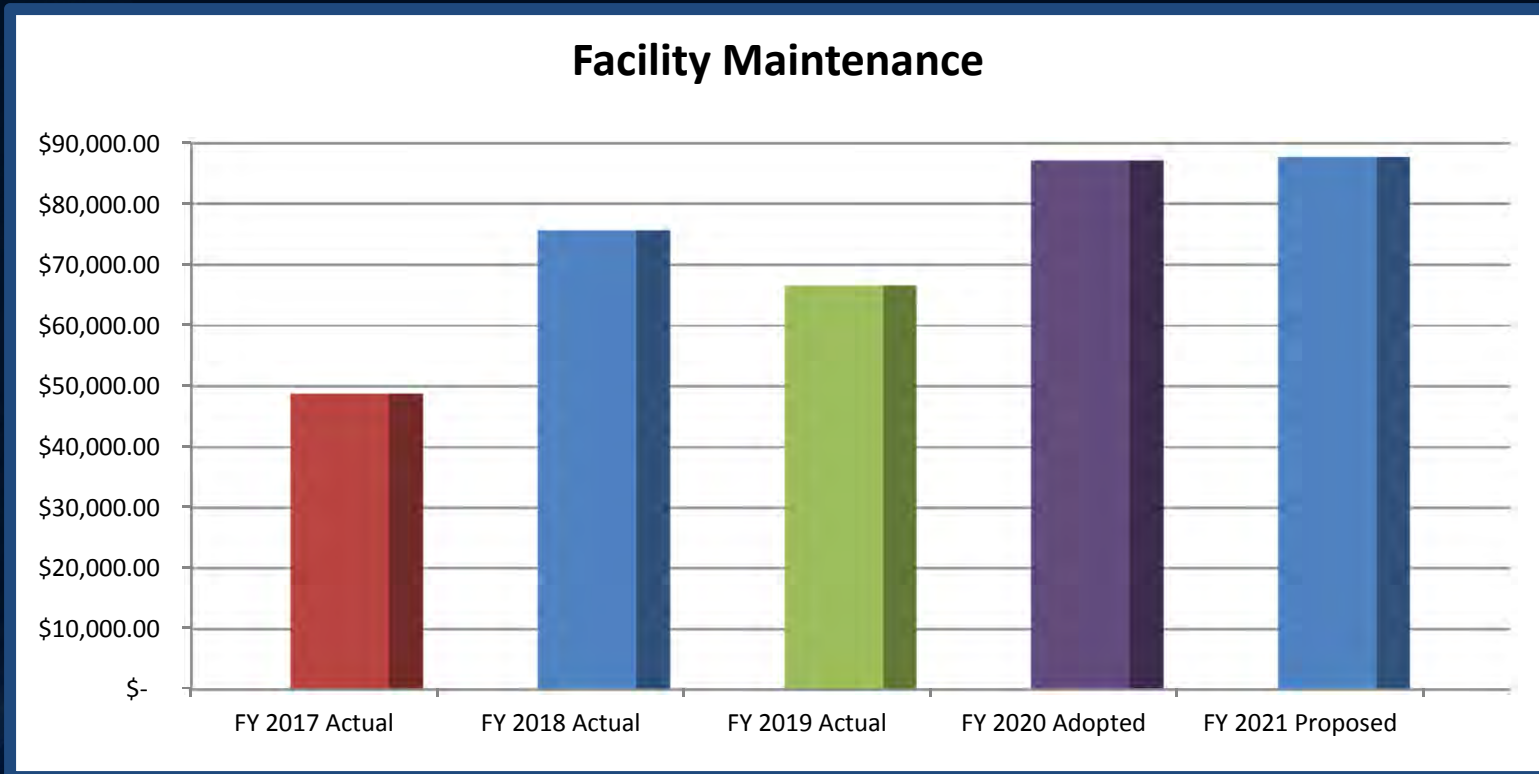
SOLTERRA CDD

Landscape / Property Maintenance:
33%, \$297,433 Increase

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
LANDSCAPE/PROPERTY MAINTENANCE:							
POND & WETLAND MAINTENANCE	14,612	10,140	13,355	18,440	6,720	21,558	3,118
LANDSCAPE MAINTENANCE CONTRACT	114,972	116,399	129,246	127,256	66,528	328,404	201,148
LANDSCAPE MAINTENANCE SPRINGS EXTERIOR LANDSCAPING			8,990	35,556	1,500	35,556	
LANDSCAPE REPLINISHMENT	13,868	10,062		50,000	22,884	106,667	56,667
IRRIGATION REPAIRS & MAINTENANCE	9,811	21,375	4,165	12,000	6,702	8,500	(3,500)
ASPHALT PAVEMENT REPAIR & MONITORING		3,200	3,700	25,000	500	25,000	
LANDSCAPE/PROPERTY CONTINGENCY			12,429	75,000	6,600	97,000	22,000
COMPREHENSIVE FIELD SERVICES	2,625	5,000	5,000	10,000	3,316	10,000	
TOTAL LANDSCAPE/PROPERTY MAINTENANCE	155,888	166,176	176,885	353,252	114,750	632,685	279,433

SOLTERRA CDD

Facility Maintenance: \$87,746



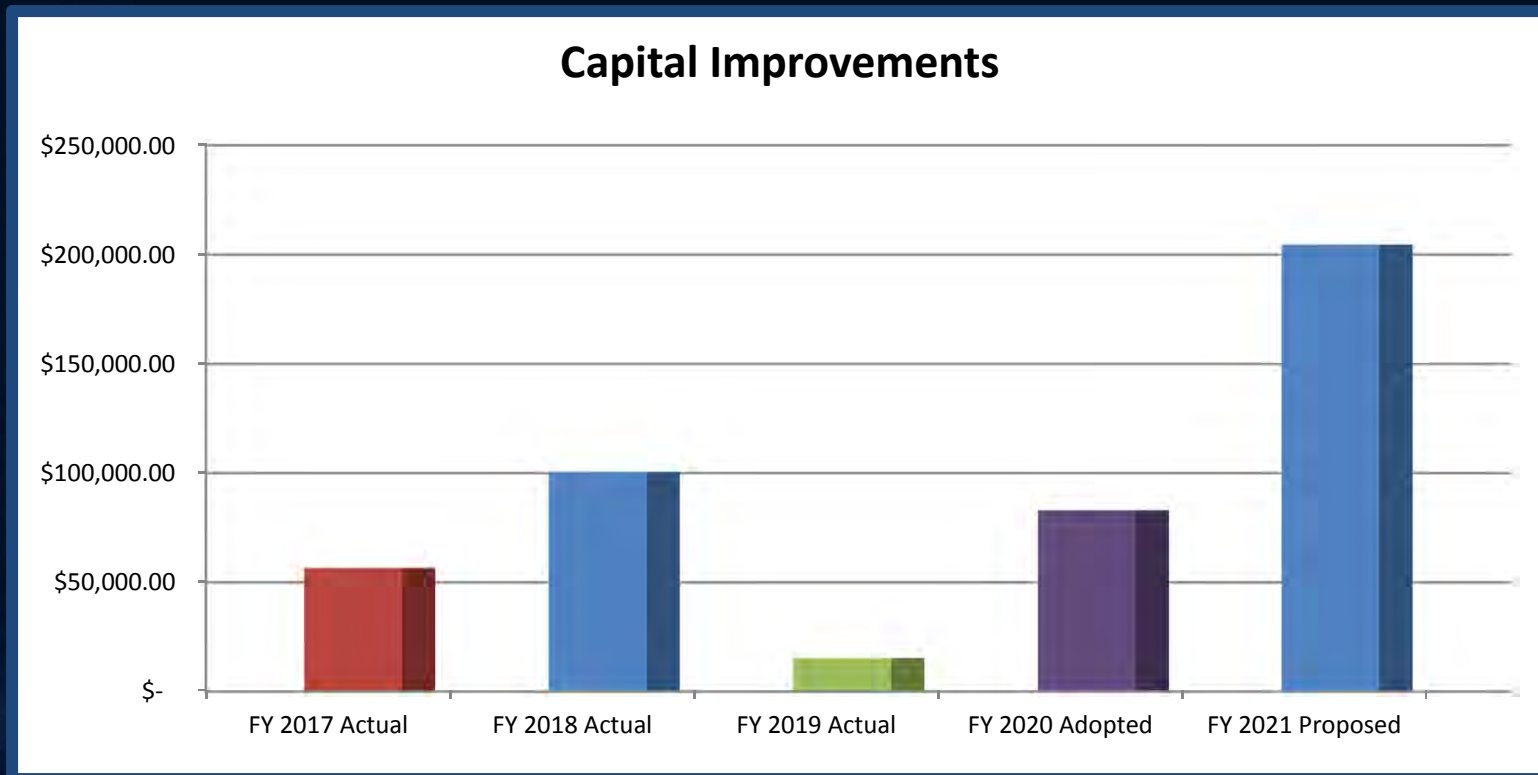
SOLTERRA CDD

Facility Maintenance: 4%, \$540 Increase

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
FACILITY MAINTENANCE:							
POOL SERVICE CONTRACT	23,400	23,765	23,765	24,000	11,882	27,270	3,270
POOL SERVICE CONTRACT LAZY RIVER	3,900	23,765	23,765	24,000	11,882	27,270	3,270
POOL & LAZY RIVER MAINTENANCE & REPAIR	11,169	10,703	9,768	9,856	11,240	9,856	
POOL PERMIT	840	700	980	850		850	
SLIDE MAINTENANCE & REPAIRS				2,500		2,500	
SIGNAGE	4,352	6,328		500		500	
ATHLETIC FACILITIES MAINT. & FITNESS EQUIP. REPAIR		4,467	2,518	1,500	730	1,500	
REFUSE DUMPSTER SERVICE				3,000		3,000	
MISCELLANEOUS INCLUDES PRESSURE WASHING	5,198	5,947	2,220	6,000	450	3,000	(3,000)
CONTINGENCY			3,641	15,000	2,735	12,000	(3,000)
TOTAL FACILITY MAINTENANCE	48,859	75,675	66,657	87,206	38,919	87,746	540

SOLTERRA CDD

Capital Improvement: \$83,000



SOLTERRA CDD

Capital Improvement: 11%, \$121,548 Increase

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MARCH, 31 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
CAPITAL IMPROVEMENT							
CAPITAL IMPROVEMENT	56,683	100,798	15,495	83,000	36,115	204,548	121,548
TOTAL CAPITAL IMPROVEMENTS	56,683	100,798	15,495	83,000	36,115	204,548	121,548

- QUESTIONS?



**GOVERNMENTAL
MANAGEMENT
SERVICES-TAMPA
LLC**

**PROPOSAL FOR DISTRICT
MANAGEMENT SERVICES**

PREPARED FOR
**SPRING LAKE COMMUNITY
DEVELOPMENT DISTRICT**

DECEMBER 17, 2021



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COMPANY INFORMATION

Governmental Management Services (GMS) is a family of limited liability companies that was established for the purpose of providing district management services to Special Taxing Districts. With encouragement from industry professionals and the development community, GMS was created to provide an alternative to the existing district management companies. GMS currently has offices in St. Cloud, Orlando, Tampa, Sunrise, Tallahassee, Port St. Lucie, St. Augustine, Palm Coast, Florida, and Knoxville, Tennessee. Company personnel who would be providing services are generally determined by geography of the District and required services. However, everyone at GMS works together to provide the most efficient, effective and comprehensive management services possible. GMS currently manages over 180 Community Development Districts across the State of Florida and fully understands the requirements of Chapter 190. As described in Section 3, the personnel at GMS are very well known and respected by people involved with Community Development Districts. The majority of personnel has worked with Investment Bankers, Bond Counsel, District Counsel, Engineers,

Developers and Boards of Supervisors across the State of Florida. They have provided management, financial and administrative reporting services to approximately 180 special taxing districts and homeowners associations. Our greatest strength is our ability to respond to individual client needs quickly, efficiently and professionally.

GMS WAS ESTABLISHED TO PROVIDE THE MOST EFFICIENT, EFFECTIVE AND COMPREHENSIVE MANAGEMENT SERVICES FOR COMMUNITY DEVELOPMENT DISTRICTS IN THE STATE OF FLORIDA.



HOW WE WORK

Established in 2004, Governmental Management Services has quickly grown to over 150 full time and part time employees and has offices across the State of Florida. Services are provided by seasoned professionals with well over 200 years of combined Community Development District management experience. Our commitment to serving our clients and providing the most efficient, effective and comprehensive management services for Community Development Districts continues to fuel our growth.

Statement of Qualifications

GMS is the best qualified provider of district management services because of the experience of the personnel who will be providing the management services for the District. GMS brings a wealth of experience in the management, administrative, accounting and financial reporting and assessment certifications

GMS focuses exclusively on the services necessary for the proper management of Community Development Districts. Our staff includes managers, accountants, financial analysts, recording secretaries and operations managers all with experience with Community Development Districts and other special districts. We offer integrated management services including:

- General Management
- Recording Secretary Services
- Accounting and Financial Reporting
- Assessment Roll Administration
- Investment Management
- Operations Management
- Utility Billing
- Other Services

These management services are being provided by the principals of GMS to over 180 Community Development Districts across the State of Florida.

CONTACT INFORMATION

Corporate Office:
1001 Bradford Way
Kingston, TN 37763
govmgtsvc.com

GMS is prepared to provide all services directly and does not contemplate the need to subcontract services. Our personnel include special project coordinators with over 30 years of experience in the construction industry and field management.

GMS - Tampa

4648 Eagle Falls Place
Tampa, Florida 33619
(863)-225-1186

GMS - Central Florida

219 E. Livingston St.
Orlando, FL 32801
9145 Narcoossee Rd.
Ste. A-206
Orlando, FL 32827

1408 Hamlin Avenue,
Unit E
St. Cloud, FL 34771
(407) 841-5524

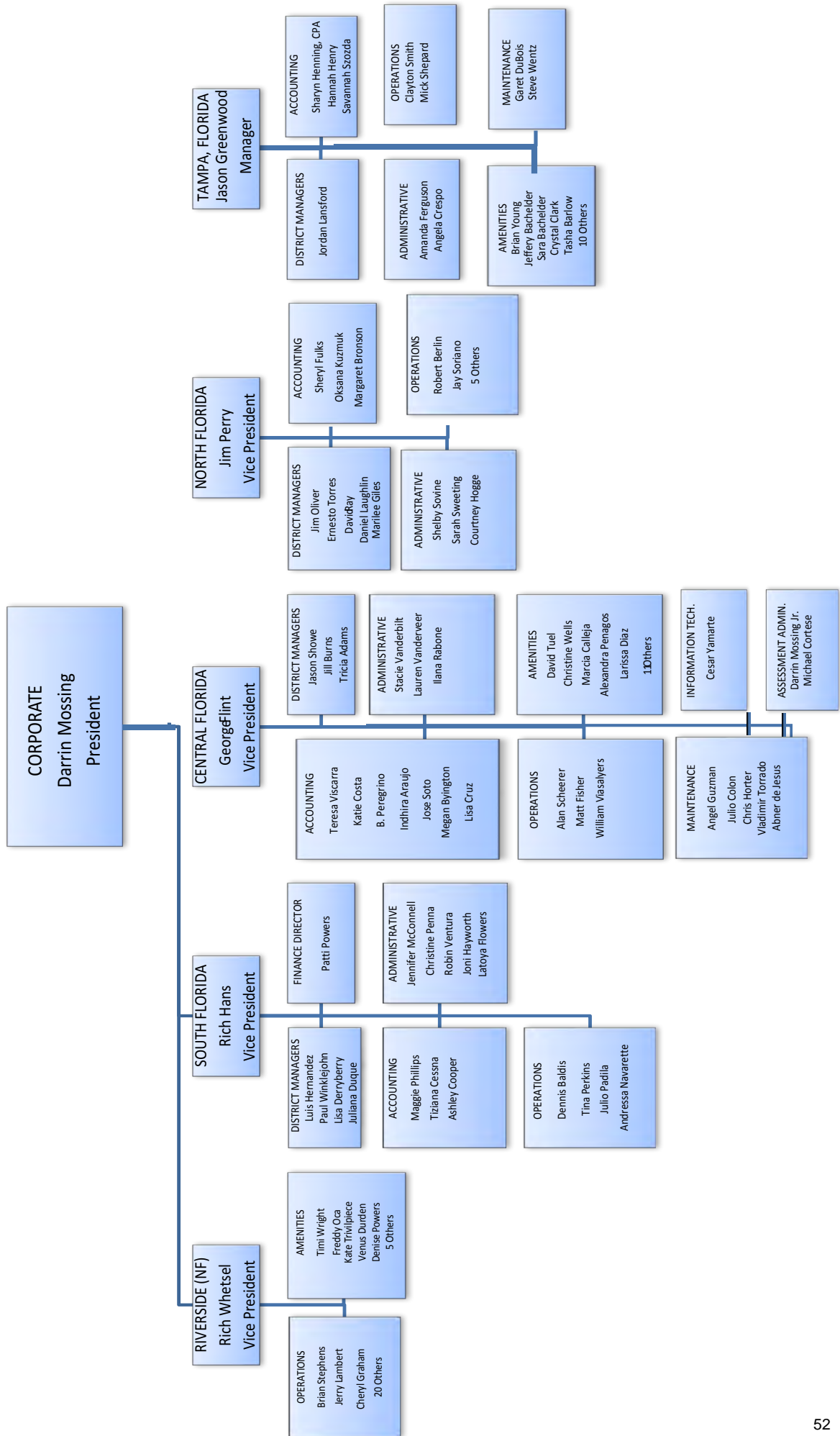
GMS - South Florida

5385 Nob Hill Road
Sunrise, FL 33351
(954) 721-8681

GMS - North Florida

475 West Town Place,
Suite 114
St. Augustine, FL 32092
(904) 940-5850





OUR TEAM

Although technology has tremendously impacted how services are provided for nearly every business today, GMS realizes an organization is only as good as the individuals working within it. If an organization is not able to retain hardworking, knowledgeable and dedicated employees that understand their client's needs, it is most certain to fail. It is for this reason that GMS has focused a significant effort on recruiting and retaining the best in the district management industry

STATEMENT OF STAFF CONSISTENCY

The District Management Team proposed remains the same for the duration of the contracts. Any changes in the District Management Team will be discussed and approved by the Boards of Supervisors. Members of the management team have worked together for years, and there is complete trust and loyalty in their abilities to provide the most efficient, effective and professional management services possible. In addition, these types of long-term personal relationship among GMS staff are reassuring to our clients because personnel turnover in any organization is extremely detrimental to its ability to provide the necessary services.

"GMS realizes an organization is only as good as the individuals working within it."

EDUCATION

Ohio University, 1988,
Bachelor of Science,
Major: Accounting

EXPERIENCE

31 Years

- President and Founder – GMS Organization
- Corporate Operations and District Management

DARRIN MOSSING PRESIDENT

Darrin Mossing is the President and Founder of the GMS organization. Mr. Mossing graduated from the Ohio University with a Bachelor’s degree in accounting in June 1988 and began his career as a staff accountant on September 1, 1988 for Indian Trace Community Development District. In November 2004, Mr. Mossing established the GMS organization, which has grown to over 180 CDDs, Homeowners Association and other Special Taxing Districts across the State of Florida.

JASON GREENWOOD DISTRICT MANAGER

Jason Greenwood provides management services to CDDs and property owners associations throughout the State of Florida. Mr. Greenwood has been committed to GMS since 2017, is a licensed Community Association Manager and operates out of the Tampa, Florida office. Mr. Greenwood has BA degrees in Business and Finance with a minor in Marketing from Ashford University in Clinton, Iowa, and an MBA in Business Administration, specialization in Finance, from Lynn University in Boca Raton, Florida.

EDUCATION

B.A., Business,
Finance, Marketing
minor, Ashford
University
MBA, specialization in
Finance, Lynn
University

EXPERIENCE

4 Years

- District Management
- Assessment Roll Administration

JORDAN LANSFORD DISTRICT MANAGER

Jordan Lansford also provides management services to CDDs throughout the State of Florida. Jordan is a licensed Community Association Manager and operates out of our Tampa, Florida office. Ms. Lansford has an extensive background in District Management working with both developer and residential boards. Ms. Lansford was a former D1 volleyball athlete and graduated with her B.S. degree in Finance from Florida Gulf Coast University.

ADMINISTRATIVE SERVICES

Amanda Ferguson will prepare agenda packages, meeting notices, public records administration, statutory compliance and various other required administrative services. She is an Administration Management Professional, who has been committed to GMS since establishment in 2004. Mrs. Ferguson has performed various functions in her 15+ years with GMS; including amenity center management at premier North Florida communities, contract compliance, managing programs and special events, lifeguard management and transcription of board meetings. Mrs. Ferguson currently provides transcription and administrative services to 11 Community Development Districts in the Central Florida Region.

THE FOLLOWING ADMINISTRATIVE SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Prepare agenda packages for transmittal to Board of Supervisors and staff seven days prior to Board of Supervisors' Meeting.
- Provide minutes for all Board of Supervisors' Meetings, including
- landowners meetings
- Ensure compliance with all administrative statutes affecting the District which include but are not limited to:
 - Publish and circulate annual meeting notice.
 - Report annually the number of registered voters in the District by June 1 of each year.
 - Maintain "Record of Proceedings" for the District within the County that the District is located which includes meeting minutes, agreements, resolutions and other required records.
 - Transmit Registered Agent information to DCA and local governing authorities.
 - File Ordinance or Rule establishing the District to DCA



ACCOUNTING

Sharyn Henning manages the accounting and financial reporting for our clients. She is a Certified Public Accountant with over 15 years of accounting and financial reporting experience with Community Development Districts across the State of Florida. Ms. Henning's experience includes financial statement preparation, payroll,

EDUCATION

Bachelor's in Accounting & Information Management, University of Tennessee-Knoxville
Masters in Business Management & Accounting, King University

EXPERIENCE

10 Years

budget preparation, preparation of annual audit reports, statutory, and bond compliance. She has a Bachelors of Science Degree in Accounting from Florida Atlantic University. Ms. Rosina currently serves as District Accountant to 20+ Community Development Districts in the state of Florida.

Hannah Henry has over 10 years of experience managing the accounting and financial reporting for our clients. Ms. Henry serves as District Accountant to 12+ Community Development Districts along with 5 other Home Owner's Associations. She has a Bachelor's Degree from the University of Tennessee - Knoxville in Accounting and Information Management and a Master's Degree from King University in Business Management and Accounting.

EDUCATION

B.S. in Accounting, Florida Atlantic University

EXPERIENCE

15 Years

- Accounting
- Financial Reporting

THE FOLLOWING FINANCIAL SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, AND RULES AND REGULATIONS:

- Establish Governmental Fund Accounting System in accordance with the Uniform Accounting System prescribed by the Florida Department of Financial Services for Government Accounting. This system includes preparing monthly balance sheet and income statement(s) with budget to actual variances.
- Prepare accounts payable and present to Board of Supervisors for approval or ratification.
- Prepare annual budget for review and approval by the Board of Supervisors.
- Transmit proposed budget to local governing authorities 60 days prior to adoption.
- Prepare year-end adjusting journal entries in preparation for annual audit by Independent Certified Public Accounting Firm.
- Maintain checking accounts with qualified public depository selected by the Board of Supervisors.
- Ensure compliance with financial and accounting statutes affecting the District which include but are not limited to:
 - Complete annual financial audit report within 9 months after the fiscal year end.
 - Circulate annual financial audit report and annual financial report to appropriate governmental agencies.
- Prepare annual public depositor report.
- Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting, etc.
- Transmit Public Facilities Report to the appropriate agencies
- Bind necessary insurance for the District, which includes liability, property, workers' compensation, etc.

AMENITY MANAGEMENT & LIFESTYLE PROGRAMMING

Amanda Ferguson will also oversee the providing of Amenity Management services. She has experience in management, newsletters, and special event services, newsletters and special event services to various communities in the Jacksonville, Florida area for over five (5) years, including but not limited to Tison's Landing Community Development District in Duval County (680 single family homes), Pine Ridge Plantation Community Development District in Clay County (planned for 742 single family homes), and Ridgewood Trails Community Development District, a D.R. Horton project planned for 691 single family homes. Mrs. Ferguson will be supported by Brian Young. Brian has recently stepped in as the Director of Amenity Management in Tampa. He currently oversees amenity operations at Villages of Bloomingdale, Belmont, Forest Brooke, and Cypress Creek. In addition to Brian, there are various members of amenity staff to assist with special events throughout the fiscal year that would be reviewed and approved annually by the Board of Supervisors.



GMS has significant experience with highly amenitized CDD communities and is flexible regarding the approach taken to staffing, managing, and operating amenities. We typically see one of three approaches taken to amenity management:

- 1) District contracts with GMS for operations
- 2) District contracts with a third party company for operations
- 3) District directly employs staff for operations

UNDER THE FIRST APPROACH, THE FOLLOWING SERVICES ARE TYPICALLY PROVIDED BY GMS TO ENSURE A FIRST CLASS, AMENITY CENTERED COMMUNITY:

- Recruit, hire, train, and monitor Clubhouse and Facilities staff.
- Assume responsibility to manage a vibrant schedule of activities, events and lifestyle programming. GMS is structured to take a regional approach to serving its clients but this structure does not preclude us from assigning the most talented and qualified individuals, regardless of their location, to appropriate roles.
- Communicate lifestyle opportunities and residential services information to owners and potential residents.
- Promote voluntary compliance with District rules, regulations and policies by communicating with residents.
- Maintain excellent level of customer service.
- Monitor the use of the amenities including resident barcode passes, security cameras, and other means of safeguarding the District.
- Maintain excellent level of customer service.
- Coordinate with vendors, contractors, internal and external stakeholders to ensure smooth operations of day to day and special activities.
- Maintain all relevant records of incidents, inspections, revenue, and other information as required by the District.
- Assist with budget preparation and reports, policy recommendations and enforcement, safety and/or security recommendations, collection of rental fees, maintaining records as needed.

Under the second and third approach, although the above services would not be provided directly by GMS, we would work to ensure that the contractor or direct employees were performing these and other necessary services.



SAMPLE SPECIAL EVENTS

Social events are for all residents and open to the public, and a critical component to the success of the community. Below are some examples of events currently provided at other communities that GMS has previously assisted in staffing.

SUMMER CAMP

Each week features an array of art activities, sports, games and a field trip. Campers are provided a t-shirt, daily snacks and extended care. A similar camp can also be provided during Spring Break.

FALL FESTIVAL

A fall celebration featuring hayrides, craft tables, carnival games, contests, bounce houses and other activities.

WINTER CELEBRATION

A holiday celebration including pictures with Santa, trolley rides, holiday decorations, cookies, hot chocolate and coffee.

KIDS NIGHT OUT/TEEN SCENE

DJ, games, food, drinks and more to entertain kids & teens.

ICE CREAM SOCIAL

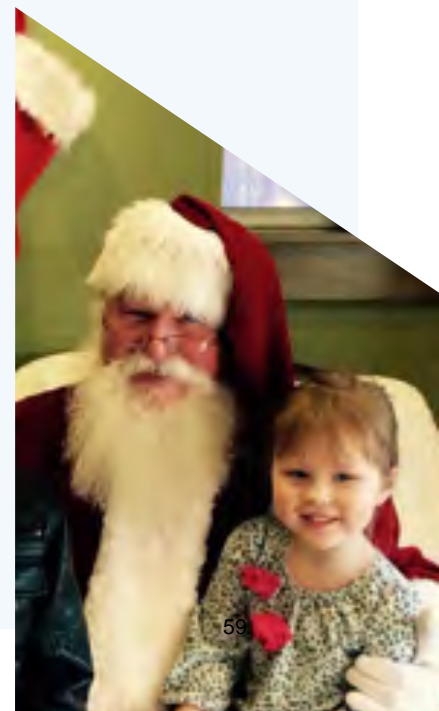
Ice cream and beverages with contests, raffles and games.

SPRING FLING

An Easter egg hunt, pictures with the Easter bunny and a petting zoo. Bounce house, dunk tank, etc. can also be provided.

DIVE-IN MOVIE

View a movie by the pool with snacks and beverages while you enjoy the show.



SAMPLE NEWSLETTER

RANDAL PARK

Newsletter

SEPTEMBER 2019

Fun in the Community

- Senior Center** - Open to all 65+ residents. Activities include: bingo, cards, games, and more.
- Senior Center** - Open to all 65+ residents. Activities include: bingo, cards, games, and more.
- Senior Center** - Open to all 65+ residents. Activities include: bingo, cards, games, and more.
- Senior Center** - Open to all 65+ residents. Activities include: bingo, cards, games, and more.
- Senior Center** - Open to all 65+ residents. Activities include: bingo, cards, games, and more.
- Senior Center** - Open to all 65+ residents. Activities include: bingo, cards, games, and more.

GARAGE SALE

Saturday, September 14, 2019
9:00 am - 3:00 pm

Please be sure to follow the community guidelines listed below during the garage sale:

- 1. All items must be sold on the premises.
- 2. Garage sales must be held on Saturdays, September 14th only.
- 3. Items must be sold on the premises.
- 4. Items must be sold on the premises.
- 5. Items must be sold on the premises.
- 6. Items must be sold on the premises.

RANDAL PARK

Fun in the City

Meetings in the Community

Events in August

From the Randal Park CDD

From the Randal Park RPOA
The City of Orlando Street Parking Regulations

Approved by Council on 8/20/19

From the Randal Park RPOA

Senior Hub Meeting

Senior Trivia & Quiz Night

From the Randal Park RPOA

For Your Security

From the Randal Park THOA

Randal Park Tennis Courts

Randal Park Reminders

For the community's enjoyment of the pool please NO:

- Swimming
- Alcohol
- Glass containers
- Food
- Drugs
- Smoking
- Drugs
- Smoking

Important Numbers and Websites

- Randal Park CDD**
- Randal Park RPOA**
- Randal Park THOA**
- City of Orlando**
- Orange County**
- Orange County Property Appraiser**
- U.S. Post Office - Orlando Branch**
- Bank**
- Bank**

Need to Contact Us?

Residence Manager

Amenity Facility Hours of Operation for Residents

Residence Manager	Randal Park Pool/Spa/Poolside	Randal Park Tennis Courts
Monday - Friday	6:00am - 8:00pm	6:00am - 8:00pm
Saturday	6:00am - 8:00pm	6:00am - 8:00pm
Sunday	6:00am - 8:00pm	6:00am - 8:00pm

Randal Park CDD

Randal Park RPOA

Randal Park THOA

City of Orlando

Orange County

Orange County Property Appraiser

U.S. Post Office - Orlando Branch

Bank

Bank

www.randalparkcommunity.com

FIELD MANAGEMENT SERVICES

GMS provides field management services to 30 Districts throughout Florida. Clayton Smith oversees field operations at several high-profile CDDs. He has a deep, and lengthy family history connected to CDD management, and has owned and operated his own maintenance company in the Central Florida area which carried out various undertakings, primarily for CDDs. He is a proud alumnus of the Florida State University. Mick Sheppard is our Field Maintenance Manager, overseeing maintenance projects and providing field maintenance services. Mick is equipped and capable of handling almost all CDD maintenance needs and specializes in maintenance projects specific to CDDs. Mick has a lengthy background in various maintenance services including but not limited to plumbing, HVAC repair, grounds maintenance, and property maintenance.

MAINTENANCE OPERATION OF THE DISTRICTS INCLUDE:

- Administer and manage maintenance contracts for landscaping, water, wastewater and reuse systems management
- Respond to resident and Board of Supervisors inquiries regarding Maintenance Operations
- Coordinate and implement maintenance projects throughout the community with vendors
- Conduct site visits (day and night time) to ensure satisfactory operation of the district and prepare a monthly report to the Board.
- Review and approve construction contracts, change orders, payment request, etc. during construction phase

ASSESSMENT ROLL CERTIFICATIONS & ADMINISTRATION

Jason Showe and Darrin Mossing Jr. provide assessment administration services which includes certifying annual assessment rolls with the County Property Appraiser and Tax Collector, calculation of true-up payments, collection of prepaid assessments and preparation of necessary releases of lien. They are presently responsible for the preparation and execution of all CDD assessment rolls for the Central Florida and Tampa divisions.

REFERENCES

GMS prides itself on the timely delivery of quality services to its clients. As a result, our clients as well as the other CDD industry professionals have come to recognize and appreciate the quality of the services we provide. GMS encourages its prospective clients to call our references and learn what other district supervisors, developers, attorneys, engineers and financial professionals are saying about us. The following table contains just a few of the clients and professionals that are pleased to serve as our references:

Robert Hornbeck

Chair, Dupree Lakes CDD

6255 Dupree Lakes Blvd.

Land O' Lakes, FL 34639

(813) 477-6745

boardmember2@dupresslakescdd.com

Judi O'Connor

Chair, Palms of Terra Ceia Bay CDD

82300 Terra Ceia Bay Blvd.

Palmeto, FL 34221

(941) 545-1167

judichas@gmail.com

Kristen Brooks

Chair, Belmont CDD

10109 Count Fleet Dr.

Ruskin, FL 33573

(404) 723-1245

boardmember5@belmontcdd.com

Shawna Winters

Assistant Secretary, Cypress Creek CDD

15592 Cypress Creek Blvd.

Ruskin, FL 33573

(704) 681-2366

shawnawinters6@gmail.com

Cassandra Krause

Chair, Forest Brooke CDD

5019 Grist Mill Ct.

Wimauma, FL 33598

(813) 389-5312

seat4forestbrookecdd@gmail.com

GMS's current clients are listed in Table 2-1 on the following pages. Table 2-1 reflects a portion of the myriad of services provided to our clients.

Table 2-1. District Management Experience Summary

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/Wastewater Utility	Operations Management/Amenities
1	Aberdeen	St. Johns	•	•	•		•
2	Academical Village	Broward	•	•	•		
3	Amelia Concourse	Nassau	•	•	•		
4	Amelia Walk	Nassau	•	•	•		•
5	Anclote HOA	Pasco	•	•	•		
7	Arlington Ridge	Lake	•	•	•		•
8	Armstrong	Clay	•	•	•		
9	Astoria	Polk	•	•	•		
10	Bannon Lakes	St. Johns	•	•	•		•
11	Bartram Park	Duval	•	•	•		
12	Bartram Springs	Duval	•	•	•		
13	Bay Laurel Center	Marion	•	•	•	•	
14	Baytree	Brevard	•	•	•		•
15	Baywinds	Miami-Dade	•	•	•		•
16	Beacon Tradeport	Miami-Dade	•	•	•		
17	Bellagio	Miami-Dade					
18	Bella Collina	Lake	•	•	•	•	•
19	Belmont	Hillsborough	•	•	•		
20	Bonita Village	Lee	•	•	•		
21	Bonnet Creek Resort	Orange	•	•	•		•
22	Brandy Creek	St. Johns	•	•	•		
23	Candler Hills	Marion	•	•	•		
24	Canopy	Clay	•	•	•		
25	Capital Region	Leon	•	•	•		•
26	Centre Lake	Miami-Dade	•	•	•		
27	Central Lake	Lake	•	•	•	•	
28	ChampionsGate CDD	Osceola	•	•	•		
29	ChampionsGate POA	Osceola		•			
30	Chapel Creek	Pasco	•	•	•		
31	City of Coral Gables	Miami-Dade		•			
32	Coconut Cay	Miami-Dade	•	•	•		
33	Copper Creek	St. Lucie	•	•	•		
34	Copper Oaks	Lee	•	•	•		
35	Coral Bay	Broward	•	•	•		•
36	Coral Keys Homes	Miami-Dade	•	•	•		
37	Creek Ridge Preserve HOA	Hillsborough	•	•	•		
38	Creekside	St. Lucie	•	•	•		
39	Cypress Bluff	Duval	•	•	•		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/Wastewater Utility	Operations Management/ Amenities
40	Cypress Cove	Broward	•	•	•		
41	Cypress Creek	Hillsborough	•	•	•		
42	Cypress Park	Polk	•	•	•		
43	Cypress Ridge	Hillsborough	•	•	•		
44	Davenport Road	Polk	•	•	•		
45	Deer Island	Lake	•	•	•		•
46	Deer Run	Flagler	•	•	•		•
47	Dowden West	Orange	•	•	•		
48	Downtown Doral	Miami-Dade	•	•	•		
49	Downtown Doral South	Miami-Dade	•	•	•		
50	Dunes	Flagler	•	•	•	•	
51	Dupree Lakes	Pasco	•	•	•		•
52	Durbin Crossing	St. Johns	•	•	•		
53	East 547	Polk	•	•	•		
54	East Homestead	Miami-Dade	•	•	•		•
55	Eden Hills	Polk	•	•	•		
56	Elevation Pointe	St. Johns	•	•	•		
57	Enclave @ Black Point Marina	Miami-Dade	•	•	•		
58	Falcon Trace	Orange	•	•	•		•
59	Fortebello HOA	Brevard	•	•	•		
60	Forest Brooke	Hillsborough	•	•	•		•
61	Forest Lake	Polk	•	•	•		
62	Founders Ridge	Lake	•	•	•		
63	Gardens at Hammock Beach	Flagler	•	•	•		
64	Grande Pines	Orange	•	•	•		
65	Green Corridor	Multiple	•	•	•		
66	Grovetwoods Preserve CA	Hillsborough					
67	Hammock Reserve	Polk	•	•	•		
68	Hemingway Point	Broward	•	•	•		
69	Heritage Park	St. Johns	•	•	•		•
70	Heron Isles	Nassau	•	•	•		
71	Highland Meadows II	Polk	•	•	•		•
72	Highland Meadows West	Polk	•	•	•		
73	Homestead Townhomes HOA	Pasco	•	•	•		
74	Holly Hill Road	Polk	•	•	•		
75	Hollywood Beach #1	Broward	•	•	•		
76	Homestead 50	Miami-Dade	•	•	•		
77	Indigo	Volusia	•	•	•		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/Wastewater Utility	Operations Management/Amenities
78	Indigo East	Marion	•	•	•		
79	Interlaken	Broward	•	•	•		
80	Islands at Doral III	Miami-Dade	•	•	•		
81	Islands at Doral TH	Miami-Dade	•	•	•		
82	Isles of Bartram Park	St. Johns	•	•	•		
83	Lake Ashton I	Polk	•	•	•		•
84	Lake Ashton II	Polk	•	•	•		
85	Lake Deer	Polk	•	•	•		
86	Lake Emma	Lake	•	•	•		
87	Lakeside Plantation	Sarasota	•	•	•		
88	Lakes by Bay South	Miami-Dade	•	•	•		•
89	Landings at Miami	Miami-Dade	•	•	•		
90	Live Oak Lake	Osceola	•	•	•		
91	Lucerne Park	Polk	•	•	•		
92	Mayfair	Brevard					
93	McJunkin at Parkland	Broward	•	•	•		
94	Meadow View at Twin Creeks	St. Johns	•	•	•		
95	Mediterranea	Palm Beach	•	•	•		
96	Middle Village	Clay	•	•	•		•
97	Mirada	Lee	•	•	•		
98	Montecito	Brevard	•	•	•		•
99	Narcoossee	Orange	•	•	•		•
100	Nob Hill Condo Association	Broward	•	•	•		•
101	North Boulevard	Polk	•	•	•		
102	North Dade	Miami-Dade	•	•	•		
103	Northern Riverwalk	Palm Beach	•	•	•		
104	North Powerline Road	Polk	•	•	•		
105	North Springs Improvement Dist	Broward	•	•	•		
106	Oakridge	Broward	•	•	•		
107	Old Hickory	Osceola	•	•	•		
108	Old Palm	Palm Beach	•	•	•		
109	Oleta River	Miami-Dade	•	•	•		
110	Orchid Grove	Broward	•	•	•		
111	Osceola Chain of Lakes	Osceola	•	•	•		
112	Osceola County Housing Finance Authority	Osceola		•			
113	Palm Coast Park	Flagler	•	•	•		
114	Palm Glades	Miami-Dade	•	•	•		•
115	Palms of Terra Ceia Bay	Manatee	•	•	•		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/Wastewater Utility	Operations Management/Amenities
116	Park Creek	Hillsborough	•	•	•		
117	Pine Air Lakes	Collier	•	•	•		
118	Pine Ridge Plantation	Clay	•	•	•		•
119	Poinciana	Polk	•	•	•		•
120	Poinciana West	Polk	•	•	•		•
121	Portofino Isles	St. Lucie	•	•	•		•
122	Portofino Landings	St. Lucie	•	•	•		
123	Portofino Shores	St. Lucie	•	•	•		
124	Portofino Springs	Lee	•	•	•		
125	Portofino Vineyards	Lee	•	•	•		
126	Portofino Vista	Osceola	•	•	•		
127	Preston Cove	Osceola	•	•	•		
128	Quail Roost	Miami-Dade	•	•	•		
129	Randal Park	Orange	•	•	•		•
130	Randal Park POA	Orange	•	•			
131	Remington	Osceola	•	•	•		•
132	Reserve	St. Lucie	•	•	•	•	•
133	Reserve #2	St. Lucie	•	•	•		
134	Reunion East	Osceola	•	•	•		•
135	Reunion West	Osceola	•	•	•		•
136	Rhodine Road North	Polk	•	•	•		
137	Ridgewood Estates	Hillsborough	•	•	•		
138	Ridgewood Trails	Clay	•	•	•		•
139	River Place	St. Lucie	•	•	•		
140	River Bend	Hillsborough	•	•	•		
141	Rivers Edge	St. Johns	•	•	•		
142	Rivers Edge II	St. Johns	•	•	•		
143	Rivers Edge III	St. Johns	•	•	•		
144	Rolling Hills	Clay	•	•	•		•
145	Rolling Oaks	Osceola	•	•	•		
146	Sabal Palm	Broward	•	•	•		
147	Saddle Creek	Polk	•	•	•		
148	Sampson Creek	St. Johns	•	•	•		•
149	Sandmine Road	Polk	•	•	•		
150	San Simeon	Miami-Dade	•	•	•		
151	Scenic Highway	Polk	•	•	•		
152	Shingle Creek	Osceola	•	•	•		•
153	Shingle Creek at Bronson	Osceola	•	•	•		
154	South Dade Venture	Miami-Dade	•	•	•		•
155	South Kendall	Miami-Dade	•	•	•		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/Wastewater Utility	Operations Management/Amenities
156	South Village	Clay	•	•	•		
157	Stoneybrook South	Osceola	•	•	•		•
158	Stoneybrook South @ChampionsGate	Osceola	•	•	•		•
159	Storey Creek	Osceola	•	•	•		
160	Storey Drive	Osceola	•	•	•		
161	Storey Park	Orange	•	•	•		•
162	Sweetwater Creek	St. Johns	•	•	•		
163	Tapestry	Osceola	•	•	•		
164	Tapestry HOA/POA	Osceola	•	•	•		•
165	Terra Bella	Pasco	•	•	•		
166	Tesoro	St. Lucie	•	•	•		•
167	TIFA, LLC	Brevard	•	•		•	
168	The Crossings at Fleming Island	Clay	•	•	•	•	
169	Tison's Landing	Duval	•	•	•		
170	Tolomato	St. Johns	•	•	•		
171	Towne Park	Polk	•	•	•		
172	Treeline Preserve	Lee	•	•	•		
173	Turnbull Creek	St. Johns	•	•	•		•
174	Turtle Run	Broward	•	•	•		•
175	Talis Park	Collier	•	•	•		
176	Tohoqua	Osceola	•	•	•		•
177	Valencia Water Control District	Orange		•	•		
178	Verano Center	St. Lucie	•	•	•		
179	Verano #1	St. Lucie	•	•	•		
180	Verano #2	St. Lucie	•	•	•		
181	Verano #3	St. Lucie	•	•	•		
182	Verano #4	St. Lucie	•	•	•		
183	Verano #5	St. Lucie	•	•	•		
184	Viera East	Brevard	•	•	•		
185	Village of Biscayne Park	Miami-Dade		•			
186	Villages of Bloomingdale	Hillsborough	•	•	•		
187	VillaMar	Polk	•	•	•		
188	Villa Portofino East	Miami-Dade	•	•	•		•
189	Villa Portofino West	Miami-Dade	•	•	•		
190	Vizcaya in Kendall	Miami-Dade	•	•	•		
191	Waterford Estates	Charlotte	•	•	•		
192	Waters Edge	Manatee	•	•	•		
193	Waterstone	St. Lucie	•	•	•		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/Wastewater Utility	Operations Management/Amenities
194	Westside	Osceola	•	•	•		•
195	Westside Haines City	Polk	•	•	•		
196	Westwood/OCC	Orange	•	•	•		
197	Willow Creek	Brevard	•	•	•		
198	Wind Meadows South	Polk	•	•	•		
199	Windsor at Westside	Osceola	•	•	•		•
200	Windward	Osceola	•	•	•		•
201	Wynnfield Lakes	Duval	•	•	•		•
202	Wynmere West	Hillsborough	•	•	•		
203	Zephyr Ridge	Pasco	•	•	•		

COST OF SERVICES

MANAGEMENT SERVICES

Management services will be provided for a fixed annual fee that is reflected in Exhibit A.

District Management Services: See Exhibit A

Reimbursable expenses such as copies, postage, courier services, printing and binding will be billed on a monthly basis. Management fees are invoiced at the beginning of each month and due within 30 days of invoice date. Subsequent management fees will be established based upon the adoption of annual operating budget, which will be adjusted to reflect ongoing level of services.

ASSESSMENT ADMINISTRATION SERVICES

Assessment roll certification and administration, as described on page 12, will be provided as part of our management fee .

WEBSITE ADMINISTRATION SERVICES

Website administration services will be provided for a fixed annual fee as described in Exhibit A .

OTHER SERVICES

Other services are available from GMS upon request and can be tailored to the District's specific needs.

- Bond Issuance: \$15,000
- Assessment Methodology: \$20,000
- Bond Validation: \$2,500
- SERC Preparation: \$2,500
- Estoppel Letter: \$150
- Lot Debt Paydown/Payoff Estoppel: \$150



Exhibit A

District Management Fees

Detail	Per the Budget	GMS Proposal
Management	\$ 45,000	\$ 45,000
Website Administration	\$ 1,500	\$ 1,000
ADA Website Compliance	\$ 1,500	\$ 1,000
Dissemination Agent	\$ 10,000	\$ 5,000
TOTAL	\$ 58,000	\$ 52,000

Belmont CDD

Field Management Report



Dec 15th, 2021
Mick Sheppard
Field Manager
GMS

Completed

Tree Install

- ✚ LMP has begun on the irrigation process of the install.
- ✚ As the irrigation goes in, the trees will follow behind.
- ✚ Will keep you updated on this.



Speed Bump Install



- ✚ Speed bumps have been received.
- ✚ Scheduled to be completed after the holidays.

In Progress

Monument Install

- + Documents have been signed by the LA along with a structural engineer.
- + Monument is in the permitting phase.
- + Will keep you updated on this.



Monument Lighting Review



- + Lighting around monuments have been reviewed.
- + Lights will be installed after the holidays.
- + Once received they will be scheduled to be installed.

In Progress

Solar Lights Install

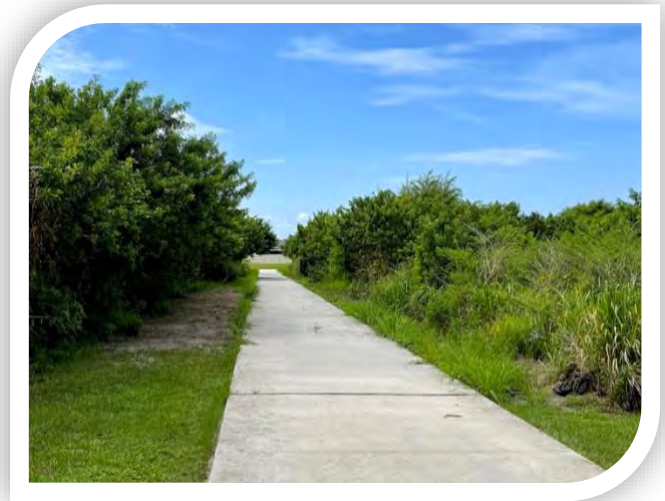
- ✚ We have provided a proposal to install 6 solar lights in a board selected location.
- ✚ If approved, they can be installed after the holidays



Upcoming Projects

Path Behind Pond 4

- ✚ Possible landscaping enhancements along sides of this path.
- ✚ Gathering proposals for rock paths to be installed by GMS.



Parking Lot Motion Sensor Light



- ✚ Looking into motion sensor lighting for around the parking lot area.
- ✚ We have received complaints of people parking overnight.
- ✚ Will keep you updated.

Conclusion

For any questions or comments regarding the above information, please contact me by phone at 813-408-0511, or by email at msheppard@gmscfl.com. Thank you.

Respectfully,

Mick Sheppard

Forest Brook CDD

Field Management Report



Dec 16th, 2021

Clayton Smith

Field Manager

GMS

Completed

Christmas Decorations



- ✚ All the monuments throughout the community have been decorated for Christmas.
- ✚ The amenity center is also decorated as well.



In Progress

Monument Repair



- ✚ RIPA has been sent the new samples that match the old sign.
- ✚ Still in the process of replacing the current monument with the correct one.

Solar Lights Installation

- ✚ Solar lights that were approved have been ordered.
- ✚ Once they are received, we will schedule to have them installed after the holidays.



Upcoming Projects

Monument Light Review

- ✚ Going through a monument light inspection for the main entrances.
- ✚ Making sure all photocells and timers are in working order.
- ✚ Checking electrical lines for longevity from landscaping.



Pond Clean Up



- ✚ Gathering proposals to have a pond clean up around the community.
- ✚ This would be scheduled for after the holidays.

In Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at csmith@gmscfl.com. Thank you.

Respectfully,
Clayton Smith

Terra Bella CDD

Field Management Report



Nov 2nd, 2021
Clayton Smith
Field Services Manager
GMS

Completed

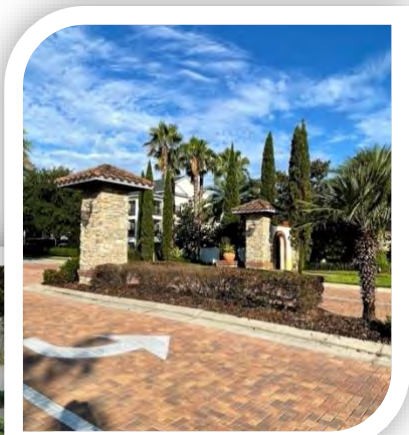
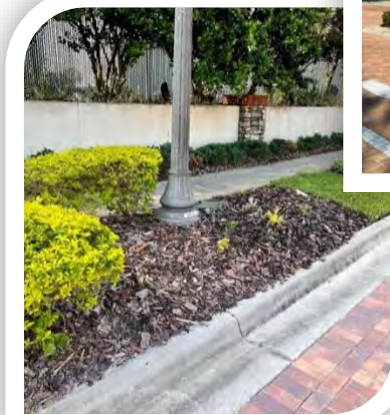
Speed Limit Sign



- ✚ Proposal presented under separate cover.
- ✚ Board requested for another proposal to be brought for discussion.

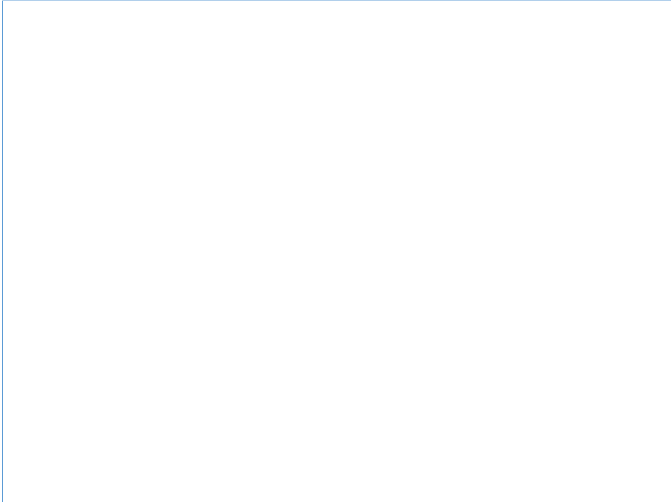
Landscaping Enhancements

- ✚ Sunrise is sending a revised proposal with specific planting.
- ✚ Once received they will begin the replacement.



Completed

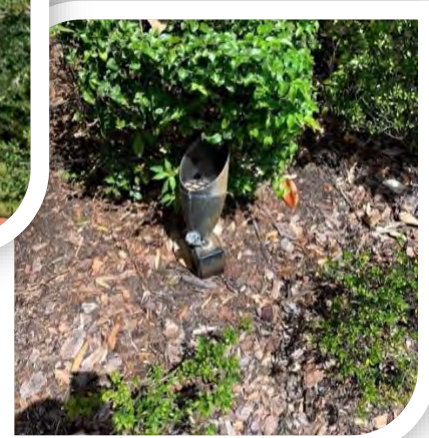
Sealing of The Pavers



In Progress

Monument Lighting

- ✚ Monument lighting inspection has been completed.
- ✚ Roughly 30 lights need to be replaced along with some bulbs in lanterns.
- ✚ Lights are still currently on order.



Sidewalk Inspection



- ✚ In process of a sidewalk inspection.
- ✚ GMS uses a technique that we have used at hundreds of locations that effectively removes the trip hazard.
- ✚ We will recommend replacement for locations too large to grind.
- ✚ Will come up with a solution for this.

Upcoming Projects

Terracina CT Cul-de-sac Repair



- ✚ Drainage issues reported at cul-de-sac.
- ✚ Meeting with engineer onsite to assist in determining course of action.
- ✚ Collecting pricing.



Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at csmith@gmscfl.com. Thank you.

Respectfully,
Clayton Smith

Water's Edge CDD

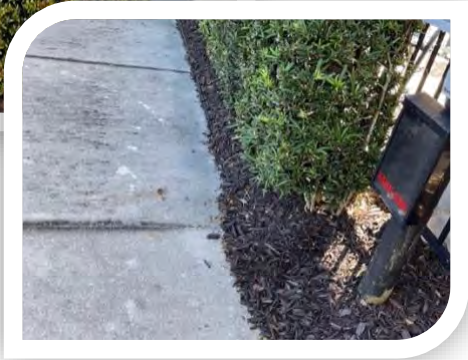
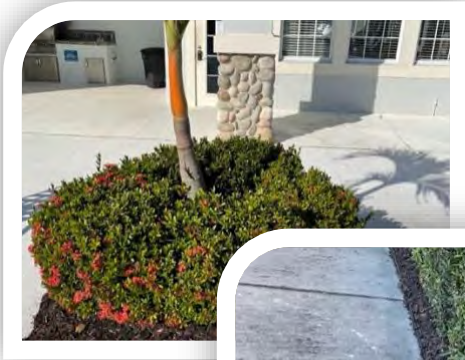
Field Management Report



Dec 15th, 2021
Mick Sheppard
Field Manager
GMS

Completed

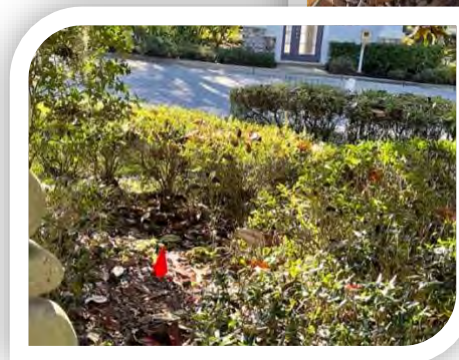
Mulching in Common Areas



- ✚ Prior approved mulching in common areas have been completed.
- ✚ We will also map out new locations for future mulching.

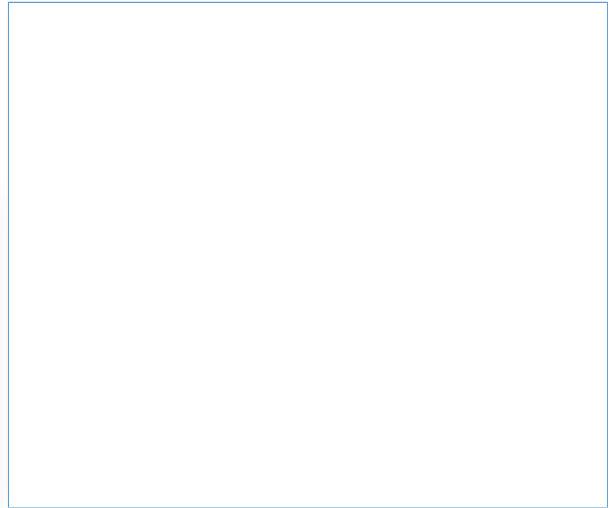
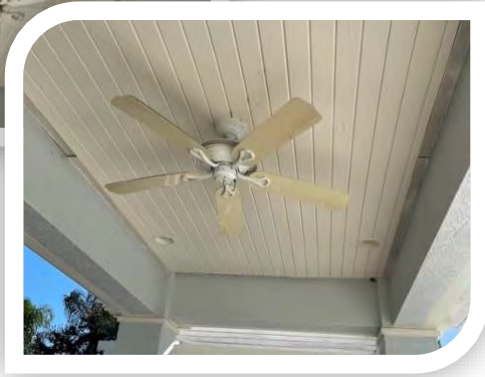
Monument Lighting

- ✚ Front entrance monument lighting has been repaired and completed.
- ✚ We will continue to monitor this issue.



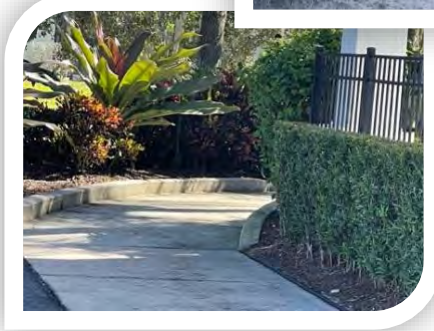
In Progress

Ceiling Fan Proposal



Amenity PW Proposal

- + Gathering proposals for the common areas to be pressure washed.
- + Obtaining 3 more proposals.



In Progress

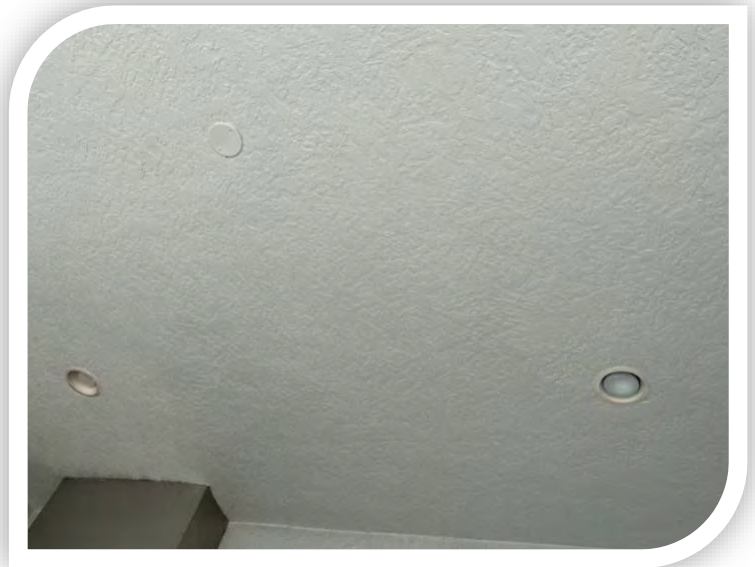
Landscaping Enhancements



- ✚ Landscaping enhancements throughout the community have been noted.
- ✚ Working with landscaper for ideas on improving.

Amenity Center Lighting

- ✚ We have taken an inventory of the lights that need replaced.
- ✚ Lights have been ordered.
- ✚ Once received we will have them installed.



Upcoming Projects

Community Signage

- ✚ Going through all the community signage for repairs or replacement.
- ✚ Adding signage in certain areas, kayak launch, Trail, etc.



Kayak Launch Area



- ✚ Working with the landscaper to clean up this area.
- ✚ Also, going to repair the sitting area bench.
- ✚ Adding signage as well.

Conclusion

For any questions or comments regarding the above information, please contact me by phone at 813-408-0511, or by email at msheppard@gmscfl.com Thank you.

Respectfully,

Mick Sheppard



HALIFAX
SOLUTIONS

SPRING LAKE COMMUNITY DEVELOPMENT DISTRICT

Proposal for District Management Services
December 17, 2021

www.halifax-solutions.com

4532 West Kennedy Blvd. #328
Tampa, FL 33609
P: 813.575.1955
E: edailey@halifax-solutions.com



4532 West Kennedy Blvd. #328
Tampa, Florida 33609
P: 813.575.1955

halifax-solutions.com

December 17, 2021

Spring Lake
Community Development District
c/o Michael Eckert, District Counsel
Email:

Re: Request for Proposals for District Management Services

Dear Board of Supervisors:

On behalf of Halifax Solutions, I am very pleased to submit our proposal for District Management Services for the **Spring Lake Community Development District** ("the District"). I feel this proposal will be financially beneficial to District, while providing you with over 40 years of valuable District Management experience.

I started Halifax Solutions in June of 2020 after spending over 15 years with one of the largest District Management companies in the state. During my time there I worked in all aspects of District Management, so I have the experience required to serve communities like yours. I will draw on that experience to focus on your needs as a District to best serve you. As Halifax Solutions continues to grow our future is tied directly to the successful relationships that we build with communities like you.

If you have any questions, you may reach out to me directly at (813) 575-1955 or via email at edailey@halifax-solutions.com. Thank you for your time and consideration, I am very excited for the possible opportunity to serve your community.

Sincerely,

Eric Dailey
President/CEO

Table of Contents

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About Us

The team at Halifax Solutions has more than years of experience in managing community development Districts throughout Florida.

Founded in June 2020 by longtime community management executive Eric Dailey, Halifax Solutions is a boutique community development District management company that proudly provides services throughout Florida. We are a solution-based company for today's ever-changing residential community's needs.

Halifax Solutions focuses on building lasting client relationships, though, open, and direct communication, trust, and excellent customer service. These relationships we form allow us to better serve these communities with both pride and passion.

To us the true success of a community, is based upon a shared vision by the Board of Supervisors that best serves the residents while being fiscally responsible. Halifax Solutions' goal is to work with our Boards to make sure that this vision is carried out to best of our abilities as your District management provider.



Your Proposed Team

Eric Dailey District Manager



Eric Dailey is the President/CEO of Halifax Solutions. He has been working in community development District management for more than 17 years.

A longtime District management professional, Eric worked at one of the largest management companies in Florida. He began in 2004 as a District Manager and moved around the state serving in various roles for the company, including finance, business development and executive management. Eric's most recent position was Director of District Services overseeing a staff of 50 plus team members serving more than 125 Districts since 2014.

Eric previously worked in the financial services and construction supply markets in client relationship and business development roles.

Eric holds a bachelor's degree from Florida State University and is a licensed community association manager in Florida. He serves as a Board Member for Leadership Tampa Bay and was a graduate of the class of 2017. Eric previously served as a Board Member of the Children's Home Society of Florida Gulf Coast Regional from 2017-2020. Eric is a Florida native born in Ormond Beach and has resided in Tampa for more than 16 years.

Your Proposed Team

Pete Williams Management Consultant



Pete Williams has over 30 years of professional community management experience with 25 years related to all aspects of community development Districts and various other special taxing Districts, located in Florida, Louisiana, and Alabama. His experiences include but are not limited to administration, operation, accounting, financial consulting, assessment allocation, and collection agent. Mr. Williams spent 19 of those years with Rizzetta and Company, Inc. where he served as Vice President.

In addition, Mr. Williams has been qualified as an expert witness and provided testimony in numerous types of court actions, including bond validation hearings, foreclosure actions, bankruptcy proceedings, civil suits, and various administrative hearings on the local-governmental level. Mr. Williams has also been involved either as the District Manager, assessment consultant or Board Supervisor in over \$4.25 billion dollars in bond issues.

Before venturing into community management, Mr. Williams served as a C-level retailing executive with Jewel Food Stores, Forest City Enterprises, The Southland Corporation and Rite-Aid Drugs.

Mr. Williams is also a proud Veteran of the United States Marine Corps, where he had attained the rank of Sergeant (E-5) during his time of service.

Services Offered

Halifax Solutions provides the following services required to establish and manage your community development District.

- **District Establishment** – Assist in the creation of the petition required to file for establishment providing them with the statement of estimated regulatory costs (SERC). Attend all meetings and hearings required for the establishment process.
- **District Management** – The District manager shall have charge and supervision of the works of the District and shall be responsible for preserving and maintaining any improvement or facility constructed or erected pursuant to the provisions of Chapter 190 Florida Statutes, for maintaining and operating the equipment owned by the District, and for performing such other duties as may be prescribed by the board. Some of these additional duties include but are not limited to administrative, accounting, and revenue collection services.
- **Bond Issuance** – Draft bond validation and special assessment allocation methodology reports as needed for the issuance of bonds to fund public infrastructure for capital improvement projects of the District.
- **Dissemination Agent** – Serve as dissemination agent for the District and undertake the obligations as set forth in the continuing disclosure agreement and U.S. Securities and Exchange Commission Rule 15c-12.



Services Offered

- **Website Compliance & Email Services** – Responsible for ensuring the District’s website maintain compliance with Chapter 189.069, Florida Statutes. Provide and manage email accounts for supervisors and staff upon request.
- **Community Inspections** – Conduct monthly inspections of the District upon request to review any outstanding or new issues that need to be addressed by the board.



What Are They Saying?



As a Community Development District Board Supervisor in FishHawk Ranch, it has been my pleasure to have worked with Mr. Dailey for more than 12 years and that relationship continues today. He is

exceptionally knowledgeable in all aspects of Community Development District management and his responsiveness to board members, residents, and business partners is unparalleled in the industry.

- Terrie Morrison, Former Chairperson FishHawk Ranch CDD



Eric is a great leader and always displays professionalism with his District managers. My experience working with Eric has always been efficient in both working through complex issues and his ability to understand and communicate with others.

- Steve Williams, CEO, Campus Suite

What Are They Saying?



Eric has tremendous experience in the community development District business. He exudes professionalism while being focused on relationships, strategy, and results, which as a developer are the primary attributes, we look for in hiring a management company for our

communities. We have worked with Eric in the past and had nothing but excellent results and service.

- Alex McLeod, Regional President, Newland



From day one of working with Mr. Dailey, I knew that I was working with a next level business professional that is second to none in the District management business. His responsiveness, attention to detail, management mastery, and genuine sense of care and understanding of the boards and residents' needs are

just a few of the instantly apparent qualities he possesses. He's clearly on a track to redefining the industry standard and expectations for District management services."

- Stephen Brletic, P.E., Senior Associate, Johnson, Mirmiran & Thompson, Inc.

References

Joe Chiellini, President/CEO

ASI Landscape Management
9702 Harney Road
Thonotosassa, FL 33592
Phone: (813) 948-3938
Email: jchiellini@ameriscapeusa.com

Mark Grimmel, President

Egis Insurance & Risk Advisors
150 East Palmetto Park Road, Suite 705
Boca Raton, Florida 33432
Phone: (561) 693-4515
Email: mgrimmel@egisadvisors.com

Bob Kneusel, Chairman

Fishhawk Ranch CDD
Lithia, Florida 33547
Phone: (813) 662-0032
Email: Seat2@fishhawkkranchcdd.org

Brady Lefere, Manager DRE/HOA

Pulte Group
2662 S. Falkenburg Rd.
Riverview, FL 33578
Phone: (813) 964-5165
Email: Brady.Lefere@pultegroup.com

Alex McLeod, Regional President

Newland Communities
3162 S. Falkenburg Rd.
Riverview, FL 33578
Phone: (813) 864-0087
Email: amcleod@newlandco.com



Proposed Pricing Schedule

Monthly services will be billed in advance pursuant to the following schedule through **September 30, 2022**:

	<u>Monthly Fees</u>	<u>Annual Fees</u>
▪ District Management Services	\$3,750.00	\$45,000.00
o Management	Included	Included
o Administrative	Included	Included
o Accounting*	Included	Included
o Revenue Collection	Included	Included
o Assessment Roll	Included	Included
▪ Dissemination Agent**		\$6,000.00
▪ Website Administration	\$125.00	\$1,500.00
Total Annual Costs of Services:	\$3,875.00	\$52,500.00

**Accounting Services will be provided to the District by Warren Averett CPAs and Advisors through Halifax Solutions.*

***Dissemination Agent Services are a one-time fee billed annually in November of each year for the Series 2014 & 2017 Bonds.*

Proposed Pricing Schedule

"AS NEEDED" SERVICES UPON REQUEST:

▪ Extended & Continued Meetings (Over 3 hours)	\$175.00	Per Hour
▪ Special & additional meetings (Up to 3 hours)	\$750.00	Per Meeting
▪ Special Assessment Reports	TBD	Per Request
▪ Bond Validation Reports	TBD	Per Request
▪ True-Up Analysis	TBD	Per Request
▪ Boundary Amendments	TBD	Per Request
▪ Extraordinary Public Records Request	TBD	Per Hour
▪ Litigation Supports	\$250.00	Per Hour
▪ Community Mailings	TBD	Per Request
▪ Rule Violation Notices	at cost	Per Notice
▪ Various services as needed	\$250.00	Per Hour



Scope of Services

DISTRICT MANAGEMENT SERVICES

Management and Administrative

- A. Conducting of one (1) three (3) hour board meeting per month, for a total of twelve (12) meetings per year.
- B. District Manager will make one (1) monthly site visit to tour the District and review any outstanding or new issues that need to be brought to the Board of Supervisors to address.
- C. Attend and conduct all regularly scheduled and special Board of Supervisors meetings, continued meetings, hearings, and workshops. Arrange for time and location and all other necessary logistics for such meetings, hearings, etc.
- D. Suggest actions, and implement actions approved by the Board, that lead to the efficient management of District meetings and workshops. Examples include increased communication with Supervisors, management of meeting discussions, etc.
- E. Suggest actions, and implement actions approved by the Board, that lead to prudent financial decisions. Examples include estimating future funding needs, suggesting Contractors to improve investment returns, and suggesting processes to ensure appropriate maintenance, repair, and replacement of capital assets.
- F. Ensure compliance with all statutes affecting the District which include but are not limited to:
 - 1. Certify Special District Update Form, submitted to the Special District Information Program, Department of Economic Opportunity each year.
 - 2. Assign and provide Records Management Liaison Officer for reporting to the Department of Library and Archives.
 - 3. Provide contact person for the State Commission of Ethics for Financial Disclosure coordination.



Scope of Services

4. Assign and provide Records Management Liaison Officer for reporting to the Department of Library and Archives.
5. Provide and maintain Supervisor email accounts.
6. Provide Form 1 Financial Disclosure documents for Board Members.
7. Provide Form IF Financial Disclosure documents for Resigning Board Members.
8. Monitor and supply Form 3A, Interest in Competitive Bid for Public Business as needed.
9. Monitor and provide Form 8B, Memorandum of Voting Conflict for the Board.
10. Monitor and provide update on Creation Documents, including Notice of Establishment, to Department of Economic Opportunity and the County.
11. Maintain and file Disclosure of Public Financing and file with Department of Economic Opportunity and each residential developer.
12. Provide for a proposed budget for Board approval on or by June 15 of each fiscal year.
13. Provide copy of approved proposed budget to the County a minimum of 60 days prior to the public hearing on the budget.
14. Provide written notice to owners of public hearing on the budget and its related assessments.
15. Provide copy of the initial Public Facilities report to the County to be submitted within one (1) year after the District's creation.
16. Provide copy of an annual notice of any changes to the Public Facilities report to the County if changes are made.
17. Provide copy of the seven (7) year Public Facilities report update, based on reporting period assigned to the County it is located in.
18. File name and location of the Registered Agent and Office location annually with Department of Economic Opportunity and the County.
19. Provide for submitting the regular meeting schedule of the Board to County.

Scope of Services

20. Provide District Map and update as provided by the District's Engineer as needed to the Department of Economic Opportunity and the County.
21. Provide legal description and boundary map as provided by District Engineer to the Supervisor of Elections.
22. File request letter to the Supervisor of Election of the County for number of registered voters as of April 15, each year.
23. Provide for public records announcement and file document of registered voter data each June.
24. Update Board Member names, positions, and contact information to the State Commission on Ethics annually. Certify and file the Form DR 421, Truth in Millage Document with the Department of Revenue each tax year. Properly notice all public meetings, in accordance with the appropriate Florida Statutes, including but not limited to, public hearings on assessments, the budget, establishment of rates, fees, or charges, rulemaking, uniform method of collection, and all other required notices of meetings, hearings and workshops. Provide for the appropriate ad templates and language for each of the above.
25. Respond to Bond Holders Requests for Information.
26. Implement the policies established by the Board in connection with the operations of the District.
27. Assist in the negotiation of contracts, as directed by the Board of Supervisors.
28. Advise the Board on the status of negotiations as well as contract provisions and their impacts on the District and provide contract administration services.
29. Make recommendations on contract approval, rejection, amendment, renewal, and cancellation. In advance of expiration of contracts, advise the Board as to need for renewal or additional procurement activities and implement same.
30. Monitor certificates of insurance as needed per contracts.
31. Answer Project Status Inquiries from Contractors Bonding Companies. Provide an office location to handle and respond to written, phone or e-mail inquiries from the public.



Scope of Services

32. Communicate with residents and landowners via email, phone, and website, ensuring the District's website provides relevant information for residents and supervisors.
33. Prepare agendas for transmittal to Board of Supervisors and staff seven (7) days prior to Board of Supervisors' Meeting. Prepare meeting materials for other meetings, hearings, etc., as needed.
34. Provide accurate minutes for all meetings and hearings, including landowners' meetings. Implement and maintain a document management system to create and save documents and provide for the archiving of District documents.
35. Certify and file annual report to the Department of State, Library and Archive Division, for storage and disposal of public records.
36. Protect integrity of all public records in accordance with the requirements of State law. Respond to public records requests as required by law and in compliance with the Rules of Procedure and the District's adopted public records policy. (Fulfilling routine public records requests shall not result in additional charges to the District. See Task 6 below for Extraordinary Public Records Requests.)
37. Maintain "Record of Proceedings" for the District within the County which includes meeting minutes, agreements, resolutions, and other records required by law.
38. Working District Engineer to assure new required reporting to the State on Stormwater drainage systems.

Accounting

A. Financial Statements

1. Establish Fund Accounting System in accordance with federal and state law, as well as GASB and the Rules of the Auditor General. This includes the following:
 - a. Chart of Accounts.
 - b. Vendor and Customer Master File.
 - c. Report creation and set-up.

Scope of Services

2. Prepare monthly balance sheet, income statement(s) with budget to actual variances, including the following:
 - a. Cash Investment Account Reconciliations per fund.
 - b. Balance Sheet Reconciliations per fund.
 - c. Expense Variance Analysis.
3. Prepare and file Annual Public Depositor's Report and distribute to State Department of Insurance and Treasury.
4. Prepare and file Public Depositor's and Indemnification Form on new accounts as needed.
5. Manage banking relations with the District's Depository and Trustee.
6. Prepare all other financial reports as required by applicable law and accounting standards, and bond trust indenture requirements.
7. Account for assets constructed by or donated to the District for maintenance.
8. On or before October 1st of every year prepare an annual inventory of all District owned tangible personal property and equipment in accordance with all applicable rules and standards.
9. Provide Audit support to auditors for the required Annual Audit, as follows:
 - a. Review statutory and bond indenture requirements.
 - b. Prepare Audit Confirmation Letters for independent verification of activities.
 - c. Prepare all supporting accounting reports and documents as requested by the auditors.
 - d. Respond to auditor questions.
 - e. Review and edit draft report.
 - f. Prepare year-end adjusting journal entries as required.
10. Provide for transmission of the Audit to the County and the Auditor General's Office of the State.
11. Provide and file Annual Financial Statements (FS. 218 report) by June 30th of each year.



Scope of Services

B. Budgeting

1. Prepare budget and backup material for and present the budget at all budget meetings, hearings, and workshops. The budget is to be done in accordance with state law standards, and consistent with applicable GFOA and GASB standards. Budget preparation shall include calculation of operation and maintenance assessments, which may include development of benefit methodology for those assessments.
2. File all required documentation to the Department of Revenue, Auditor General, the County, and other governmental agencies with jurisdiction.
3. Prepare and cause to be published notices of all budget hearings and workshops.
4. Prepare all budget amendments on an ongoing basis. Assist in process to retain an auditor and cooperate and assist in the performance of the audit by the independent auditor.

C. Accounts Payable/Receivable

1. Administer the processing, review and approval, and payment of all invoices and purchase orders. Ensure timely payment of vendor invoices and purchase orders.
 - a. Manage Vendor Information per W-9 reports.
2. Prepare monthly Vendor Payment Report and Invoicing Support for presentation to the Board of Supervisors for approval or ratification.
3. Maintain checking accounts with qualified public depository including:
 - a. Reconciliation to reported bank statements for all accounts and funds.
4. Prepare year-end 1099 Forms for Vendor payments as applicable.
 - a. File reports with IRS.

D. Capital Program Administration

1. Maintain proper capital fund and project fund accounting procedures and records.

Scope of Services

2. Process Construction requisitions including:
 - a. Vendor Contract completion status.
 - b. Verify Change Orders for materials.
 - c. Check for duplicate submittals.
 - d. Verify allowable expenses per Bond Indenture Agreements such as:
 - Contract Assignment.
 - Acquisition Agreement.
 - Project Construction and Completion Agreement.
 3. Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit and other information to dissemination agent (if other than manager) or directly to bond holders as required by Continuing Disclosure Agreements, annual/quarterly disclosure reporting, update etc.
 4. Provide Asset Tracking for improvements to be transferred and their value for removal from District's Schedule of Property Ownership that are going to another local government.
 5. Provide for appropriate bid and or proposal/qualification processes for Capital Project Construction.
- E. Purchasing
1. Assist in selection of vendors as needed for services, goods, supplies, materials. Obtain pricing proposals as needed and in accordance with District rules and state law.
 2. Prepare RFPs for Administrative Services as needed, such as audit services, legal services, and engineering services.
 3. Prepare and process requisitions for capital expenses, in coordination with District Engineer.
- F. Risk Management
1. Prepare and follow risk management policies and procedures.
 2. Recommend and advise the Board, in consultation with the District Engineer of the appropriate amount and type of insurance and be responsible for procuring all necessary insurance.



Scope of Services

3. Process and assist in the investigation of insurance claims, in coordination with Counsel of the District.
4. Review insurance policies and coverage amounts of District vendors. Provide for an update to the Schedule of Values of Assets owned by the District for purposes of procuring adequate coverage.
5. Maintain and monitor Certificates of Insurance for all service and contract vendors.

Financial and Revenue Collection

- A. Administer Prepayment Collection:
 1. Provide payoff information and pre-payment amounts as requested by property owners.
 2. Monitor, collect and maintain records of prepayment of assessments.
 3. Coordinate with Trustee to confirm semi-annual interest payments and bond call amounts.
 4. Prepare periodic continuing disclosure reports to investment bankers, bond holder and reporting agencies.
 5. Administer Assessment Roll Process: Prepare annual assessment roll for collection of debt service and operations and maintenance assessments.
 6. Update roll to reflect per unit and per parcel assessments based on adopted fiscal year budgets.
 7. Verify assessments on platted lots, commercial properties, or other assessable lands.
 8. Convert final assessment roll to County Property Appraiser or Tax Collector format and remit to county.
 9. Execute and issue Certificate of Non-Ad Valorem Assessments to County.

Scope of Services

10. Administer Assessments for Off Tax Roll parcels/lots:
 - a. Maintain and update current list of owners of property not assessed via the tax roll.
 - b. Prepare and issue direct invoices for the annual debt service and operations and maintenance assessments.
 - c. Monitor collection of direct invoices and prepare and send delinquent/collection notices, as necessary.

"AS NEEDED" SERVICES

- A. Financial Reports
 1. Modifications and Certification of Special Assessment Allocation Report.
 2. True-Up Analysis:
 - a. Annually compare current and un-platted lots to original development plan to ensure adequate collection of assessment revenue, as necessary.
 - b. Prepare true-up calculations and invoice property owners for true-up payments, as necessary.
- B. Bond Issuance Services
 1. Special Assessment Allocation Report
 - a. Prepare benefit analysis based on infrastructure to be funded with bond proceeds.
 - b. Prepare Preliminary Special Assessment Allocation Report and present to District board and staff.
 - c. Present Final Special Assessment Allocation Report to board and staff at noticed public hearing levying special assessments
 2. Bond Validation
 - a. Coordinate the preparation of a Bond Validation Report which states the "Not-to-exceed" par amount of bonds to be issued by the District and present to board as part of the Bond Resolution.
 - b. Provide expert testimony at bond validation hearing in circuit court.

Scope of Services

3. Certifications and Closing Documents
 - a. Prepare or provide signatures on all closing documents, certificates or schedules related to the bond issue that are required by District Manager or District Assessment Methodology Consultant.
- C. Amendment to District boundary.
- D. Grant Applications.
- E. Escrow Agent.
- F. Community Mailings e.g., memos, notifications of rules changes, operations, and maintenance assessment notices, etc.
- G. Electronic communications/e-blasts.
- H. Extraordinary Public Records Requests Requiring Significant Effort to Fulfill.
- I. Litigation Support.
- J. Continuing Disclosure/Dissemination Agent Services.

SERVICES PROVIDED TO THIRD PARTIES

- A. Issue estoppel letters as needed for property transfers
 1. Prepare estoppel letter reflecting current District assessment information as required for sale or transfer of residential or commercial property within the District.
 2. Issue lien releases for properties which prepay within in the District.
- B. Bond prepayment processing
 1. Collect bond pre-payments, both short term and long-term bonds, verify amounts and remit to Trustee with deposit instructions.
 2. Maintain collection log showing all parcels that have pre-paid assessments.
 3. Prepare, execute, and issue release of lien to be recorded in public records.

At Halifax Solutions, we understand that not all clients have the same needs and therefore we are and prepared to tailor our services to meet a client's specific needs.

PROPOSAL

Helping Business Leaders Thrive



800+ WARREN
AVERETT
EMPLOYEES



129
MEMBERS



1 LARGEST CPA FIRM IN
ALABAMA (2020)

3 LARGEST CPA FIRM AMONG
GULF COAST STATES (2020)

5 LARGEST CPA FIRM IN THE
SOUTHEAST (2020)

37 LARGEST CPA FIRM
IN THE U.S. (2020)

FIRM OVERVIEW

Let's thrive together.

When you work with Warren Averett, you're working with more than just the team on your project. You're a client of the entire Firm. We offer guidance for business improvement and connections where they count. In the end, we're a resource to help you take care of important things in your business and your life.

Warren Averett is a nationally recognized firm that serves some of the Southeast's largest organizations and local businesses as well. Warren Averett is a leader for the accounting industry in the Southeast. Whether you're a Fortune 100 company or a local nonprofit, we have the experience for your engagement. From audit compliance and tax planning to technology consulting and human resources solutions, we listen to your needs and offer solutions.

We have the resources to solve your accounting challenges. Warren Averett has over [800 employees](#), including [340 CPAs](#) and [129 Members](#) throughout [15 offices](#) in Alabama, Florida and Georgia, with affiliate offices in Texas and the Cayman Islands. Whatever you need, you can find the right Warren Averett team member at the right time.

We have extra support from the BDO Alliance USA.

Warren Averett is the largest member of the BDO Alliance USA, a nationwide association of accounting, consulting and service firms.

Our membership gives us:

- Additional specialty services;
- Niche capabilities;
- Access to personnel resources; and
- The opportunity to work jointly on engagements.



FINANCIAL OUTSOURCED SERVICES

Maintaining a full-time accounting department can be costly and time consuming, but few businesses can thrive without one. Whether you have a small company that can't justify the overhead of hiring an accounting staff or an established business that needs help with a special project or reporting, our Outsourced Services group can help.

Our professionals have extensive experience in payroll, accounting systems training, accounts payable / receivable, monthly reporting, cash flow analysis, wage reporting and on-site daily support. Whether you want to enhance your existing accounting department or outsource your company's accounting functions, we can deliver customized accounting solutions and services to support your needs. The various services we offer include:

CFO Services

- Accounting department design and/or oversight
- Administrative staff management
- Monthly periodic close and financial reporting oversight
- Tax filings and third-party reporting oversight
- Strategic planning, budget preparation and monitoring
- Bank and debt refinancing assistance
- Liaison between client and third parties (banks, bonding or insurance companies, attorneys and local government agencies)
- Taxing authority audit management (sales tax, IRS, state, excise tax)
- Monthly review of potential fraud indicators
- Proactive advisory services and financial analysis

Controller Services

- Cash forecasting and management
- Accounts receivable billing/collection management
- General ledger and account reconciliation
- Month-end accounting system close
- Monthly financial statement preparation
- Internal control analysis
- Third-party report preparation
- Special project assistance
- Payroll oversight – review tax filings for correctness

Accounting and Daily Money Management Services

- Sales/Use tax preparation
- Data entry for accounts receivable and accounts payable
- Accounts receivable invoicing and statement generation
- Periodic accounts payable reporting and disbursements
- On-site daily support of accounting functions as needed
- Accounting system training and support
- Payroll preparation
- Payroll related disbursements
- Payroll tax reporting and disbursements
- Annual wage and information reporting



SUE LANGE, CPA

Principal

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Sue.Lange@warrenaverett.com

Sue Lange joined Warren Averett in 2009 and is a Principal in the Firm's Business Services Division. She has more than 20 years of public accounting experience, including her time as a Controller for Advantica, Inc. Sue's primary responsibilities include managing outsourced accounting staff, providing controllership services for business clients and consulting on accounting procedures and implementations.

Professional Affiliations

- American Institute of Certified Public Accountants

Ask Me About

- How our outsourced accounting may be a great fit for your company
- How your business could benefit from a "Needs Assessment"
- If cloud accounting is a good alternative for your business
- The variety of clients I have served in Florida and Pennsylvania
- Kayaking in Tampa
- Being a hockey fan

ENTREPRENEURSHIP

Designations and Certifications

Certified Public Accountant

Areas of Special Emphasis

Accounting Services, Outsourced Services,
Payroll, CFO Outsourcing, Business
Consulting & Compliance, Federal Tax, Tax
Accounting

Education

Bachelor of Science in Accounting
Alvernia University, Reading, PA

Warren Averett 360

Solutions Beyond Traditional Accounting





LET'S THRIVE TOGETHER

Spring Lake Community Development District



Proposal for District Management Services December 17, 2021

December 17, 2021

Re: Proposal for Spring Lake Community Development District

Dear Board of Supervisors,

Inframark – Infrastructure Management Services is excited and pleased to provide a proposal for District Management services with pricing and a scope of services for Spring Lake CDD.

Our Mission is: “To be the Partner and Protector of the Most Critical Resource that helps Communities Prosper.” We do this through our **3 Principles of Pure Partnership:**

We strongly believe in our people and ability to exceed our client’s expectations. These beliefs are rooted in some of the following:

PURE PARTNERSHIP



Pure Alignment

We connect with clients on their terms, on a foundation of clarity, trust and mutual understanding. We make their goals our goals, tailoring the right mix of skills and resources to every project.



Pure Accessibility

We are open and transparent with our clients and each other. We make information and insights easy to see, understand and share. We're always available and open to share our skills, ideas and thinking.



Pure Accountability

We hold ourselves accountable to our clients, through continuous measurement and improvement, to our environment, through rigorous compliance, and to each other, through ongoing safety, training and professional development.

- **Experience:**
 - Providing District Management Services to West Florida Region for nearly 40 years.
 - We provide service to over 110 Community Development and Special Purpose Taxing Districts, including 80 clients in the West Florida Region.
 - 15 District Managers on staff with 10 years + average tenure.
 - Our District Managers have college degrees and a variety of experience in IT, Finance, Government and Construction.
- **Project Management** – We are able to provide project management services by an Inframark employee who has been a Certified Project Manager (PMP) for over 15 years. This designation requires recertification every 3 years.

- **Cost Savings** –Our proposal includes a cost savings for overall District Management and Accounting services. We will continue to review your current operating budget and to identify additional savings opportunities or more efficient ways to operate the district.
- **Technology:**
 - **Avid Xchange:** An advanced accounts payable system that is highly efficient and effective at making sure that District invoices are paid timely and only after review and approval by Inframark staff or a designated Board member, if desired. This system provides historical information on invoice payments, provides for creation of specialized reports, and allows Board members to review all invoices for the District through a web-based application.
 - **Customized Financial Statements and Budgets:** Inframark developed a proprietary financial operating system designed exclusively for the Community Development business allowing us to provide clients customized financial statements and budgets. Our financial software is continually being updated and we offer our clients the ability to choose how their financial statements and budget documents will look, depending upon the preference of the Board.
- **Team Approach:** We are more than the individual assigned to your account. Our service to your community will include 11 highly trained professionals including: a secondary District Manager, Finance and Recording personnel and supervision. The depth and experience of our team is one of our strengths!
- **Infrastructure:**
 - Full team of Health, Safety and Environmental (HSE) staff
 - Complete internal IT support and infrastructure. We backup our servers and your information at multiple Inframark offices around the state and country to protect against catastrophic storms
 - Team of HR professionals to assist with recruiting, employee retention and appreciation, bonus plans and more

Inframark is committed to making continuous process improvements and service enhancements, offering new technology and processes to help keep your community on the leading edge of the industry. We are excited to implement our new service enhancements and technology for your community. All the proposed services are designed to demonstrate our desire to be a long-term partner for your community and make certain that the Board and residents are receiving the most effective and advanced services possible, all with a value-added service fee schedule.

We look forward to hearing from you concerning our proposal and further discussing these plans, along with your vision, for your community.

Respectfully,



Chris Tarase
 Vice President
 Inframark - Infrastructure Management Services





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1 Executive Summary

Inframark – Infrastructure Management Services is pleased to provide this proposal for district management services to Spring Lake CDD. Inframark has been providing District Management services in Florida for nearly 40 years.

To meet the needs of your District, we provide a fully empowered local District Manager out of our Tampa office. We provide additional support to all our clients through a central office with a regional management and support team and our structured business systems. This approach brings the strength, experience and expertise of Inframark to work proactively to address the needs of the District in the most cost-effective manner possible.

Inframark specializes in value-added services to our clients which include the following:

- **Personnel:**
 - Inframark offers one of the largest and most accomplished professional teams in the District Management business.
 - We can also bring in professionals from different disciplines to address special issues that may arise. Therefore, it is not only the number of professionals we offer to your District as a value-added service, but also our competence in addressing a wide range of complex matters that may come before your District.
 - Your assigned team has more than 200 years combined expertise and experience in the CDD and special purpose taxing district business.
- **Willingness to Meet Time & Budget Requirements:** Inframark is capable and committed to meeting time and budget requirements as agreed upon with the Board and in compliance with Florida statutes.
- **Experience:**
 - Inframark is the most experienced company in the business.
 - We manage over 200 clients statewide including Community Development Districts, Special Taxing Districts, Homeowner Associations and local municipalities.
 - We specialize in customized customer service and have a client retention rate over 98%.
 - We provide District Management Services to over 75 clients out of our Tampa office.
- **Capital Project Management:** Inframark has a Certified Project Manager (PMP) who has the knowledge and experience to manage multi-million dollar capital improvement projects for our clients.
- **Office Locations:**
 - We have six offices in the State of Florida that support our district clients. (Tampa, Wesley Chapel, Ft. Myers, Orlando area, St. Augustine and Coral Springs)

"I have served as a supervisor on our CDD board for 3 years and the chairman for 2 years and in this 5 year period our CDD has performed many projects from paving roadways to a multi million dollar project replacing bulkheads and bridges throughout the community, Our project manager has served us well in maintaining accurate financial records and guidance with both contractors and our membership. His strict adherence to Florida law has protected us from legal and public actions and ridicule. In areas where his knowledge was limited he sought out staff members and professionals to get the answers needed for our board to make an informed decision. When our views differed he listened and we then were always able to reach a better outcome.

– Norman Day, Cedar Hammock CDD Chair

- **Safety:**
 - Inframark is the only District management company who has a specialized team of Health, Safety and Environmental (HSE) professionals.
 - Documented monthly safety training for ALL Inframark personnel.
 - Disaster Preparedness Plans for staff and clients

- **Human Resource Management:**
 - Inframark has its own professional team of human resource professionals.
 - Provides drug and background screening that meet all applicable Federal and State requirements.
 - Employees complete monthly mandatory training on a wide variety of issues including sexual harassment, anti-discrimination, ethics, customer service and other important programs.
 - Regimented performance review process.
 - Spot bonus and annual merit incentives
 - Best in industry employee benefit and 401(k) program

- **Field/Amenity Services:** Inframark is also able to provide the following field services with our own employees:
 - Lifestyle and amenity management services
 - A complete range of Field Management and Maintenance services including but not limited to:
 - Vendor management
 - Contract administration
 - Sidewalk grinding
 - Pressure washing
 - Concrete Replacement and sidewalk repair
 - Monthly field services report
 - Landscape reviews
 - A full range of maintenance services for District and Association clients.

2 Pricing & Business Considerations

Pricing Category	Proposed Pricing	Proposed FY2022 Budget from current Management Company
District Management	\$ 53,500	\$ 45,000
Disclosure Reporting	Included	\$ 10,000
Total	\$ 53,500	\$ 55,000
Website Administration (provided by a 3 rd party)	\$ 1,200	\$ 2,970

- Pricing is good for 60 days and is contingent upon a mutually agreed contract.
- Option to negotiate multi-year contract with fixed pricing

3 About the Company



Our Partnership Principles

Pure Alignment

We connect with our clients on a foundation of clarity, trust and mutual understanding. We make our clients' goals our goals, and tailor the right mix of skills and resources to every project.

Pure Accessibility

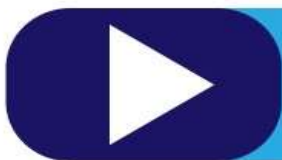
We are open and transparent with our clients and each other, making information and insights easy to see, understand, and share. We are always available and open to share our skills, ideas, and thinking.

Pure Accountability

We hold ourselves accountable to our clients and ourselves. We seek continuous improvement through rigorous compliance, as well as ongoing safety, training, and professional development.

Inframark is an organization designed to accommodate all phases of operations for Community Development Districts, municipalities, residential and commercial property owner associations. With offices throughout the State of Florida in Tampa, Wesley Chapel, St. Augustine, Celebration, Ft. Myers and Coral Springs. Inframark maintains a focus in serving CDD's, special taxing districts and HOA's and, as a result, has become a leader in our industry managing over \$87M in financial assets for over 115 Community Development Districts and 185 HOA's. Inframark is a member of Florida Association of Special Districts (FASD), Community Association Institute (CAI), the Florida League of Cities, Greater Orlando Builders Association, Tampa Bay Builders Association, Association of Florida Community Developers (AFCD) and the Urban Land Institute.

The success of any project (big or small) and every relationship depends on a positive and productive interplay of the people, processes, resources and responsibilities of all involved. Over the years, we've formalized the most important elements into our own service philosophy that we call the Principles of Pure Partnership™. These partnership elements, Alignment, Accessibility and Accountability, are infused into our culture, into every project and every interaction. The result is deeper relationships with our clients and each other and real value in ways you can see, feel and measure.



**CLICK HERE TO
SEE OUR VIDEO ON YOU TUBE.**

<https://www.youtube.com/watch?app=desktop&v=C-elgNECVJ4&feature=youtu.be>

4 Qualifications

Meetings, Hearings and Workshops:

Inframark attends and conducts all regularly scheduled meetings. Inframark will also schedule and attend special Board meetings, continued meetings, hearings and workshops, as requested. As the District Manager, Inframark will arrange for time and location and all other necessary logistics for such meetings. For each meeting, we will prepare agenda packages for transmittal to the Board and staff at least seven days prior to the Board's meeting. Inframark will attend up to twelve meetings a year at no additional cost to the District.

The Inframark team uses a primary and secondary management approach to the District Management position. This ensures that the District will have continuity of services for district management services which are not dependent on a single individual. This approach is a hallmark of the Inframark approach to highly effective customer service to our District clients. This ensures that there will always be a qualified District Manager at every meeting.

I have been on the Board of Supervisors of the Meadow Pointe CDD in excess of ten years with over 5 years as Chairman and three years as Treasurer."

"I am totally satisfied with the service we have been and are receiving from Inframark. Our District Manager is dedicated, knowledgeable, and responsive to our needs. He is backed up by a professional staff, both locally and in Coral Springs."

"I highly recommend Inframark."

*Dennis Smith- Former Chairman
Meadow Pointe CDD*

Records:

Inframark has one of the largest teams of recording professionals (ten personnel), in the business. Our Recording Department develops all the necessary advertisements for meetings. With the size and professionalism of our Recording Department, we can provide an extremely high level of service for all our District Management clients. This service includes an unmatched level of automation of records management. Our team is aided through our searchable database that allows for quick and accurate searches for past meeting minutes and efficient responses to public records inquiries. We have dedicated staff that are assigned to handle all public record requests and are highly experienced in ensuring compliance with the requirements of Florida Statutes.

Inframark provides full compliance with all the Florida Statutes Records Requirements of Chapter 119. This includes storage of records, access to records and coordination of all responses to public record requests. In addition, Inframark is in full compliance and follows all the requirements of the Florida Administrative Code Section R.1B-24.003(1)(a), which deals with the retention of District records.

Other critical aspects of our Records Management Services Include:

Document Management:

Inframark utilizes three parallel processes to manage the documents of our clients.

- First, our electronic document management system allows access security settings to be placed on each file to prevent unauthorized editing or manipulation, thus ensuring the integrity of the document. The documents are maintained in a PDF format that is exportable to the client's Website for timely updates. We update records of District meetings (minutes, agendas and supporting documentation) to the District's Website in compliance with Florida Statutes. The document management system allows for ease of e-retrieval of documents using multiple search methods (document name, document number, document content, file type, author or the assigned retention category) to ensure all record requests are fulfilled in a timely fashion.
- Secondly, the process utilizes offsite storage of documents. Our vendor guarantees the secure storage and/or destruction of documents. Annually, upon completion of the audit, the accounting and accounts payable files are inventoried, boxed and sent to the secured offsite storage facility. All records are maintained within applicable statutory requirements.
- Finally, we maintain an onsite Master File for each client. The Master File contains previous years' audits, arbitrage reports, budgets, insurance policies and other important historical information.

Disaster Contingency & Recovery:

Disaster recovery is particularly important since the Districts we manage are in areas prone to hurricanes. Our hurricane preparedness procedure includes the following:

- Provisions for the compilation and storage of files and data required to perform critical client services
- Securing the physical office space with the protection of client files as a top priority
- Satellite phone for contingency communication with local team
- Internet and phone-based communication chains to update personnel
- The ability to shift client critical tasks and District Management services to alternate office locations both out of region or state if necessary
- Securing priority commitments from key contractors due to strong and lasting relationships

Because of the critical nature of the electronic information we manage on behalf of our clients, Inframark emphasizes system security and has disaster recovery procedures in place to minimize the impact of storms, power outages and other similar events for the districts we serve. Our disaster recovery plans are continually updated in response to the changing needs of our business and the clients we serve.

In addition, Inframark utilizes sites certified to survive the equivalent of a Category 5 hurricane. District data is stored on servers that reside in Horsham, Pennsylvania. A full backup of all data is performed nightly and stored offsite at a remote location.

Our Horsham facility is equipped with backup generator power. In addition to redundant equipment at our Houston IT center, we also have equipment co-located at other sites.

District Operations:

Inframark has fifteen (15) District Managers throughout the State of Florida with over 100 years of District Management experience in the Florida Community Development District market. The West Regional Manager for Inframark has over fifteen (15) years of District Management experience in addition to experience in finance and is a Certified Project Manager. Since Inframark utilizes a team approach in the provision of all its services, we share best practices and success stories from District clients across the state. We conduct monthly manager calls in which we discuss existing issues and develop and implement solutions that are in the best interest of our clients. All Inframark team members go through monthly training to keep them up to date on a wide variety of issues that impact District operations.

The District Management team has access to all records of their Districts which includes all current and past contracts entered into by the District Board of Supervisors. With our searchable data base, it is very easy for our District Managers to review past contracts to compare with existing or proposed contracts. This allows our District Management team to keep up with contract termination dates, scope of services and fee schedules in each contract. We work closely with the Attorney for each District to ensure compliance with contract requirements and make certain that when the Board decides to terminate a vendor contract, it is done in an appropriate manner avoiding legal issues for the District.

Inframark has dedicated personnel that work with each District Manager on the renewal of District insurance requirements, including review of District facilities and working with insurance providers to develop the most cost-effective approach to insuring District facilities.

Our District Management team is highly experienced in working with District Attorneys and District Engineers in the development of Request for Proposals (RFP's) for a wide variety of District construction, capital and maintenance projects including:

- a) development of complex bid and proposal packages,
- b) advertisement of the opportunities,
- c) analysis of the proposals and bids, and
- d) development of recommendations for Board consideration.

With the vast experience of our District Management team and the experience of Inframark across the State of Florida we have established excellent relationships with many vendors and contractors which brings a value-added service to the District.

Accounting and Reporting:

Inframark performs all required financial accounting functions through solid workflow processes that are designed to integrate the traditional tasks associated with accounting transactions. Those traditional accounting tasks of disbursements, accounts payable,

general ledger journal entries, trial balance reconciliation and budget monitoring are knitted together in such a way to achieve:

- Fast turnaround for vendor payments
- Smooth approvals for setting up capital requisitions
- Open communications to field operations staff
- Advanced preparation for independent audit field work

Our understanding of accounting processes allows us to quickly differentiate areas needing further work and those items that are routine in nature. While there is a great deal of accounting activity that goes into ensuring the individual transactions are properly recorded in the financial records of the District, we use our expertise, our knowledge and our experience to ensure accounting theory is applied in the best interest of the District. The importance of complying with statutory requirements as well as annual disclosure to lenders and bondholders is given an interconnected focus of everyone on our staff which is appreciated and respected by our industry partners. Our accounting staff is committed to a quality standard that allows the accounting activities of the District to properly reflect its financial condition. Inframark has over 300 years of combined experience on our Finance Team.

Our finance team constantly monitors various investments instruments in Qualified Public Depositories to determine the best investment plan for District funds. Our accounting team monitors the maturity dates of District investments and alerts the District Manager so that the options for reinvestment can be brought to the Board for direction.

Audits:

Inframark has been working for decades with District auditors to make certain that each District audit is in full compliance with all GAAP and State accounting requirements. Inframark has a fully customized accounting software system that was designed for the Community Development District business that allows us to provide the most accurate and comprehensive information for all audit requirements.

Budgeting:

Inframark's customized CDD financial software system allows us to deliver options to our clients on how they wish to have their monthly financials and annual budget detailed. Each District Manager works with their assigned accountants to develop a draft budget for consideration by the Board of Supervisors. The draft budget is based upon the input from the Board as to the goals they wish to achieve in the upcoming budget cycle.

The Inframark Assessment Team works with the District Manager and the Finance Team to present a complete picture of the revenue and expenses for each annual budget and how the proposed expenditure plan impacts the annual assessments. This approach allows our clients to see how their annual budget will impact residents (financially) and how each budget will achieve the goals set forth by the Board of Supervisors. The District Manager and Finance Team work closely with the Recording Department to ensure that all legal requirements for advertisements are met during the budgeting process. In addition, the

District Manager will solicit input from the District Staff, District Engineer and District Attorney on any operation and maintenance expenditures that they believe need to be increased, decreased or eliminated as part of the new budget cycle. It is critical in the development of an annual budget that aspects of the budget are reviewed by each team member providing service to the District.

Capital Program Administration:

As part of the annual budgeting process, the District Manager will solicit information from the District Engineer and District Staff on any capital projects they believe should be included in the annual budget. This includes the timing, cost, and whether a capital expenditure will increase or decrease any operation or maintenance expenditure currently included in the budget. It is important that the annual capital budget is fully coordinated with the operation and maintenance budget. We also examine the life cycle cost of projects based on the Reserve Study to determine their financial feasibility prior to the Board acting on said expenditure.

Inframark has many years of experience in dealing with capital bond issues and bank qualified loans for District projects. We have extensive experience in working with bond underwriters, financial advisors and various lending institutions on the establishment and implementation of capital programs for District clients. We have established procedures for making certain that specific deadlines associated with bond documents and bank qualified loan requirements are met. We have an excellent reputation of successful implementation of a wide variety of financing programs for our District clients.

Assessments and Revenue Collection:

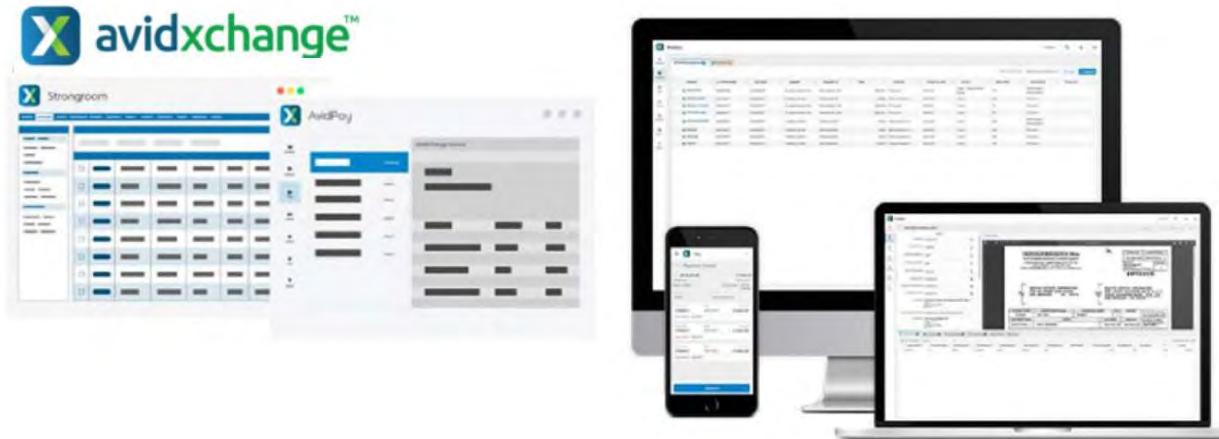
Inframark has an exceptional record of administering annual assessment rolls for our District clients. This experience includes on roll and off roll collection. We have successfully worked with District legal counsel to accurately and timely collect off roll assessments when they are called for. We also routinely conduct true up analysis for District tax rolls to ensure that all collections are being completed as per the Board’s direction. Our Assessment Department also provides estoppel letters on an as needed basis at no cost to the District.

Our Treasury Services Group actively manages the revenue and investments for Districts across the State of Florida. This team ensures that the revenue generated by the District provides the financial platform to meet all its operational expenses and debt obligations. By working closely with the banking industry across our broad client base, we can provide economies of scale in the management of our banking relationships – which is passed along to the Districts we service in the form of favorably negotiated fees and service costs.

The depth and breadth of our special assessment knowledge lends opportunities to capture efficiencies and effectiveness in the collection of District revenues. We pride ourselves in our ability to interpret developer agreements to maximize cash flow for the District and satisfy cash requirements for running the operations of the District.

5 Effective Technology Tools and Support

AvidXchange Accounts Payable Processing System



Inframark offers AvidXchange, which is an advanced accounts payable processing system that is highly efficient and effective at making sure that District invoices are paid timely and only after review and approval by the District Manager and/or a designated Board member, if desired. The system is PDF driven, easily tracks and archives records, preserves historical information on vendor payments, provides for creation of specialized reports, allows increased transparency for the Board’s overall review of the payables process and provides for timely payment for the vendor.



Improve Security and Transparency

Automate the approval workflow to improve governance and control for managers and board members. Enjoy 24-7 access from anywhere with an internet connection.



Centralize Invoices and Speed Up Approvals

Leverages a flexible online invoice approval process for expedited processing, while minimizing manual data entry and enabling mobile invoice review and approval.



Efficiently Manage Invoices

Vendors scan invoices in PDF format and submit them directly to the system in seconds. No need for printing, mailing & stuffing invoices in file cabinets.

The Manager reviews invoices online and ensures expenditures are coded to the proper general ledger account. Designated approvers receive email notifications whenever invoices are awaiting their review and approval. Approvers log on to the AvidXchange website, view the invoices in their individual queues and approve them for payment, which then prompts a payment being sent to the vendor.

Customized Financial Statements & Budgets

Inframark developed a proprietary financial operating system designed exclusively for the Community Development District business, allowing us to provide clients customized financial statements and budgets. Our financial software is continually being updated and we offer our clients the ability to choose how their financial statements will look, depending upon the preference of the Board.

TECHNOLOGY DRIVES OUR COMMUNITIES

- [IMS TownSquare – Website, Portal and Communications](#)

Inframark intentionally promotes communication and transparency through our hybrid communication tools. Accessible from smart phones, pads, and computers streaming community info and news feeds, providing tangible communication and alternatives to unofficial chatter among social media.



Inframark’s hybrid webpage is password protected and functions like both a webpage documents center and a social media network with safety control filters. It is manager-controlled communication hub to proactively provide information, build approved community groups, update important community activities, and optionally request feedback from residents – all postings have a 1200-word filter to screen out profanity and other inappropriate language.

Managers can proactively plan and schedule communications with strategic postings, so residents are more informed. Inframark’s Phone App creates proactive postings where residents are focused! This site can be stand alone or become the District’s Communication Hub.

- Private and secure communication tool - only for the use of the residents.
- Communication can be one-way from manager, or if chosen, interactive with residents.
- Official District news and topic channels are used to categorize discussion threads.
- “Report a post” feature and blacklisted word filters
- Designed for optimum web and mobile viewing and posting.
- IMS TownSquare Mobile app for Apple iOS and Android users.

[IMS TownSquare Work Order System](#)

- Managers, Residents AND Vendors can now go online to maximize workflow.

Inframark TownSquare Work Orders allow for Members, Vendors and Community Manager to create work orders online and via our TownSquare App. The digital forms created by the Manager or approved vendor are tracked in the system which notifies all parties with all work order requests. Status and activity can be exported in Excel or PDF form and becomes part of our standard Monthly Reporting.

6 Staffing

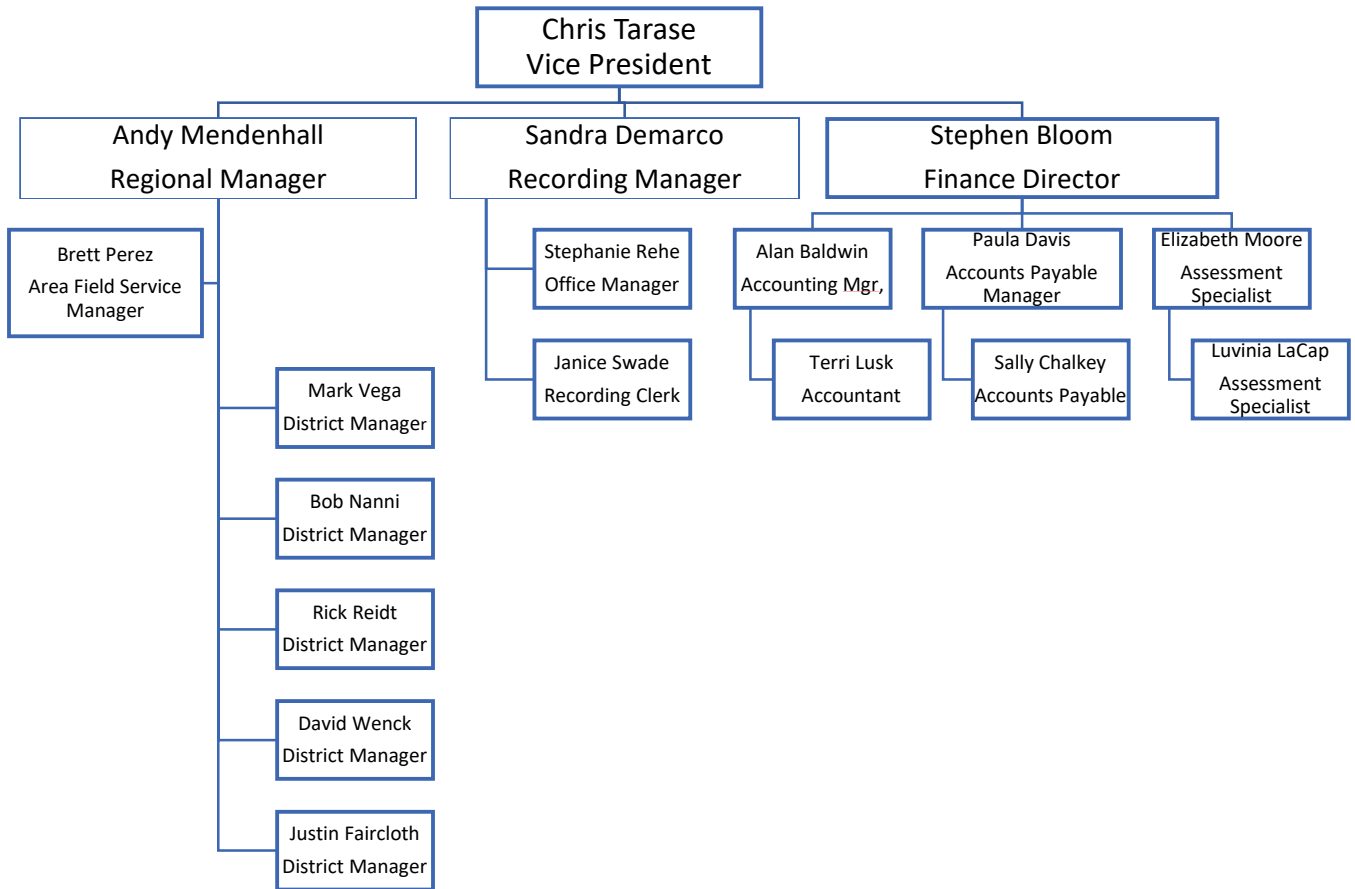
Inframark is the only District Management firm with its own Human Resource team. This means the following:

- our employees are fully vetted prior to hiring,
- employees have regular performance evaluations,
- we follow a progressive disciplinary policy,
- we have an exceptional benefit program for our employees that other firms do not offer,
- we have a bonus program for exceptional performance,
- we offer a management bonus for employees that are responsible for financial performance goals,
- we provide a 401K retirement plan,
- we provide ongoing training and training incentive programs,
- we offer tuition reimbursement, and
- we have an in-house safety team and continuous safety training program for all employees

Inframark places the highest value on its employees and provides a work environment and benefits that are designed to encourage long-term employment with Inframark.

In terms of the personnel assigned to your District, Inframark will ensure to the highest degree possible that we will retain the same personnel for your District. In addition, for the primary District Manager and the Secondary District Manager we will not remove or replace them without notifying the Board and the Board will have the opportunity to approve their replacement.

West Florida Organizational Chart



District Management:

David Wenck, District Manager, has over 7 years of industry experience and will be responsible for the overall management of your community. David has been a District Manager and CDD Chairman. He has over seven years of Financial and Technical experience including Field Management.

Andy Mendenhall is the Regional Manager for Inframark and has 15 years of district management experience. He is a Certified Project Management (CPM) professional with more than 16 years of project and program management experience in technical and business operational areas. His background includes treasury services work with JP Morgan and Citibank with additional years of information technology experience working for Cigna Healthcare and Metris Corporation. He holds a bachelor's and master's degree in Business Administration. Mr. Mendenhall also currently serves as a Supervisor on the Seven Oaks CDD and previously served as the Chairman of the Northwood CDD and is based in our Wesley Chapel office.

Recording Services:

Sandra Demarco serves as Manager of the Recording Department. She has over 14 years of experience providing services to special districts throughout Florida, including water control and improvement districts with experience in processing permits. In addition, she has over 7 years of experience as a Records Management Liaison Officer overseeing maintenance of public records and responding to public records requests; and over 4 years' experience serving as a municipal clerk. Sandra earned a BA from Florida Atlantic University.

Janice Swade, Recording Secretary, has been working with Inframark for 14 years as a District Recording Secretary. Her previous experience includes 13 years with The Port Authority of New York and New Jersey, working with various administrative and clerical positions, including that of Senior Executive Secretary with the Deputy Director of the World Trade Center. Ms. Swade is extremely thorough in her attention to detail with all the Districts she serves.

Stephanie Rehe, Office Manager, is responsible for coordinating the publication of all meeting notices, responding to public record requests and updating the electronic archival repository. She works closely with the entire Management Services team, facilitating and gathering documentation to compile agenda packages and finalize the District's records of proceedings in accordance with Florida Statutes. Stephanie has 15 years of clerking experience with Inframark..

Financial Services:

Stephen Bloom, Finance Director, leads the Finance Department and coordinates the District's banking and investment activities. He is also responsible for monitoring and implementing changes to the financial reports to ensure the District is compliant with all GAAP requirements. Stephen holds Bachelor Degrees in both Finance and Management and has more than 20 years of combined accounting and finance experience in both the public and private sectors.

Elizabeth J. Moore, Assessment Services, graduated from the University of Central Florida with a Bachelor's in Science, specializing in Finance, in August 2004. She has 16 years' experience that has encompassed a wide variety of fields and disciplines. Personal banking, mortgage lending, personal portfolio management, accounting and municipal financial management are some of the fields in which she has worked over the course of her career. Elizabeth has worked for Inframark since 2008 and is the lead Assessment Specialist of the Finance Department. Her current responsibilities include, but are not limited to building District assessment rolls, managing District lien books, bond methodology analysis and implementation, debt service funding, developer billings and debt service budget analysis.

Terri Lusk, Accountant, is responsible for preparation of financial statements, annual budgets and audits. She earned a Bachelor of Business Administration in Accounting from Florida Atlantic University and has more than 20 years of accounting experience that includes over 17 years in the not-for-profit sector.

Paula Davis, Accounts Payable Manager, is responsible for overseeing all accounts payable, accounts receivable and payroll activities. In addition, she coordinates the annual renewal of the Districts' insurance policies. Paula has nearly 30 years of accounting experience, which includes five (5) years as a Human Resources Coordinator.

Sally Chalkley, Accounts Payable Specialist, has been with Inframark since 2014 working closely with vendors, field managers, District Managers, City Managers and accountants. Sally has 20 years' extensive experience working in the accounting and customer service field. Sally is proficient in the accounts payable process, processing over 7,000 invoices annually.

Luvinia LaCap, Assessment Specialist, has been with Inframark since 1999 working closely with title companies, residents, District Managers and accountants. Luvinia has over 19 years' extensive experience working in assessments and customer service fields.

7 Clients

District	Region	County
Estancia at Wiregrass CDD	West	Pasco
Heritage Springs CDD	West	Pasco
Lake Bernadette CDD	West	Pasco
Lexington Oaks CDD	West	Pasco
Meadow Pointe CDD	West	Pasco
Meadow Pointe II CDD	West	Pasco
Oak Creek CDD	West	Pasco
Oakstead CDD	West	Pasco
Watergrass II CDD	West	Pasco
Arbor Greene CDD	West	Hillsborough
Cheval West CDD	West	Hillsborough
Cordoba Ranch CDD	West	Hillsborough
Hammocks (The) CDD	West	Hillsborough
Harbour Isles CDD	West	Hillsborough
Heritage Isles CDD	West	Hillsborough
Live Oak No. 1 CDD	West	Hillsborough
Live Oak No.2 CDD	West	Hillsborough
South Fork CDD	West	Hillsborough
South Fork East CDD	West	Hillsborough
Tampa Palms Open Space & Transportation CDD	West	Hillsborough
Waterchase CDD	West	Hillsborough
Westchase CDD	West	Hillsborough
Westchester	West	Hillsborough
Spring Ridge CDD	West	Hernando
Bobcat Trail CDD	West	Sarasota
Woodlands CDD	West	Sarasota
Eastlake Oaks CDD	West	Pinellas
Lexington CDD	West	Manatee
University Place CDD	West	Manatee
Piney-Z CDD	West	Leon
Gateway Services CDD	West	Lee
Vasari CDD	West	Lee
Cedar Hammock CDD	West	Collier
Heritage Bay CDD	West	Collier
Naples Heritage CDD	West	Collier
Quarry CDD	West	Collier
Heritage Lake Park CDD	West	Charlotte
Heritage Oak Park CDD	West	Charlotte

Riverwood CDD	West	Charlotte
Briger CDD	East	Palm Beach
Seminole Improvement	East	Palm Beach
Bonterra CDD	East	Miami Dade
Beacon Lakes CDD	East	Dade
Spicewood CDD	East	Dade
Coral Springs Improvement District	East	Broward
Griffin Lakes CDD	East	Broward
Maple Ridge CDD	East	Broward
Monterra	East	Broward
Pine Tree Water Control District	East	Broward
Marshall Creek CDD	East	St. Johns
St. Johns Forest CDD	East	St. Johns
Palm Coast Park CDD	East	Flagler
Town Center at Palm Coast CDD	East	Flagler
Fleming Island Plantation CDD	East	Clay
Dovera CDD	Central	Seminole
Golden Lakes CDD	Central	Polk
West Lakeland WCD	Central	Polk
Brighton Lakes CDD	Central	Osceola
Celebration CDD	Central	Osceola
Concorde Estates CDD	Central	Osceola
Enterprise CDD	Central	Osceola
Harmony CDD	Central	Osceola
Overoaks CDD	Central	Osceola
Stevens Plantation CDD	Central	Osceola
VillaSol CDD	Central	Osceola
Xentury City CDD	Central	Osceola
East Park CDD	Central	Orange
Stoneybrook West CDD	Central	Orange
Urban Orlando CDD	Central	Orange
Urban Orlando CDD	Central	Orange
Vista Lakes CDD	Central	Orange
Country Greens CDD	Central	Lake

Highlighted Client Communities

Oakstead CDD

Oakstead CDD, located in Pasco County was established in 1999. Inframark was selected to take over all management responsibilities in 2005 and has enjoyed a great relationship with the community for over 15 years. The District consists of 878 acres divided into 9 villages with 1,183 residential homes and commercial properties. The CDD owns and operates the clubhouse facilities, fitness center, swimming pool, tennis/basketball courts, park areas, splash pads and playground, district roads, a nature trail and common area landscaping and storm water system. Inframark has been as active participant in managing the District and providing guidance for District staff.

Harbour Isles CDD

The Harbour Isles Community Development District (“District”) was established on March 12th, 2003. The District currently encompasses approximately three hundred thirty-nine (339) acres of land located entirely within Hillsborough County, Florida. Inframark was selected to take over all District Management responsibilities in December of 2020. We just recently successfully helped the District refinance their bonds for the community and have been providing excellent service since the transition.

Watergrass CDD II

Inframark has provided Management Services as well as Amenity Management to the Watergrass CDD II since the District chose to transition from Rizzetta and Company in 2016. Located in Pasco County, this CDD has 826 homes (1039 are planned at full build out), multiple recreational amenity facilities including two community pools, a clubhouse, an outdoor promenade, and numerous village playgrounds.

Westchase CDD

Inframark has provided management services to Westchase CDD, a 746-acre community, since it was established in 1990. Located on approximately 2,100 acres of land in northwest Hillsborough County, Westchase includes more than 5,700 single and multi-family residential units, 320,000 square feet of commercial space and 300,000 square feet of office space. The residential development is situated within individual pods located around an 18-hole golf course designed by Lloyd Clifton.

Tampa Palms Open Space & Transportation CDD

Inframark has provided management services to the Tampa Palms Open Space and Transportation CDD since it was established in 1990. Located in Hillsborough County, this CDD is unique as it consists of three separate and distinct communities with their own budgets encompassing over 4,000 residential units, 3,152 acres, multiple recreational amenity facilities and extensive commercial development.

Heritage Isles CDD

Inframark has provided management services for Heritage Isles since the District was established in 1997. We have been involved with the District from its inception through the years as it has grown and evolved to its current state. Inframark oversees the day-to-day management of the District with responsibilities that include field management, financial reporting and accounting. We are also responsible for accounting, administrative and budgetary. Located in Hillsborough County, this CDD manages a Golf Course and a restaurant with their own budgets encompassing over 745 acres and multiple recreational amenity facilities.

Arbor Greene CDD

Inframark has provided management services for Arbor Greene since the District was established in 1996. We have been involved with the District from its inception through the years as it has grown and evolved to its current state. Inframark oversees the day-to-day management of the District with responsibilities that include field management, financial reporting and accounting. We are also responsible for accounting, administrative and budgetary.

REFERENCES

Westchase CDD

<https://westchasecdd.com/>

Tampa, FL (Hillsborough County)

Matt Lewis, Chairman

Seat3@westchasecdd.com

813-503-2239

Live Oak No 1 CDD

<https://www.liveoakno1cdd.com/>

Tampa, FL (Hillsborough County)

Mike Ceparano

seat4@liveoakno1cdd.com

813-417-6698

Oak Creek CDD

<https://www.oakcreekcdd.org/>

Wesley Chapel, Florida (Pasco County)

David Gerald

813-629-5502

Harbour Isles CDD

<https://www.harbourislescdd.org/>

Ruskin, Florida (Hillsborough County)

Gregg Letizia

Seat5@harbourislescdd.org

8 Sample Scope of Services

All services required for the management of a Community Development District under Chapter 189, Florida Statutes, Chapter 190, Florida Statutes and all other applicable Federal, Florida, and local laws (including the ordinance(s) and resolution(s) relating to the District and any interlocal agreements). All services should be completed on a timely basis.

A. Meetings, Workshops, and Hearings

1. Organize, attend, conduct, and provide minutes for all meetings and hearings of the District.
2. Schedule such meetings, workshops, and hearings.
3. Coordinate the time, location, and all other necessary logistics (including providing conference call numbers or telephonic or virtual meeting technology).
4. Send or publish notices for meeting, workshop, hearing, and election pursuant to Florida law.
5. Provide agenda packages and meeting materials in the form requested by the Board.

B. District Operations

1. Act as the primary point of contact for District-related matters.
2. Coordinate with the District's ADA document remediation vendor (and website vendor) to ensure the District's website has the content required by Florida (and is on the website for the appropriate duration) and includes any additional information or materials requested by the Board.
3. Consult with and advise the Board on policies, services, and responsibilities of the District and implement the Board's policies and direction.
4. Make recommendations and assist in matters relating to solicitation (competitive bidding, request for proposals, request for qualifications, etc...), approval, rejection, amendment, expiration, renewal, and termination of contracts for services, goods, supplies, or materials in accordance with the District's rules and Florida law.
5. Monitor certificates of insurance as needed per contracts.
6. Prepare and follow risk management policies and procedures.
7. Recommend and advise the Board, in consultation with the District Engineer of the appropriate amount and type of insurance and be responsible for procuring all necessary insurance.
8. Process and assist in investigation of insurance claims, in coordination with District Counsel.
9. Negotiate on behalf of the District (when specifically authorized by the Board) with governmental entities, vendors, contractors, residents, insurance representatives, and other parties.
10. Ensure compliance with all statutes affecting the District by performing the following tasks (and such other tasks required by law but not specifically identified herein):
 - i. file the name and location of the Registered Agent and Registered Office location annually with Department of Economic Opportunity and the County.
 - ii. provide the regular meeting schedule of the Board to the County.
 - iii. prepare and file annual public depositor report.
 - iv. file all required financial reports (including the Annual Audit) to the Department of Revenue, Auditor General, the County, and other governmental agencies with jurisdiction in compliance with Florida law.
 - v. transmit Public Facilities Report and related updates to appropriate agencies.
 - vi. file request letter to the local Supervisor of Elections for number of registered voters as of April 15, each year. Report annually the number of registered voters in the District by June 1, of each year.

- vii. serve as the contact person for the State Commission of Ethics for Financial Disclosure coordination.
- viii. maintain the District Seal.

C. Accounting, Reporting, and Audit Support

1. Implement an integrated management reporting system compliant with Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) for government and fund accounting which will allow the District to represent fairly and with full disclosure the financial position of the District. The District's accounting activities should be overseen by a degreed accountant.
2. Track and oversee the District's general, capital, reserve, and bond fund activities and provide monthly and annual financial statements (including budget to actual summary).
3. Administer the processing, review, approval, and timely payment of all bills, invoices, and purchase orders (including construction requisitions).
4. Recommend and implement investment policies and procedures pursuant to Florida law, and provide cash management services to obtain maximum earnings for District operations through investment of surplus funds to the State Board of Administration.
5. Prepare reports as appropriate under applicable law, accounting standards, and bond trust indenture requirements.
6. Provide audit support to auditors for the required Annual Audit and ensure completion of the Annual Audit and Annual Financial Statements in compliance with Florida law.

D. Budgeting

1. Prepare and provide for a proposed budget for Board approval and submission to the County in compliance with Florida law.
2. Prepare final budget and backup material for and present the budget at all budget meetings, workshops, and hearings.
3. Administer the adopted budget and prepare budget amendments on an ongoing basis as necessary.

E. Assessments & Revenue Collection

1. Develop and administer the annual assessment roll for the District. This includes administering the tax roll for the District for assessments collected by the County tax collector and administering assessments for off tax roll parcels/lots.
2. Provide payoff information and pre-payment amounts as requested by property owners and collect prepayment of assessments as necessary.
3. Issue estoppel letters as needed for property transfers.
4. Maintain the District's Lien Book, in which is recorded the details of any District debt and the related debt service assessments. The Lien Book will account for all District debt and show the allocation of debt principal to assessed properties within the District.

F. Bond Compliance and Dissemination Agent – Additional fees may apply

1. Oversee and implement bond issue related compliance. For example:
 - i. coordination of annual arbitrage report as required.
 - ii. transmittal of the Annual Audit, budget, and other required information to the trustee and other parties as required.
 - iii. annual/quarterly disclosure reporting **for additional fee** as required.

G. Records

1. Maintain the "Record of Proceedings" for the District at a location within the boundary of the local government in which the District is located and include meeting minutes,

resolutions, and other records required by law and provide access to such records in compliance with Florida's public records laws.

2. Serve as the District's Records Management Liaison Officer for reporting to the Department of Library and Archives pursuant to Section 257.36(5)(a), Florida Statutes.
3. Serve as the District's designated custodian of all public records of the District and comply or coordinate the compliance with the responsibilities imposed by Chapter 119, Florida Statutes. For example:
 - i. protect the integrity, confidentiality, or exemption of all public records.
 - ii. respond to public records requests in a timely, professional, and efficient manner.
 - iii. recommend best practices and services to ensure all public records of the District (including emails of the Board) are preserved pursuant to Florida law requirements.

H. Field Management Services – Available upon request and at negotiable rate



Rizzetta & Company
Professionals in Community Management



A FULL-SERVICE MANAGEMENT FIRM

Spring Lake Community Development District

Prepared for: Spring Lake Board of Supervisors

RIVERVIEW OFFICE

9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950 | Rizzetta.com
151



FIRSTLY

THANK YOU

FOR YOUR TIME!



Rizzetta & Company
Professionals in Community Management

December 14, 2021

Spring Lake CDD
11301 Lake Lucaya Drive
Riverview, FL 33579

RE: Community Development District Management Services

Spring Lake Community Development District Board of Supervisors,

Rizzetta & Company appreciates the opportunity to present our qualifications to serve as District Manager for Spring Lake Community Development District. With 35 years' experience, a state-wide presence, and standard-setting performance, we've perfected our approach to District management and are uniquely positioned to handle all present and future projects for the district.

Changing management can be a daunting task and we understand the concerns. Through decades of experience, we have developed rigorous procedures which ensure seamless conversion to a higher level of service, control, and security for the district. Our proposal outlines a knowledgeable team including Taylor Nielsen as your proposed District Manager from our Riverview office. He'll have the support of our large team of district services professionals to ensure transition and daily operations run smoothly.

Rizzetta is a comprehensive community management company servicing over 100 Community Development Districts, 153 Homeowner Associations and 20 community clubhouses throughout the state of Florida. The firm has evolved over the years to meet the demands of an ever-changing market by emphasizing a culture of continuous improvement and enthusiastic client satisfaction. We are presenting industry leading experience and knowledge, and a partnership with a dedicated resource team specifically tailored to your district.

Thank you for your time and consideration to our proposal. We look forward to meeting with you and the Board of Supervisors to review and discuss our proposal in detail. Should you have any question or require additional information, please feel free to contact me at sbrizendine@rizzetta.com

Very truly yours,

Scott Brizendine
Vice President of Operations



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OUR STORY

... SO FAR

Rizzetta & Company is a Florida-based professional community management and consulting firm that provides services to residential and commercial communities throughout the state of Florida. With over 35 years in the industry, Rizzetta & Company, is staffed with highly experienced managers and support staff. Each of our eight offices throughout Florida has a team of employees with diverse backgrounds, both personally and professionally, who provide the highest quality services to our clients.

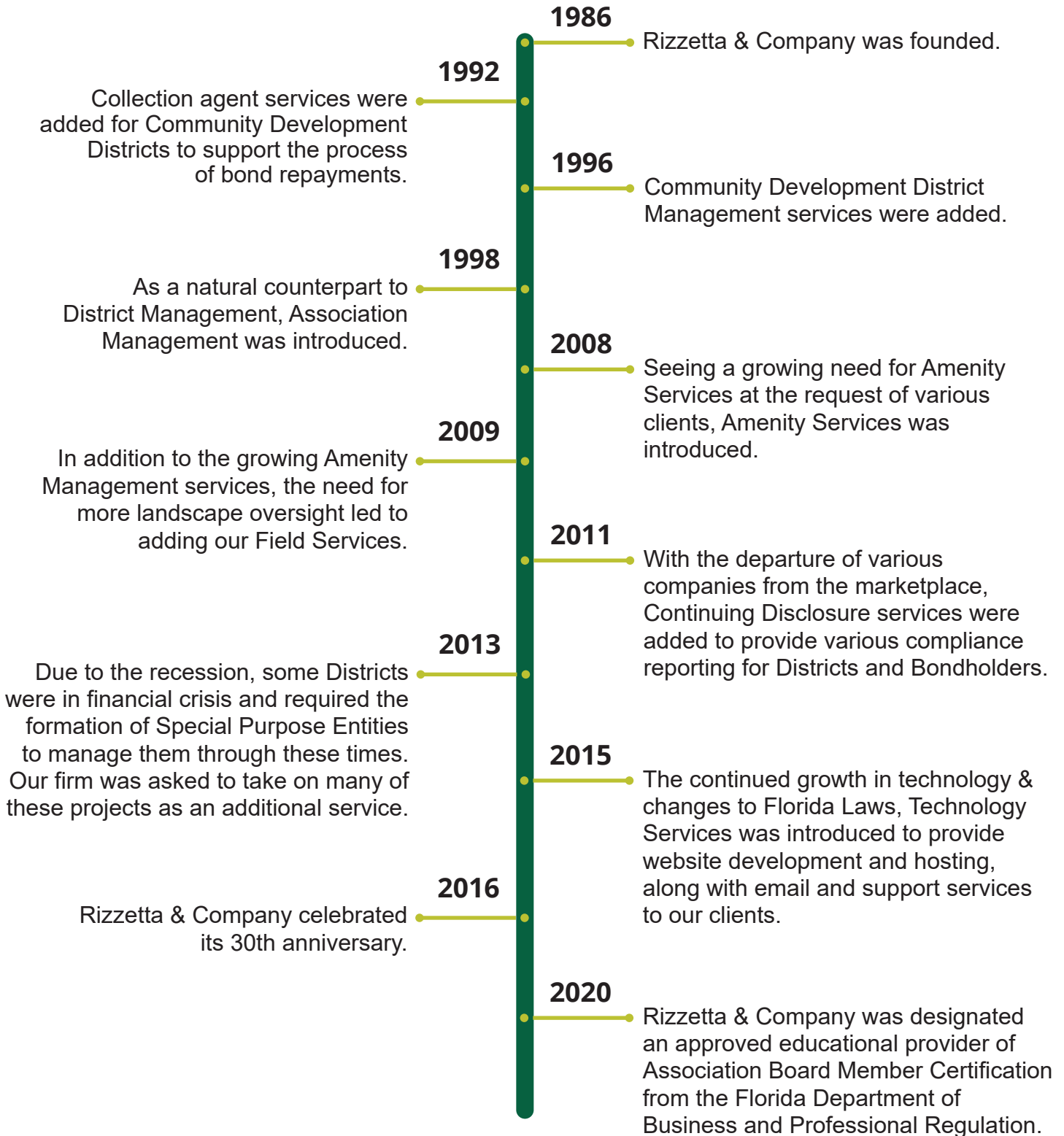
Rizzetta & Company was founded in 1986 in Tampa, Florida by William Rizzetta. The original focus of the Company was to provide professional assessment consulting services for Community Development Districts in association with the issuance of bonds. As the Company's reputation for excellent work and customer service grew, the practice expanded over the next thirty years by adding related services which resulted in today's "Full Service" organization.

OFFICE LOCATIONS





OUR MILESTONES





BY THE NUMBERS



YEARS OF
EXPERIENCE
EST. 1986



ASSOCIATION
SERVICES
CLIENTS



ASSOCIATION
SERVICES TEAM
MEMBERS



AMENITY
SERVICES
CLIENTS



AMENITY
SERVICES TEAM
MEMBERS



DISTRICT
SERVICES
CLIENTS



DISTRICT
SERVICES TEAM
MEMBERS





OUR SERVICES

Rizzetta & Company provides professional district management services to Spring Lake CDD pursuant to Chapter 190, Florida Statutes. A brief description of these services is provided below:

Management

- Attend and conduct all regularly scheduled and special Board of Supervisors meetings, continued meetings, and workshops.
- Arrange for time and location and all other necessary logistics for such meetings.
- Ensure compliance with all statutes affecting the district which include but are not limited to:
 - » Assist in the negotiation of contracts, as directed by the Board of Supervisors.
 - » Advise the Board on the status of negotiations as well as contract provisions and their impacts on the District.
 - » Make recommendations on contract approval, rejection, amendment, renewal, and cancellation. In advance of expiration of contracts, advise the Board as to need for renewal or additional procurement activities and implement same.
 - » Monitor certificates of insurance as needed per contracts.
- Routine site inspections to verify the state of repair for all District assets
- Review and create as needed a periodict maintenance schedule for District assets

The District Manager is not a role filled by an individual, rather it is a commitment by a team of motivated and skilled employees. We recognize that our role is more than an individual orchestrating a Board meeting. It is to ensure the District is fully compliant with statutory requirements and managed effectively and efficiently. Given Rizzetta's physical footprint across the state and extensive staffing resources, we are uniquely qualified to respond to the needs of your District.

Administrative

- Prepare agendas for Board of Supervisors meetings
- Provide accurate minutes for all meetings and hearings.
- Implement and maintain a document management system to create and save documents, and provide for the archiving of District documents per general records schedule GS1-SL.
- Certify and file the annual report to the Department of State, Library and Archive Division, for storage and disposal of public records.
- Protect integrity of all public records in accordance with the requirements of State law. Respond to public records requests as required by law and in compliance with the Rules of Procedure and the District's adopted public records policy.



Rizzetta has been electronically providing agendas to our Boards for a number of years resulting in substantial savings in printing costs to the Districts. We go one step further by providing electronic tablets to Board member for use during the meetings. This approach also allows immediate posting on the CDD website as required by statute. Audio recordings of the board meetings are stored on our Raid 5 disk array which is redundantly backed up to both a local and cloud storage appliance.

Accounting

Services include the monthly preparation 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.

Rizzetta uses MIP Fund Accounting software that is designed specifically for governmental fund accounting. Our accounting processes have multi-level reviews to insure proper internal control and accuracy. The result of our accounting infrastructure is an industry recognition by auditing firms that the books and records of Rizzetta managed districts are exceptional.

Financial & Revenue Collection

Services include all functions necessary for the timely billing, collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations.

Our staff has significant expertise in assessment roll preparation and required certification to county Property Appraiser offices. Because of our experience, we enjoy a great relationship with those staff throughout the state. In addition, the required direct billings for property not on the tax roll are managed in concert with the same familiar staff.

We are organized to efficiently respond to property owner questions regarding District assessments and issue estoppel letters and lien releases as needed for property transfers

Bond Issuance Services

When the District is ready for a major augmentation that may require additional bonds; we can help by:

Preparing a Special Assessment Allocation Report;

- a) Prepare benefit analysis based on infrastructure to be funded with bond proceeds.
- b) Prepare Preliminary Special Assessment Allocation Report and present to District board and staff.



- c) Present Final Special Assessment Allocation Report to board and staff at noticed public hearing levying special assessments.

Bond Validation;

- d) Coordinate the preparation of a Bond Validation Report which states the “Not-to exceed” par amount of bonds to be issued by the District and present to board as part of the Bond Resolution.
- e) Provide expert testimony at bond validation hearing in circuit court.

Certifications and Closing Documents;

- f) Prepare or provide signatures on all closing documents, certificates or schedules related to the bond issue that are required by District Manager or District Assessment Methodology Consultant.

Because providing bond issuance services was the cornerstone on which Rizzetta was founded, our expertise in this area is unparalleled. The special assessment allocation methodology report has been continually refined over the years to reflect new financing methods that are acceptable to the industry.

Landscape Management and Inspection

Landscape Management conducted by certified and experienced advisors is the fastest growing business sector at Rizzetta. As the District’s live assets generally represent the largest maintenance expenditure. Our Field Services team presently services 40 communities preparing monthly reports for District Boards wanting their greenspace to be unrivalled. Working alongside the District Manager, monthly inspections ensure irrigation, vegetation and landscape maintenance are working in concert to create the appealing environment envisioned by the original landscape architect.

Amenity Services and Management

Rizzetta & Company provides expert general management and oversight of the amenity contract with the District within the agreed upon scope of service. These responsibilities include duties associated with managing the personnel, such as recruiting, hiring, training, oversight, and evaluation.

As required, the Amenity Services representative will attend meetings to provide any updates or address concerns as well as be available to any board member for open and direct communications.

Technology Services

Our Technology Services provide Districts a one-stop shop for their statutory website (which now must be ADA certified), email management (with their own domain) and electronic filing of all public records. Having this service under the same roof as District Management ensures details are never missed and critical filings always consistently observed.



TECHNOLOGY TOOLS & RESOURCES

Vendor Management Software

As leaders in the industry, we are continually looking for ways to improve the level of service we offer and protect the communities we serve. To enhance our Vendor Compliance Program, we have partnered with Vendor Information Verification Experts (VIVE) as the platform to support the program.

VIVE offers many benefits to properties managed by Rizzetta & Company including:

- Reduced Risk
- Equal Screening of all Vendors
- Ongoing Tracking, Not Just One-Time Registration
- No Cost to Clients

We chose to move vendor vetting to VIVE to ensure consistent compliance amongst similar vendors, speed up the review process, and allow our managers to have real-time information to properly screen vendors for insurance and trade licensing. The choice to engage with a particular vendor will always be in the hands of the board of supervisors. Our goal is to provide our clients with information to help make educated decisions.

Client Support System

Dedication to our clients is one of the driving principles at Rizzetta & Company. We're here to help our communities thrive and offer support in ways that are convenient for our board of supervisors and residents. Our integrated, client-focused system, powered by Zendesk, helps our staff manage requests across platforms and efficiently connect with internal teams and external partners.

This industry-leading system allows our team to deliver immediate assistance while providing superior customer experience over the phone or e-mail. Making it easier to track, prioritize and streamline the processes to provide faster resolution.



WHY CHOOSE US?

Clients choose us because we have the experience to create robust, integrated solutions based on each District's unique needs, budget, and long-term goals.

Extensive Experience

- Rizzetta is the only “**original**” Community Development District Management company continuously providing services to Districts since the first CDD (Tampa Palms) issued bonds in 1986. Today, 35 years later, Bill Rizzetta continues to manage his company on a daily basis. In addition, Rizzetta brings extensive industry knowledge and influence at the legislative level.
- The first District Management company to successfully merge multiple separate CDD's into a unified District.

Result-Driven & Client-Focused

- District Finance team has vast knowledge having been involved in over 250 separate Bond Transactions with total funding exceeding \$3 Billion; served as the Dissemination Agent for over 80 Districts; and prepared over 1,700 Tax Assessment rolls.
- District Accounting staff has been audited over 3,000 times (each District is audited annually) with no findings of internal control issues or fraudulent activity.
- Client Relations Manager endeavors to relentlessly monitor and enhance our services and exposure to your residents. This aids in pre-empting resident complaints occupying Board proceedings.
- Rizzetta's continuous improvement culture compounded with relentless training of all staff provides for ever increasing levels of service and performance.

Training & Infrastructure

- As part of the transition process, we provide an Onboarding Workshop to go over responsibilities and contracts with Board of Supervisors. We also offer free training sessions to new board members to gain better understanding of how the community should operate.
- Rizzetta made significant investments in its information infrastructure to harden its protection of Public Documents and enhance the electronic communication with Board members. Public documents are now protected with multi-factor authentication, cloud storage, professional patch management and hardware replacement policies.
- Rizzetta introduced “electronic agendas” to Board meetings negating the need to print and bind thousands of pages by providing electronic tablets for Board use during all meetings.



PROPOSED PRICING

District Services Provided	Fees
District Management	\$45,000
12 Meetings per year Recording, Notice, Administrative Support Public Records Repository and Distribution District Operations	
District Accounting	Included
Monthly Financial Package per GASB Budget Prep and Monthly Monitoring	
Tax Roll Assessments	Included
Prepare Annual Assessment Rolls and Submit to County Tax Collectors and Property Appraisers Create and Maintain the Assessment Rolls	
Annual Finance and Collections	Included
Serve as the Collection Agent for all off roll parcels Estopple Issuance Debt Management Dissemination Agent	
Continuing Disclosure Services	\$6,000
Serve as the Dissemination Agent for All Bond Issuances to Ensure Compliance with the Security & Exchange Commission Rule 15c2-12 (\$1,000 for each additional bond issuance)	
Technology Services	\$2,100
Website Monitoring and Monthly Content Uploads 5 Email Account Maintenance and Archival	
TOTAL RIZZETTA FEES	\$53,100

Proposed Field Services

- Option 1: Monthly Inspections & Reporting **\$8,400**
- Option 2: Quarterly Inspections & Reporting **\$3,200**



SPRING LAKE DEDICATED

TEAM MEMBERS

Rizzetta & Company prides itself on the experience and dedication of its collective staff. When you engage Rizzetta, you have a combined group with hundreds of years of experience at your service.

OUR TEAM



**Taylor
Nielsen**

Taylor will serve as the District Manager and be the primary contact with responsibility for the daily operations. Nielsen is a District Manager presently managing 7 active Districts. His current portfolio includes Districts in the Hillsborough, Manatee and Pasco Counties. His clients compliment his ability to organize, communicate, and execute.

Prior to joining the team at Rizzetta, Taylor comes from a background of Operations Management, and Brand Management; with over 7 years of experience. Taylor was among top level management at the tourism capital, Orlando, FL overseeing the largest rental car operation in the world; generating over 100 million in revenues per year.

Taylor received his BA from the University of Central Florida, and is a licensed Community Association Manager in Florida.



**Matt
Huber**

Matthew Huber is a Regional District Manager for Rizzetta & Company, Inc., and oversees the West Coast of Florida, with offices in Citrus Park, Ft. Myers and Wesley Chapel. He was named to the position in October 2015.

Mr. Huber most recently served as a District Manager in the Tampa office, overseeing a portfolio of Community Development Districts in Pasco, Hillsborough and Manatee Counties. Prior to that he served as a District Manager in the Wesley Chapel office. Mr. Huber started with Rizzetta & Company, Inc., in 2006 as a District Manager for our Fort Myers area clients.

Prior to joining Rizzetta & Company, Inc., Mr. Huber worked as an Land Development Manager with DR Horton in the Fort Myers area. While working as a Land Development Manager, Mr. Huber gained valuable development knowledge that assists him in his management of his Districts.



Prior to working for DR Horton, Mr. Huber interned with the Board of County Commissioners Long Range Planning Department in Polk County. With his experiences working in this department, he has gain valuable insight into government practices.

Mr. Huber received his Degree in Business Administration from the University of South Florida in 2005. He is a Licensed Community Association Manager and Notary Public in the State of Florida. Mr. Huber is a veteran of the United States Marine Corps and has served on numerous community boards and a frequent volunteer throughout the community.

IMMEDIATE SUPPORT FOR SPRING LAKE TEAM INCLUDES:



**Scott
Brizendine**

Scott Brizendine is our Vice President of Operations, Community Development Districts. Most recently Scott was the Manager of District Financial Services after beginning his employment with Rizzetta in 2005 as a District Manager. In his prior role he oversaw the writing of assessment methodology reports for bond issuances, refunding's and restructures; authoring Statement of Estimated Regulatory Costs reports for establishment and amendment petitions; oversight of assessment roll processing and compliance responsibilities as Dissemination Agent and Disclosure Representative.

Prior to joining Rizzetta Scott worked in the Finance Department of the Walt Disney Corporation providing services in cash management, account reconciliation and financial reporting. He holds a bachelor's degree in Finance from Florida State University and is a licensed Community Association Manager and a Notary Public. Scott is a graduate of the Leadership Tampa Bay Class of 2018.



**Kaitlyn
Gallant**

Kaitlyn Gallant is the Manager of our exceptional District Accounting Services. She started with Rizzetta in 2006 as a **Construction Accounting Clerk** and has progressed to her current role where she is responsible for all facets of district accounting, including preparation of financial statements, processing accounts payable and construction requisitions, reconciliation of bank statements, recording and collecting assessments, completing annual audits, and all other accounting processes that periodically require attention.

Kaitlyn received her bachelor's degree in International Business and Economics from Fitchburg State University in Massachusetts. As part of her coursework, she studied abroad in London, England.



Nicholas Shaffery

Nicholas Shaffery is our Client Relations Manager. He started working for Rizzetta & Company in 2018 and most recently served as LCAM, overseeing a portfolio of Homeowner Associations in Pasco, Hillsborough, and Manatee Counties.

Using a client-centric approach, Nicholas is responsible for building, maintaining, and strengthening client relations. He provides support to help resolve any concerns to ensure clients, board members, and residents are satisfied with our services.

Before joining Rizzetta & Company, Mr. Shaffery worked as Resident Operations Manager for First Service Residential; performed as Portfolio Manager for The Galaxy Towers Condominium Association; and has over 14 years of experience in the hospitality industry.

EXTENDED SUPPORT FOR SPRING LAKE TEAM INCLUDES:



William (Bill) Rizzetta

Bill Rizzetta is the founder and President of Rizzetta & Company and has been responsible for the overall operation of the firm for over 35 years. In that time, he participated in the establishment and management of over 150 Community Developments Districts in Florida which issued over \$3 billion in bonds in over 250 separate transactions and managed over 170 Homeowners Associations.

He received his B.S. from the U.S.F. College of Engineering and his M.B.A. from U.S.F. School of Business. He has been qualified as an expert witness and provided testimony in: bond validation hearings in circuit court; administrative hearings conducted by the State of Florida, local public hearings required for establishment of CDD's and the levy of special assessments and litigation regarding impact fee assessments.

He built Rizzetta on emphasizing the importance of giving back to the community and financially supports a variety of organizations including The Spring, Joshua House, Meals on Wheels, Athletes & Causes, Tampa Bay Heros and the Shriners. He previously served on the Board of Directors of the Tampa Lighthouse for the Blind and currently serves on the Board of Directors of the Jason Ackerman Foundation.



**Shawn
Wildermuth**

Shawn Wildermuth, our long-time Chief Financial Officer, is responsible for all financial aspects of the Rizzetta companies as well as oversees the financial reporting for our clients, including special taxing districts and community associations.

Mr. Wildermuth has over 28 years of finance and accounting experience with both public and private companies. He started his career in public accounting with Arthur Andersen in Chicago. During his career, he has gained experience in various industries, including real estate development, Professional Employer Organizations, direct marketing, and manufacturing.

Prior to joining Rizzetta & Company, he held positions as Chief Financial Officer, Controller, Director of Treasury & Budget, and Director of Finance. His responsibilities included financial reporting, accounting, finance, treasury, payroll, human resources, and computer consulting.

Mr. Wildermuth received his bachelor's degree in Accountancy from the University of Illinois at Champaign-Urbana. He is a Registered **Certified Public Accountant** in the State of Illinois and a member of the American Institute of Certified Public Accountants.



**Bob
Schleifer**

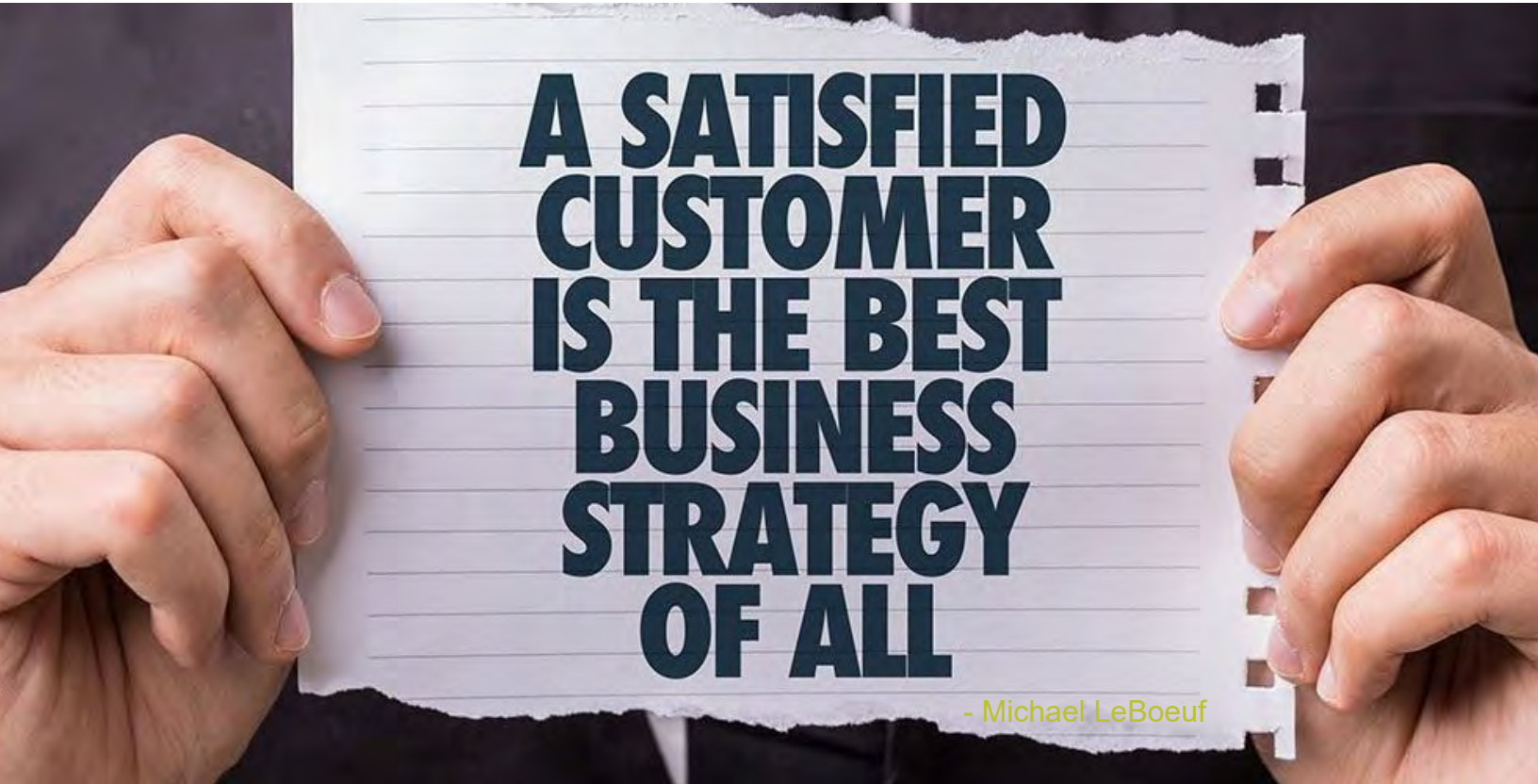
Bob Schleifer is the newly appointed Chief Operating Officer tasked with overseeing all operational areas of the Rizzetta companies including District Services, Association Services, Field and Amenity Services, Information Technology, Human Resources and Marketing. Over his 30+ years in business he has gained broad experience in real estate (management, acquisition, site selection and tenant prep), information technology (software and database development, administration, procurement, and infrastructure design), manufacturing engineering, electrical (hardware) design, statistical analysis, logistics, law enforcement, market research and political consulting.

Bob received his B. S. in Electrical Engineering from the University of Minnesota Institute of Technology and his M.B.A. from U.S.F. School of Business with a concentration in Information Systems. Bob is a veteran of the United States Army Military Police Corps.



CUSTOMER

SATISFACTION



WE EXCEED

EXPECTATIONS

The single most important factor in being successful is customer satisfaction. We understand that Spring Lake CDD has certain unique characteristics. While all have similarities, our success comes from our ability to understand the nuances of each client and adapt our services, as necessary. This approach generates the basis for long-term partnerships with clients we have represented for nearly twenty years. Our service is client-centric while ensuring the district is compliant with state statutes and fulfilling bond-holder obligations.



OUR COMMITMENT TO THE INDUSTRY

As a leader in District Management, we have a responsibility to be aware of industry-related developments and then sharing that knowledge with our clients and peers. We encourage continuing education for all staff and provide the resources needed to attend classes and conferences. Currently, Rizzetta holds memberships in the following professional organizations:

- Association of Florida Community Developers
- Community Associations Institute
- International Society of Arboriculture
- The Northeast Florida Builders Association
- The Greater Tampa Chamber of Commerce
- Florida Government Finance Officers Association
- Florida Nursery, Growers & Landscape Association
- CFO Exchange Group
- Florida Association of Special District
- Leadership Tampa Bay
- Tampa Bay Builders Association
- Urban Land Institute, Tampa Bay
- Visit Tampa Bay

GIVING BACK TO THE COMMUNITY



Rizzetta believes we have a responsibility to give back to the communities in which we operate. We have found the personal rewards of helping far exceeds any investments made.



WE BUILD

PARTNERSHIPS

THAT LAST

TESTIMONIAL

“Rizzetta & Co has provided District Management services to Country Walk for the past 10 years. The District Managers, well versed in the functioning of a CDD community, coupled with their legal and engineering staff, have been invaluable to the Board in decision making. It is evident that Rizzetta & Co have made District Management and its related services into an art form!”

Nina Siegel, Country Walk Board of Supervisors, Assistant Secretary

Municipal Advisor Disclaimer : Rizzetta & Company, Inc., does not represent the Community Development District as a Municipal Advisor or Securities Broker nor is Rizzetta & Company, Inc., registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, Rizzetta & Company, Inc., does not provide the Community Development District with financial advisory services or offer investment advice in any form.



FIELD SERVICES REPORT

SAMPLE



SPRING LAKE CDD

Lucaya Lake Club

FIELD INSPECTION REPORT



December 7, 2021

John R. Toborg – Manager, Field Services

Reviewed by Bryan Schaub – Field Services Manager &
Taylor Nielsen – District Manager



Rizzetta & Company
Professionals in Community Management

Summary, Rhodine West To East

General Updates, Recent & Upcoming Maintenance Events

- **This document, specifically written for the Spring Lake CDD, is representative of a typical Field Inspection Report provided to the landscape maintenance vendor and Board of Supervisors in Districts which have contracted Rizzetta & Co. Field Services.**
- After the November applications of fertilizers for turf, ornamentals and palms, further fertilization applications will not take place until February 2022.
- In general, there seems to be an issue with turf in several areas throughout the community. Additionally, most palms throughout the community need to be trimmed.

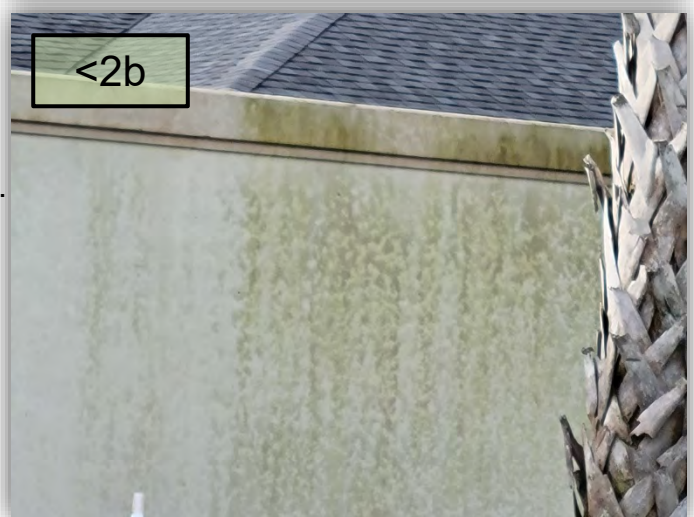
The following are action items for the Landscape Maintenance vendor to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** is for staff. **Bold, black & underlined text is information or questions for the BOS.**

1. Both the Loropetalum and Thryallis along Rhodine Road (and elsewhere) are thin and off-color. Perhaps a rejuve cut for the Thryallis in the spring and a drenching of 0.5 lbs. powdered copper sulfate pentahydrate and 0.25 lbs. fresh hydrated lime to 10 gallons of water for the Loropetalum may help to rejuvenate the color and vitality of the Loropetalum. If reclaimed water is being used for irrigation, this could also be the cause of the Loropetalum decline as this plant is not tolerant of salts commonly found in reclaimed water. (Pic 1)



2. Although not related to landscape maintenance, the perimeter masonry wall needs pressure washing. (Pics 2a & b>)

3. Most trees along the perimeter wall need to be lifted so that branches are not growing into the wall or lying on top of the wall. (Pic 3>)



Rhodine, Summerfield, Sea Foam

4. Approximately every 160' of masonry wall, where the aluminum fencing juts outward, these hedges should be maintained at a consistent height and be as tall as possible to provide as complete of a visible buffer as possible. Some are near the top of the fence, while others are 3'-4' tall and residents have hung their own buffer material on the inside of the fence. Several have volunteer invasive Brazilian Peppers in this hedge. These should be removed. (Pic 4>)



7. As mentioned in the summary, most all palms at the Sea Foam entrance need to be trimmed and mulch needs to be topped. Check remaining Flax Lily for Rust Fungus. Treat accordingly. (Pic 7)



5. When is mulch scheduled to be installed? Throughout most of the community, irrigation drip lines are exposed. (Pic 5)



6. In addition to turf being extremely thin and even missing in some areas, there are other areas where turf is off-color. Although there have been evenings in the 60's, I would think this turf should be far greener. (Pic 6>)



Rhodine Between Sea Foam and Summerfield, Summerfield Entrance

8. About half the distance between Sea Foam and Summerfield, a Sabal Palm may be beginning to fail. Fronds are senescing in an unusual pattern. This palm should be monitored and removed immediately if the cause is determined to be Lethal Bronzing (fka TPPD – Texas Phoenix Palm Decline). (Pic 8)



10. For the most part, Purple Fountain Grass has turned mostly brown throughout the community. Perhaps these grasses were infested with Spider Mites during the growing season and never treated. These should be thoroughly drenched with a miticide before being cut to a low mound if it is determined Spider Mites were the cause. (Pic 10)



9. Inspect some smaller palms at the entrance on the inbound side at Summerfield Blvd. In addition to being a lighter green, they are also beginning to display symptoms not quite like Frizzle Top, caused by a nutrient deficiency including minor elements, but the tips are dying. Ensure these receive adequate amounts of the proper fertilizer throughout the year (Pic 9)



11. During the palm trimming operation, seed pods also need to be removed. Many of these seeds germinate in the landscape beds they fall into. (Pic 11) Some ferns growing from the trunks of palms are attractive, however, I would not allow them to completely overtake the trunk. Perhaps up to a height of 8'-10' could be maintained fern-free. (Pic 11)



Summerfield From Rhodine To Lake Lucaya, Eastern Side, South Border

12. Hedges along Summerfield (and elsewhere) need to be maintained at a uniform height. (Pic 12)



13. As mentioned previously, there are turf issues throughout the community. Here at Summerfield and Lake Lucaya, there also appears to be a concentrated area of poor turf beneath a streetlight which MAY indicate Mole Crickets. Diagnose and treat accordingly. (Pic 13)



14. Inspect the Dwarf India Hawthorn which is exhibiting reddish spots, which typically indicates Entomosporium and will result in leaf drop and plant failure. Treat accordingly.

15. Beds that used to be full of a particular plant that now contain only one or two isolated plants, should be refurbished or remaining plants should be removed.

16. Brazilian Peppers need to be removed from the SE corner of the western side of the community along Summerfield. (see below)



17. Does the CDD require a mow path to be established in front of the fence on the southern side of the eastern half of the property? (Pic 17)



18. Spot treat Spurge and other weeds in the Summerfield ROWs.

19. It appears there is damage being caused to the turf on the east side of Summerfield on the slope between the sidewalk and wall. I feel smaller mowers need to be used here, as in some areas, no turf remains.

20. All palms in the pocket park between Spring Point Circle and Abaco Island Ave. have full petticoats and need to be trimmed.

Abaco Island Pocket Park

21. As mentioned earlier, some areas of turf decline can be attributed to foot traffic, however, others cannot. This area inside the pocket park is outside the open play area yet is still in serious decline. Vendor needs to identify or take samples to a testing lab in order to identify the cause so it can be target treated. (Pic 21)



22. Hand pull tall grassy weeds from the beds inside the pocket park. (Pic 22)



23. Hand remove water shoots from all trees.

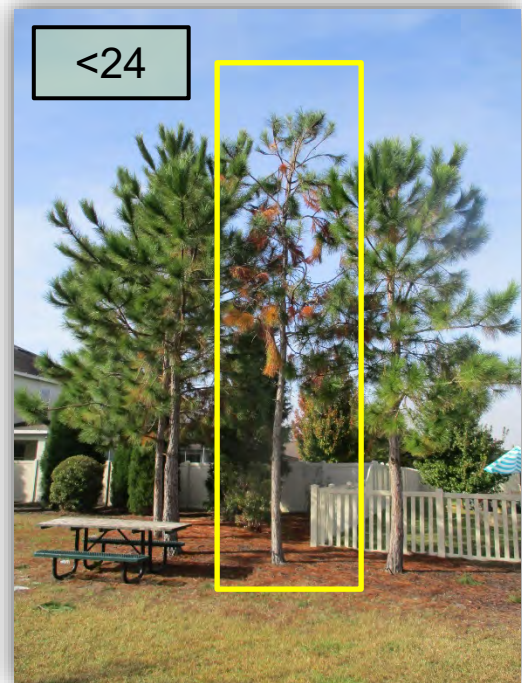
24. Investigate dieback on a Pine tree in the pocket park. I did not see any pin holes or gathered sawdust at the base of the tree which may indicate pine borers. Diagnose and treat accordingly. (Pic 24>)

25. In addition to the Pine, there are other trees that need to be, at minimum, trimmed, or preferably removed as both are near dead. (Pic 25)



26. In addition to the trees shown above, there is another Holly to the south of these that is also dead. It should be removed. There are galls present on several of the limbs. Bark is also missing all the way around the circumference of the trunk. (Pic 26>)

27. However, in the same area as Item 26, there is also a drip line without a flood bubbler or emitter on the end, rendering this zone in disrepair. (Pic 27>)



Abaco Island Pocket Park

28. Make sure all active fire ant mounds are being treated. Once mound is dead, crews should return to rake out dirt to re-expose turf or mulch.

29. Similar to Item 21, there is another very poor section of turf at the SE corner of the pocket park. Also in this area, Washington Palms were recently installed, however, the ground below was not brought back to its original condition, nor were water saucers formed around the root balls of the palms and one palm was left bundled.

(Pics 29a, b & c>)



Verawood

30. I am requesting a proposal for two Washington Palms to be replaced at the entrance at Verawood Dr. & Rhodine. Why have these not been removed and replaced? (Pic 30a & b)



31. All palms at the Verawood entrance also have full petticoats. The third palm in from Rhodine on Verawood is declining. Diagnose and treat accordingly unless the cause is Lethal Bronzing. (Pic 31>)

32. There are also bare areas in the beds at the Verawood entrance as well as an indication of a previously removed palm. (Pic 32>)

33. Turf is also very off-color on both sides of the Verawood entrance.



Proposals

1. Landscape vendor to provide a proposal to complete the front tip of the Sea Foam entrance median with a new plant, especially along the inbound side. The Flax Lily here has been missing since at least February. Perhaps another plant with a similar color can be used in its place, such as 3 Gal., FULL Variegated Confederate Jasmine on 24" centers. The Liriope on this side of the median has also failed. Prior to replacement, ensure there are no other factors at play such as fungus, insects or even irrigation issues. (Pic 1)



2. Landscape vendor to provide a proposal to refurbish several beds within the pocket park where plants have failed. Surrounding plants (mostly Downy Jasmine) although flower white, are mostly green. Perhaps a replacement of a plant with color (3 Gal., FULL Mammy Croton or Copperleaf Plant) can be installed. However, prior to installation, vendor must ensure there is 100% working irrigation with FULL coverage. If not, irrigation retrofitting must also be included in the proposal. (Pic 2>)

3. Landscape vendor to provide a proposal to remove and replace two dead Washington Palms at the entrance at Verawood and Rhodine. Replacements shall be same variety and size and trunk structure as those removed. (Pics 3a & b)



Spring Lake CDD - Action Item List

January 25th, 2022

Action Item Description	Responsible	Open Date	Date Due	Status	Comments
Lake Lucaya stocking of Shell Cracker and other fish species to aid in midge fly control and health of lake..	Cardno	2/3/21	Moved to March Meeting		Cardo working on recommendations
Cardno to prepare planting plan for Lake Lucaya based on developer plan.	Cardno	4/10/21	Moved to March Meeting		Plantings approved by the Board of Supervisors and is in process. Review with Patrick from Cardno in February meeting.
Ryan's last home build RR and PC to make sure turf is in place with no bare space left on CDD property	District Manager	4/6/21	February	In Process	Kolter and Site Masters met with Chair, PC and RR. Kolter agreed to pay for irrigation modifications which will be billed to district through Brightview. Project is underway.
Blue Pacific Property Encroachments and Fence Line Maintenance of CDD Property.	District Manager	6/1/21	February	In Process	Recap in February Agenda. Good results to date.
Land Transfer of Tract D from HOA to CDD in Legal	Michael Eckert and Phil Chang	6/1/21	February	In Process	HOA and CDD Legal working on transfer, 9/8/2021 HOA has signed agreement will be in front of Board in December for final signature.
Land Transfer of Tract E to HOA from CDD with CDD easement rights to Tract E rear portion which would remain CDD	Michael Eckert and Phil Chang	6/1/21	February	In Process	District Engineer working with County to replat. Hoping for December approval by Board
RFP Landscape	Paul Woods	7/15/21	March Meeting	In Process	RFP Mandatory meeting to be 1/28/2022 starting the second bid package. Will report during meeting on participation.
11503 Lucaya Lake Drive - Possible Garden on CDD Property	District Manager	7/23/21		Pending	Possible Garden on CDD property will get photo and send removal letter. Pending photo.
New Lake Rules	District Manager	1/4/22	Continued to February for Registrations	In Process	Eblast through Town Square. And several applications completed at this time. Will target existing applications with personal contact.
RFP Management	Michael Eckert	1/4/22	February Meeting	In Process	Legal addressing.
Final Walk Through	RR and Chair with Phil	1/4/22	TBD		To be scheduled. Board should provide any concerns in email to DM

SPRING LAKE COMMUNITY DEVELOPMENT DISTRICT

January 4, 2022 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors of the Spring Lake Community Development District was held on **Tuesday, January 4, 2022 at 6:30 p.m.** at The Clubhouse at Lucaya Lake located at 11301 Lake Lucaya Dr., Riverview, FL 33579.

1. CALL TO ORDER/ROLL CALL

Rick Reidt called the Regular Meeting of the Board of Supervisors of the Spring Lake Community Development District to order on **Tuesday, January 4, 2022 at 6:31 p.m.**

Board Members Present and Constituting a Quorum:

Warren Keipper	Chair
Ruth Brown	Vice-Chair
William Kidwell	Supervisor
Chrissy Nieves	Supervisor
Tom Bigelow	Supervisor

Staff Members Present:

Rick Reidt	District Manager, Meritus	
Michael Eckert	District Counsel, Kutak Rock	
Phil Chang	District Engineer, Johnson Engineering	<i>via conference call</i>

There were approximately 50 audience members in attendance.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were 11 resident comments, including a comment about experiences with Meritus, concerns over the lake plant survival and overspray, and many comments on the pros and cons of approving a waiver or variance for Mr. Watt.

3. STAFF REPORTS

A. District Engineer

i. Work Authorization Number 22-001 Water Management System Report

The Board tabled this item until the February meeting and asked for Mr. Chang to compare the reserve study and provide a more detailed breakdown of costs.

ii. Work Authorization Number 22-002 Tract E Survey for Parcel Split

The Board reviewed the work authorization for the Tract E Survey for the parcel split.

46 MOTION TO: Approve Work Authorization 22-022 subject to
47 reaching an agreement with the Lucaya Lake HOA to
48 share the cost 50/50 as the District has assumed all
49 prior costs of the remapping which benefits both
50 parties.
51 MADE BY: Supervisor Keipper
52 SECONDED BY: Supervisor Brown
53 DISCUSSION: None further
54 RESULT: Called to Vote: Motion PASSED
55 5/0 - Motion Passed Unanimously

56
57 **iii. Review of Property Mapping**
58

59 The Board reviewed the mapping. Supervisor Brown suggested the following modifications, which
60 the Board approved by consensus and Mr. Chang will implement:

- 61 • The two county lift stations are maintained by the CCD for landscape purposes even
62 though the county owns the property. They should be hash marked with explanation on
63 landscape maintenance.
- 64 • The Rhodine frontage which is owned by the county should also be hash marked.
- 65 • The Summerfield Center islands and right of ways should also be hash marked.
- 66 • The CDD lake shore areas will be identified on the updated map.

67
68 There was a brief discussion on changing the notations on boundary walls. Mr. Eckert discussed
69 the changes to the HOA Declaration and that the a prior version of the map included language
70 from the revised HOA Declaration. After consultation with Mr. Eckert, the notations will remain
71 unchanged.

72
73 Mr. Chang will modify the map and get the draft copy to Mr. Reidt to use in the RFP.
74

75 **B. OLM – Paul Woods**

76 **i. Review of RFP for Landscape with Revised Timeline**
77

78 Mr. Woods reviewed the RFP and timeline for the process with the Board. The mapping is being
79 revised to more clearly - reflect county-owned areas that are being maintained by the CDD and the
80 lake shore area maintenance by a homeowner of the CDD. The dog stations and trash cans were
81 also reviewed; Mr. Reidt will check with Steve Horan.
82
83
84

85 **C. District Counsel**

86 **i. District Management Proposals**

- 87 *a. DPFG Management & Consulting & Vesta Property Services*
88 *b. Governmental Management Services*
89 *c. Halifax Solutions*
90 *d. Inframark*
91 *e. Rizzetta & Company*
92

93 Mr. Eckert explained and received approval of the Board for the presentation process from the
94 different companies making proposals. Vendors then presented in the order listed above and
95 individually responded to the Board's questions.
96

97 The Board tabled any decisions until the next meeting with each proposer to provide their meeting
98 times so members of the Board may attend some of their other meetings. The Board may also
99 choose to contact a representative of each company individually with any additional questions.
100

101 **ii. Consideration of Resolution 2022-03; Prompt Payment Policy**

102
103 Mr. Eckert reviewed the resolution with the Board.
104

MOTION TO:	Approve Resolution 2022-03.
MADE BY:	Supervisor Kidwell
SECONDED BY:	Supervisor Brown
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

111 **iii. Discussion on Morgan Watt Waiver**

112
113
114 Mr. Eckert explained the parameters of the Board's authority under the rules of procedure. Mr. Watt
115 then presented his request to the Board with a video presentation. The Board and Mr. Brown played
116 two additional videos at the request of Supervisor Brown. The Board asked Mr. Eckert and Mr.
117 Watt some questions. Mr. Eckert requested for all videos to be retained in the permanent record of
118 the District. The Board continued to discuss the waiver request.
119

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127

MOTION TO:	Table any decision on the request until the February meeting.
MADE BY:	Supervisor Kidwell
SECONDED BY:	Supervisor Brown
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

128
129
130
131

D. District Manager
i. Action Item List

132 Mr. Reidt reviewed the action item list with the Board. The vessel stickers will be arriving on
133 Friday, and registration of the vessels will begin the next week. The forms and rules will be
134 modified per legal and Supervisor Brown’s request and then will be placed on the website with
135 directions to set up an appointment for motorized inspection and mail-in for non-motorized. An
136 eblast with this information will be sent through Town Square by the District as soon as it is
137 available. An eblast will also be sent regarding protection of the lake plantings.

138
139
140

4. BUSINESS ITEMS

A. Discussion on Palm Trimming Proposal

141
142
143 Mr. Reidt requested for the Board to take no action on the palm trimming proposal as he and the
144 Chair had discussed; Mr. Reidt will get some outsourced competitive proposals. The Board agreed.

145
146

B. General Matters of the District

147
148 There were no general matters to discuss.

149
150
151

5. CONSENT AGENDA

- 152 **A. Consideration of Minutes of the Board of Supervisors Public Hearing and**
- 153 **Regular Meeting December 7, 2021**
- 154 **B. Consideration of Operations and Maintenance Expenditures November 2021**
- 155 **C. Review of Financial Statements Month Ending November 30, 2021**

156
157 The Board reviewed the Consent Agenda items.
158

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MOTION TO:	Approve all of the Consent Agenda items.
MADE BY:	Supervisor Bigelow
SECONDED BY:	Supervisor Keipper
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

Supervisor Kidwell and Supervisor Bigelow expressed concerns regarding Cardno’s planting by surprise and failure rate. The plants were to be on 3’ centers but are failing. Cardno will be attending the February meeting to show where the plantings were made and address the Board’s questions.

Supervisor Brown reviewed the upcoming final walk through of Phase 4. The Board should send any concerns to Mr. Reidt for review during the walk through. The Board by consensus appointed Supervisor Keipper as the representative on the walk through.

A few audience comments were made against granting a variance to Mr. Watt.

7. ADJOURNMENT

MOTION TO:	Adjourn at 11:02 p.m.
MADE BY:	Supervisor Brown
SECONDED BY:	Supervisor Kidwell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

192 *These minutes were done in summary format.

193

194 *A copy of the audio recording is available on request.

195

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

199

200 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
201 meeting held on _____.

202

203

204 _____
Signature

205

206 _____

207 Printed Name

208

209 Title:

- 210 Secretary
- 211 Assistant Secretary

212

213

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216

217

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Signature

Printed Name

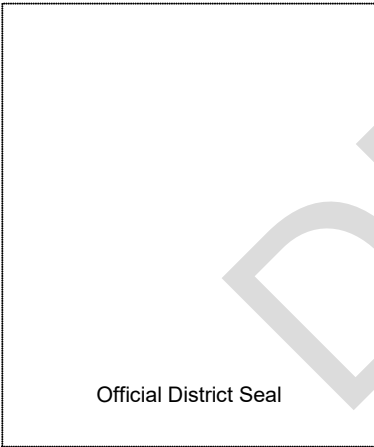
Title:

- Chairman
- Vice Chairman

Recorded by Records Administrator

Signature

Date



Lucaya Lake Club Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
BrightView	7646180	\$ 9,649.00		Landscape Maintenance - December 2021
Meritus Districts	11115	6,408.84		District Management Service - December 2021
Meritus Districts	11207	5,000.00	\$ 11,408.84	Dissemination Services - FY2021 True-up
		\$ 21,057.84		
		\$ 0.00		
Tampa Electric	211001371262 121721	\$ 435.39		Electric Service thru 12/13/2021
Tampa Electric	211001371445 121721	4,636.50		Electric Service thru 12/13/2021
Tampa Electric	211001371635 121721	667.08		Electric Service thru 12/13/2021
Tampa Electric	211005013209 121721	40.89		Electric Service thru 12/13/2021
Tampa Electric	221000910945 122021	2,730.60		Electric Service thru 12/14/2021
Tampa Electric	221007738356 121721	460.68		Electric Service thru 12/13/2021
Tampa Electric	221007741822 121721	531.56		Electric Service thru 12/13/2021
Tampa Electric	221007753553 122021	389.81		Electric Service thru 12/14/2021
Tampa Electric	221008035422 121721	981.73	\$ 10,874.24	Electric Service thru 12/13/2021
ADA Site Compliance	2046	\$ 1,500.00		ADA Consulting - 12/6/21
Cardno	323662	7,405.00		Planting & Maintenance - 12/07/2021
Cardno	323899	1,285.00	\$ 8,690.00	Lake Management and Qtrly Open Wtr Maint. - 12/13/2021
Egis	14669	33,093.00		Policy Renewal - 310012172 10/1/2021-

**Lucaya Lake Club Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
				10/1/2022
Johnson Engineering Inc.	12	475.00		Professional Services thru 12/05/2021
Lerner Reporting Services, Inc.	291	5,000.00		Annual Disclosure Fee - 11/29/2021
Supervisor: Mary Christiana Nieves	MN 120621	200.00		Supervisor Fee - 12/06/2021
Supervisor: Ruth Brown	RB 120621	200.00		Supervisor Fee - 12/06/2021
Supervisor: Thomas Bigelow	TB 120621	200.00		Supervisor Fee - 12/06/2021
Supervisor: Warren Keipper	WK 120621	200.00		Supervisor Fee - 12/06/2021
Supervisor: William Kidwell	WMK 120621	200.00	\$ 1,000.00	Supervisor Fee - 12/06/2021
Tampa Electric	119700092221	503.50		Meeting Schedule - 09/22/2021
Regular Services Sub-Total		\$ 50,261.50		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 82,193.58		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

Chairman Vice Chairman Assistant Secretary

ADA Site Compliance
 6400 Boynton Beach Blvd 742721
 Boynton Beach, FL 33474
 accounting@adasitecompliance.com



Invoice

BILL TO
 Spring Lake CDD

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2046	12/06/2021	\$1,500.00	12/20/2021	14	

DESCRIPTION	QTY	RATE	AMOUNT
Technological Auditing, Compliance Shield, Customized Accessibility Policy, and Consulting with Accessibility and Compliance Experts	1	1,500.00	1,500.00

BALANCE DUE

\$1,500.00

Lerner Reporting Services, Inc.
 3014 W Palmira Ave, Suite 301
 Tampa, FL 33629
 (813) 786-2094

Invoice

Date	Invoice #
11/29/2021	291

Bill To
Spring Lake CDD c/o Rick Reidt, Meritus Districts 5680 W. Cypress Street, Suite A Tampa, FL 33607

P.O. No.	Terms	Project

Quantity	Description	Amount
	Spring Lake CDD FY21/22 Annual Disclosure Fee <div style="text-align: center;"> <p>51300 3104 RL02</p> </div>	5,000.00

Please mail to: Lerner Reporting Services, Inc. 3014 W. Palmira Avenue, Suite 301 Tampa, FL 33629	Direct all questions to: Leah Popelka lpopelka@lerneradvisors.com (813) 786-2094	Total	\$5,000.00
--	---	--------------	-------------------

Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

INVOICE NO.: 11207
DATE: 12/16/2021
DUE DATE: 12/16/2021

BILLING ADDRESS
Spring Lake CDD
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Dissemination Services Dissemination Services- FY2021 True up to Budget	5,000.00	5,000.00
SUBTOTAL			5,000.00
NEW CHARGES			
TOTAL			5,000.00

Meritus Districts

2005 Pan Am Circle
 Suite 300
 Tampa, FL 33607

Voice: 813-397-5121
 Fax: 813-873-7070

INVOICE

INVOICE NO.: 11115

DATE: 12/14/2021

DUE DATE: 12/14/2021

BILLING ADDRESS
 Spring Lake CDD
 2005 Pan Am Circle, Suite 300
 Tampa, FL 33607

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
	District Management Services December		3,750.00
	Website Administration		125.00
3	Dissemination Services October, November, December	833.33	2,499.99
	Postage October		11.70
131	Copies BW October	0.15	19.65
5	Copies Color October	0.50	2.50

SUBTOTAL	6,408.84
NEW CHARGES	
TOTAL	6,408.84



SPRING LAKE CDD
11081 RHODINE RD PMP
RIVERVIEW, FL 33579-0000

Statement Date: 12/17/2021
Account: 211001371262

Current month's charges:	\$435.3
Total amount due:	\$435.3
Payment Due By:	01/07/2022



Your Account Summary

Previous Amount Due	\$235.26
Payment(s) Received Since Last Statement	-\$235.26
Current Month's Charges	\$435.39
Total Amount Due	\$435.39

Received
DEC 27 2021



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See reverse side for more information

Account: 211001371262

Current month's charges:	\$435.39
Total amount due:	\$435.39
Payment Due By:	01/07/2022

Amount Enclosed \$ 610642978339

SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607-6008

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6106429783392110013712620000000435397

Account: 211001371262
Statement Date: 12/17/2021
Current month's charges due 01/07/2022



Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: 11081 RHODINE RD PMP, RIVERVIEW, FL 33579-0000

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	Previous Reading	Total Used	Multiplier	Billing Period
1000852334	12/13/2021	14,466	10,625	3,841 kWh	1	32 Days

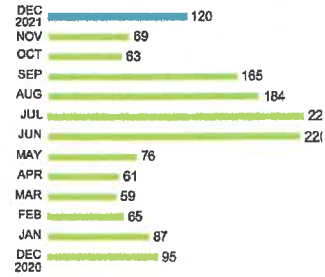
Basic Service Charge				\$18.06	
Energy Charge		3,841 kWh @ \$0.06076/kWh		\$233.38	
Fuel Charge		3,841 kWh @ \$0.04255/kWh		\$163.43	
Storm Protection Charge		3,841 kWh @ \$0.00251/kWh		\$9.64	
Florida Gross Receipt Tax				\$10.88	
Electric Service Cost				\$435.39	

Total Current Month's Charges

\$435.39

Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



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Statement Date: 12/17/2021
Account: 211001371445

SPRING LAKE CDD
LUCAYA LAKE CLUB PH1A & BL
RIVERVIEW, FL 33579-0000



Current month's charges:	\$4,636.50
Total amount due:	\$4,636.50
Payment Due By:	01/07/2022

Your Account Summary

Previous Amount Due	\$4,636.50
Payment(s) Received Since Last Statement	-\$4,636.50
Current Month's Charges	\$4,636.50
Total Amount Due	\$4,636.50

Received
DEC 27 2021



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Account: 211001371445

Current month's charges:	\$4,636.50
Total amount due:	\$4,636.50
Payment Due By:	01/07/2022

Amount Enclosed \$
610642978340

SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6106429783402110013714450000004636502

Account: 211001371445
Statement Date: 12/17/2021
Current month's charges due 01/07/2022



Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: LUCAYA LAKE CLUB PH1A & BL, RIVERVIEW, FL 33579-0000

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	2650 kWh @ \$0.02734/kWh	\$72.45
Fixture & Maintenance Charge	119 Fixtures	\$1876.70
Lighting Pole / Wire	119 Poles	\$2562.07
Lighting Fuel Charge	2650 kWh @ \$0.04187/kWh	\$110.96
Storm Protection Charge	2650 kWh @ \$0.00354/kWh	\$9.38
Florida Gross Receipt Tax		\$4.94
Lighting Charges		\$4,636.50

Total Current Month's Charges **\$4,636.50**

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Important Messages

Important Rate Information for Lighting Customers

The Florida Public Service Commission recently approved an increase to Tampa Electric's base rates, to increase production of clean, green energy and to make it easier for customers to do business with us. Visit tampaelectric.com/RateCommunications to review the new lighting rates, which take effect in January 2022.

SPRING LAKE CDD
LUCAYA LAKE CLB, PH 1B
RIVERVIEW, FL 33579-0000

Statement Date: 12/17/2021
Account: 211001371635

Current month's charges:	\$667.08
Total amount due:	\$667.08
Payment Due By:	01/07/2022



Your Account Summary

Previous Amount Due	\$667.08
Payment(s) Received Since Last Statement	-\$667.08
Current Month's Charges	\$667.08
Total Amount Due	\$667.08



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See reverse side for more information

Account: 211001371635

Current month's charges:	\$667.08
Total amount due:	\$667.08
Payment Due By:	01/07/2022

Amount Enclosed \$ _____
610642978341

SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6106429783412110013716350000000667083

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Account: 211001371635
Statement Date: 12/17/2021
Current month's charges due 01/07/2022



Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: LUCAYA LAKE CLB, PH 1B, RIVERVIEW, FL 33579-0000

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	76 kWh @ \$0.02734/kWh	\$2.08
Fixture & Maintenance Charge	4 Fixtures	\$49.96
Lighting Pole / Wire	4 Poles	\$86.12
Lighting Fuel Charge	76 kWh @ \$0.04187/kWh	\$3.18
Storm Protection Charge	76 kWh @ \$0.00354/kWh	\$0.27
Florida Gross Receipt Tax		\$0.14

Lighting Charges

\$141.75

Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: LUCAYA LAKE CLB, PH 1B, RIVERVIEW, FL 33579-0000

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	343 kWh @ \$0.02734/kWh	\$9.38
Fixture & Maintenance Charge	13 Fixtures	\$219.85
Lighting Pole / Wire	13 Poles	\$279.89
Lighting Fuel Charge	343 kWh @ \$0.04187/kWh	\$14.36
Storm Protection Charge	343 kWh @ \$0.00354/kWh	\$1.21
Florida Gross Receipt Tax		\$0.64

Lighting Charges

\$525.33

Total Current Month's Charges

\$667.08

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Important Messages

Important Rate Information for Lighting Customers

The Florida Public Service Commission recently approved an increase to Tampa Electric's base rates, to increase production of clean, green energy and to make it easier for customers to do business with us. Visit tampaelectric.com/RateCommunications to review the new lighting rates, which take effect in January 2022.

Statement Date: 12/17/2021
Account: 211005013209

LUCAYA LAKE CLUB HOA INC
SPRING LAKE COMMUNITY
11309 RHODINE RD
RIVERVIEW, FL 33579-7715

Current month's charges:	\$40.89
Total amount due:	\$40.89
Payment Due By:	01/07/2022



Your Account Summary

Previous Amount Due	\$36.97
Payment(s) Received Since Last Statement	-\$36.97
Current Month's Charges	\$40.89
Total Amount Due	\$40.89



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WAYS TO PAY YOUR BILL

mail phone online pay agent

See reverse side for more information

Account: 211005013209

Current month's charges:	\$40.89
Total amount due:	\$40.89
Payment Due By:	01/07/2022
Amount Enclosed	\$

632865170365

LUCAYA LAKE CLUB HOA INC
SPRING LAKE COMMUNITY
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6328651703652110050132090000000040898

Account: 211005013209
Statement Date: 12/17/2021
Current month's charges due 01/07/2022



Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: 11309 RHODINE RD, RIVERVIEW, FL 33579-7715

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000538079	12/13/2021	2,247		2,041		206 kWh	1	32 Days

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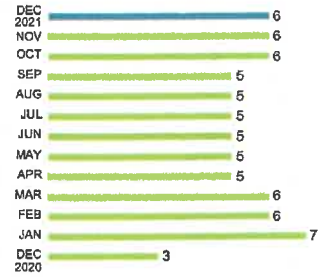
Basic Service Charge						\$18.06	
Energy Charge		206 kWh @ \$0.06076/kWh				\$12.52	
Fuel Charge		206 kWh @ \$0.04255/kWh				\$8.77	
Storm Protection Charge		206 kWh @ \$0.00251/kWh				\$0.52	
Florida Gross Receipt Tax						\$1.02	
Electric Service Cost						\$40.89	

Total Current Month's Charges

\$40.89

Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



Statement Date: 12/17/2021
Account: 221007738356

SPRING LAKE CDD
LUCAYA LAKE CLUB PH 4B, LIGHTS
RIVERVIEW, FL 33579-0000



Current month's charges:	\$460.6
Total amount due:	\$460.6
Payment Due By:	01/07/202

Your Account Summary

Previous Amount Due	\$460.68
Payment(s) Received Since Last Statement	-\$460.68
Current Month's Charges	\$460.68
Total Amount Due	\$460.68



Donate today to help pay energy bills for families in need in our community.

tampaelectric.com/share

00000036-0000762-Page 27 of 38

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

One Less Worry :)

Paperless = Worry less! **Free eBill signup:** tampaelectric.com/paperless



To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221007738356

Current month's charges:	\$460.68
Total amount due:	\$460.68
Payment Due By:	01/07/2022

Amount Enclosed \$ 647679948535

SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6476799485352210077383560000000460686

Account: 221007738356
Statement Date: 12/17/2021
Current month's charges due 01/07/2022



Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: LUCAYA LAKE CLUB PH 4B, LIGHTS, RIVERVIEW, FL 33579-0000

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	247 kWh @ \$0.02734/kWh	\$6.75
Fixture & Maintenance Charge	13 Fixtures	\$162.37
Lighting Pole / Wire	13 Poles	\$279.89
Lighting Fuel Charge	247 kWh @ \$0.04187/kWh	\$10.34
Storm Protection Charge	247 kWh @ \$0.00354/kWh	\$0.87
Florida Gross Receipt Tax		\$0.46

Lighting Charges **\$460.68**

Total Current Month's Charges **\$460.68**

00000035-0000763-Page 23 of 38

Important Messages

Important Rate Information for Lighting Customers

The Florida Public Service Commission recently approved an increase to Tampa Electric's base rates, to increase production of clean, green energy and to make it easier for customers to do business with us. Visit tampaelectric.com/RateCommunications to review the new lighting rates, which take effect in January 2022.

SPRING LAKE CDD
LUCAYA LAKE CLUB PH 4C, LIGHTS
RIVERVIEW, FL 33579

Statement Date: 12/17/2021
Account: 221007741822

Current month's charges:	\$531.56
Total amount due:	\$531.56
Payment Due By:	01/07/2022



Your Account Summary

Previous Amount Due	\$531.56
Payment(s) Received Since Last Statement	-\$531.56
Current Month's Charges	\$531.56
Total Amount Due	\$531.56

Received
DEC 27 2021



Donate today to help pay energy bills for families in need in our community.

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00000036-0000753-Page 9 of 38

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

One Less Worry :)

Paperless = Worry less! Free eBill signup: tampaelectric.com/paperless



To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



See reverse side for more information

Account: 221007741822

Current month's charges:	\$531.56
Total amount due:	\$531.56
Payment Due By:	01/07/2022

Amount Enclosed \$ 647679948536

SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6476799485362210077418220000000531563

Account: 221007741822
Statement Date: 12/17/2021
Current month's charges due 01/07/2022



Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: LUCAYA LAKE CLUB PH 4C, LIGHTS, RIVERVIEW, FL 33579

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	285 kWh @ \$0.02734/kWh	\$7.79
Fixture & Maintenance Charge	15 Fixtures	\$187.35
Lighting Pole / Wire	15 Poles	\$322.95
Lighting Fuel Charge	285 kWh @ \$0.04187/kWh	\$11.93
Storm Protection Charge	285 kWh @ \$0.00354/kWh	\$1.01
Florida Gross Receipt Tax		\$0.53

Lighting Charges **\$531.56**

Total Current Month's Charges **\$531.56**

00000035-0000754-Page 11 of 38

Important Messages

Important Rate Information for Lighting Customers

The Florida Public Service Commission recently approved an increase to Tampa Electric's base rates, to increase production of clean, green energy and to make it easier for customers to do business with us. Visit tampaelectric.com/RateCommunications to review the new lighting rates, which take effect in January 2022.

Statement Date: 12/17/2021
Account: 221008035422

SPRING LAKE CDD
LUCAYA LAKE CLUB PHASE 4D, LIGHTS
RIVERVIEW, FL 33579



Current month's charges:	\$981.73
Total amount due:	\$981.73
Payment Due By:	01/07/2022

Your Account Summary

Previous Amount Due	\$981.73
Payment(s) Received Since Last Statement	-\$981.73
Current Month's Charges	\$981.73
Total Amount Due	\$981.73



Donate today to help pay energy bills for families in need in our community.


tampaelectric.com/share

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

00000036-0000765-Page 33 of 38

One Less Worry :)

Paperless = Worry less! Free eBill signup: tampaelectric.com/paperless



To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL

mail phone online pay agent

See reverse side for more information

Account: 221008035422

Current month's charges:	\$981.73
Total amount due:	\$981.73
Payment Due By:	01/07/2022
Amount Enclosed	\$

647679948537

SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6476799485372210080354220000000981735

Account: 221008035422
Statement Date: 12/17/2021
Current month's charges due 01/07/2022



Details of Charges – Service from 11/12/2021 to 12/13/2021

Service for: LUCAYA LAKE CLUB PHASE 4D, LIGHTS, RIVERVIEW, FL 33579

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	494 kWh @ \$0.02734/kWh	\$13.51
Fixture & Maintenance Charge	26 Fixtures	\$324.74
Lighting Pole / Wire	26 Poles	\$559.78
Lighting Fuel Charge	494 kWh @ \$0.04187/kWh	\$20.68
Storm Protection Charge	494 kWh @ \$0.00354/kWh	\$1.75
Florida Gross Receipt Tax		\$0.92
Franchise Fee		\$60.35
Lighting Charges		\$981.73

Total Current Month's Charges

\$981.73

0000036-0000766-Page 35 of 39

Important Messages

Important Rate Information for Lighting Customers

The Florida Public Service Commission recently approved an increase to Tampa Electric's base rates, to increase production of clean, green energy and to make it easier for customers to do business with us. Visit tampaelectric.com/RateCommunications to review the new lighting rates, which take effect in January 2022.



ACCOUNT INVOICE

tampaelectric.com | f t p s i n

SPRING LAKE CDD
LUCAYA LAKE CLUB PH1C
RIVERVIEW, FL 33579-0000

Statement Date: 12/20/2021
Account: 221000910945

Current month's charges:	\$2,730.66
Total amount due:	\$2,730.66
Payment Due By:	01/10/2022

Your Account Summary

Previous Amount Due	\$2,730.77
Payment(s) Received Since Last Statement	-\$2,730.77
Current Month's Charges	\$2,730.66
Total Amount Due	\$2,730.66



Donate today to help pay energy bills for families in need in our community.

tampaelectric.com/share

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

One Less Worry :)

Paperless = Worry less! Free eBill signup: tampaelectric.com/paperless



To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221000910945

Current month's charges:	\$2,730.66
Total amount due:	\$2,730.66
Payment Due By:	01/10/2022

Amount Enclosed \$
683482298904



SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318



ACCOUNT INVOICE

tampaelectric.com | [f](#) [t](#) [p](#) [g](#) [in](#)

Account: 221000910945
Statement Date: 12/20/2021
Current month's charges due 01/10/2022

Details of Charges – Service from 11/13/2021 to 12/14/2021

Service for: LUCAYA LAKE CLUB PH1C, RIVERVIEW, FL 33579-0000

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	1626 kWh @ \$0.02734/kWh	\$44.45
Fixture & Maintenance Charge	77 Fixtures	\$951.53
Lighting Pole / Wire	77 Poles	\$1657.81
Lighting Fuel Charge	1626 kWh @ \$0.04187/kWh	\$68.08
Storm Protection Charge	1626 kWh @ \$0.00354/kWh	\$5.76
Florida Gross Receipt Tax		\$3.03
Lighting Charges		\$2,730.66

Total Current Month's Charges \$2,730.66

00003617-0014735- Page 9 of 12

Important Messages

Important Rate Information for Lighting Customers

The Florida Public Service Commission recently approved an increase to Tampa Electric's base rates, to increase production of clean, green energy and to make it easier for customers to do business with us. Visit tampaelectric.com/RateCommunications to review the new lighting rates, which take effect in January 2022.





ACCOUNT INVOICE

tampaelectric.com | [f](#) [t](#) [p](#) [g+](#) [v](#) [in](#)

SPRING LAKE CDD
RHODINE RD PH 4A, LIGHTS
RIVERVIEW, FL 33579-0000

Statement Date: 12/20/2021
Account: 221007753553

Current month's charges:	\$389.81
Total amount due:	\$389.81
Payment Due By:	01/10/2022

Your Account Summary

Previous Amount Due	\$389.81
Payment(s) Received Since Last Statement	-\$389.81
Current Month's Charges	\$389.81
Total Amount Due	\$389.81



Donate today to help pay energy bills for families in need in our community.

tampaelectric.com/share

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

One Less Worry :)

Paperless = Worry less! Free eBill signup: tampaelectric.com/paperless



To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221007753553

Current month's charges:	\$389.81
Total amount due:	\$389.81
Payment Due By:	01/10/2022

Amount Enclosed \$
615581249905

00003617 02 AV 0.42 33607 FTECO112202122465110 00000 02 01000000 004 02 7479 006



SPRING LAKE CDD
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607-6008

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6155812499052210077535530000000389819

00003617-0014731-Page 1 of 12





ACCOUNT INVOICE

tampaelectric.com



Account: 221007753553
Statement Date: 12/20/2021
Current month's charges due 01/10/2022

Details of Charges – Service from 11/13/2021 to 12/14/2021

Service for: RHODINE RD PH 4A, LIGHTS, RIVERVIEW, FL 33579-0000

Rate Schedule: Lighting Service

Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	209 kWh @ \$0.02734/kWh	\$5.71
Fixture & Maintenance Charge	11 Fixtures	\$137.39
Lighting Pole / Wire	11 Poles	\$236.83
Lighting Fuel Charge	209 kWh @ \$0.04187/kWh	\$8.75
Storm Protection Charge	209 kWh @ \$0.00354/kWh	\$0.74
Florida Gross Receipt Tax		\$0.39

Lighting Charges **\$389.81**

Total Current Month's Charges **\$389.81**

00009617-0014732- Page 3 of 12

Important Messages

Important Rate Information for Lighting Customers

The Florida Public Service Commission recently approved an increase to Tampa Electric's base rates, to increase production of clean, green energy and to make it easier for customers to do business with us. Visit tampaelectric.com/RateCommunications to review the new lighting rates, which take effect in January 2022.





Check Remittance:
 Cardno, Inc.
 P.O. Box 123422
 Dallas, TX 75312-3422

INVOICE

EFT Remittance:
 Account Name: Cardno, Inc.
 Bank Name: HSBC Bank USA, NA
 ABA Number: 123006389
 Account Number: 447006894
 Email Notification: CBS.EFT@cardno.com
 Taxpayer ID No. 45-2663666

Corporate Headquarters: 10004 Park Meadows Drive Suite 300, Lone Tree, CO 80124 Phone: 720 257 5800 Fax: 720 257 5801 www.cardno.com
 Please include an invoice copy with payment or reference the invoice number on your remittance.

Spring Lake CDD
Greg Meath
5680 W Cypress Street
Ste A
Tampa FL 33607

Invoice # : 323899
Invoice Date : 12/13/2021
Terms : 30 Days
Project : R18X483800
Project Manager :

Project Name : Spring Lake CDD: Lucaya Lake Edge Maintenance

Email Invoices: districtinvoices@merituscorp.com

If you have any questions regarding your project, please contact
 Patrick Boser. Email: Patrick.boser@cardno.com Phone:
 813-927-1201.

For Professional Services Rendered through: 11/30/2021

Phase / Name	Phase Fee	% Complete	Total Fee Earned	Previous Billings	Current Amount
5821 - Monthly Lake Mgmt 7/2021	12,720.00	41.67	5,300.00	4,240.00	1,060.00
58B20 - Quarterly Open Water Maint. 11/20	1,125.00	100.00	1,125.00	900.00	225.00
Total Fee Type LS:	13,845.00		6,425.00	5,140.00	1,285.00

Amount Due this Invoice **\$1,285.00**

Outstanding Invoices

Number	Date	Balance
323899	12/13/2021	1,285.00
321808	11/08/2021	1,060.00
Total Now Due		2,345.00

Aging Balances

Under 30	31 - 60	61 - 90	Over 90
1,285.00	1,060.00	0.00	0.00

53900
4611
QWA



INVOICE

Spring Lake CDD
11301 Lake Lucaya Dr
Riverview FL 33607

Customer #: 19968821
Invoice #: 7646180
Invoice Date: 12/1/2021
Cust PO #:

Job Number	Description	Amount
341900277	Spring Lake CDD Landscape Maintenance For December	9,649.00
<p><i>53900</i> <i>4604</i> <i>ALN</i></p> <p>Total invoice amount</p>		9,649.00
Tax amount		
Balance due		9,649.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 813-621-6619

Please detach stub and remit with your payment

Payment Stub

Customer Account#: 19968821
Invoice #: 7646180
Invoice Date: 12/1/2021

Amount Due:	\$9,649.00
--------------------	-------------------

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Spring Lake CDD
11301 Lake Lucaya Dr
Riverview FL 33607



Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355
 Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
09/22/21		SPRING LAKE CDD	
Billing Date	Sales Rep	Customer Account	
09/22/2021	Deirdre Almeida	119700	
Total Amount Due		Ad Number	
\$503.50		0000183976	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
09/22/21	09/22/21	0000183976	Times	Legals CLS	Meeting Schedule	1	2x60 L	\$501.50
09/22/21	09/22/21	0000183976	Tampabay.com	Legals CLS	Meeting Schedule AffidavitMaterial	1	2x60 L	\$0.00 \$2.00

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates		Advertiser Name	
09/22/21		SPRING LAKE CDD	
Billing Date	Sales Rep	Customer Account	
09/22/2021	Deirdre Almeida	119700	
Total Amount Due		Ad Number	
\$503.50		0000183976	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396

SPRING LAKE CDD
 ATTN: MERITUS DISTRICTS
 2005 PAN AM CIRCLE #300
 TAMPA, FL 33607

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

}ss

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Meeting Schedule** was published in **Tampa Bay Times: 9/22/21** in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this **.09/22/2021**

Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____

NOTICE OF REGULAR BOARD MEETING SCHEDULE
FISCAL YEAR 2022
SPRING LAKE COMMUNITY DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Spring Lake Community Development District has scheduled their Regular Board Meetings for Fiscal Year 2022 to be held at the Clubhouse at Lucaya Lake, located at 11301 Lake Lucaya Drive, Riverview, FL 33579 on the following dates at 6:30 p.m.:
FISCAL YEAR 2021/2022

October 05, 2021	6:30 p.m.
November 02, 2021	6:30 p.m.
December 07, 2021	6:30 p.m.
January 04, 2022	6:30 p.m.
February 01, 2022	6:30 p.m.
March 01, 2022	6:30 p.m.
April 05, 2022	6:30 p.m.
May 03, 2022	6:30 p.m.
June 07, 2022	6:30 p.m.
July 05, 2022	6:30 p.m.
August 02, 2022	6:30 p.m.
September 06, 2022	6:30 p.m.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

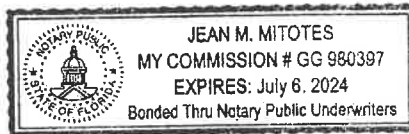
The regular meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The regular meetings may be continued to a date, time, and place to be specified on the record at such special meeting

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Rick Reidt,
District Manager
Run Date: 9/22/2021

0000183976





Check Remittance:
 Cardno, Inc.
 P.O. Box 123422
 Dallas, TX 75312-3422

INVOICE

EFT Remittance:
 Account Name: Cardno, Inc.
 Bank Name: HSBC Bank USA, NA
 ABA Number: 123006389
 Account Number: 447006894
 Email Notification: CBS.EFT@cardno.com
Taxpayer ID No. 45-2663666

Corporate Headquarters: 10004 Park Meadows Drive Suite 300, Lone Tree, CO 80124 Phone: 720 257 5800 Fax: 720 257 5801 www.cardno.com
Please include an invoice copy with payment or reference the invoice number on your remittance.

Spring Lake CDD
Teresa Farlow
2005 Pan Am circle
Suite 300
Tampa FL 33607

Invoice # : 323662
Invoice Date : 12/07/2021
Terms : 30 Days
Project : R18X483500
Project Manager : Boser, Patrick G.

Project Name : Sping Lake CDD: Lucaya Lake Club Lake Management

Email Invoices teresa.farlow@merituscorp.com

If you have any questions regarding your project, please contact
 Patrick Boser. Email: Patrick.boser@cardno.com Phone:
 813-927-1201.

For Professional Services Rendered through: 11/29/2021

Phase / Name	Phase Fee	% Complete	Total Fee Earned	Previous Billings	Current Amount
5121 - 2021 PLanting along the shoreline	6,985.00	100.00	6,985.00	0.00	6,985.00
5820 - Monthly Lake Mgmt. 7/2020	5,460.00	100.00	5,460.00	5,040.00	420.00
Total Fee Type LS:	12,445.00		12,445.00	5,040.00	7,405.00

Amount Due this Invoice **\$7,405.00**

Outstanding Invoices

Number	Date	Balance
323662	12/07/2021	7,405.00
321807	11/08/2021	420.00
Total Now Due		7,825.00

Aging Balances

Under 30	31 - 60	61 - 90	Over 90
7,825.00	0.00	0.00	0.00

53900
4611
Q2R



INVOICE

Customer	Spring Lake Community Development District
Acct #	787
Date	09/21/2021
Customer Service	Charisse Bitner
Page	1 of 1

Spring Lake Community Development District
 c/o Meritus
 2005 Pan Am Circle, Suite 120
 Tampa, FL 33607

Payment Information	
Invoice Summary	\$ 33,093.00
Payment Amount	
Payment for:	Invoice#14669
100121721	

Thank You

Please detach and return with payment



Customer: Spring Lake Community Development District

Invoice	Effective	Transaction	Description	Amount
14669	10/01/2021	Renew policy	Policy #100121721 10/01/2021-10/01/2022 Florida Insurance Alliance Package - Renew policy Due Date: 9/21/2021 <i>\$25898 - property</i> <i>\$ 4131 - gen. liab</i> <i>\$ 3064 - pub. off</i>	33,093.00
				Total
				\$ 33,093.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
 Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	(321)233-9939	Date
	sclimer@egisadvisors.com	09/21/2021

Johnson Engineering, Inc.

Remit To:

P.O. Box 2112

Fort Myers, FL 33902

Ph: 239.334.0046

Project Manager Philip Chang

Rick Reidt
Spring Lake Community Development District
2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Invoice

December 9, 2021

Project No: 20214001-000

Invoice No: 12

FEID #59-1173834

Project 20214001-000 Spring Lake CDD Professional Engineering Services

Professional Services through December 5, 2021

Phase 1.0 General Engineering Services

Professional Personnel

			Hours	Rate	Amount	
Technician 4						
Cammock, Lenroy	11/10/2021		.50	100.00	50.00	
Updated Ownership exhibit						
Professional 6						
Chang, Philip	11/10/2021		.25	170.00	42.50	
Coordinate updates to ownership map						
Chang, Philip	11/11/2021		1.50	170.00	255.00	
Preparation related to Tract E parcel subdivision;						
Chang, Philip	11/12/2021		.50	170.00	85.00	
Contact SWFWMD regarding permit/O&M addressee error; contact school engineer to request survey information;						
Chang, Philip	11/15/2021		.25	170.00	42.50	
Revisions to ownership map (related to parks parcels);						
Totals			3.00		475.00	
Total Labor					475.00	
					Total this Phase	\$475.00
					Total this Invoice	\$475.00

51300
3103
02202

Received

DEC 13 2021

SPRING LAKE CDD

MEETING DATE: December 6, 2021

DMS Staff Signature *Paul L. Hull*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Thomas Bigelow	<i>yes</i>	SALARY ACCEPTED	\$200.00
Mary Christiana (Chrissy) Nieves	<i>yes</i>	SALARY ACCEPTED	\$200.00
William Kidwell	<i>yes</i>	SALARY ACCEPTED	\$200.00
Ruth Brown	<i>yes</i>	SALARY ACCEPTED	\$200.00
Warren Keipper	<i>yes</i>	SALARY ACCEPTED	\$200.00

MN 120621

SPRING LAKE CDD

MEETING DATE: December 6, 2021

DMS Staff Signature *Ruth L. Hall*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Thomas Bigelow	<i>yes</i>	SALARY ACCEPTED	\$200.00
Mary Christiana (Chrissy) Nieves	<i>yes</i>	SALARY ACCEPTED	\$200.00
William Kidwell	<i>yes</i>	SALARY ACCEPTED	\$200.00
Ruth Brown	<i>yes</i>	SALARY ACCEPTED	\$200.00
Warren Keipper	<i>yes</i>	SALARY ACCEPTED	\$200.00

RB 120621

SPRING LAKE CDD

MEETING DATE: December 6, 2021

DMS Staff Signature *David L. Hall*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Thomas Bigelow	<i>yes</i>	SALARY ACCEPTED	\$200.00
Mary Christiana (Chrissy) Nieves	<i>yes</i>	SALARY ACCEPTED	\$200.00
William Kidwell	<i>yes</i>	SALARY ACCEPTED	\$200.00
Ruth Brown	<i>yes</i>	SALARY ACCEPTED	\$200.00
Warren Keipper	<i>yes</i>	SALARY ACCEPTED	\$200.00

TB 120621

SPRING LAKE CDD

MEETING DATE: December 6, 2021

DMS Staff Signature *[Handwritten Signature]*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Thomas Bigelow	<i>yes</i>	SALARY ACCEPTED	\$200.00
Mary Christiana (Chrissy) Nieves	<i>yes</i>	SALARY ACCEPTED	\$200.00
William Kidwell	<i>yes</i>	SALARY ACCEPTED	\$200.00
Ruth Brown	<i>yes</i>	SALARY ACCEPTED	\$200.00
Warren Keipper	<i>yes</i>	SALARY ACCEPTED	\$200.00

WK 120621

SPRING LAKE CDD

MEETING DATE: December 6, 2021

DMS Staff Signature *Shel & Shell*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Thomas Bigelow	<i>yes</i>	SALARY ACCEPTED	\$200.00
Mary Christiana (Chrissy) Nieves	<i>yes</i>	SALARY ACCEPTED	\$200.00
William Kidwell	<i>yes</i>	SALARY ACCEPTED	\$200.00
Ruth Brown	<i>yes</i>	SALARY ACCEPTED	\$200.00
Warren Keipper	<i>yes</i>	SALARY ACCEPTED	\$200.00

Wmk 120621

Spring Lake Community Development District

Financial Statements
(Unaudited)

Period Ending
December 31, 2021



Meritus Districts
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Spring Lake CDD

Balance Sheet

As of 12/31/2021
(In Whole Numbers)

	General Fund	Debt Service - Series 2014	Debt Service - Series 2017	Capital Projects- Series 2014	Capital Projects- Series 2017	General Fixed Assets Account Group	General Long-Term Debt	Total
Deposits	9,396	0	0	0	0	0	0	9,396
Construction Work In Progress	0	0	0	0	0	23,168,114	0	23,168,114
Amount Available-Debt Service	0	0	0	0	0	0	845,809	845,809
Amount To Be Provided-Debt Service	0	0	0	0	0	0	14,514,191	14,514,191
Other	0	0	0	0	0	0	0	0
Total Assets	543,215	1,020,007	1,586,950	0	2	23,168,114	15,360,000	41,678,286
Liabilities								
Accounts Payable	7,957	0	0	0	0	0	0	7,957
Accounts Payable Other	(270)	0	0	0	0	0	0	(270)
Unallocated Funds	0	0	0	0	0	0	0	0
Retainage Payable	0	0	0	0	0	0	0	0
Due To General Fund	0	0	0	0	0	0	0	0
Due To Debt Service Fund	1,678	0	0	0	0	0	0	1,678
Accrued Interest Payable	0	0	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0	0	0
Due to Developer	0	0	0	0	0	0	0	0
Revenue Bonds Payable-LT-2014A	0	0	0	0	0	0	6,150,000	6,150,000
Revenue Bonds Payable - Series 2017	0	0	0	0	0	0	9,210,000	9,210,000
Other	0	0	0	0	0	0	0	0
Total Liabilities	9,365	0	0	0	0	0	15,360,000	15,369,365
Fund Equity & Other Credits Contributed Capital								
Fund Balance-All Other Reserves	0	0	1,123,394	0	2	0	0	1,123,396
Fund Balance-Unreserved	7,511	871,000	0	0	0	0	0	878,511
Investment In General Fixed Assets	0	0	0	0	0	23,168,114	0	23,168,114
Unearned Revenues	0	0	0	0	0	0	0	0
Other	526,338	149,007	463,556	0	0	0	0	1,138,900
Total Fund Equity & Other Credits Contributed Capital	533,849	1,020,007	1,586,950	0	2	23,168,114	0	26,308,921
Total Liabilities & Fund Equity	543,215	1,020,007	1,586,950	0	2	23,168,114	15,360,000	41,678,286

Spring Lake CDD
Statement of Revenues and Expenditures

001 - General Fund
From 10/1/2021 Through 12/31/2021
(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget Variance	Budget Variance %
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts-Tax Roll	689,462	659,233	(30,229)	(4)%
Total Revenues	689,462	659,233	(30,229)	(4)%
Expenditures				
Legislative				
Supervisor Fees	12,000	3,000	9,000	75 %
Financial & Administrative				
District Manager	45,000	11,250	33,750	75 %
District Engineer	10,000	4,443	5,558	56 %
Disclosure Report	10,000	12,500	(2,500)	(26)%
Trustees Fees	8,200	0	8,200	100 %
Auditing Services	5,900	58	5,842	99 %
Postage, Phone, Faxes, Copies	1,500	696	804	54 %
Public Officials Insurance	3,256	0	3,256	100 %
Legal Advertising	2,500	772	1,728	69 %
Bank Fees	100	0	100	100 %
Dues, Licenses & Fees	175	175	0	0 %
Website Administration	1,500	375	1,125	75 %
ADA Website Compliance	1,500	1,500	0	0 %
Legal Counsel				
District Counsel	12,000	9,653	2,347	20 %
Electric Utility Services				
Electric Utility Services	114,000	32,215	81,785	72 %
Other Physical Environment				
Mulch/Tree Trimming	45,000	0	45,000	100 %
Waterway Management Program - Contract	19,600	3,710	15,890	81 %
Waterway Improvements & Repairs	12,000	7,162	4,838	40 %
Property & Casualty Insurance	9,563	0	9,563	100 %
Entry & Walls Maintenance	40,000	0	40,000	100 %
Landscape Maintenance - Contract	112,068	36,697	75,371	67 %
Landscape Enhancements	50,000	0	50,000	100 %
Plant Replacement Program	2,600	0	2,600	100 %
Wetland Monitoring & Maintenance	9,000	0	9,000	100 %
Irrigation Maintenance	30,000	8,690	21,310	71 %
Waterway Special Treatment LL	16,000	0	16,000	100 %
Waterway Fish Stocking	10,000	0	10,000	100 %
Waterway Plant Install	15,000	0	15,000	100 %
OLM Management	16,000	0	16,000	100 %
Parks & Recreation				
Park & Common Area Maintenance	35,000	0	35,000	100 %
Capital Reserve				
Reserves	40,000	0	40,000	100 %
Total Expenditures	689,462	132,896	556,566	81 %
Excess of Revenues Over (Under) Expenditures	0	526,338	526,338	0 %
Exc of Rev / Other Sources Over Expend / Other Uses	0	526,338	526,338	0 %
Fund Balance, Beginning of Period				
	0	(18,005)	(18,005)	0 %
Fund Balance, End of Period				
	0	508,333	508,333	0 %

Spring Lake CDD
Statement of Revenues and Expenditures

200 - Debt Service - Series 2014
 From 10/1/2021 Through 12/31/2021
 (In Whole Numbers)

	<u>Annual Budget</u>	<u>Current Period Actual</u>	<u>Budget Variance</u>	<u>Budget Variance %</u>
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts - Tax Roll	471,831	455,738	(16,093)	(3)%
Interest Earnings				
Interest Earnings	<u>0</u>	<u>9</u>	<u>9</u>	<u>0 %</u>
Total Revenues	<u>471,831</u>	<u>455,747</u>	<u>(16,084)</u>	<u>(3)%</u>
Expenditures				
Debt Service Payments				
Bond Interest	326,831	166,741	160,091	49 %
Bond Principal	<u>145,000</u>	<u>140,000</u>	<u>5,000</u>	<u>3 %</u>
Total Expenditures	<u>471,831</u>	<u>306,741</u>	<u>165,091</u>	<u>35 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>149,007</u>	<u>149,007</u>	<u>0 %</u>
Exc of Rev / Other Sources Over Expend / Other Uses	<u>0</u>	<u>149,007</u>	<u>149,007</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	871,000	871,000	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>1,020,007</u></u>	<u><u>1,020,007</u></u>	<u><u>0 %</u></u>

Spring Lake CDD
Statement of Revenues and Expenditures

203 - Debt Service - Series 2017
From 10/1/2021 Through 12/31/2021
(In Whole Numbers)

	<u>Annual Budget</u>	<u>Current Period Actual</u>	<u>Budget Variance</u>	<u>Budget Variance %</u>
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts - Tax Roll	647,494	628,544	(18,949)	(3)%
Interest Earnings				
Interest Earnings	<u>0</u>	<u>11</u>	<u>11</u>	<u>0 %</u>
Total Revenues	<u>647,494</u>	<u>628,556</u>	<u>(18,938)</u>	<u>(3)%</u>
Expenditures				
Debt Service Payments				
Bond Interest	467,494	0	467,494	100 %
Bond Principal	<u>180,000</u>	<u>165,000</u>	<u>15,000</u>	<u>8 %</u>
Total Expenditures	<u>647,494</u>	<u>165,000</u>	<u>482,494</u>	<u>75 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>463,556</u>	<u>463,556</u>	<u>0 %</u>
Exc of Rev / Other Sources Over Expend / Other Uses	<u>0</u>	<u>463,556</u>	<u>463,556</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	656,871	656,871	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>1,120,427</u></u>	<u><u>1,120,427</u></u>	<u><u>0 %</u></u>

Spring Lake CDD
Statement of Revenues and Expenditures

300 - Capital Projects- Series 2014
 From 10/1/2021 Through 12/31/2021
 (In Whole Numbers)

	<u>Annual Budget</u>	<u>Current Period Actual</u>	<u>Budget Variance</u>	<u>Budget Variance %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Exc of Rev / Other Sources Over Expend / Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	0	0	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0 %</u></u>

Spring Lake CDD
Statement of Revenues and Expenditures

303 - Capital Projects- Series 2017
 From 10/1/2021 Through 12/31/2021
 (In Whole Numbers)

	Annual Budget	Current Period Actual	Budget Variance	Budget Variance %
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Exc of Rev / Other Sources Over Expend / Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	(145,725)	(145,725)	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>(145,725)</u></u>	<u><u>(145,725)</u></u>	<u><u>0 %</u></u>

Spring Lake CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 12.31.2021
Reconciliation Date: 12/31/2021
Status: Locked

Bank Balance	604,174.68
Less Outstanding Checks/Vouchers	70,361.48
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	533,813.20
Balance Per Books	<u>533,813.20</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Spring Lake CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
 Reconciliation ID: 12.31.2021
 Reconciliation Date: 12/31/2021
 Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2150	9/9/2021	System Generated Check/Voucher	200.00	Mary Christiana Nieves
2180	10/22/2021	System Generated Check/Voucher	270.00	Lucaya Lake Club HOA
2224	11/4/2021	Series 2017 FY22 Tax Dist ID 548	2,313.96	Spring Lake CDD
2222	11/17/2021	Series 2017 FY22 Tax Dist ID 550	24,378.27	Spring Lake CDD
2223	11/17/2021	Series 2014 FY22 Tax Dist ID 550	17,675.95	Spring Lake CDD
2203	12/9/2021	System Generated Check/Voucher	9,649.00	BrightView Landscape Services, Inc.
2204	12/9/2021	System Generated Check/Voucher	5,000.00	Lerner Real Estate Advisors
2226	12/29/2021	System Generated Check/Voucher	10,874.30	Tampa Electric
Outstanding Checks/Vouchers			70,361.48	

**Spring Lake CDD
Reconcile Cash Accounts**

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 12.31.2021

Reconciliation Date: 12/31/2021

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2189	10/27/2021	Series 2014 FY21 Tax Dist ID Excess Fees	3,967.75	Spring Lake CDD
2190	10/27/2021	Series 2017 FY21 Tax Dist ID Excess Fees	5,472.23	Spring Lake CDD
2184	11/15/2021	System Generated Check/Voucher	200.00	Mary Christiana Nieves
2191	11/22/2021	System Generated Check/Voucher	9,649.00	BrightView Landscape Services, Inc.
2193	11/22/2021	System Generated Check/Voucher	3,933.82	Meritus Districts
2194	11/22/2021	System Generated Check/Voucher	7,000.00	OLM, Inc.
2195	11/22/2021	System Generated Check/Voucher	573.75	Optimal Outsource
2196	11/22/2021	System Generated Check/Voucher	772.00	Times Publishing Company
2208	11/24/2021	Series 2014 FY22 Tax Dist ID 551	53,061.02	Spring Lake CDD
2209	11/24/2021	Series 2017 FY22 Tax Dist ID 551	73,180.58	Spring Lake CDD
2210	12/1/2021	Series 2017 FY22 Tax Dist ID 553	467,686.21	Spring Lake CDD
2211	12/1/2021	Series 2014 FY22 Tax Dist ID 553	339,105.09	Spring Lake CDD
2197	12/2/2021	System Generated Check/Voucher	2,065.00	Cardno, Inc.
2198	12/2/2021	System Generated Check/Voucher	33,093.00	Egis Insurance Advisors, LLC
2199	12/2/2021	System Generated Check/Voucher	9,188.09	Hopping Green & Sams
2200	12/2/2021	System Generated Check/Voucher	382.50	Johnson Engineering, Inc.
2201	12/2/2021	System Generated Check/Voucher	10,670.36	Tampa Electric
2206	12/7/2021	Series 2014 FY22 Tax Dist ID 555	30,584.83	Spring Lake CDD
2207	12/7/2021	Series 2017 FY22 Tax Dist ID 555	42,181.92	Spring Lake CDD
2202	12/9/2021	System Generated Check/Voucher	1,500.00	ADA Site Compliance
2205	12/9/2021	System Generated Check/Voucher	503.50	Times Publishing Company
2219	12/13/2021	Series 2017 FY22 Tax Dist ID 557	13,331.17	Spring Lake CDD
2220	12/13/2021	Series 2014 FY22 Tax Dist ID 557	9,666.02	Spring Lake CDD
2212	12/16/2021	System Generated Check/Voucher	8,690.00	Cardno, Inc.
2213	12/16/2021	System Generated Check/Voucher	475.00	Johnson Engineering, Inc.
2214	12/16/2021	System Generated Check/Voucher	200.00	Mary Christiana Nieves

Spring Lake CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 12.31.2021

Reconciliation Date: 12/31/2021

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2215	12/16/2021	System Generated Check/Voucher	200.00	Ruth S.O. Brown
2216	12/16/2021	System Generated Check/Voucher	200.00	Thomas Patrick Bigelow
2217	12/16/2021	System Generated Check/Voucher	200.00	Warren C. Keipper
2218	12/16/2021	System Generated Check/Voucher	200.00	William H. Kidwell
2221	12/22/2021	System Generated Check/Voucher	6,408.84	Meritus Districts
2225	12/29/2021	System Generated Check/Voucher	5,000.00	Meritus Districts
Cleared Checks/Vouchers			1,139,341.68	
			1,139,341.68	

Spring Lake CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 12.31.2021

Reconciliation Date: 12/31/2021

Status: Locked

Cleared Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
CR408	12/1/2021	Tax Distribution - 12.01.21	1,298,485.76	
CR409	12/7/2021	Tax Distribution - 12.07.21	117,114.05	
CR411	12/13/2021	Tax Distribution - 12.13.21	<u>37,012.70</u>	
Cleared Deposits			<u>1,452,612.51</u>	