

BOYETTE PARK

COMMUNITY DEVELOPMENT DISTRICT

April 25, 2022

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

Boyette Park Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

April 18, 2022

Board of Supervisor
Boyette Park Community Development District

<p><u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>

Dear Board Members:

The Board of Supervisors of the Boyette Park Community Development District will hold a Regular Meeting on April 25, 2022 at 6:00 p.m., at the Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Drive, Riverview, Florida 33578. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2022-02, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
4. Consideration of Resolution 2022-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date
5. Consideration of Resolution 2022-04, Designating a Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date
6. Consideration of Resolution 2022-05, Authorizing and Approving the Change of Designated Registered Agent and the Registered Office of the Boyette Park Community Development District
7. Discussion/Consideration: Clearview Land Design, P.L., Stormwater Needs Analysis Report
8. Discussion: Inspection Results/Repairs in Areas of Concern (Erosion, Control Structures and Culverts)
9. Acceptance of Unaudited Financial Statements as of March 31, 2022

10. Approval of February 28, 2022 Regular Meeting Minutes

11. Staff Reports

- A. District Counsel: *Kutak Rock LLP*
- B. District Engineer: *Clearview Land Design, P.L.*
- C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: July 25, 2022 at 6:00 P.M.

○ QUORUM CHECK

ANITA POELLNITZ	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
DAVID R ALLEN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
ROBERT WINDHEUSER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
DAVID PUZZO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
GEORGE BERTRAM	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

12. Board Members' Comments/Requests

13. Public Comments

14. Adjournment

Should have any questions or concerns, please do not hesitate to contact me directly at (410) 207-1802.

Sincerely,



Kristen Suit
 District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 943 865 3730

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

3

RESOLUTION 2022-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Boyette Park Community Development District (“**District**”) prior to June 15, 2022, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”); and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT:

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. SETTING A PUBLIC HEARING. A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: July 25, 2022
HOUR: 6:00 P.M.
LOCATION: Hilton Garden Inn Tampa/Riverview/Brandon
4328 Garden Vista Drive
Riverview, Florida 33578

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT. The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

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

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

PASSED AND ADOPTED THIS 25TH DAY OF APRIL 2022.

ATTEST:

**BOYETTE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2022/2023 Budget

Exhibit A

Fiscal Year 2022/2023 Budget

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2023**

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
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**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2023**

	Fiscal Year 2022				Proposed Budget FY 2023
	Adopted Budget FY 2022	Actual through 3/31/2022	Projected through 9/30/2022	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 89,987				\$ 105,529
Allowable discounts (4%)	(3,599)				(4,221)
Assessment levy: on-roll - net	86,388	\$ 84,524	\$ 1,864	\$ 86,388	101,308
Total revenues	86,388	84,524	1,864	86,388	101,308
EXPENDITURES					
Professional & administrative					
Supervisors	-	861	2,153	3,014	3,230
Management/accounting/recording	48,000	24,000	24,000	48,000	48,000
Legal	14,750	4,823	9,927	14,750	14,750
Engineering	2,000	645	1,355	2,000	2,000
Engineering - stormwater report	-	-	7,500	7,500	-
Audit	4,600	-	4,600	4,600	4,600
Arbitrage rebate calculation*	750	-	750	750	750
Dissemination agent*	1,000	500	500	1,000	1,000
Trustee*	3,750	-	3,750	3,750	3,750
Telephone	200	100	100	200	200
Postage	500	69	431	500	500
Printing & binding	500	250	250	500	500
Legal advertising	1,150	464	686	1,150	1,150
Annual special district fee	175	175	-	175	175
Insurance	5,800	5,570	-	5,570	6,266
Contingencies/bank charges	500	91	409	500	500
Website hosting & maintenance	705	-	705	705	705
Website ADA compliance	210	210	-	210	210
Tax collector	1,798	1,619	179	1,798	2,109
Total expenditures	86,388	39,377	57,295	96,672	90,395
Excess/(deficiency) of revenues over/(under) expenditures	-	45,147	(55,431)	(10,284)	10,913
Fund balance - beginning (unaudited)	29,375	17,642	62,789	17,642	7,358
Fund balance - ending (projected)					
Assigned					
Working capital	18,270	18,270	18,270	18,270	18,270
Unassigned	11,105	44,519	(10,912)	(10,912)	1
Fund balance - ending	\$ 29,375	\$ 62,789	\$ 7,358	\$ 7,358	\$ 18,271

* These items will be realized when bonds are issued

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording \$ 48,000

Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.

Legal 14,750

General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.

Engineering 2,000

The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.

Audit 4,600

Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.

Arbitrage rebate calculation* 750

To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.

Dissemination agent* 1,000

The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.

Telephone 200

Telephone and fax machine.

Postage 500

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & binding 500

Letterhead, envelopes, copies, agenda packages

Legal advertising 1,150

The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.

Annual special district fee 175

Annual fee paid to the Florida Department of Economic Opportunity.

Insurance 6,266

The District will obtain public officials and general liability insurance.

Contingencies/bank charges 500

Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.

Website hosting & maintenance 705

Website ADA compliance 210

Tax collector 2,109

Total expenditures \$ 90,395

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2018
FISCAL YEAR 2023**

	Fiscal Year 2022				Proposed Budget FY 2023
	Adopted Budget FY 2022	Actual through 3/31/2022	Projected through 9/30/2022	Total Actual & Projected Revenue & Expenditures	
REVENUES					
Assessment levy: on-roll	\$ 408,750				\$ 407,925
Allowable discounts (4%)	(16,350)				(16,317)
Net assessment levy - on-roll	392,400	\$ 383,493	\$ 8,907	\$ 392,400	391,608
Interest	-	14	-	14	-
Total revenues	392,400	383,507	8,907	392,414	391,608
EXPENDITURES					
Debt service					
Principal	105,000	-	105,000	105,000	110,000
Principal prepayment	-	15,000	5,000	20,000	-
Interest	278,873	139,436	139,437	278,873	273,765
Tax collector	8,175	7,345	830	8,175	8,159
Total expenditures	392,048	161,781	250,267	412,048	391,924
Excess/(deficiency) of revenues over/(under) expenditures	352	221,726	(241,360)	(19,634)	(316)
Fund balance:					
Beginning fund balance (unaudited)	356,343	372,587	594,313	372,587	352,953
Ending fund balance (projected)	<u>\$356,695</u>	<u>\$594,313</u>	<u>\$ 352,953</u>	<u>\$ 352,953</u>	<u>352,637</u>
Use of fund balance:					
Debt service reserve account balance (required)					(192,056)
Interest expense - November 1, 2023					(134,738)
Projected fund balance surplus/(deficit) as of September 30, 2023					<u>\$ 25,843</u>

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/22			136,882.50	136,882.50	5,500,000.00
05/01/23	110,000.00	3.900%	136,882.50	246,882.50	5,390,000.00
11/01/23			134,737.50	134,737.50	5,390,000.00
05/01/24	115,000.00	4.400%	134,737.50	249,737.50	5,275,000.00
11/01/24			132,207.50	132,207.50	5,275,000.00
05/01/25	120,000.00	4.400%	132,207.50	252,207.50	5,155,000.00
11/01/25			129,567.50	129,567.50	5,155,000.00
05/01/26	125,000.00	4.400%	129,567.50	254,567.50	5,030,000.00
11/01/26			126,817.50	126,817.50	5,030,000.00
05/01/27	130,000.00	4.400%	126,817.50	256,817.50	4,900,000.00
11/01/27			123,957.50	123,957.50	4,900,000.00
05/01/28	135,000.00	4.400%	123,957.50	258,957.50	4,765,000.00
11/01/28			120,987.50	120,987.50	4,765,000.00
05/01/29	140,000.00	5.000%	120,987.50	260,987.50	4,625,000.00
11/01/29			117,487.50	117,487.50	4,625,000.00
05/01/30	150,000.00	5.000%	117,487.50	267,487.50	4,475,000.00
11/01/30			113,737.50	113,737.50	4,475,000.00
05/01/31	155,000.00	5.000%	113,737.50	268,737.50	4,320,000.00
11/01/31			109,862.50	109,862.50	4,320,000.00
05/01/32	165,000.00	5.000%	109,862.50	274,862.50	4,155,000.00
11/01/32			105,737.50	105,737.50	4,155,000.00
05/01/33	175,000.00	5.000%	105,737.50	280,737.50	3,980,000.00
11/01/33			101,362.50	101,362.50	3,980,000.00
05/01/34	180,000.00	5.000%	101,362.50	281,362.50	3,800,000.00
11/01/34			96,862.50	96,862.50	3,800,000.00
05/01/35	190,000.00	5.000%	96,862.50	286,862.50	3,610,000.00
11/01/35			92,112.50	92,112.50	3,610,000.00
05/01/36	200,000.00	5.000%	92,112.50	292,112.50	3,410,000.00
11/01/36			87,112.50	87,112.50	3,410,000.00
05/01/37	210,000.00	5.000%	87,112.50	297,112.50	3,200,000.00
11/01/37			81,862.50	81,862.50	3,200,000.00
05/01/38	220,000.00	5.000%	81,862.50	301,862.50	2,980,000.00
11/01/38			76,362.50	76,362.50	2,980,000.00
05/01/39	235,000.00	5.125%	76,362.50	311,362.50	2,745,000.00
11/01/39			70,340.63	70,340.63	2,745,000.00
05/01/40	245,000.00	5.125%	70,340.63	315,340.63	2,500,000.00
11/01/40			64,062.50	64,062.50	2,500,000.00
05/01/41	260,000.00	5.125%	64,062.50	324,062.50	2,240,000.00
11/01/41			57,400.00	57,400.00	2,240,000.00
05/01/42	275,000.00	5.125%	57,400.00	332,400.00	1,965,000.00

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/42			50,353.13	50,353.13	1,965,000.00
05/01/43	285,000.00	5.125%	50,353.13	335,353.13	1,680,000.00
11/01/43			43,050.00	43,050.00	1,680,000.00
05/01/44	300,000.00	5.125%	43,050.00	343,050.00	1,380,000.00
11/01/44			35,362.50	35,362.50	1,380,000.00
05/01/45	320,000.00	5.125%	35,362.50	355,362.50	1,060,000.00
11/01/45			27,162.50	27,162.50	1,060,000.00
05/01/46	335,000.00	5.125%	27,162.50	362,162.50	725,000.00
11/01/46			18,578.13	18,578.13	725,000.00
05/01/47	355,000.00	5.125%	18,578.13	373,578.13	370,000.00
11/01/47			9,481.25	9,481.25	370,000.00
05/01/48	370,000.00	5.125%	9,481.25	379,481.25	-
Total	5,500,000.00		4,526,896.28	10,026,896.28	

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
PROJECTED FISCAL YEAR 2023 ASSESSMENTS**

On-Roll					
<u>Product/Parcel</u>	<u>Units</u>	<u>FY 2023 O&M Assessment per Unit</u>	<u>FY 2023 DS Assessment per Unit</u>	<u>FY 2023 Total Assessment per Unit</u>	<u>FY 2022 Total Assessment per Unit</u>
18' TH	73	\$ 254.90	\$ 600.00	\$ 854.90	\$ 817.36
24' TH	75	254.90	600.00	854.90	817.36
30' PV	80	254.90	825.00	1,079.90	1,042.36
50' SF	132	254.90	1,300.00	1,554.90	1,517.36
60' SF	54	254.90	1,525.00	1,779.90	1,742.36
Total	414				

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2023**

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
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**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2023**

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Total revenues	86,388	84,524	1,864	86,388	86,388
EXPENDITURES					
Professional & administrative					
Supervisors	-	861	2,153	3,014	3,230
Management/accounting/recording	48,000	24,000	24,000	48,000	48,000
Legal	14,750	4,823	9,927	14,750	14,750
Engineering	2,000	645	8,855	9,500	2,000
Audit	4,600	-	4,600	4,600	4,600
Arbitrage rebate calculation*	750	-	750	750	750
Dissemination agent*	1,000	500	500	1,000	1,000
Trustee*	3,750	-	3,750	3,750	3,750
Telephone	200	100	100	200	200
Postage	500	69	431	500	500
Printing & binding	500	250	250	500	500
Legal advertising	1,150	464	686	1,150	1,150
Annual special district fee	175	175	-	175	175
Insurance	5,800	5,570	-	5,570	6,266
Contingencies/bank charges	500	91	409	500	500
Website hosting & maintenance	705	-	705	705	705
Website ADA compliance	210	210	-	210	210
Tax collector	1,798	1,619	179	1,798	1,798
Total expenditures	86,388	39,377	57,295	96,672	90,084
Excess/(deficiency) of revenues over/(under) expenditures	-	45,147	(55,431)	(10,284)	(3,696)
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Fund balance - ending (projected)					
Assigned					
Working capital	18,270	18,270	18,020	18,020	3,662
Unassigned	11,105	44,519	(10,662)	(10,662)	-
Fund balance - ending	\$ 29,375	\$ 62,789	\$ 7,358	\$ 7,358	\$ 3,662

* These items will be realized when bonds are issued

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording	\$ 48,000
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Legal	14,750
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	2,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	4,600
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation*	750
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent*	1,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.</p>	
Telephone	200
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p>Letterhead, envelopes, copies, agenda packages</p>	
Legal advertising	1,150
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	6,266
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	500
<p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>	
Website hosting & maintenance	705
Website ADA compliance	210
Tax collector	1,798
Total expenditures	<u><u>\$ 90,084</u></u>

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2018
FISCAL YEAR 2023**

	Fiscal Year 2022				Proposed Budget FY 2023
	Adopted Budget FY 2022	Actual through 3/31/2022	Projected through 9/30/2022	Total Actual & Projected Revenue & Expenditures	
REVENUES					
Assessment levy: on-roll	\$ 408,750				\$ 407,925
Allowable discounts (4%)	(16,350)				(16,317)
Net assessment levy - on-roll	392,400	\$ 383,493	\$ 8,907	\$ 392,400	391,608
Interest	-	14	-	14	-
Total revenues	392,400	383,507	8,907	392,414	391,608
EXPENDITURES					
Debt service					
Principal	105,000	-	105,000	105,000	110,000
Principal prepayment	-	15,000	5,000	20,000	-
Interest	278,873	139,436	139,437	278,873	273,765
Tax collector	8,175	7,345	830	8,175	8,159
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Excess/(deficiency) of revenues over/(under) expenditures	352	221,726	(241,360)	(19,634)	(316)
Fund balance:					
Beginning fund balance (unaudited)	356,343	372,587	594,313	372,587	352,953
Ending fund balance (projected)	<u>\$356,695</u>	<u>\$594,313</u>	<u>\$ 352,953</u>	<u>\$ 352,953</u>	352,637
Use of fund balance:					
Debt service reserve account balance (required)					(192,056)
Interest expense - November 1, 2023					(134,738)
Projected fund balance surplus/(deficit) as of September 30, 2023					<u>\$ 25,843</u>

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/22			136,882.50	136,882.50	5,500,000.00
05/01/23	110,000.00	3.900%	136,882.50	246,882.50	5,390,000.00
11/01/23			134,737.50	134,737.50	5,390,000.00
05/01/24	115,000.00	4.400%	134,737.50	249,737.50	5,275,000.00
11/01/24			132,207.50	132,207.50	5,275,000.00
05/01/25	120,000.00	4.400%	132,207.50	252,207.50	5,155,000.00
11/01/25			129,567.50	129,567.50	5,155,000.00
05/01/26	125,000.00	4.400%	129,567.50	254,567.50	5,030,000.00
11/01/26			126,817.50	126,817.50	5,030,000.00
05/01/27	130,000.00	4.400%	126,817.50	256,817.50	4,900,000.00
11/01/27			123,957.50	123,957.50	4,900,000.00
05/01/28	135,000.00	4.400%	123,957.50	258,957.50	4,765,000.00
11/01/28			120,987.50	120,987.50	4,765,000.00
05/01/29	140,000.00	5.000%	120,987.50	260,987.50	4,625,000.00
11/01/29			117,487.50	117,487.50	4,625,000.00
05/01/30	150,000.00	5.000%	117,487.50	267,487.50	4,475,000.00
11/01/30			113,737.50	113,737.50	4,475,000.00
05/01/31	155,000.00	5.000%	113,737.50	268,737.50	4,320,000.00
11/01/31			109,862.50	109,862.50	4,320,000.00
05/01/32	165,000.00	5.000%	109,862.50	274,862.50	4,155,000.00
11/01/32			105,737.50	105,737.50	4,155,000.00
05/01/33	175,000.00	5.000%	105,737.50	280,737.50	3,980,000.00
11/01/33			101,362.50	101,362.50	3,980,000.00
05/01/34	180,000.00	5.000%	101,362.50	281,362.50	3,800,000.00
11/01/34			96,862.50	96,862.50	3,800,000.00
05/01/35	190,000.00	5.000%	96,862.50	286,862.50	3,610,000.00
11/01/35			92,112.50	92,112.50	3,610,000.00
05/01/36	200,000.00	5.000%	92,112.50	292,112.50	3,410,000.00
11/01/36			87,112.50	87,112.50	3,410,000.00
05/01/37	210,000.00	5.000%	87,112.50	297,112.50	3,200,000.00
11/01/37			81,862.50	81,862.50	3,200,000.00
05/01/38	220,000.00	5.000%	81,862.50	301,862.50	2,980,000.00
11/01/38			76,362.50	76,362.50	2,980,000.00
05/01/39	235,000.00	5.125%	76,362.50	311,362.50	2,745,000.00
11/01/39			70,340.63	70,340.63	2,745,000.00
05/01/40	245,000.00	5.125%	70,340.63	315,340.63	2,500,000.00
11/01/40			64,062.50	64,062.50	2,500,000.00
05/01/41	260,000.00	5.125%	64,062.50	324,062.50	2,240,000.00
11/01/41			57,400.00	57,400.00	2,240,000.00
05/01/42	275,000.00	5.125%	57,400.00	332,400.00	1,965,000.00

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/42			50,353.13	50,353.13	1,965,000.00
05/01/43	285,000.00	5.125%	50,353.13	335,353.13	1,680,000.00
11/01/43			43,050.00	43,050.00	1,680,000.00
05/01/44	300,000.00	5.125%	43,050.00	343,050.00	1,380,000.00
11/01/44			35,362.50	35,362.50	1,380,000.00
05/01/45	320,000.00	5.125%	35,362.50	355,362.50	1,060,000.00
11/01/45			27,162.50	27,162.50	1,060,000.00
05/01/46	335,000.00	5.125%	27,162.50	362,162.50	725,000.00
11/01/46			18,578.13	18,578.13	725,000.00
05/01/47	355,000.00	5.125%	18,578.13	373,578.13	370,000.00
11/01/47			9,481.25	9,481.25	370,000.00
05/01/48	370,000.00	5.125%	9,481.25	379,481.25	-
Total	5,500,000.00		4,526,896.28	10,026,896.28	

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
PROJECTED FISCAL YEAR 2023 ASSESSMENTS**

On-Roll					
<u>Product/Parcel</u>	<u>Units</u>	<u>FY 2023 O&M Assessment per Unit</u>	<u>FY 2023 DS Assessment per Unit</u>	<u>FY 2023 Total Assessment per Unit</u>	<u>FY 2022 Total Assessment per Unit</u>
18' TH	73	\$ 217.36	\$ 600.00	\$ 817.36	\$ 817.36
24' TH	75	217.36	600.00	817.36	817.36
30' PV	80	217.36	825.00	1,042.36	1,042.36
50' SF	132	217.36	1,300.00	1,517.36	1,517.36
60' SF	54	217.36	1,525.00	1,742.36	1,742.36
Total	414				

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2022-03

A RESOLUTION OF THE BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2022/2023 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Boyette Park Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within unincorporated Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District’s Board shall be held during Fiscal Year 2022/2023 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING REQUIREMENT. In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Hillsborough County and the Florida Department of Economic Opportunity.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 25th day of April, 2022.

Attest:

**BOYETTE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE		
LOCATION		
<i>Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Dr. Riverview, FL 33578</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
November 28, 2022	Landowners' Meeting and Regular Meeting	6:00 PM
April 24, 2023	Regular Meeting <i>(presentation of FY2024 proposed budget)</i>	6:00 PM
July 24, 2023	Public Hearing and Regular Meeting <i>(adoption of FY2024 budget)</i>	6:00 PM

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2022-04

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

WHEREAS, Boyette Park Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT:

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

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Anita Poellnitz	November 2022
2	David Allen	November 2022
3	Robert Windheuser	November 2022
4	David Puzzo	November 2024
5	George Bertram	November 2024

This year, Seat 1, currently held by Anita Poellnitz, Seat 2, currently held by David Allen, and Seat 3, currently held by Robert Windheuser are subject to election by landowners in November 2022. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER’S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on November 15, 2022, at 10:00 a.m., and located at the Hilton Garden Inn Tampa/Riverview/Brandon, located at 4328 Garden Vista Drive, Riverview, Florida 33578.

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

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its April 25, 2022 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

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

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

PASSED AND ADOPTED THIS 25TH DAY OF APRIL 2022.

**BOYETTE PARK COMMUNITY DEVELOPMENT
DISTRICT**

ATTEST:

Chairperson, Board of Supervisors

Secretary / Assistant Secretary

Exhibit A: Notice of Landowners' Meeting and Election, Proxy, Ballot Form and Instructions

EXHIBIT A

**NOTICE OF LANDOWNERS' MEETING AND ELECTION OF THE BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Boyette Park Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately 108.34 acres and generally located south of Boyette Road, west of McMullen Road, north of Leonard Avenue and east of Balm Riverview Road in Hillsborough County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) people to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**").

DATE: November __, 2022
TIME: ____ .m.
PLACE: Hilton Garden Inn Tampa/Riverview/Brandon
4328 Garden Vista Drive
Riverview, Florida 33578

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Wrathell, Hunt and Associates, LLC, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, Ph: (561) 571-0010 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for the meeting may be obtained from the District Manager's Office.

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

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

Kristen Suit
District Manager
Run Date(s): _____ & _____

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

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: _____, **November __, 2022**

TIME: _____ .M.

LOCATION: **Hilton Garden Inn Tampa/Riverview/Brandon
4328 Garden Vista Drive
Riverview, Florida 33578**

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

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

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

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

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

LANDOWNER PROXY

**BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT
HILLSBOROUGH COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER [REDACTED], 2022**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Boyette Park Community Development District to be held at the Hilton Garden Inn Tampa/Riverview/Brandon, located at 4328 Garden Vista Drive, Riverview, Florida 33578, on November __, 2022, at _____.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

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

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

Total Number of Authorized Votes: _____

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

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

OFFICIAL BALLOT
BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT
HILLSBOROUGH COUNTY, FLORIDA
LANDOWNERS' MEETING - NOVEMBER 15, 2022

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

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

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

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

or

Attach Proxy.

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

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
3		

Date: _____

Signed: _____

Printed Name: _____

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND APPROVING THE CHANGE OF DESIGNATED REGISTERED AGENT AND THE REGISTERED OFFICE OF THE BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT.

WHEREAS, the Boyette Park Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of records keeping and accepting any process, notice, or demand required or permitting by law to be served upon the District in accordance with Section 189.416(1), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. Lindsay C. Whelan of Kutak Rock LLP is hereby designated as Registered Agent for the Boyette Park Community Development District.

SECTION 2. The District’s Registered Office shall be located at the office of Kutak Rock LLP, 107 West College Avenue, Tallahassee, Florida 32301.

SECTION 3. In accordance with Section 189.014, *Florida Statutes*, the District’s Secretary is hereby directed to file certified copies of this resolution with Hillsborough County and the Florida Department of Economic Opportunity.

SECTION 4. This Resolution shall become effective immediately upon its adoption and any provisions of any previous resolutions in conflict with the provisions hereof are hereby superseded.

PASSED AND ADOPTED this 25th day of April 2022.

ATTEST:

**BOYETTE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

7

**Boyette Park Community
Development District**

Stormwater Needs Analysis Report

Prepared for:

Boyette Park Community
Development District

Prepared by:

Clearview Land Design, P.L.

April 8, 2022



Clearview
LAND DESIGN, P.L.

April 8th, 2022

Board of Supervisors

Boyette Park Community Development District

**RE: Boyette Park Community Development District
Stormwater Needs Analysis for Boyette Park CDD**

To Whom It May Concern:

Pursuant to the Board of Supervisor's authorization, Clearview Land Design, P.L. is pleased to submit this Stormwater Needs Analysis Report for the Boyette Park Community Development District. This report has been prepared on behalf of the District in accordance with sections 403.9301 and 403.9302 of Florida Statutes. This report will be submitted to Hillsborough County by June 30th, 2022. The county will then submit to the Department of Environmental Protection (EDR) by July 31st, 2022. EDR will publish an analysis of the submissions in the 2023 edition of the Annual Assessments of Florida's Water Resources and Conservation Lands. This report provides a general description of the stormwater facilities that are currently owned and maintained by the District. The Project is completely built out and there are no plans to expand the district at this time. The report includes the following attachments:

- Pond Slope Erosion Educational Information
- FDEP Illicit Discharge Presentation
- Stormwater Needs Analysis Part 1 (Maintenance Program)
- Stormwater Needs Analysis Part 2 (Budget Program)
- Boyette Park Master Drainage Plan/Stormwater Pipe Sheet

Thank you for this opportunity to be of professional service.

Sincerely,

CLEARVIEW LAND DESIGN, P.L.

Christopher Fisher, P.E.
District Engineer

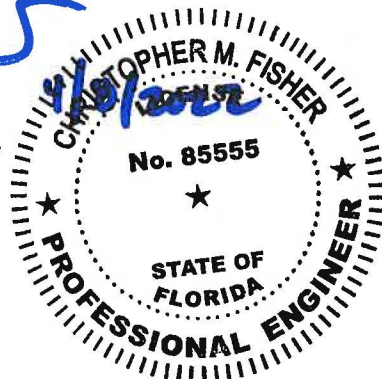


Exhibit A-
Pond Slope Erosion Educational Information

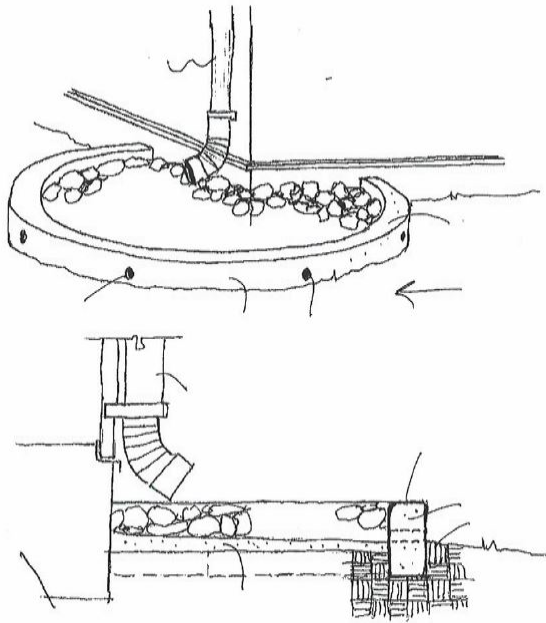
STORMWATER POND SLOPE EROSION

The slopes of the community's stormwater ponds must be maintained with proper vegetation in order to control and prevent *erosion*, or loss of the soil. Erosion of the slopes can be extremely expensive to repair and can sometimes also add unwanted sediment to the water that can negatively affect the water quality in the pond. In addition, eroded banks make it difficult to access and maintain the ponds and unchecked erosion may cause damage to the properties of homeowners next to the affected pond.

The slopes are susceptible to erosion due to

- wave action in the ponds
- the normal fluctuation of the groundwater levels between the rainy and dry seasons
- direct discharge of water from roofs or drains, such as through a roof downspout, a pool overflow pipe, or a water conditioner outflow pipe, that is very concentrated and can carry away soil in its path
- direct discharges from pool drains and water conditioners that contain chemicals such as chlorine or salt that can kill the grass and/or plants that keep the soil in place
- lack of grass and/or plants since vegetation helps keep the soil in place.

Discharges of water from roofs, pools, and water conditioners can significantly damage pond berms and slopes due to the quality of the water and the concentrated flow of water. Residents who have, or plan to create, a concentrated discharge of water must contact the CDD office to discuss ways to reduce the erosion potential. One way to avoid a concentrated discharge is shown in the illustration below:



It is also very important for vegetation to be established and maintained, on both private and CDD properties, within the pond berms and slopes so that bare soil doesn't lead to erosion. Any aquatic plants that the CDD may plant along the pond slopes should be protected to help stabilize the pond slope along and below the grass line and normal water level.

The District (CDD) performs regular inspections of the ponds to assess their conditions and identify any areas that have eroded or show potential for erosion. These areas are then scheduled for appropriate maintenance.

The CDD is implementing a new pond slope maintenance program in 2017 in accordance with guidelines from the University of Florida/IFAS Environmental Horticulture Department's Center for Landscape Conservation and Ecology. The program will use a Moderate to Gentle Slope with a cut bank for the ponds. Turf is planted to the water's edge and a no-mow zone will be established around the perimeter of the ponds. The no-mow strip will be groomed appropriately by the district's landscape maintenance company and will be left taller than a lawn. Homeowners must not mow, nor allow their landscape companies to mow, in the no-mow zone as this interferes with the proper functioning of the system. The following illustration provides more detail:

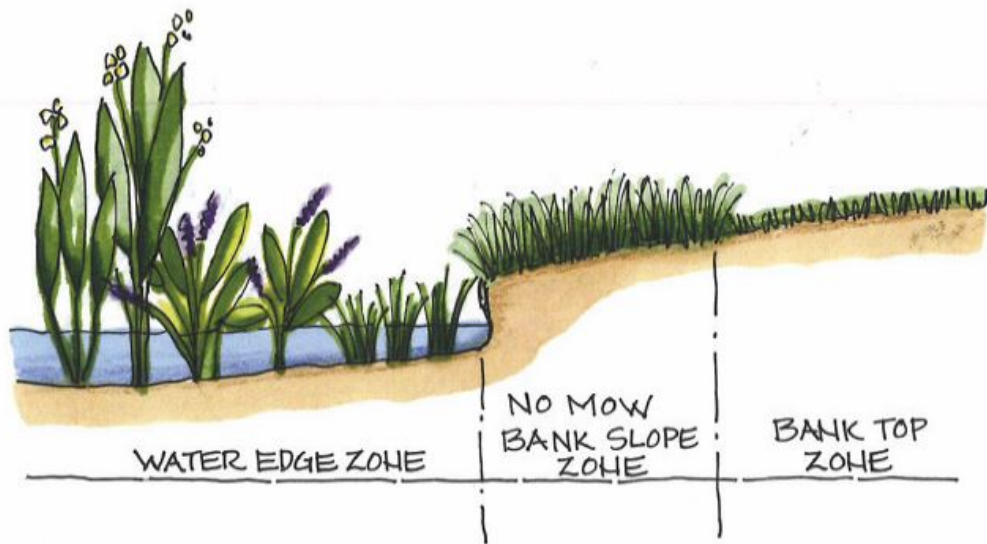


Exhibit B-
FDEP Illicit Discharge Presentation



**IDENTIFICATION
AND
ELIMINATION OF
ILLICIT
DISCHARGES**

**FLORIDA DEPARTMENT OF
ENVIRONMENTAL PROTECTION
NPDES STORMWATER SECTION**

PURPOSE...

- Educate staff and contractors to recognize, report, and stop illicit discharges.
- Create a culture of Pollution Prevention (P²) within OUR agency and community to prevent “pointless personal pollution.”



WHY AM I HERE?

- **YOU are in the field as part of your job**
- **YOU are the “eyes” of our local government or agency**
- **YOU are part of the front lines in preventing illicit discharges**
- **YOU need to know what to look for and what to do if you see illicit discharges**

WHAT IS THE MS4?

- **“Municipal Separate Storm Sewer System”**
- **It is your “Master Drainage System”**
- **The “system” includes road drainage, catch basins, channels, detention ponds, swales, ditches, pipes, etc.**
- **Owned by local governments, WCDs, special districts**
- **Ultimately discharges to surface waters (lakes, rivers, bays, ocean, wetlands)**

HOW STORMWATER REACHES SURFACE WATER

- Sanitary sewer
- Storm sewer



WHAT IS A NPDES MS4 PERMIT?

- **Required by Federal Clean Water Act and by 403.0885, Florida Statutes**
- **NPDES = “National Pollutant Discharge Elimination System”**
 - **Implement Stormwater Management Program (SWMP) to minimize stormwater pollutant loadings.**
 - **Prohibit non-stormwater discharge to the MS4 through education, rules, policies, and inspections.**
 - **Improve and restore impaired waters by reducing stormwater loads.**

ALLOWABLE DISCHARGES INCLUDE...

- **Flows from emergency fire fighting activities.**
- **Water line flushing.**
- **Irrigation from lawn watering.**
- **Air conditioning condensate**
- **Rising ground waters.**
- **Dechlorinated/desalinated swimming pool water.**
- **Residential car washing.**



WHO IS RESPONSIBLE?

- *Everyone is!*
- We have a permit and moral obligation to future generations.
- Contact your MS4 staff for assistance in identifying a possible illicit discharge you have observed and how to prevent it.



WHY BE CONCERNED WITH ILLICIT DISCHARGES?



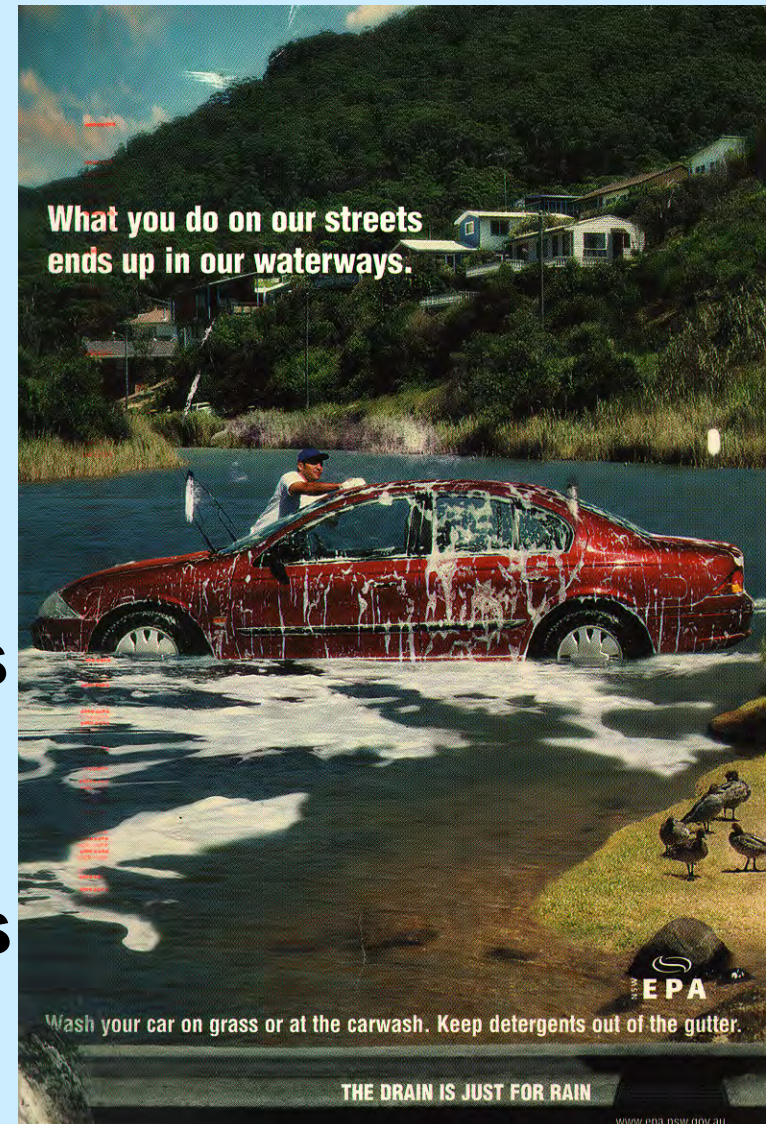
- **To ensure that only stormwater goes into our MS4.**
- **To protect our lakes, rivers, estuaries, and wetlands from pollution.**

ILLICIT DISCHARGES ARE...

- **Any discharge to an MS4, surface water, or ground water that is not composed entirely of stormwater runoff.**
- **Illicit Discharges may include:**
 - **Deliberate discharges or dumping**
 - **Incidental runoff from sites with chemicals, raw materials, or bare soil.**

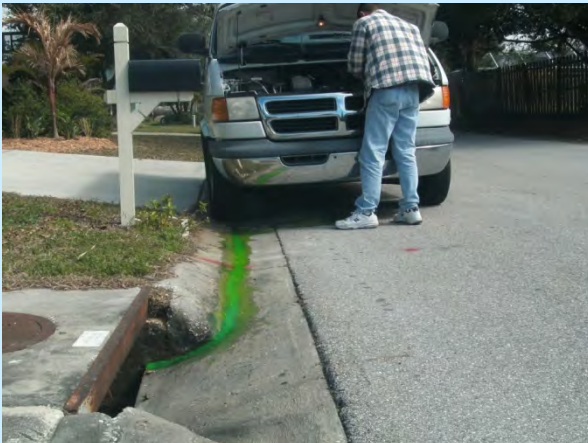
What are Examples of Illicit Discharges?

- Raw Sewage/ Septic Effluent
- Washing machine wastewater
- Car wash wastewater
- Improper oil or household toxics disposal
- Improper radiator flushing
- Paints, pesticides, herbicides
- Construction and other debris
- Pressure washing with soaps
- Grass clippings or yard waste
- Spills from roadway accidents



Types of Illicit Discharges

- **Illegal Dumping**
- **Illicit Connections**
- **Construction-related Discharges**
- **Pipe Defects (sanitary sewer)**
- **Accidental Discharge or Spills**



Illegal Dumping

Discharge of pollutants or non-stormwater materials into the storm sewer system



REPORT IMMEDIATELY

Illicit Connection

An improper physical connection to the stormwater system which can include non-permitted connection(s) to our MS4.

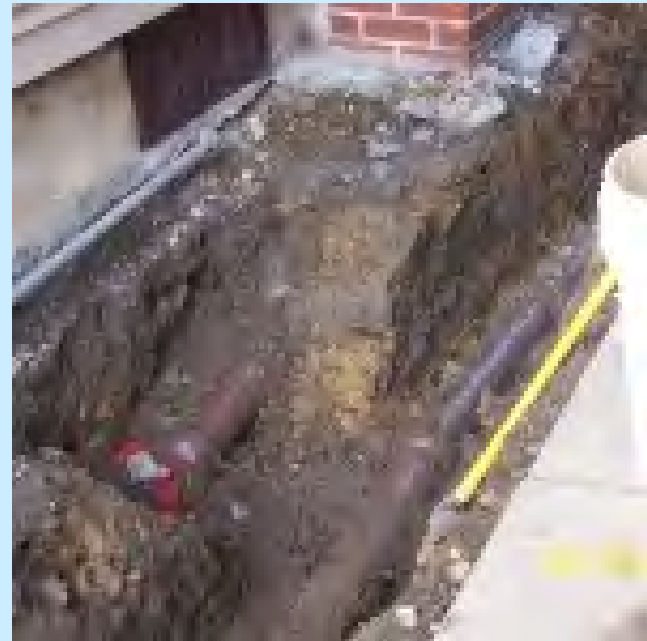
Direct Connection

- Wastewater piping
- Sewage from residential property
- Washing machine discharge
- Pipes to a stormwater drain



Indirect Connection

- Cracked sanitary systems
- Spills collected by drain outlets
- Paint or used oil dumped into drainage systems



Construction-Related Discharges

These are discharges into the MS4 or right-of-way from adjacent construction projects.

Some examples are:

- **Turbid water from dewatering and other construction activities.**
- **Contamination from discharges associated with remediation projects.**
- **Non-permitted dewatering discharges**



Sanitary Sewage

- Sanitary sewage may be present if there is black staining inside the drainage pipe; visible evidence of sanitary waste, floating debris, or opaque or gray water.
- Sewage may originate from septic tank overflow pipes or improperly dumped travel trailer waste.



Failing septic tank

Accidental Discharge or Spills

Reporting a discharge or spill

- The reporting requirements for spills are 25 gallons or more of petroleum or petroleum based products.



Florida State Warning Point 1-800-320-0519

DOCUMENTING & REPORTING ILLICIT DISCHARGES

- Each MS4 has it's own SOPs – Part 2 of training
- Typically use inspection checklist
- Need to know to whom and how to report possible illicit discharge

**FLORIDA DEPARTMENT OF TRANSPORTATION
DISTRICT FIVE
ILLICIT DISCHARGE DETECTION INSPECTION REPORT
NPDES MS4 STORMWATER PROGRAM**

Date: _____ Time: _____ Current Weather Condition: _____
Firm or Agency: _____ Name: _____ Phone # _____
Illicit Discharge Location (Address/Location): _____
_____ Mile Post: _____ (or) Station #: _____
Receiving Water Body: _____ Ultimate Receiving Water Body (if Known): _____

Physical Hydrologic/Hydraulic Data
Time since last rain event: > 72 hours < 72 hours Quantity of last rain event: _____ inches
Connection Type: Circular Elliptical Ditch or Swale Weir Culvert Arched Canal Unknown
Description: _____
Connection Material: RCP (Reinforced Concrete Pipe) CMP (Corrugated Metal Pipe) PVC (Polyvinyl Chloride Pipe)
and/or: Concrete Earthen Ductile Iron (DIP) Fiberglass Asphalt Unknown Other
Description: _____
Connection/Outfall Size/Diameter: _____ feet and/or _____ inches

General Observation of Illicit Discharge
Water Present: Yes No Abandoned Drums/Containers or Material Present: Yes No (If Yes Describe Below)
Water Color: Clear Red Yellow Brown Green Grey Dark Tannin Other _____
Odor: None Musty Sewage Sulfur/Rotten Eggs Sour Milk Fishy Other _____
Floatables: None Oil Sheen Garbage/Trash Sewage/Milt Other _____
Sedimentation: None Slight Moderate Heavy Suspended Solids Other _____
Turbidity: Clear Slightly Turbid Moderately Turbid Heavily Turbid Other _____
Incident Description/Observation: _____

Source: Ownership/Area Characteristics (Illicit connections only)
Municipality (City/County), if known: _____
Immediate upstream property owner's name and/or address: _____
Type of Facility/Operated or Property Description: _____
CC: () D5: Patrick Muench P.E. (386) 943-5434 Fax: (386) 736-5302

***** This section to be completed by Environmental Permitting Engineer *****
Follow-up inspection required? Yes No Date Scheduled: _____ Time: _____
Referred to _____ for further Investigation only, and/or Corrective action, by _____
Comments/Instructions: _____

FOR YOUR SAFETY ALWAYS REMEMBER: NEVER INHALE, TOUCH OR COME IN CONTACT WITH ANY UNKNOWN SUBSTANCES
Revised 3/12/2018

Spill Response Procedures

Information needed when reporting a spill

- Name, address and phone number of person reporting the spill
- Name, address and phone number of responsible party for the discharge (if known)
- Date and time of the spill and status of spill (ongoing or ceased)
- Estimated amount of the spill
- Location or address of the spill
- Source or cause of the spill
- Description of area affected by the spill
- Provide as much information as possible

What to look for – common signs of illicit discharges



Common Signs of Discharges

- Staining from paints or solvents on outfalls pipes, inlets and grates, and around pond bank
- Turbidity, oil/gas sheen, foam and/or suds
- Abandoned oil and gas containers, barrels, and paint cans
- Discoloration of water or vegetation
- Floatables and debris
- Pungent odors or other smells



Oil / Gas

- Recognized as a sheen on the water = rainbow
- Natural sheens may be differentiated from an oil/gas sheen by swirling the sheen around in the water. If it re-attaches, the sheen is oil/gas.



Foams / Detergents

- Products used to wash boats/vehicles/buildings may include chlorine, phosphates and ammonia.
- These products often enter lakes and streams as a result of improperly connected car washes or washing machines.



Examples of Previous Illicit Connections and Discharges



Unknown pipe into storm sewer inlet



Water by nature is not green!

Examples of Previous Illicit Connections and Discharges



Washing machine discharge



Unknown pipe to inlet

Examples of Illicit Connections and Discharges



Restaurant grease traps



Septic tank overflow



Pressure washing



Stains lead to storm sewer inlet



MORE INDICATIONS...



- A person emptying a drum or bucket of waste
- A tank or vector truck draining its contents through a hose in a manhole
- A hose running out the back door of an industrial site into a ditch or a wooded lot

Even More Clues



- **Unauthorized pipe which has been connected to the storm sewer**
- **Discoloration of channels and pipes**
- **Flow where there shouldn't be any**

WHEN YOU FIND AN ILLICIT DISCHARGE...

- **On a property under your control...**
 - **Stop the discharge.**
 - **Notify supervisor and/or safety officer.**
 - **Cleanup discharge or spill.**
 - **Implement strategy to prevent illicit discharges in the future.**

WHEN YOU OBSERVE AN ILLICIT DISCHARGE...



- On a property not under your control...
 - Take picture and/or note location, characteristics, date, and time.
 - Identifying marks
 - Commercial vehicle?
 - Any ID on the door?
 - License Number
 - Report to MS4 immediately.

CREATING A CULTURE OF POLLUTION PREVENTION (P²)...

- Administration and Communication
 - Create a plan of action/SOPs to manage illicit discharges.
 - Stormwater Pollution Prevention Plan
 - Spill Cleanup Plan and Spill Cleanup Kits
 - Create channels of communication of reporting potential or observed illicit discharges.
 - These channels should go up and down the Org. Chart.
 - Like safety, P² is everyone's responsibility.



WE MUST SET AN EXAMPLE

CREATING A CULTURE OF POLLUTION PREVENTION (P²)...

- **Housekeeping and Materials Management**
 - **Vehicle Washing/Maintenance**
 - **Wash water should never discharge to storm sewer or surface waters.**
 - **Maintenance should be performed indoors.**



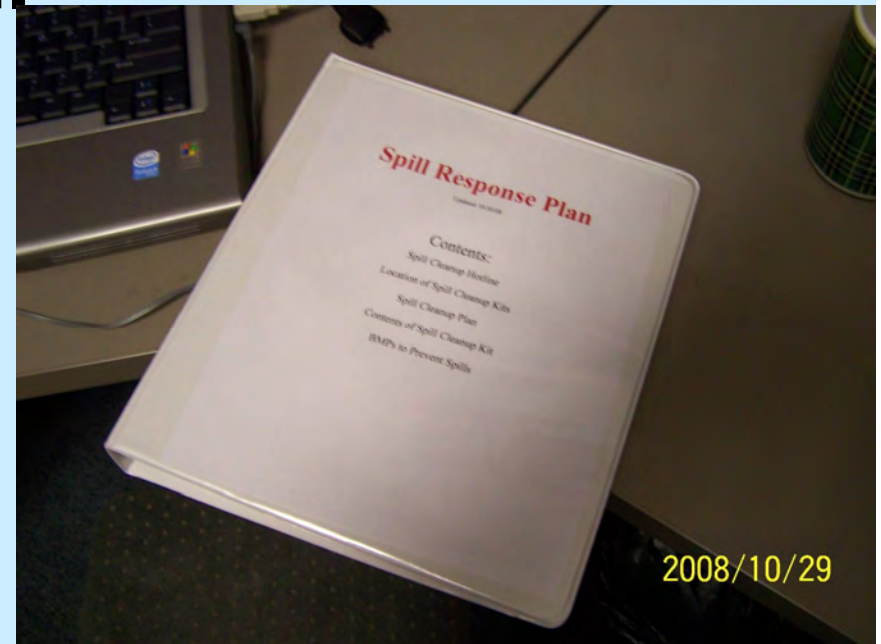
CREATING A CULTURE OF POLLUTION PREVENTION (P²)...

- Housekeeping and Materials Management
 - Spill Prevention
 - Use drop cloths, drip pans, and secondary containment.



CREATING A CULTURE OF POLLUTION PREVENTION (P²)...

- Housekeeping and Materials Management
 - Spill Reporting and Response
 - Spill reporting hotline.
 - Spill Cleanup Plan.
 - Spill Cleanup Kit.



CREATING A CULTURE OF POLLUTION PREVENTION (P²)...

- **Housekeeping and Materials Management**
 - **Street and Yard Maintenance**
 - **Street sweeping.**
 - **Inlet protection.**



CREATING A CULTURE OF POLLUTION PREVENTION (P²)...

- **Housekeeping and Materials Management**
 - **Material Storage**
 - **Cover stockpiles, drums, and other containers.**
 - **Know manufacturers storage guidelines.**



CREATING A CULTURE OF POLLUTION PREVENTION (P²)...

- **Housekeeping and Materials Management**
 - **Landscaping and Lawn care**
 - **Keep clippings out of street and stormwater inlets.**
 - **Sweep up spills and reuse the fertilizer.**
 - **Use Florida-friendly fertilizers = low or no phosphorus and slow release nitrogen.**
 - **Know manufacturers application rates.**
 - **Keep pesticides and fertilizers away from lakes, rivers, wetlands, streets, and stormwater inlets.**



GUARANTEED ANALYSIS	
Total Nitrogen (N).....	35.0%
35% Urea Nitrogen*	
Soluble Potash (K ₂ O).....	5.00%
Boron (B).....	0.03%
Copper (Cu).....	0.05%
Iron (Fe).....	5.00%
0.10% Water Soluble Iron (Fe)	
Manganese (Mn).....	0.05%
Molybdenum (Mo).....	0.0006%
Zinc (Zn).....	0.05%
Derived from: Polymer-coated Urea, Urea, Muriate of Potash, Sodium Borate, Copper Oxide, Ferric Oxide, Ferrous Sulfate, Manganese Oxide, Molybdic Oxide and Zinc Oxide.	
* Contains 15% slowly available Nitrogen from coated Urea.	
F1074	



THE CONSEQUENCES...

- Florida DEP and the US EPA can levy very hefty fines...

FOR IMMEDIATE RELEASE: September 29, 2008
CONTACTS: Amy Graham, (850) 245-2112 or (850) 778-7258

DEP AGENTS CRACK DOWN ON WASTE VIOLATIONS STATEWIDE

-Two arrests triggered by citizen calls to State Warning Point-

TALLAHASSEE- Florida Department of Environmental Protection (DEP) law enforcement agents made three separate arrests last week for waste violations, including one for storing, processing or disposing of solid waste within 200 feet of a natural body of water, a first degree misdemeanor punishable by up to six months in jail and/or a fine up to \$10,000.

FOR IMMEDIATE RELEASE: October 17, 2008
CONTACTS: Amy Graham, (850) 245-2112 or (850) 778-7258

DEP SLEUTHS SOLVE WETLANDS CRIME

~Suspect arrested after destroying 10 acres of wetlands~

BAY COUNTY- After a three month investigation, Florida Department of Environmental Protection (DEP) law enforcement agents last week arrested a man with causing pollution, a third degree felony punishable by up to five years in prison and a fine of up to \$10,000. Thomas Bodie, who was arrested after clearing and filling approximately 10 acres of state jurisdictional wetlands, was also charged with failing to obtain a permit, a misdemeanor punishable by up to one year in jail and a fine of up to \$1,000.



Search:

[Tips](#)

Articles

Four Of The Nation's Largest Home Builders Settle Storm Water Violations

June 12, 2008

Washington, D.C. — Four of the nation's largest home builders have agreed to pay civil penalties totaling \$4.3 million to resolve alleged violations of the Clean Water Act, the Justice Department and Environmental Protection Agency announced recently. The companies also have agreed to implement company-wide compliance programs that go beyond current regulatory requirements and put controls in place that will keep 1.2 billion pounds of sediment from polluting our nation's waterways each year.

The home builders are Centex Homes, based in Dallas; KB Home, based in Los Angeles; Pulte Homes, based in Bloomfield Hills, Mich.; and Richmond American Homes, based in Denver. The four separate settlements resolve alleged violations of storm water run-off regulations at construction sites in 34 states and the District of Columbia. Each company will pay the following penalties:

Centex: \$1,485,000

KB Home: \$1,185,000

Pulte: \$877,000

Richmond: \$795,000

Exhibit C-
Stormwater Needs Analysis
Part 1

Background Information

Please provide your contact and location information, then proceed to the template on the next sheet.

Name of Local Government:	Boyette Park Community Development District
Name of stormwater utility, if applicable:	N/A
Contact Person	
Name:	Chris Fisher, Clearview Land Design, P.L.
Position/Title:	CDD Engineer
Email Address:	
Phone Number:	(813)223-3919

Indicate the Water Management District(s) in which your service area is located.

- Northwest Florida Water Management District (NFWFMD)
- Suwannee River Water Management District (SRWMD)
- St. Johns River Water Management District (SJRWMD)
- Southwest Florida Water Management District (SWFWMD)
- South Florida Water Management District (SFWMD)

Indicate the type of local government:

- Municipality
- County
- Independent Special District

Part 1.0 Detailed description of the stormwater management program (Section 403.9302(3)(a), F.S.)

The stormwater management program, as defined in the Introduction, includes those activities associated with the management, operation and maintenance, and control of stormwater and stormwater management systems, including activities required by state and federal law. The detailed program description is divided into multiple subparts consisting of narrative and data fields.

Part 1.1 Narrative Description:

Please provide a brief description of the current institutional strategy for managing stormwater in your jurisdiction. Please include any mission statement, divisions or departments dedicated solely or partly to managing stormwater, dedicated funding sources, and other information that best describes your approach to stormwater:

The CDD professional engineering staff has established BMPs for the stormwater ponds designed and constructed as part of its Master Drainage Plan. The District will be planning perimeter aquatic planting for improved stormwater quality in FY 2022/2023. Pond and landscape maintenance vendors have been informed of Illicit Discharges for reporting to District Management, if observed. As well, regular periodic pond observation and maintenance is done.

On a scale of 1 to 5, with 5 being the highest, please indicate the importance of each of the following goals for your program:

0	1	2	3	4	5	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Drainage & flood abatement (such as flooding events associated with rainfall and hurricanes)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Water quality improvement (TMDL Process/BMAPs/other)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reduce vulnerability to adverse impacts from flooding related to increases in frequency and duration of rainfall events, storm surge and sea level rise
						Other:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Part 1.2 Current Stormwater Program Activities:

Please provide answers to the following questions regarding your stormwater management program.

- Does your jurisdiction have an NPDES Municipal Separate Storm Sewer System (MS4) Permit?

If yes, is your jurisdiction regulated under Phase I or Phase II of the NPDES Program:

- Does your jurisdiction have a dedicated stormwater utility?

If no, do you have another funding mechanism?

If yes, please describe your funding mechanism.

General Fund/Operation and Maintenance Budget

- Does your jurisdiction have a Stormwater Master Plan or Plans?

If Yes:

How many years does the plan(s) cover?

Are there any unique features or limitations that are necessary to understand what the plan does or does not address?

No

Please provide a link to the most recently adopted version of the document (if it is published online):

It is not published on line

- Does your jurisdiction have an asset management (AM) system for stormwater infrastructure?

If Yes, does it include 100% of your facilities?

If your AM includes less than 100% of your facilities, approximately what percent of your facilities are included?

- Does your stormwater management program implement the following (answer Yes/No):

A construction sediment and erosion control program for new construction (plans review and/or inspection)?	No
An illicit discharge inspection and elimination program?	Yes
A public education program?	Yes
A program to involve the public regarding stormwater issues?	Yes
A "housekeeping" program for managing stormwater associated with vehicle maintenance yards, chemical storage, fertilizer management, etc. ?	No
A stormwater ordinance compliance program (<i>i.e.</i> , for low phosphorus fertilizer)?	No
Water quality or stream gage monitoring?	No
A geospatial data or other mapping system to locate stormwater infrastructure (GIS, etc.)?	No
A system for managing stormwater complaints?	Yes
Other specific activities?	

Regular observations and reporting by both the pond and landscape maintenance vendors at Board of Supervisors' meetings.

Notes or Comments on any of the above:

Part 1.3 Current Stormwater Program Operation and Maintenance Activities

Please provide answers to the following questions regarding the operation and maintenance activities undertaken by your stormwater management program.

- Does your jurisdiction typically assume maintenance responsibility for stormwater systems associated with new private development (*i.e.*, systems that are dedicated to public ownership and/or operation upon completion)?

Yes

Notes or Comments on the above:

- Does your stormwater operation and maintenance program implement any of the following (answer Yes/No):

Routine mowing of turf associated with stormwater ponds, swales, canal/lake banks, <i>etc.</i> ?	Yes
Debris and trash removal from pond skimmers, inlet grates, ditches, <i>etc.</i> ?	Yes
Invasive plant management associated with stormwater infrastructure?	No
Ditch cleaning?	No
Sediment removal from the stormwater system (vacator trucks, other)?	No
Muck removal (dredging legacy pollutants from water bodies, canal, <i>etc.</i>)?	No
Street sweeping?	No
Pump and mechanical maintenance for trash pumps, flood pumps, alum injection, <i>etc.</i> ?	No
Non-structural programs like public outreach and education?	Yes
Other specific routine activities?	

Part 2. Detailed description of the stormwater management system and its facilities and projects (continued Section 403.9302(3)(a), F.S.)

A stormwater management system, as defined in the Introduction, includes the entire set of site design features and structural infrastructure for collection, conveyance, storage, infiltration, treatment, and disposal of stormwater. It may include drainage improvements and measures to prevent streambank channel erosion and habitat degradation. This section asks for a summary description of your stormwater management system. It is not necessary to provide geospatial asset data or a detailed inventory. For some, it may be possible to gather the required data from your Asset Management (AM) system. For others, data may be gathered from sources such as an MS4 permit application, aerial photos, past or ongoing budget investments, water quality projects, or any other system of data storage/management that is employed by the jurisdiction.

Please provide answers to the following questions regarding your stormwater system inventory. Enter zero (0) if your system does not include the component.

	Number	Unit of Measurement
Estimated feet or miles of buried culvert:	1,246.00	Feet
Estimated feet or miles of open ditches/conveyances (lined and unlined) that are maintained by the stormwater program:	0.00	
Estimated number of storage or treatment basins (<i>i.e.</i> , wet or dry ponds):	3	
Estimated number of gross pollutant separators including engineered sediment traps such as baffle boxes, hydrodynamic separators, <i>etc.</i> :	0	
Number of chemical treatment systems (<i>e.g.</i> , alum or polymer injection):	0	
Number of stormwater pump stations:	0	
Number of dynamic water level control structures (<i>e.g.</i> , operable gates and weirs that control canal water levels):	0	
Number of stormwater treatment wetland systems:	0	
Other:		
Pond Control Structures	4.00	

Notes or Comments on any of the above:

Which of the following green infrastructure best management practices do you use to manage water flow and/or improve water quality (answer Yes/No):

Best Management Practice	Current	Planned
Tree boxes	No	No
Rain gardens	No	No
Green roofs	No	No
Pervious pavement/pavers	No	No
Littoral zone plantings	Yes	
Living shorelines	Yes	

Other Best Management Practices:

Invasive vegetation management		

Please indicate which resources or documents you used when answering these questions (check all that apply).

- Asset management system
- GIS program
- MS4 permit application
- Aerial photos
- Past or ongoing budget investments
- Water quality projects

Other(s):

Part 3. The number of current and projected residents served calculated in 5-year increments (Section 403.9302(3)(b), F.S.)

Counties and municipalities: Instead of requiring separate population projections, EDR will calculate the appropriate population estimates for each municipality or the unincorporated area of the county. If your service area is less than or more than your local government’s population, please describe in the first text box provided below for part 4.0.

Independent Special Districts:

If an independent special district’s boundaries are completely aligned with a county or a municipality, identify that jurisdiction here:

Hillsborough County

Any independent special district whose boundaries do not coincide with a county or municipality must submit a GIS shapefile with the current and projected service area. EDR will calculate the appropriate population estimates based on that map. Submission of this shapefile also serves to complete Part 4.0 of this template.

Part 4.0 The current and projected service area for the stormwater management program or stormwater management system (Section 403.9302(3)(c), F.S.)

Rather than providing detailed legal descriptions or maps, this part of the template is exception-based. In this regard, if the stormwater service area is less than or extends beyond the geographic limits of your jurisdiction, please explain.

Similarly, if your service area is expected to change within the 20-year horizon, please describe the changes (*e.g.*, the expiration of an interlocal agreement, introduction of an independent special district, *etc.*).

Exhibit D-
Stormwater Needs Analysis
Part 2

Part 6.0 The estimated remaining useful life of each facility or its major components (Section 403.9302(3)(e), F.S.)

Rather than reporting the exact number of useful years remaining for individual components, this section is constructed to focus on infrastructure components that are targeted for replacement and will be major expenses within the 20-year time horizon. Major replacements include culverts and pipe networks, control structures, pump stations, physical/biological filter media, etc. Further, the costs of retrofitting when used in lieu of replacement (such as slip lining) should be included in this part. Finally, for the purposes of this document, it is assumed that open storage and conveyance systems are maintained (as opposed to replaced) and have an unlimited service life.

In order to distinguish between routine maintenance projects and the replacement projects to be included in this part, only major expenses are included here. A major expense is defined as any single replacement project greater than 5% of the jurisdiction's total O&M expenditures over the most recent five-year period (such as a project in late 2021 costing more than 5% of the O&M expenditures for fiscal years 2016-2017 to 2020-2021).

If you have more than 5 projects in a particular category, please use the "Additional Projects" tab. There, you can use dropdown lists to choose the project category and whether there is a committed funding source, then enter the project name and expenditure amounts.

End of Useful Life Replacement Projects with a Committed Funding Source

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

End of Useful Life Replacement Projects with No Identified Funding Source

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Part 7.0 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. (Section 403.9302(3)(f), F.S.)

This part of the template also addresses a portion of s. 403.9302(3)(g), F.S., by including historical expenditures. Many local governments refer to these as “actual” expenditures.

Consistent with expenditure projections, the jurisdiction’s actual expenditures are categorized into routine O&M, expansion, resiliency projects, and replacement of aging infrastructure. Additionally, the table includes space for reserve accounts. EDR’s interpretation of subparagraph 403.9302(3)(f), F.S., is that “capital account” refers to any reserve account developed specifically to cover future expenditures.

Note that for this table:

- Expenditures for local fiscal year 2020-21 can be estimated based on the most current information if final data is not yet available.
- Current Year Revenues include tax and fee collections budgeted for that fiscal year as well as unexpended balances from the prior year (balance forward or carry-over) unless they are earmarked for the rainy day or a dedicated reserve as explained in the following bullets.
- Bond proceeds should reflect only the amount expended in the given year.
- A reserve is a dedicated account to accumulate funds for a specific future expenditure.
- An all-purpose rainy day fund is a type of working capital fund typically used to address costs associated with emergencies or unplanned events.

The sum of the values reported in the "Funding Sources for Actual Expenditures" columns should equal the total "Actual Expenditures" amount. The cells in the "Funding Sources for Actual Expenditures" section will be highlighted red if their sum does not equal the "Actual Expenditures" total.

If you do not have a formal reserve dedicated to your stormwater system, please enter zero for the final two reserve columns.

Routine O&M

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17	2,000	2,000				0	
2017-18	2,000	2,000				0	
2018-19	2,000	2,000				0	
2019-20	2,000	2,000				0	
2020-21	2,000	2,000					

Expansion

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17	0						
2017-18	0						
2018-19	0						
2019-20	0						
2020-21	0						

Resiliency

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17	0						
2017-18	0						
2018-19	0						
2019-20	0						
2020-21	0						

Replacement of Aging Infrastructure

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17	0						
2017-18	0						
2018-19	0						
2019-20	0						
2020-21	0						

Part 8.0 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 (Section 403.9302(3)(g), F.S.)

In this template, the historical data deemed necessary to comply with s. 403.9302(3)(g), F.S., was included in part 7.0. This part is forward looking and includes a funding gap calculation. The first two tables will be auto-filled from the data you reported in prior tables. To do this, EDR will rely on this template's working definition of projects with committed funding sources, *i.e.*, EDR assumes that all committed projects have committed revenues. Those projects with no identified funding source are considered to be unfunded. EDR has automated the calculation of projected funding gaps based on these assumptions.

Committed Funding Source	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Maintenance	50	50	50	50
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
Total Committed Revenues (=Total Committed Projects)	50	50	50	50

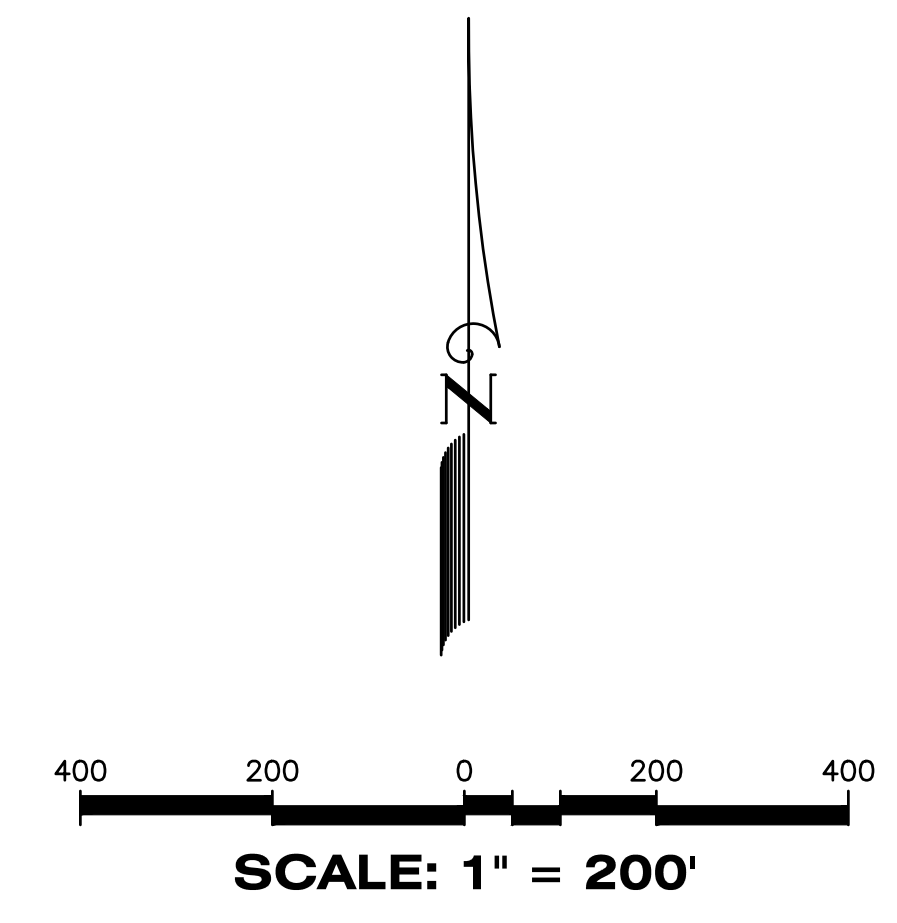
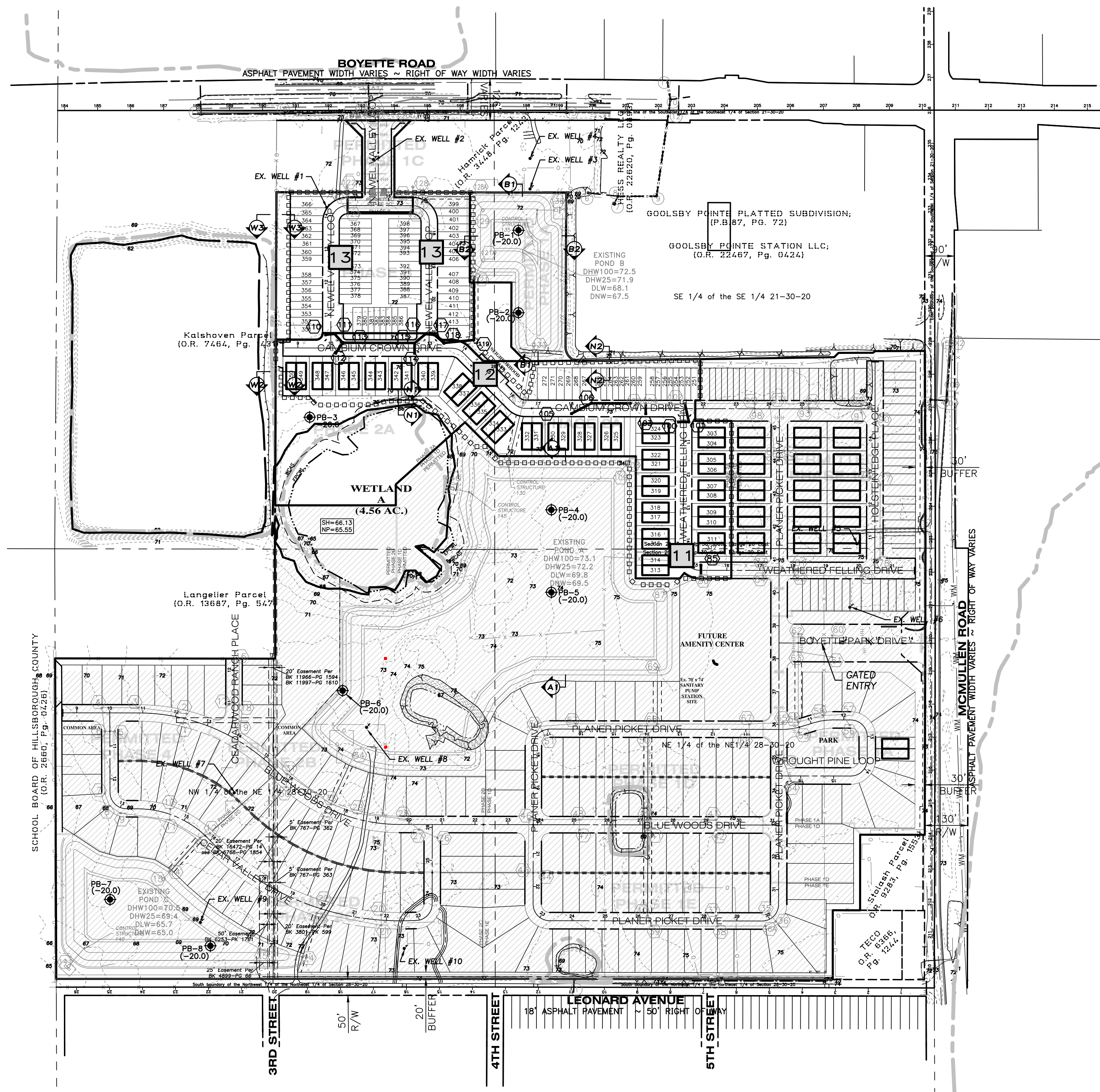
No Identified Funding Source	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Maintenance	0	0	0	0
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
Projected Funding Gap (=Total Non-Committed Needs)	0	0	0	0

For any specific strategies that will close or lessen a projected funding gap, please list them in the table below. For each strategy, also include the expected new revenue within the five-year increments.

Strategies for New Funding Sources	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Total	0	0	0	0

Remaining Unfunded Needs	0	0	0	0
---------------------------------	----------	----------	----------	----------

Exhibit E-
Master Drainage/Stormwater Pipe Plans



LEGEND		
EXISTING	PROPOSED	
		STORM DRAINAGE STRUCTURE
		STRUCTURE NO.
		SPOT ELEVATION
		CONTOUR
		DIRECTION OF SURFACE FLOW
		UNDERDRAIN WITH CLEANOUT
		STAKED EROSION CONTROL
		POND BORING LOCATION (MAX DEPTH OF SUITABLE FILL FROM EXISTING GRADE)
		EPCW/L
		WETLAND CONS. AREA SETBACK
		ROADWAY PLAN & PROFILE SHEET
		WETLAND & DITCH IMPACTS TO BE REMOVED PURSUANT TO EPC NOTICED EXEMPTION.
		BLOCK #
		FEMA FLOOD ZONE BOUNDARY
		AREA PERMITTED SEE GOOLSBY PROPERTIES PHASES 1A-1E, 2B, 2C, 4 BY CLEARVIEW LAND DESIGN, P.L.

SEE PLANS FOR GOOLSBY PROPERTIES PHASES 1A-1E, 2B, 2C, 4 BY CLEARVIEW LAND DESIGN FOR CROSS SECTIONS & PREVIOUS CONSTRUCTION

ALL EXISTING WELLS SHALL BE ABANDONED BY A FLORIDA-LICENSED WATER WELL CONTRACTOR IN ACCORDANCE WITH RULE 40D-3.531(2) F.A.C. UNLESS OTHERWISE NOTED

Lake/Pond Excavation Note:
 "No excavation shall extend below the permitted design depths/elevations shown on the drawings, unless additional testing supports otherwise; and no semi-confining unit clayey soil material and/or no limestone materials shall be excavated, regardless if these materials are encountered within the permitted excavation depths/elevations. If any lower semi-confining unit clayey soil materials or limestone materials are encountered above the permitted depths/elevations, then excavation operations shall cease in the general area. EPC must be contacted prior to any excavation of clays. In the absence of a confining layer, 5 feet of undisturbed soil must be left above the limestone."

- NOTES:
- Elevations Refer to the North American Vertical Datum of 1988 (NAVD88).
 - The site appears to lie within Flood Zones "A" and "X" according to Federal Emergency Management Agency (FEMA) - Flood Insurance Rate Map (FIRM) Community-Panel No. 120112 0506 H (Map Number 12057C0506H), effective August 28, 2008.
 - Hillsborough County Benchmark "VC-277" elevation 60.95 feet North American Vertical Datum of 1988 (NAVD 88).

 Engineering Business C.A. No.: 28858 1213 E. 6th Avenue, Tampa, Florida 33605 Office: 813-223-3919 Fax: 813-223-3975 This item has been electronically signed and sealed by W. ALAN LAWTON P.E. NO. 58664 on 2/18/19 using a Digital Signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.			MASTER DRAINAGE PLAN		
			JOB NO. MAT-GP-030	GOOLSBY PROPERTIES PHASES 2A & 3	
DESIGN WAL	DRAWN DNS	DATE 07-03-2017	PREPARED FOR MATTAMY TAMPA-SARASOTA, LLC	Elevations based on North American Vertical Datum 1988 (NAVD 88) Conversion from NAVD 88 to NGVD 29 = +0.89 Feet	
DATE	DESCRIPTION	BY	DATE W. ALAN LAWTON P.E. NO. 58664 FLORIDA PROFESSIONAL ENGINEER	FILE MD	SHEET 6 OF 40 SHEETS

STORM STRUCTURE DATA										
STRUCTURE			LINE						STRUCTURE LOCATION & REMARKS	
NO.	TYPE & SIZE	TOP ELEV.	TYPE	DIAM. IN.	LENGTH FEET	SLOPE %	INVERT ELEV. UPPER END	INVERT ELEV. LOWER END	FALL IN FEET	
100	TYPE 1 INLET	74.10	RCP	15	31	0.32	69.75	69.65	0.10	
101	TYPE 1 INLET	74.10	RCP	15	57	0.35	69.65	69.45	0.20	
102	MANHOLE	74.15	RCP	36	118	0.17	66.50	66.30	0.20	TYPE 'J' STRUCTURE BOTTOM-15" MASONRY PLUG SOUTH CONNECT WITH PHASE 2A
104										
103	TYPE 1 INLET	73.25	RCP	15	31	0.32	68.85	68.75	0.10	
104	TYPE 1 INLET	73.88	RCP	36	46	0.21	66.30	66.20	0.10	TYPE 'J' STRUCTURE BOTTOM-15" MASONRY PLUG WEST CONNECT WITH PHASE 2A
107										
105	TYPE 1 INLET	73.95	RCP	15	69	0.29	69.55	69.35	0.20	
106	TYPE 1 INLET	73.76	RCP	18	118	0.17	69.10	68.90	0.20	
107	MANHOLE	73.60	RCP	36	176	0.11	66.20	66.00	0.20	TYPE 'J' STRUCTURE BOTTOM-15" MASONRY PLUG WEST CONNECT WITH PHASE 2A
108	MANHOLE	73.50	RCP	36	56	0.18	65.80	65.70	0.10	TYPE 'J' STRUCTURE BOTTOM
109	MES									FDOT INDEX NO. 272
110	TYPE 1 INLET	74.07	RCP	15	26	0.39	69.65	69.55	0.10	
111	TYPE V INLET	73.80	RCP	15	36	0.28	69.55	69.45	0.10	FDOT INDEX NO. 221
113										
112	TYPE 1 INLET	74.25	RCP	15	38	0.26	69.75	69.65	0.10	
113	MANHOLE	74.45	RCP	24	218	0.18	68.70	68.30	0.40	
115										
114	TYPE 1 INLET	74.08	RCP	15	31	0.32	69.65	69.55	0.10	
115	TYPE 1 INLET	74.08	RCP	24	42	0.24	68.30	68.20	0.10	
116	TYPE V INLET	73.80	RCP	24	26	0.39	68.10	68.00	0.10	FDOT INDEX NO. 221
117	TYPE 1 INLET	74.07	RCP	24	38	0.16	65.90	65.84	0.06	
118	MANHOLE	74.50	RCP	24	91	0.16	65.84	65.69	0.15	TYPE 'J' STRUCTURE BOTTOM
119	MANHOLE	74.90	RCP	24	187	0.16	65.69	65.40	0.29	TYPE 'J' STRUCTURE BOTTOM
121										
120	DITCH BOTTOM INLET	73.00	ADS	36	121	0.25	66.90	66.60	0.30	TYPE D WITH TRAFFIC BEARING GRATE FDOT INDEX NO. 232
121	MANHOLE	74.00	RCP	36	55	0.12	64.70	64.50	0.20	TYPE 'J' STRUCTURE BOTTOM-24" MASONRY PLUG SOUTH CONNECT WITH PHASE 2A
121A	MES									FDOT INDEX NO. 272
122	MANHOLE	74.30	RCP	18	26	0.39	66.80	66.70	0.10	
123	TYPE 1 INLET	73.68	RCP	18	31	0.32	66.70	66.60	0.10	
124	TYPE 1 INLET	73.68	RCP	24	197	0.20	66.10	65.70	0.40	
125	TYPE 1 INLET	73.53	RCP	30	31	0.32	65.20	65.10	0.10	
127										
126	MANHOLE	74.20	RCP	18	26	0.39	66.70	66.60	0.10	
127	TYPE 1 INLET	73.53	RCP	36	182	0.17	64.60	64.30	0.30	TYPE 'J' STRUCTURE BOTTOM
128	MANHOLE	73.60	RCP	36	64	0.08	64.30	64.25	0.05	TYPE 'J' STRUCTURE BOTTOM
129	MES									FDOT INDEX NO. 272
130	CONTROL STR	72.00	RCP	36	24	0.42	67.20	67.10	0.10	TYPE H GRATE INLET, 3 GRATE
131	MANHOLE	73.40	RCP	36	176	0.17	67.10	66.80	0.30	TYPE 'J' STRUCTURE BOTTOM
132	TYPE 1 INLET	74.42	RCP	36	173	0.17	64.80	64.50	0.30	TYPE 'J' STRUCTURE BOTTOM
133	MES									FDOT INDEX NO. 272
135	CONTROL STR	72.00	RCP	36	67	0.52	67.15	66.80	0.35	TYPE O GRATE INLET
136	MES									FDOT INDEX NO. 272

REMOVE STRUCTURE 120 AND 121 IF 36" ADS
 PLUG WEST 36" PIPE REMOVED WITH STRUCTURE 120

STORM STRUCTURE DATA										
STRUCTURE			LINE						STRUCTURE LOCATION & REMARKS	
NO.	TYPE & SIZE	TOP ELEV.	TYPE	DIAM. IN.	LENGTH FEET	SLOPE %	INVERT ELEV. UPPER END	INVERT ELEV. LOWER END	FALL IN FEET	
140	CONTROL STR	71.00	RCP	15	68	0.29	62.20	62.00	0.20	SEE CONTROL STRUCTURE DETAIL
141	MES									FDOT INDEX NO. 272
145	CONTROL STR	73.00	RCP	18	54	0.19	65.10	65.00	0.10	SEE CONTROL STRUCTURE DETAIL
146	MES									FDOT INDEX NO. 272
200	TYPE 2 INLET	68.50	RCP	24	107	0.23	64.36	64.09	0.25	TIE INTO EXIST 24" RCP TO EAST
203										
201	TYPE 2 INLET	68.09	RCP	18	32	0.14	64.09	64.02	0.07	
202	MANHOLE	68.64	RCP	18	10	0.15	64.02	63.79	0.23	
203	MANHOLE	69.93								TYPE 'J' STRUCTURE BOTTOM
EX1	EXISTING MANHOLE									RAISE MANHOLE TOP
205	CURB INLET	74.50	RCP	18	54	0.30	70.40	70.24	0.16	EXTEND EXISTING 18" RCP TO STR 205, 4'
206	MANHOLE	74.50	RCP	18	121	0.26	70.24	69.92	0.32	SOUTH PIPE NEW, NORTH PIPE EXISTING
EX2	EXISTING MANHOLE									
85	TYPE 1 INLET	74.02	RCP	15	31	0.32	69.65	69.55	0.10	
86	TYPE 1 INLET	74.02	RCP	24	125	0.16	67.60	67.40	0.20	15" MASONRY PLUG NORTH CONNECT WITH PHASE 2A
87	MES									

SHADED STRUCTURES ARE PERMITTED FOR CONSTRUCTION WITH PHASES 1A-1E,2B,2C,4. REFER TO "GOOLSBY PROPERTIES" PLANS BY CLEARVIEW LAND DESIGN. SWFWMD PERMIT # 43042302.001

		DRAINAGE STRUCTURE DATA	
Engineering Business C.A. No. 28858 1213 E. 6th Avenue, Tampa, Florida 33605 Office: 813-223-3919 Fax: 813-223-3975		JOB NO. MAT-GP-030 GOOLSBY PROPERTIES PHASES 2A & 3	
This item has been electronically signed and sealed by W. ALAN LAWTON P.E. NO. 58664 on 2/18/19 using a Digital Signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.		DRAWN: WAL PREPARED FOR: MATTAMY TAMPA-SARASOTA, LLC	
DATE: 07-03-2017		DATE: Elevations based on North American Vertical Datum 1988 (NAVD 88) Conversion from NAVD 88 to NGVD 29 = +0.89 Feet	
REVISIONS		FILE: ST	
SHEET 7 OF 40 SHEETS			

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

9

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2022**

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2022**

	General Fund	Debt Service Fund	Total Governmental Funds
ASSETS			
Cash	\$ 62,911	\$ -	\$ 62,911
Investments			
Revenue	-	402,255	402,255
Reserve	-	191,770	191,770
Prepayment	-	286	286
Cost of issuance	-	2	2
Total assets	\$ 62,911	\$ 594,313	\$ 657,224
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accrued taxes payable	\$ 122	\$ -	\$ 122
Total liabilities	122	-	122
Fund balances:			
Assigned			
Working capital	18,270	-	18,270
Debt service	-	594,313	594,313
Unassigned	44,519	-	44,519
Total fund balances	62,789	594,313	657,102
Total liabilities and fund balances	\$ 62,911	\$ 594,313	\$ 657,224

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED MARCH 31, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 604	\$ 84,524	\$ 86,388	98%
Total revenues	<u>604</u>	<u>84,524</u>	<u>86,388</u>	98%
EXPENDITURES				
Professional & administrative				
Supervisors	861	861	-	N/A
Management/accounting/recording	4,000	24,000	48,000	50%
Legal	3,500	4,823	14,750	33%
Engineering	-	645	2,000	32%
Audit	-	-	4,600	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	83	500	1,000	50%
Trustee	-	-	3,750	0%
Telephone	17	100	200	50%
Postage	27	69	500	14%
Printing & binding	42	250	500	50%
Legal advertising	-	464	1,150	40%
Annual special district fee	-	175	175	100%
Insurance	-	5,570	5,800	96%
Contingencies/bank charges	11	91	500	18%
Website maintenance	-	-	705	0%
ADA website compliance	-	210	210	100%
Tax collector	12	1,619	1,798	90%
Total professional & administrative	<u>8,553</u>	<u>39,377</u>	<u>86,388</u>	46%
Excess/(deficiency) of revenues over/(under) expenditures	(7,949)	45,147	-	
Fund balances - beginning	70,738	17,642	29,375	
Assigned	-			
Working capital	18,270	18,270	18,270	
Unassigned	44,519	44,519	11,105	
Fund balances - ending	<u>\$ 62,789</u>	<u>\$ 62,789</u>	<u>\$ 29,375</u>	

**BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2018
FOR THE PERIOD ENDED MARCH 31, 2022**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll - net	\$ 2,740	\$ 383,493	\$ 392,400	98%
Interest	3	14	-	N/A
Total revenues	<u>2,743</u>	<u>383,507</u>	<u>392,400</u>	98%
EXPENDITURES				
Principal	-	-	105,000	0%
Principal prepayments	-	15,000	-	N/A
Interest	-	139,436	278,873	50%
Tax collector	57	7,345	8,175	90%
Total debt service	<u>57</u>	<u>161,781</u>	<u>392,048</u>	41%
Excess/(deficiency) of revenues over/(under) expenditures	2,686	221,726	352	
Fund balances - beginning	591,627	372,587	356,343	
Fund balances - ending	<u>\$ 594,313</u>	<u>\$ 594,313</u>	<u>\$ 356,695</u>	

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

10

DRAFT

**MINUTES OF MEETING
BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Boyette Park Community Development District held a Regular Meeting on February 28, 2022 at 6:00 p.m., at the Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Drive, Riverview, Florida 33578.

Present at the meeting, were:

Anita Poellnitz	Chair
George Bertram	Vice Chair
Bob Windheuser	Assistant Secretary
David Allen	Assistant Secretary

Also present, were:

Kristen Suit	District Manager
Lindsay Whelan	District Counsel
Chris Fisher (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 6:00 p.m. Supervisors Poellnitz, Windheuser, Allen and Bertram were present, in person. Supervisor Puzzo was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Ratification of HGS Transition Letter

• **Consideration of Kutak Rock LLP Retention and Fee Agreement**

Ms. Whelan discussed her practice group's transition from their former firm and the transfer of files to Kutak Rock LLP. She presented the Hopping Green & Sams transition letter

37 and the Kutak Rock LLP Retention and Fee Agreement and noted that the rates would remain
38 the same.

39

40 **On MOTION by Mr. Allen and seconded by Mr. Bertram, with all in favor, the**
41 **HGS Transition Letter and the Kutak Rock LLP Retention and Fee Agreement,**
42 **were ratified.**

43

44

45 **FOURTH ORDER OF BUSINESS**

**Discussion: Statutory Changes from 2021
Legislative Session**

46

47

48 **A. Wastewater and Stormwater Needs Analysis**

- 49 • **Consideration of Clearview Land Design, P.L., Proposal to Provide 20-Year**
- 50 **Stormwater Needs Analysis Report**

51 Ms. Whelan discussed new legislation that will require the CDD to analyze its existing
52 wastewater and stormwater infrastructure, in terms of the cost to operate and maintain it and
53 determine the needs for the next 20 or more years.

54 Ms. Suit presented the Clearview Land Design, P.L., proposal for completion and
55 submission of the Stormwater Needs Analysis Report. The expense was not included in the
56 current budget, as the requirement was announced after the budget was prepared; however,
57 adequate Unassigned funds are available to fund the expense.

58 Mr. Windheuser discussed the goal to avoid an assessment increase because owners
59 recently experienced an assessment increase to balance reserves. Ms. Suit stated Unassigned
60 fund balance is adequate to fund both the \$7,500 expense and Supervisors' Fees that were
61 discussed at the last meeting. The proposed Fiscal Year 2023 budget would be presented at the
62 next meeting. She acknowledged the Board's desire to avoid an assessment increase.

63 Mr. Windheuser discussed the need to keep residents informed and aware of CDD
64 happenings. Mr. Fisher stated the Report would be presented to the Board prior to the County
65 due date of June 30, 2022; the Report would include a spreadsheet and a PowerPoint
66 presentation that may be shared with interested residents.

67

68 **On MOTION by Mr. Windheuser and seconded by Mr. Allen, with all in favor,**
69 **the Clearview Land Design, P.L., proposal for preparation of the 20-Year**
70 **Stormwater Needs Analysis Report, in the amount of \$7,500, was approved.**

71
72
73 **B. Prompt Payment Policies**

74 Ms. Whelan presented a Memorandum and discussed new legislation that will require
75 the CDD to implement prompt payment policies for vendors. The interest rate on late payments
76 for construction services would increase from 1% to 2% for construction contracts entered into
77 after June 30, 2021. Other changes were described in the Memorandum.

- 78 • **Consideration of Resolution 2022-01, Adopting Prompt Payment Policies and**
79 **Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability**
80 **Clause; and Providing an Effective Date**

81 Ms. Suit presented Resolution 2022-01.
82

83 **On MOTION by Mr. Allen and seconded by Mr. Bertram, with all in favor,**
84 **Resolution 2022-01, Adopting Prompt Payment Policies and Procedures**
85 **Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and**
86 **Providing an Effective Date, was adopted.**

87
88
89 **FIFTH ORDER OF BUSINESS**

Update: First Amendment to Agreement
Between the Boyette Park Community
Development District and Boyette Park
Homeowners Association, Inc., for Facility
Management, Operation, and
Maintenance Services

90
91
92
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95
96 Ms. Suit stated the First Amendment to the Agreement was executed prior to the
97 meeting; copies would be provided for the HOA's records.

98 Ms. Whelan stated the Agreement clarifies that the CDD does not own the entry
99 landscaping and irrigation. She discussed the importance of keeping all CDD records in one
100 location, in the event of a public records request.

101 Discussion ensued regarding the new businesses on either side of the entrance,
102 ownership of various areas and roadways, rezoning, the Maintenance Agreement, line of

103 demarcation for ownership and areas of maintenance responsibilities for the County, the CDD
104 and the HOA. Ownership of the ponds was discussed and Ms. Whelan stated the CDD already
105 took title to the ponds and the walkthrough was completed when the CDD took ownership of
106 the ponds and they now fall under the Maintenance Agreement with the HOA.

107 Mr. Fisher stated he previously inspected several areas of concern and found two areas
108 that needed to be addressed. Discussion ensued regarding erosion, control structures and
109 culverts to be inspected by the District Engineer. Mr. Fischer stated he would inspect and
110 determine if repair work is necessary. Ms. Whelan stated the repairs fall within the scope of the
111 CDD, as the CDD owns the improvements. Ms. Suit stated that she would email Mr. Allen’s
112 photographs to Mr. Fisher.

113 This item would be included on the next agenda.
114

115 **SIXTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of January 31, 2022**

116
117
118 Ms. Suit presented the Unaudited Financial Statements as of January 31, 2022. She
119 reiterated that the “Unassigned” line item has adequate funds for both the \$7,500 20-Year
120 Stormwater Needs Analysis Report preparation expense and for the \$4,000 in Supervisors’
121 Fees. A “Supervisor Fees” line item would be added to the Fiscal Year 2023 budget.
122

**On MOTION by Mr. Bertram and seconded by Ms. Poellnitz, with all in favor,
the Unaudited Financial Statements as of January 31, 2022, were accepted.**

123
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125
126
127 **SEVENTH ORDER OF BUSINESS**

**Approval of September 21, 2021 Regular
Meeting Minutes**

128
129
130 Ms. Suit presented the September 21, 2021 Regular Meeting Minutes.

131 The following change was made:

132 Line 23: Delete “(via telephone)”

133 Mr. Windheuser stated there was a requirement for the HOA to name the CDD as an
134 additional insured for General Liability and Workmen’s Compensation, in conjunction with the

135 landscape contractor. He was reviewing the policies and wanted assurance that they have
136 copies of the insurance policies. Ms. Whelan confirmed that they have copies.

137 Mr. Windheuser referred to a discussion on Line 281 regarding the process for
138 increasing assessments and asked if an increase is anticipated. Ms. Suit stated that Ms. Cerbone
139 advised that, in the event of a possible increase, the CDD is required to send a Mailed Notice to
140 property owners; however, no assessment increase was anticipated.

141 Mr. Windheuser asked if the Board Members can advise residents about Public Hearing
142 dates. Ms. Whelan suggested inquiries be directed to Ms. Suit and noted that members of the
143 public are welcome to attend any CDD meeting.

144 Mr. Windheuser stated some residents have questions about assessments and about
145 paying off their assessment obligation early. Ms. Suit stated residents can call the District
146 Manager's office at any time with questions. Mr. Windheuser stated he would include
147 appropriate contact information in the newsletter. Ms. Suit stated given that the Board only
148 meets three times per year, the amount budgeted for Supervisors' Fees would be \$3,000, not
149 the previously stated \$4,000.

150

151 **On MOTION by Mr. Bertram and seconded by Mr. Allen with all in favor, the**
152 **September 21, 2021 Regular Meeting Minutes, as amended, were approved.**

153

154

155 **EIGHTH ORDER OF BUSINESS**

Staff Reports

156

157 **A. District Counsel: *Kutak Rock LLP***

158 Ms. Whelan stated the 2022 Legislative Session is underway and weekly updates were
159 being sent to keep the Board informed. She discussed potential changes to sovereign immunity
160 coverage caps, claims limits and Special District Officer trainings. Her firm would continue
161 monitoring the bills that may impact the CDD and a final update would be provided at the
162 conclusion of the Legislative Session.

163 **B. District Engineer: *Clearview Land Design, P.L.***

164 Mr. Fisher asked if there would be a meeting between the April 25, 2022 meeting and
165 the June 30, 2022 deadline for submission of the 20-Year Stormwater Analysis Report. Ms. Suit
166 replied no; the next meeting after the April meeting would be July 25, 2022.

167 Discussion ensued regarding meeting dates, presentation of the Report and the need to
168 submit the Report timely. Ms. Whelan stated the Report can be sent to the Chair for review and
169 approval and ratified at a Board Meeting after submission. Designating the Chair or another
170 Board Member to review the Report prior to submission was discussed. The consensus was that
171 Mr. Bertram can accompany Mr. Fisher on portions of his walkthrough inspections.

172 Mr. Fisher would try to complete the Report before the April 25, 2022 meeting. The
173 consensus was that, if the Report is not prepared in time to be presented at the April 25, 2022
174 meeting, the Chair or a delegate can review and approve the Report and it can be ratified after
175 submission.

176 **C. District Manager: *Wrathell, Hunt and Associates, LLC***

- 177 • **NEXT MEETING DATE: April 25, 2022 at 6:00 P.M.**

- 178 ○ **QUORUM CHECK**

179 The next meeting will be held on April 25, 2022.

180 Ms. Suit stated the proposed Fiscal Year 2023 budget would be presented at the April
181 meeting. She recapped the previously discussed changes for the proposed Fiscal Year 2023
182 budget and using Unassigned fund balance to avoid increasing assessments. Ms. Whelan and
183 Ms. Suit gave an overview of the budget adoption process and explained that the proposed
184 budget amount can be adjusted at the April meeting and, while it can be reduced at the Public
185 Hearing, it cannot be increased.

186 Supervisors Poellnitz, Allen and Windheuser confirmed their attendance at the April 25,
187 2022 meeting.

188

189 **NINTH ORDER OF BUSINESS**

Board Members' Comments/Requests

190

191 There were no Board Members' comments or requests.

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193

194 TENTH ORDER OF BUSINESS

Public Comments

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196 There were no public comments.

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198 ELEVENTH ORDER OF BUSINESS

Adjournment

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201 **On MOTION by Mr. Bertram and seconded by Mr. Windheuser, with all in**
202 **favor, the meeting adjourned at 6:57 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT

11C

BOYETTE PARK COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE

LOCATION

Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Dr. Riverview, Florida 33578

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
February 28, 2022	Regular Meeting	6:00 PM
April 25, 2022	Regular Meeting <i>(presentation of FY2023 proposed budget)</i>	6:00 PM
July 25, 2022	Public Hearing and Regular Meeting <i>(adoption of FY2023 budget)</i>	6:00 PM