



*DPFG Management & Consulting, LLC  
250 International Parkway, Suite 280  
Lake Mary, Florida 32746*

***THE DISTRICT -  
A COMMUNITY DEVELOPMENT DISTRICT***

***Board of Supervisors Meeting***

***Date & Time:***

***Monday  
May 18, 2020  
1:30 p.m.***

***Location:***

***St. Johns Boardroom  
301 W. Bay Street, Suite 1400  
Jacksonville, FL 32202  
Or  
Zoom – Conference Call***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.***

***THE DISTRICT***  
*A COMMUNITY DEVELOPMENT DISTRICT*

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*c/o DPF Management & Consulting, LLC  
250 International Parkway, Suite 280  
Lake Mary, Florida 32746*

May 11, 2020

Board of Supervisors  
**The District - A Community Development District**

**Re: May 18, 2020 Meeting Agenda**

Dear Board Members:

The regular meeting of the Board of Supervisors of The District CDD is scheduled for **Monday, May 18, 2020 at 1:30 p.m. at St. Johns Boardroom, 301 W. Bay Street, Suite 1400, Jacksonville, FL 32202 or Zoom Conference Call – Audio Only.**

The advanced copy of the agenda for the meeting is attached, along with associated documentation for your consideration. Any additional support material will be forwarded to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,

*Patricia Comings-Thibault*

Patricia Comings -Thibault  
District Manager  
T (321) 263-0132 ext. 4205

# **The District Community Development District**

## **Board of Supervisors Meeting**

**Monday, May 18<sup>th</sup> at 1:30 PM**

**via Zoom – **AUDIO ONLY****

Dear Residents

We welcome you to join us for the Board of Supervisors Meeting to be held on Monday, May 18<sup>th</sup> at 1:30 PM. This meeting will be held via Zoom, an online platform that allows us to hold necessary Board meetings without having to leave the safety of your home. While many may know and have used Zoom as a video conference platform, we will be using it in audio only mode, so there will be no visual on your end to visually see, so as a note, your computer is working fine if you do not see a video stream. With Zoom you have two options for joining the meeting; telephone or computer, and it will all be audio based, meaning no video recording. Please follow the instructions below for either telephone or computer attendance. If you have any questions in regard to the agenda, please email them to [patricia.thibault@dpg.com](mailto:patricia.thibault@dpg.com) before the meeting so that they can be answered accordingly. Thank you for your patience in these trying times and we look forward to hearing from you.

### **Join Zoom Meeting by Computer**

<https://us02web.zoom.us/j/89027922739?pwd=cXo2UkNXV0J4dXpXSjBLOStBeEMwQT09>

**Meeting ID:** 890 2792 2739

**Password:** 837823

### **Join Zoom Meeting by Phone**

Dial by your location – Follow the Prompts – Meeting ID - **890 2792 2739** – Hit # when it requests a participant ID

+1 253 215 8782 US

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

District: **THE DISTRICT COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Monday, May 18, 2020

Time: 1:30 PM

Location: St. Johns Boardroom, 301 W. Bay  
Street, Suite 1400, Jacksonville,  
FL 32202 or  
Zoom Conference Call – Audio  
Only

Dial-in Number: 253-215-8782  
Guest Access Code: 301-715-8592

### *Agenda*

#### **I. Roll Call**

#### **II. Administration Matters**

- A. Audience Comments on Administrative Matters - *(limited to 3 minutes per individual for administrative agenda items)*
- B. Consideration for Approval - Regular Meeting Minutes, December 23, 2019 Exhibit 1
- C. Consideration for Acceptance - The Unaudited April 2020 Financial Statements & Purchase Order Report Exhibit 2

#### **III. Business Matters**

- A. Audience Comments of Business Matter - *(limited to 3 minutes per individual for business matters agenda items)*
- B. Presentation of Proposed FY 2021 Budget Exhibit 3
- C. Consideration & Adoption of **Resolution 2020-02**, Approving Proposed FY 2021 Budget and Setting Public Hearing Exhibit 4
- D. Consideration & Adoption of **Resolution 2020-03**, Reducing Terms of Office Exhibit 5
- E. Consideration & Adoption of **Resolution 2020-04**, 2020 Landowner Election Resolution Exhibit 6

#### **IV. Staff Reports**

- A. District Manager
- B. District Attorney
- C. District Engineer

**V. Supervisors Requests**

**VI. Audience Comments – New Business –** *(limited to 3 minutes per individual for non-agenda items)*

**VII. Adjournment**

# EXHIBIT 1

**MINUTES OF MEETING**  
**THE DISTRICT**  
**COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of The District Community Development District was held on Monday, December 23, 2019 at 1:30 p.m. at Riverside Business Center, 501 Riverside Avenue, Suite 700, Jacksonville, Florida 32202.

**FIRST ORDER OF BUSINESS – Call to Order**

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

Present and constituting a quorum were:

Robert Rhodes	Board Supervisor, Chairman
Dr. Vikram Gopal <i>(via phone)</i>	Board Supervisor, Vice Chairman
Matthew Brockelman <i>(via phone)</i>	Board Supervisor, Assistant Secretary
Jill Dame	Board Supervisor, Assistant Secretary
Kish Kanji	Board Supervisor, Assistant Secretary

Also present were:

Patricia Thibault	District Manager, DPGF Management & Consulting LLC
Bill Schilling	District Engineer, Kimley-Horn & Associates
Sarah Warren <i>(via phone)</i>	District Counsel, Hopping Green & Sams
Bob Gang <i>(via phone)</i>	Greenberg Traurig, P.A.

*The following is a summary of the discussions and actions taken at the December 23, 2019 The District CDD Board of Supervisors Regular Meeting.*

**SECOND ORDER OF BUSINESS – Administration Matters**

A. Audience Comments on Administrative Matters *(limited to 3 minutes per individual for administrative agenda items)*

There being none, the next item followed.

B. Exhibit 1 – Consideration for Approval – Regular Meeting Minutes, November 25, 2019

On a MOTION by Ms. Dame, SECONDED by Mr. Kanji, WITH ALL IN FAVOR, the Board approved the Minutes of the Board of Supervisors Regular Meeting held on November 25, 2019 for The District - A Community Development District.

C. Exhibit 2 – Consideration for Acceptance – the Unaudited November 2019 Financial Statements & Purchase Order Report

Ms. Thibault stated that the financial statements included a receivable in the amount of \$518,000.00, with the majority having been received the week of the meeting.

38 On a MOTION by Mr. Rhodes, SECONDED by Mr. Kanji, WITH ALL IN FAVOR, the Board accepted  
39 the Unaudited November 2019 Financial Statements & Purchase Order Report for The District - A  
40 Community Development District.

41 **THIRD ORDER OF BUSINESS – Business Matters**

42 A. Audience Comments on Business Matters (*limited to 3 minutes per individual for business*  
43 *matters agenda items*)

44 There being none, the next item followed.

45 B. Exhibit 3 – Consideration of Task Order Amendment Number Two (2) to The District CDD Task  
46 Order Number Five (5)

47 Ms. Warren requested authorization from the Board to negotiate an administrative extension with  
48 the city for bond issuance, currently scheduled under the current RDA for January 13, 2020.

49 Mr. Rhodes asked for clarification as to the length of the request. Ms. Warren gave two potential  
50 time frames, 90 days and 6 months, the latter being the limit specified by the RDA, and noted that  
51 she still anticipated being ready by Q1 2020 in any case.

52 On a MOTION by Mr. Rhodes, SECONDED by Ms. Dame, WITH ALL IN FAVOR, the Board approved  
53 the negotiation of an administrative extension with the city for bond issuance, for the duration of six  
54 months, for The District - A Community Development District.

55 Ms. Warren, on behalf of the staff, also requested authorization from the Board to issue letters to  
56 Kimley-Horn and Haskell notifying them that, pending bond issuance, they would not be  
57 contractually responsible for delays, and to await further direction. Discussion ensued.

58 On a MOTION by Ms. Dame, SECONDED by Mr. Rhodes, WITH ALL IN FAVOR, the Board approved  
59 the issuance of letters to Kimley-Horn & Associates and Haskell regarding further direction, in substantial  
60 form, for The District - A Community Development District.

61 **FOURTH ORDER OF BUSINESS – Staff Reports**

62 A. District Manager

63 There being none, the next item followed.

64 B. District Attorney

65 There being none, the next item followed.

66 C. District Engineer – Project Update

67 Mr. Schilling provided an update with submittals towards utilities, and status on parks. Mr.  
68 Schilling stated that general consensus on the park horizontal layouts had been obtained, but that The  
69 Node was still pending consensus. Mr. Schilling stated that the next meeting with staff is on January 16,  
70 2020, noting that the bulkhead wall was the only item currently presenting issues with the budget.

71 **FIFTH ORDER OF BUSINESS – Supervisors Requests**

72 There being none, the next item followed.

73 **SIXTH ORDER OF BUSINESS – Audience Comments – New Business – (*limited to 3 minutes per***  
74 *individual for non-agenda items*)

75 There being none, the next item followed.



76 **SEVENTH ORDER OF BUSINESS – Adjournment**

77 Ms. Thibault asked for final questions, comments, or corrections before requesting a motion for  
78 adjournment of the meeting. There being none, Mr. Kanji made a motion to adjourn the meeting.

79 On a MOTION by Mr. Kanji, SECONDED by Ms. Dame, WITH ALL IN FAVOR, the Board adjourned  
80 the meeting for The District – A Community Development District.

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

84

85 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
86 **meeting held on \_\_\_\_\_.**

87

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

88 **Title:**  **Secretary**  **Assistant Secretary**

**Title:**  **Chairman**  **Vice Chairman**

# EXHIBIT 2

# **The District Community Development District**

Financial Statements  
(Unaudited)

Period Ending

April 30, 2020

**THE DISTRICT CDD  
BALANCE SHEET  
April 30, 2020**

	<u>GENERAL FUND</u>	<u>CRA SPECIAL REVENUE FUND</u>	<u>CAPITAL PROJECTS FUND</u>	<u>CONSOLIDATED TOTAL</u>
<b>ASSETS:</b>				
CASH	\$ 9,200	\$ -	\$ 3,319	\$ 12,519
ACCOUNTS RECEIVABLE	203,875	28,012	161,152	393,038
PREPAID ITEMS	-	-	-	-
<b>TOTAL ASSETS</b>	<u>\$ 213,075</u>	<u>\$ 28,012</u>	<u>\$ 164,471</u>	<u>\$ 405,557</u>
<b>LIABILITIES &amp; FUND BALANCE</b>				
<b>LIABILITIES:</b>				
ACCOUNTS PAYABLE	\$ 201,649	\$ 28,012	\$ 19,471	\$ 249,131
<b>FUND BALANCES:</b>				
NONSPENDABLE - PREPAID AND DEPOSITS	-	-	-	-
RESTRICTED FOR SPECIAL REVENUE FUND	-	-	-	-
ASSIGNED:	-	-	145,000	145,000
UNASSIGNED:	11,426	-	-	11,426
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u>\$ 213,075</u>	<u>\$ 28,012</u>	<u>\$ 164,471</u>	<u>\$ 405,557</u>

**THE DISTRICT CDD  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
For the Period Starting October 1, 2019 Ending April 30, 2020**

	FY2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUE</b>				
DEVELOPER FUNDING/SPECIAL ASSESSMENTS	\$ 339,357	\$ 172,346	\$ 238,973	\$ 66,627
INTEREST REVENUE	-	-	51	51
<b>TOTAL REVENUE</b>	<b>339,357</b>	<b>172,346</b>	<b>239,024</b>	<b>66,678</b>
<b>EXPENDITURES</b>				
<b>GENERAL ADMINISTRATIVE:</b>				
BOARD OF SUPERVISORS PAYROLL	4,800	2,800	2,231	569
PAYROLL TAXES	367	214	168	46
PAYROLL SERVICES	650	379	196	183
MANAGEMENT CONSULTING SERVICES	30,000	17,500	17,500	-
ADMINISTRATIVE SERVICES	24,000	14,000	6,000	8,000
CONSTRUCTION ACCOUNTING SERVICES	30,000	-	-	-
MISCELLANEOUS (Printing, Binding, Mailing & Postage)	2,500	1,458	5,000	(3,542)
MEETING ROOM RENTAL	4,300	2,508	508	2,001
BANKING FEES	450	263	-	263
AUDITING	4,200	-	-	-
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	4,000	2,333	220	2,113
ENGINEERING SERVICES	40,000	23,333	6,916	16,417
LEGAL SERVICES	75,000	43,750	143,331	(99,581)
WEBSITE ADMINISTRATION	2,265	2,015	1,971	44
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>222,707</b>	<b>110,729</b>	<b>184,216</b>	<b>(73,486)</b>
<b>INSURANCE:</b>				
INSURANCE (General Liability)	5,500	5,500	5,125	375
<b>TOTAL INSURANCE</b>	<b>5,500</b>	<b>5,500</b>	<b>5,125</b>	<b>375</b>
<b>DEBT SERVICE ADMINISTRATION:</b>				
DISSEMINATION AGENT	5,000	-	-	-
TRUSTEE FEES	8,700	-	-	-
ARBITRAGE	1,250	-	-	-
<b>TOTAL DEBT SERVICE ADMINISTRATION</b>	<b>14,950</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FIELD OPERATIONS:</b>				
MONITORING & REPORTING COSTS	40,000	23,333	-	23,333
SCHOOL BOARD PARKING LOT CUSTODIAL SERVICES	5,000	2,917	-	2,917
PRUDENTIAL DRIVE LANDSCAPE & IRRIGATION MAINTENANCE	25,000	14,583	-	14,583
PROJECT MANAGEMENT SERVICES	1,200	700	-	700
FIELD OPERATIONS CONTINGENCY	25,000	14,583	-	14,583
<b>TOTAL FIELD OPERATIONS</b>	<b>96,200</b>	<b>56,117</b>	<b>-</b>	<b>56,117</b>
<b>TOTAL EXPENDITURES</b>	<b>339,357</b>	<b>172,346</b>	<b>189,341</b>	<b>(16,995)</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>49,683</b>	<b>49,683</b>
FUND BALANCE - BEGINNING	-	-	(38,257)	(38,257)
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,426</b>	<b>\$ 11,427</b>

**THE DISTRICT CDD**  
**CRA SPECIAL REVENUE FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**For the Period Starting October 1, 2019 Ending April 30, 2020**

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
<b>REVENUE</b>	
CRA FUNDING	\$ 510,052
<b>TOTAL REVENUE</b>	<u>510,052</u>
<b>EXPENDITURES</b>	
ENGINEERING SERVICES	388,994
CONSTRUCTION EXPENDITURES	121,058
<b>TOTAL EXPENDITURES</b>	<u>510,052</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	-
FUND BALANCE - BEGINNING	-
<b>FUND BALANCE - ENDING</b>	<u>\$ -</u>

**THE DISTRICT CDD  
CAPITAL PROJECTS FUND  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
For the Period Starting October 1, 2019 Ending April 30, 2020**

	<u>ACTUAL YEAR-TO-DATE</u>
<b>REVENUE</b>	
DEVELOPER FUNDING	\$ 362,054
INTEREST	-
<b>TOTAL REVENUE</b>	<u><b>362,054</b></u>
 <b>EXPENDITURES</b>	
ENGINEERING SERVICES	232,321
LEGAL SERVICES	3,319
CONSTRUCTION EXPENDITURES	122,024
<b>TOTAL EXPENDITURES</b>	<u><b>357,664</b></u>
 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	 <b>4,390</b>
 FUND BALANCE - BEGINNING	 (4,390)
<b>FUND BALANCE - ENDING</b>	<u><u><b>\$ -</b></u></u>

**THE DISTRICT**  
**Community Development District**  
**Bank Reconciliation**  
**April 30, 2020**

	<b>Bank United Account</b>
Balance Per Bank Statement	\$ 12,519.02
Less: Outstanding Checks	-
<b><i>Adjusted Bank Balance</i></b>	<b><u><u>\$ 12,519.02</u></u></b>
Beginning Bank Balance Per Books	\$ 15,017.96
Cash Receipts	1.06
Cash Disbursements	(2,500.00)
<b><i>Balance Per Books</i></b>	<b><u><u>\$ 12,519.02</u></u></b>



Date	Num	Name	Memo	Amount	Rcv'd	Open Balance
<b>GF Engineering Services</b>						
<b>CRA Task Order 1</b>						
02/25/2019	CRA 1	Kimley Horn and Associates, Inc.	Preliminary Engineering Services	100,000.00	100,000.00	0.00
Total CRA Task Order 1				100,000.00	100,000.00	0.00
<b>CRA Task Order 2</b>						
02/25/2019	CRA 2	Kimley Horn and Associates, Inc.	CRA Improvements - Budget Increase	150,000.00	0.00	150,000.00
Total CRA Task Order 2.				150,000.00	0.00	150,000.00
<b>CRA Task Order 3</b>						
<b>CRA Task Order 3 - Subtask - EXP</b>						
07/09/2019	CRA EXP	Kimley Horn and Associates, Inc.	Direct Expense Reimbursement Budget	25,000.00	1,038.41	23,961.59
Total CRA Task Order 3 - Subtask - EXP				25,000.00	1,038.41	23,961.59
<b>CRA Task Order 3 - Subtask 1</b>						
07/09/2019	CRA 3-1	Kimley Horn and Associates, Inc.	General Administrative Services	100,000.00	81,631.50	18,368.50
Total CRA Task Order 3 - Subtask 1				100,000.00	81,631.50	18,368.50
<b>CRA Task Order 3 - Subtask 2</b>						
07/09/2019	CRA 3-2	Kimley Horn and Associates, Inc.	Weekly Internal and Owner Meetings	175,000.00	135,422.50	39,577.50
Total CRA Task Order 3 - Subtask 2				175,000.00	135,422.50	39,577.50
<b>CRA Task Order 3 - Subtask 3</b>						
07/09/2019	CRA 3-3	Kimley Horn and Associates, Inc.	Monthly Meetings with City's Representative	30,000.00	17,311.50	12,688.50
Total CRA Task Order 3 - Subtask 3				30,000.00	17,311.50	12,688.50
<b>CRA Task Order 3 - Subtask 4</b>						
07/09/2019	CRA 3-4	Kimley Horn and Associates, Inc.	Surveying Services	50,000.00	13,000.00	37,000.00
Total CRA Task Order 3 - Subtask 4				50,000.00	13,000.00	37,000.00
<b>CRA Task Order 3 - Subtask 5</b>						
07/09/2019	CRA 3-5	Kimley Horn and Associates, Inc.	Geotechnical Services	100,000.00	36,900.00	63,100.00
Total CRA Task Order 3 - Subtask 5				100,000.00	36,900.00	63,100.00
<b>CRA Task Order 3 - Subtask 6</b>						
07/09/2019	CRA 3-6	Kimley Horn and Associates, Inc.	Biological Services	60,000.00	39,401.00	20,599.00
Total CRA Task Order 3 - Subtask 6				60,000.00	39,401.00	20,599.00
<b>CRA Task Order 3 - Subtask 7</b>						
<b>CRA Subtask 7.1</b>						
07/09/2019	CRA 3-7.1	Kimley Horn and Associates, Inc.	Soil Management	45,000.00	45,000.00	0.00
Total CRA Subtask 7.1				45,000.00	45,000.00	0.00
<b>CRA Subtask 7.2</b>						
07/09/2019	CRA 3-7.2	Kimley Horn and Associates, Inc.	Preparation of Dewatering Plan	20,000.00	20,000.00	0.00
Total CRA Subtask 7.2				20,000.00	20,000.00	0.00
<b>CRA Subtask 7.3</b>						
07/09/2019	CRA 3-7.3	Kimley Horn and Associates, Inc.	Meetings & Coordination with Remediation Contractor	15,000.00	9,972.50	5,027.50
Total CRA Subtask 7.3				15,000.00	9,972.50	5,027.50
<b>CRA Subtask 7.4</b>						
07/09/2019	CRA 3-7.4	Kimley Horn and Associates, Inc.	Health & Safety Plan	5,000.00	5,000.00	0.00
Total CRA Subtask 7.4				5,000.00	5,000.00	0.00
Total CRA Task Order 3 - Subtask 7				85,000.00	79,972.50	5,027.50
<b>CRA Task Order 3 - Subtask 8</b>						
07/09/2019	CRA 3-8	Kimley Horn and Associates, Inc.	CMAR RFQ	11,691.00	11,690.50	0.50
Total CRA Task Order 3 - Subtask 8				11,691.00	11,690.50	0.50
<b>CRA Task Order 3 - Subtask 10</b>						
07/09/2019	CRA 3-10	Kimley Horn and Associates, Inc.	Prudential Drive Extension - Phase 1 - Civil Engineering	40,000.00	40,000.00	0.00
Total CRA Task Order 3 - Subtask 10				40,000.00	40,000.00	0.00
<b>CRA Task Order 3 - Subtask 11</b>						
07/09/2019	CRA 3-11	Kimley Horn and Associates, Inc.	Prudential Drive Extension - Phase 1 - Permitting	28,309.00	27,669.50	639.50
Total CRA Task Order 3 - Subtask 11				28,309.00	27,669.50	639.50
<b>CRA Task Order 3 - Subtask 12</b>						
<b>CRA Subtask 12.1</b>						
07/09/2019	CRA 3-12.1	Kimley Horn and Associates, Inc.	Bulkhead Structural Plans	150,000.00	120,000.00	30,000.00
Total CRA Subtask 12.1				150,000.00	120,000.00	30,000.00
<b>CRA Subtask 12.2</b>						
07/09/2019	CRA 3-12.2	Kimley Horn and Associates, Inc.	Preparation of Marsh Boardwalk Structural Plans	35,000.00	21,000.00	14,000.00
Total CRA Subtask 12.2				35,000.00	21,000.00	14,000.00
Total CRA Task Order 3 - Subtask 12				185,000.00	141,000.00	44,000.00
<b>CRA Task Order 3 - Subtask 13</b>						
<b>CRA Subtask 13.1</b>						
07/09/2019	CRA 3-13.1	Kimley Horn and Associates, Inc.	Schematic Design (30% Plans)	50,000.00	50,000.00	0.00
Total CRA Subtask 13.1				50,000.00	50,000.00	0.00
<b>CRA Subtask 13.2</b>						
07/09/2019	CRA 3-13.2	Kimley Horn and Associates, Inc.	Design Development (60% Plans)	85,000.00	85,000.00	0.00
Total CRA Subtask 13.2				85,000.00	85,000.00	0.00
<b>CRA Subtask 13.3</b>						
07/09/2019	CRA 3-13.3	Kimley Horn and Associates, Inc.	Construction Documents (100% Plans)	115,000.00	69,000.00	46,000.00
Total CRA Subtask 13.3				115,000.00	69,000.00	46,000.00
Total CRA Task Order 3 - Subtask 13				250,000.00	204,000.00	46,000.00
<b>CRA Task Order 3 - Subtask 14</b>						
<b>CRA Subtask 14.1</b>						
07/09/2019	CRA 3-14.1	Kimley Horn and Associates, Inc.	Schematic Design (30% Plans)	30,000.00	30,000.00	0.00
Total CRA Subtask 14.1				30,000.00	30,000.00	0.00
<b>CRA Subtask 14.2</b>						
07/09/2019	CRA 3-14.2	Kimley Horn and Associates, Inc.	Design Development (60% Plans)	50,000.00	50,000.00	0.00
Total CRA Subtask 14.2				50,000.00	50,000.00	0.00
<b>CRA Subtask 14.3</b>						
07/09/2019	CRA 3-14.3	Kimley Horn and Associates, Inc.	Construction Documents (100% Plans)	60,000.00	36,000.00	24,000.00
Total CRA Subtask 14.3				60,000.00	36,000.00	24,000.00
Total CRA Task Order 3 - Subtask 14				140,000.00	116,000.00	24,000.00
<b>CRA Task Order 3 - Subtask 15</b>						
<b>CRA Subtask 15.1</b>						
07/09/2019	CRA 3-15.1	Kimley Horn and Associates, Inc.	Schematic Design (30% Plans)	15,000.00	15,000.00	0.00
Total CRA Subtask 15.1				15,000.00	15,000.00	0.00
<b>CRA Subtask 15.2</b>						
07/09/2019	CRA 3-15.2	Kimley Horn and Associates, Inc.	Design Development (60 % Plans)	18,000.00	18,000.00	0.00
Total CRA Subtask 15.2				18,000.00	18,000.00	0.00
<b>CRA Subtask 15.3</b>						
07/09/2019	CRA 3-15.3	Kimley Horn and Associates, Inc.	Construction Documents (100% Plans)	25,000.00	8,750.00	16,250.00
Total CRA Subtask 15.3				25,000.00	8,750.00	16,250.00
Total CRA Task Order 3 - Subtask 15				58,000.00	41,750.00	16,250.00

Date	Num	Name	Memo	Amount	Rcv'd	Open Balance
<b>CRA Task Order 3 - Subtask 16</b>						
07/09/2019	CRA 3-16	Kimley Horn and Associates, Inc.	Meetings & Coordination with Review Agencies	30,000.00	22,604.00	7,396.00
Total CRA Task Order 3 - Subtask 16				30,000.00	22,604.00	7,396.00
<b>CRA Task Order 3 - Subtask 17</b>						
07/09/2019	CRA 3-17	Kimley Horn and Associates, Inc.	Bulkhead and Marsh Boardwalk Structural Permitting Support	50,000.00	28,670.00	21,330.00
Total CRA Task Order 3 - Subtask 17				50,000.00	28,670.00	21,330.00
<b>CRA Task Order 3 - Subtask 18</b>						
07/09/2019	CRA 3-18	Kimley Horn and Associates, Inc.	Parks, Riverwalk, Boardwalk, Trail Permitting	50,000.00	5,744.00	44,256.00
Total CRA Task Order 3 - Subtask 18				50,000.00	5,744.00	44,256.00
<b>CRA Task Order 3 - Subtask 19</b>						
07/09/2019	CRA 3-19	Kimley Horn and Associates, Inc.	Tree Mitigation, Relocation and Permitting	10,000.00	2,347.50	7,652.50
Total CRA Task Order 3 - Subtask 19				10,000.00	2,347.50	7,652.50
<b>CRA Task Order 3 - Subtask 20</b>						
07/09/2019	CRA 3-20	Kimley Horn and Associates, Inc.	Mass Grading Plan	25,000.00	22,500.00	2,500.00
Total CRA Task Order 3 - Subtask 20				25,000.00	22,500.00	2,500.00
<b>CRA Task Order 3 - Subtask 21</b>						
07/09/2019	CRA 3-21	Kimley Horn and Associates, Inc.	Opinions of Cost, Phasing, and CMAR Coord	25,000.00	3,611.00	21,389.00
Total CRA Task Order 3 - Subtask 21				25,000.00	3,611.00	21,389.00
<b>CRA Task Order 3 - Subtask 22</b>						
07/09/2019	CRA 3-22	Kimley Horn and Associates, Inc.	Dry Utility Coordination	35,000.00	5,948.00	29,052.00
Total CRA Task Order 3 - Subtask 22				35,000.00	5,948.00	29,052.00
<b>CRA Task Order 3 - Subtask 23</b>						
07/09/2019	CRA 3-23	Kimley Horn and Associates, Inc.	Dry Utility Layout (Optional)	40,000.00	0.00	40,000.00
Total CRA Task Order 3 - Subtask 23				40,000.00	0.00	40,000.00
<b>CRA Task Order 3 - Subtask 24</b>						
07/09/2019	CRA 3-24	Kimley Horn and Associates, Inc.	Roadway Conceptual Design (30% Plans)	45,000.00	45,000.00	0.00
Total CRA Task Order 3 - Subtask 24				45,000.00	45,000.00	0.00
<b>CRA Task Order 3 - Subtask 25</b>						
07/09/2019	CRA 3-25	Kimley Horn and Associates, Inc.	Vision Document	40,000.00	30,108.50	9,891.50
Total CRA Task Order 3 - Subtask 25				40,000.00	30,108.50	9,891.50
<b>CRA Task Order 3 - Subtask 26</b>						
07/09/2019	CRA 3-26	Kimley Horn and Associates, Inc.	Streetscape Conceptual Design (30% Plans)	30,000.00	30,000.00	0.00
Total CRA Task Order 3 - Subtask 26				30,000.00	30,000.00	0.00
<b>CRA Task Order 3 - Subtask 27</b>						
07/09/2019	CRA 3-27	Kimley Horn and Associates, Inc.	Roadway Design Development (60% Plans)	120,000.00	120,000.00	0.00
Total CRA Task Order 3 - Subtask 27				120,000.00	120,000.00	0.00
<b>CRA Task Order 3 - Subtask 28</b>						
07/09/2019	CRA 3-28	Kimley Horn and Associates, Inc.	Streetscape Design Development (60% Plans)	50,000.00	50,000.00	0.00
Total CRA Task Order 3 - Subtask 28				50,000.00	50,000.00	0.00
<b>CRA Task Order 3 - Subtask 29</b>						
07/09/2019	CRA 3-29	Kimley Horn and Associates, Inc.	Roadway Construction Documents (100% Plans)	150,000.00	135,000.00	15,000.00
Total CRA Task Order 3 - Subtask 29				150,000.00	135,000.00	15,000.00
<b>CRA Task Order 3 - Subtask 30</b>						
07/09/2019	CRA 3-30	Kimley Horn and Associates, Inc.	Streetscape Construction Documents (100% Plans)	70,000.00	63,000.00	7,000.00
Total CRA Task Order 3 - Subtask 30				70,000.00	63,000.00	7,000.00
<b>CRA Task Order 3 - Subtask 31</b>						
07/09/2019	CRA 3-31	Kimley Horn and Associates, Inc.	Roadway and Streetscape Permitting	50,000.00	8,220.00	41,780.00
Total CRA Task Order 3 - Subtask 31				50,000.00	8,220.00	41,780.00
<b>CRA Task Order 3 - Subtask 32</b>						
07/09/2019	CRA 3-32	Kimley Horn and Associates, Inc.	Bidding & Value Engineering Assistance	40,000.00	1,637.50	38,362.50
Total CRA Task Order 3 - Subtask 32				40,000.00	1,637.50	38,362.50
<b>CRA Task Order 3 - Subtask 33</b>						
<b>CRA Subtask 33.1</b>						
07/09/2019	CRA 3-33.1	Kimley Horn and Associates, Inc.	Prudential Drive Extension - Phase 1- CPS	20,000.00	3,525.00	16,475.00
Total CRA Subtask 33.1				20,000.00	3,525.00	16,475.00
<b>CRA Subtask 33.2</b>						
07/09/2019	CRA 3-33.2	Kimley Horn and Associates, Inc.	CRA Improvement CPS -TBD	0.00	0.00	0.00
Total CRA Subtask 33.2				0.00	0.00	0.00
Total CRA Task Order 3 - Subtask 33				20,000.00	3,525.00	16,475.00
<b>CRA Task Order 3 - Subtask 34</b>						
05/20/2019	CRA 3-34	Kimley Horn and Associates, Inc.	Park and Node Theming & Desing Services	20,000.00	12,932.89	7,067.11
Total CRA Task Order 3 - Subtask 34				20,000.00	12,932.89	7,067.11
<b>CRA Task Order 3 - Subtask 35</b>						
05/20/2019	CRA 3-35	Kimley Horn and Associates, Inc.	Architectural Services	110,000.00	0.00	110,000.00
Total CRA Task Order 3 - Subtask 35				110,000.00	0.00	110,000.00
				2,348,000.00	1,577,635.80	770,364.20
<b>CDD Task Order 1</b>						
01/16/2019	CDD 1	Kimley Horn and Associates, Inc.	CDD Interim District Engineer Services	100,000.00	13,866.50	86,133.50
Total CDD Task Order 1				100,000.00	13,866.50	86,133.50
<b>CDD Task Order 2</b>						
02/25/2019	CDD 2	Kimley Horn and Associates, Inc.	Engineering Consulting Services	100,000.00	28,439.20	71,560.80
Total CDD Task Order 2				100,000.00	28,439.20	71,560.80
<b>CDD Task Order 3</b>						
02/25/2019	CDD 3	Kimley Horn and Associates, Inc.	CDD Improvements-Preliminary Engineering Services	100,000.00	100,000.00	0.00
Total CDD Task Order 3				100,000.00	100,000.00	0.00
<b>CDD Task Order 4</b>						
04/22/2019	CDD 4	Kimley Horn and Associates, Inc.	CDD Improvements-Budget Increase	250,000.00	0.00	250,000.00
Total CDD Task Order 4				250,000.00	0.00	250,000.00
<b>CDD Task Order 5</b>						
<b>CDD Task Order 5 - Subtask - EXP</b>						
07/18/2019	CDD 5-EXP	Kimley Horn and Associates, Inc.	Direct Expense Reimbursement Budget	25,000.00	1,915.37	23,084.63
Total CDD Task Order 5 - Subtask - EXP				25,000.00	1,915.37	23,084.63
<b>CDD Task Order 5 - Subtask 1</b>						
07/09/2019	CDD 5-1	Kimley Horn and Associates, Inc.	General Administrative Services	100,000.00	81,731.50	18,268.50
Total CDD Task Order 5 - Subtask 1				100,000.00	81,731.50	18,268.50
<b>CDD Task Order 5 - Subtask 2</b>						
07/09/2019	CDD 5-2	Kimley Horn and Associates, Inc.	Weekly Internal and Owner Meetings	175,000.00	134,757.00	40,243.00
Total CDD Task Order 5 - Subtask 2				175,000.00	134,757.00	40,243.00
<b>CDD Task Order 5 - Subtask 3</b>						
07/09/2019	CDD 5-3	Kimley Horn and Associates, Inc.	Monthly Meetings with City's Representative	30,000.00	17,483.50	12,516.50
Total CDD Task Order 5 - Subtask 3				30,000.00	17,483.50	12,516.50
<b>CDD Task Order 5 - Subtask 4</b>						
07/09/2019	CDD 5-4	Kimley Horn and Associates, Inc.	Surveying Services	50,000.00	4,500.00	45,500.00
Total CDD Task Order 5 - Subtask 4				50,000.00	4,500.00	45,500.00

Date	Num	Name	Memo	Amount	Rcv'd	Open Balance
<b>CDD Task Order 5 - Subtask 5</b>						
07/18/2019	CDD 5-5	Kimley Horn and Associates, Inc.	Geotechnical Services	100,000.00	8,600.00	91,400.00
Total CDD Task Order 5 - Subtask 5				100,000.00	8,600.00	91,400.00
<b>CDD Task Order 5 - Subtask 6</b>						
07/18/2019	CDD 5-6	Kimley Horn and Associates, Inc.	Biological Services	10,000.00	0.00	10,000.00
Total CDD Task Order 5 - Subtask 6				10,000.00	0.00	10,000.00
<b>CDD Task Order 5 - Subtask 7</b>						
<b>Subtask 7.1</b>						
07/18/2019	CDD 5-7.1	Kimley Horn and Associates, Inc.	Soil Management Plan	45,000.00	45,000.00	0.00
Total Subtask 7.1				45,000.00	45,000.00	0.00
<b>Subtask 7.2</b>						
07/18/2019	CDD 5-7.2	Kimley Horn and Associates, Inc.	Preparaion of Dewatering Plan	20,000.00	20,000.00	0.00
Total Subtask 7.2				20,000.00	20,000.00	0.00
<b>Subtask 7.3</b>						
07/18/2019	CDD 5-7.3	Kimley Horn and Associates, Inc.	Meetings and Coordination with Remediation Contractor	15,000.00	9,972.50	5,027.50
Total Subtask 7.3				15,000.00	9,972.50	5,027.50
<b>Subtask 7.4</b>						
07/18/2019	CDD 5-7.4	Kimley Horn and Associates, Inc.	Health and Safety Plan	5,000.00	5,000.00	0.00
Total Subtask 7.4				5,000.00	5,000.00	0.00
Total CDD Task Order 5 - Subtask 7				85,000.00	79,972.50	5,027.50
<b>CDD Task Order 5 - Subtask 8</b>						
07/18/2019	CDD 5-8	Kimley Horn and Associates, Inc.	CMAR RFQ	11,863.00	11,862.50	0.50
Total CDD Task Order 5 - Subtask 8				11,863.00	11,862.50	0.50
<b>CDD Task Order 5 - Subtask 10</b>						
07/18/2019	CDD 5-10	Kimley Horn and Associates, Inc.	School Board Parking - Civil Engineering	45,000.00	45,000.00	0.00
Total CDD Task Order 5 - Subtask 10				45,000.00	45,000.00	0.00
<b>CDD Task Order 5 - Subtask 11</b>						
07/18/2019	CDD 5-11	Kimley Horn and Associates, Inc.	School Board Parking - Permitting	33,137.00	31,626.50	1,510.50
Total CDD Task Order 5 - Subtask 11				33,137.00	31,626.50	1,510.50
<b>CDD Task Order 5 - Subtask 12</b>						
07/18/2019	CDD 5-12	Kimley Horn and Associates, Inc.	Stormwater Compensation Credits	35,000.00	20,928.50	14,071.50
Total CDD Task Order 5 - Subtask 12				35,000.00	20,928.50	14,071.50
<b>CDD Task Order 5 - Subtask 13</b>						
07/18/2019	CDD 5-13	Kimley Horn and Associates, Inc.	Tree Mitigation, Relocation and Permitting	10,000.00	2,265.00	7,735.00
Total CDD Task Order 5 - Subtask 13				10,000.00	2,265.00	7,735.00
<b>CDD Task Order 5 - Subtask 14</b>						
07/18/2019	CDD 5-14	Kimley Horn and Associates, Inc.	Mass Grading Plan	25,000.00	22,500.00	2,500.00
Total CDD Task Order 5 - Subtask 14				25,000.00	22,500.00	2,500.00
<b>CDD Task Order 5 - Subtask 15</b>						
07/18/2019	CDD 5-15	Kimley Horn and Associates, Inc.	Opinions of Cost, Phasing, and CMAR Coord.	25,000.00	3,783.00	21,217.00
Total CDD Task Order 5 - Subtask 15				25,000.00	3,783.00	21,217.00
<b>CDD Task Order 5 - Subtask 16</b>						
07/18/2019	CDD 5-16	Kimley Horn and Associates, Inc.	Dry Utility Coordination	35,000.00	6,025.00	28,975.00
Total CDD Task Order 5 - Subtask 16				35,000.00	6,025.00	28,975.00
<b>CDD Task Order 5 - Subtask 17</b>						
07/18/2019	CDD 5-17	Kimley Horn and Associates, Inc.	Dry Utility Layout (Optional)	40,000.00	0.00	40,000.00
Total CDD Task Order 5 - Subtask 17				40,000.00	0.00	40,000.00
<b>CDD Task Order 5 - Subtask 18</b>						
07/18/2019	CDD 5-18	Kimley Horn and Associates, Inc.	Roadway and Utility Conceptual Design (30% Plans)	60,000.00	60,000.00	0.00
Total CDD Task Order 5 - Subtask 18				60,000.00	60,000.00	0.00
<b>CDD Task Order 5 - Subtask 19</b>						
07/18/2019	CDD 5-19	Kimley Horn and Associates, Inc.	Vision Document	35,000.00	29,918.50	5,081.50
Total CDD Task Order 5 - Subtask 19				35,000.00	29,918.50	5,081.50
<b>CDD Task Order 5 - Subtask 20</b>						
07/18/2019	CDD 5-20	Kimley Horn and Associates, Inc.	Streetscape Conceptual Design (30% Plans)	40,000.00	40,000.00	0.00
Total CDD Task Order 5 - Subtask 20				40,000.00	40,000.00	0.00
<b>CDD Task Order 5 - Subtask 21</b>						
07/18/2019	CDD 5-21	Kimley Horn and Associates, Inc.	Roadway and Utility Design Development (60% Plans)	150,000.00	150,000.00	0.00
Total CDD Task Order 5 - Subtask 21				150,000.00	150,000.00	0.00
<b>CDD Task Order 5 - Subtask 22</b>						
07/18/2019	CDD 5-22	Kimley Horn and Associates, Inc.	Streetscape Design Development (60% Plans)	65,000.00	65,000.00	0.00
Total CDD Task Order 5 - Subtask 22				65,000.00	65,000.00	0.00
<b>CDD Task Order 5 - Subtask 23</b>						
07/18/2019	CDD 5-23	Kimley Horn and Associates, Inc.	Roadway and Utility Construction Documents (100% Plans)	200,000.00	180,000.00	20,000.00
Total CDD Task Order 5 - Subtask 23				200,000.00	180,000.00	20,000.00
<b>CDD Task Order 5 - Subtask 24</b>						
07/18/2019	CDD 5-24	Kimley Horn and Associates, Inc.	Streetscape Construction Documents (100% Plans)	90,000.00	81,000.00	9,000.00
Total CDD Task Order 5 - Subtask 24				90,000.00	81,000.00	9,000.00
<b>CDD Task Order 5 - Subtask 25</b>						
07/18/2019	CDD 5-25	Kimley Horn and Associates, Inc.	Roadway, Utility and Streetscape Permitting	75,000.00	11,296.50	63,703.50
Total CDD Task Order 5 - Subtask 25				75,000.00	11,296.50	63,703.50
<b>CDD Task Order 5 - Subtask 26</b>						
07/18/2019	CDD 5-26	Kimley Horn and Associates, Inc.	Bidding and Value Engineering Assistance	40,000.00	1,632.50	38,367.50
Total CDD Task Order 5 - Subtask 26				40,000.00	1,632.50	38,367.50
<b>CDD Task Order 5 - Subtask 27</b>						
<b>Subtask 27.1</b>						
07/18/2019	CDD 5-27.1	Kimley Horn and Associates, Inc.	School Board Parking Lot CPS	25,000.00	3,360.00	21,640.00
Total Subtask 27.1				25,000.00	3,360.00	21,640.00
<b>Subtask 27.2</b>						
07/18/2019	CDD 5-27.2	Kimley Horn and Associates, Inc.	CDD Improvements CPS - TBD	0.00	0.00	0.00
Total Subtask 27.2				0.00	0.00	0.00
Total CDD Task Order 5 - Subtask 27				25,000.00	3,360.00	21,640.00
Total GF Engineering Services				4,763,000.00	2,915,099.37	1,847,900.63
<b>TOTAL</b>				<b>4,763,000.00</b>	<b>2,915,099.37</b>	<b>1,847,900.63</b>

# EXHIBIT 3

**THE DISTRICT - A COMMUNITY DEVELOPMENT DISTRICT**  
**FY 2021 PROPOSED BUDGET - STATEMENT 1**  
**FY 2021 PROPOSED BUDGET - OCTOBER 1, 2020 - SEPTEMBER 30, 2021**

	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD - MAR	FY 2021 PROPOSED	VARIANCE 2020 TO 2021
<b>REVENUE</b>					
DEVELOPER FUNDING/SPECIAL ASSESSMENTS	\$ 154,559	\$ 339,357	\$ 242,988	\$ 64,541	\$ (274,817)
INTEREST REVENUE	38	-	33	-	-
<b>TOTAL REVENUE</b>	<b>154,597</b>	<b>339,357</b>	<b>243,021</b>	<b>64,541</b>	<b>(274,817)</b>
<b>EXPENDITURES</b>					
<b>ADMINISTRATIVE EXPENSES</b>					
BOARD OF SUPERVISORS PAYROLL	3,800	4,800	2,231	1,800	(3,000)
PAYROLL TAXES - FICA	297	367	168	138	(230)
PAYROLL SERVICE FEES	359	650	196	200	(450)
MANAGEMENT CONSULTING SERVICES	21,333	30,000	15,000	6,000	(24,000)
ADMINISTRATIVE SERVICES	16,000	24,000	6,000	9,000	(15,000)
CONSTRUCTION ACCOUNTING SERVICES	-	30,000	-	-	(30,000)
MISCELLANEOUS (Printing , Binding, Mailing & Postage)	1,897	2,500	5,000	-	(2,500)
MEETING ROOM RENTAL	1,792	4,300	508	825	(3,475)
BANKING FEES	38	450	-	300	(150)
AUDITING	-	4,200	-	2,950	(1,250)
REGULATORY AND PERMIT FEES	150	175	175	175	-
LEGAL ADVERTISEMENTS	1,615	4,000	220	750	(3,250)
ENGINEERING SERVICES	35,390	40,000	6,916	7,500	(32,500)
LEGAL SERVICES	104,225	75,000	143,331	12,000	(63,000)
WEBSITE ADMINISTRATION	2,437	2,265	1,971	2,265	-
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>189,333</b>	<b>222,707</b>	<b>181,716</b>	<b>43,903</b>	<b>(178,805)</b>
<b>INSURANCE:</b>					
INSURANCE (General Liability)	3,520	5,500	5,125	5,638	138
<b>TOTAL INSURANCE</b>	<b>3,520</b>	<b>5,500</b>	<b>5,125</b>	<b>5,638</b>	<b>138</b>
<b>DEBT SERVICE ADMINISTRATION:</b>					
DISSIMINATION AGENT	-	5,000	-	-	(5,000)
TRUSTEE FEES	-	8,700	-	-	(8,700)
ARBITRAGE	-	1,250	-	-	(1,250)
<b>TOTAL DEBT ADMINISTRATION:</b>	<b>-</b>	<b>14,950</b>	<b>-</b>	<b>-</b>	<b>(14,950)</b>
<b>FIELD OPERATIONS:</b>					
MONITORING & REPORTING COSTS	-	40,000	-	-	(40,000)
SCHOOL BOARD PARKING LOT CUSTODIAL SERVICES	-	5,000	-	-	(5,000)
PRUDENTIAL DRIVE LANDSCAPE & IRRIGATION MAINTENANCE	-	25,000	-	-	(25,000)
PROJECT MANAGEMENT SERVICES	-	1,200	-	-	(1,200)
FIELD OPERATIONS CONTINGENCY	-	25,000	-	15,000	(10,000)
<b>TOTAL FIELD OPERATIONS</b>	<b>-</b>	<b>96,200</b>	<b>-</b>	<b>15,000</b>	<b>(81,200)</b>
<b>TOTAL EXPENDITURES</b>	<b>192,854</b>	<b>339,357</b>	<b>186,841</b>	<b>64,541</b>	<b>(274,817)</b>

**THE DISTRICT - A COMMUNITY DEVELOPMENT DISTRICT**

STATEMENT 2 - CONTRACT SUMMARY

FINANCIAL STATEMENT CATEGORY	VENDOR	SERVICE PROVIDED	ANNUAL AMOUNT	COMMENTS
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**EXPENDITURES**

**GENERAL ADMINISTRATIVE:**

BOARD OF SUPERVISORS PAYROLL	BOARD OF SUPERVISORS	LEGISLATIVE	\$ 1,800.00	3 Supervisors, 4 meetings for FY 2021
PAYROLL TAXES FICA			\$ 137.70	Payroll taxes 7.65% of payroll - FICA&FUTA
PAYROLL SERVICE FEES	INNOVATIVE	PAYROLL PROCESSING	\$ 200.00	\$50 per meeting plus \$50 for year end processing
MANAGEMENT CONSULTING SERVICES	DPFG	MANAGEMENT CONSULTING SERVICES	\$ 6,000.00	The District will incur expenditures of \$2,000 pe meeting. The budget contemplates 3 meetings
ADMINISTRATIVE SERVICES	DPFG	CONSULTING	\$ 9,000.00	Ongoing governmental accounting, administration and auditing oversight
CONSTRUCTION ACCOUNTING SERVICES	DPFG	CONSTRUCTION ACCOUNTING	\$ -	
MISCELLANEOUS	VARIOUS	POSTAGE, FREIGHT, COPIES, PHONE	\$ -	Miscellaneous for mailings, printing and binding
MEETING ROOM RENTAL	RIVERSIDE BUSINESS CENTER	HOSTING OF MONTHLY MEETINGS	\$ 825.00	Financial burden approximates \$275 monthly per meeting
BANKING FEES	BANK UNITED		\$ 300.00	Monthly banking fee approximates \$25.
AUDITING	TBD	ANNUAL AUDIT	\$ 2,950.00	Pursuant to the engagement lettr with Dibartolomeo, audit fees will be \$2,950 for FY 2020 and \$3,150 for FY 21
REGULATORY AND PERMIT FEES	DEPT OF ECONOMIC ACTIVITY	ANNUAL DISTRICT FEE	\$ 175.00	Statutorily fixed fee
LEGAL ADVERTISEMENTS	DAILY RECORD	PUBLIC NOTICE	\$ 750.00	meeting notices yearly & workshop notices
ENGINEERING SERVICES	KIMLEY-HORN	ENGINEERING SERVICES	\$ 7,500.00	General Services - confirmed amount with District Engineer
LEGAL SERVICES	HOPPING GREEN & SAMS	LEGAL SERVICES	\$ 12,000.00	General Services - confirmed amount with District Counsel
WEBSITE ADMINISTRATION	CAMPUS SUITE		\$ 2,265.00	ADA Compliance of Website and Remediation of Uploaded Documents
			\$ -	

**INSURANCE:**

INSURANCE (General Liability)	EGIS ISURANCE & RISK ADVISORS	INSURANCE	\$ 5,638.00	Confirmed with EGIS
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**DEBT SERVICE ADMINISTRATION:**

DISSIMINATION AGENT	DPFG		\$ -	Dissimination in accordance with Trust Indenture
TRUSTEE FEES	BANK UNITED		\$ -	
ARBITRAGE	DPFG		\$ -	Arbitrage calculation in accordance with Trust Indenture

**FIELD OPERATIONS:**

MONITORING & REPORTING COSTS		Mandated Monitoring & Reporting	\$ -	
SCHOOL BOARD PARKING CUSTODIAL SERVICES	School Board Parking Lot	Maintenance	\$ -	Maintenance needs for mowing and any associated landscape or custodial needs
PRUDENTIAL DRIVE LANDSCPAE & IRRIGATION MAINTEN	Prudential Drive	INTERNET FOR ENTRANCE GATE	\$ -	Estimated expenditures for landscape needs. Amounts also include streetlights
PROJECT MANAGEMENT SERVICES	Kitson & Partners		\$ -	The provision of limited project management services to include the review of all proposals / task orders, and payment requests, under the Engineer Contracts
FIELD OPERATIONS CONTINGENCY	NA	Miscellaneous repairs based on needs	\$ 15,000.00	Appropriated for costs not appropriated in other lines

# EXHIBIT 4

**RESOLUTION 2020-02**

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

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

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: \_\_\_\_\_, 2020

HOUR: \_\_\_\_\_

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

LOCATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed



Budget to the City of Jacksonville and Duval 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 18<sup>th</sup> DAY OF MAY, 2020.**

ATTEST:

**DISTRICT COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**THE DISTRICT - A COMMUNITY DEVELOPMENT DISTRICT**  
**FY 2021 PROPOSED BUDGET - STATEMENT 1**  
**FY 2021 PROPOSED BUDGET - OCTOBER 1, 2020 - SEPTEMBER 30, 2021**

	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD - MAR	FY 2021 PROPOSED	VARIANCE 2020 TO 2021
<b>REVENUE</b>					
DEVELOPER FUNDING/SPECIAL ASSESSMENTS	\$ 154,559	\$ 339,357	\$ 242,988	\$ 64,541	\$ (274,817)
INTEREST REVENUE	38	-	33	-	-
<b>TOTAL REVENUE</b>	<b>154,597</b>	<b>339,357</b>	<b>243,021</b>	<b>64,541</b>	<b>(274,817)</b>
<b>EXPENDITURES</b>					
<b>ADMINISTRATIVE EXPENSES</b>					
BOARD OF SUPERVISORS PAYROLL	3,800	4,800	2,231	1,800	(3,000)
PAYROLL TAXES - FICA	297	367	168	138	(230)
PAYROLL SERVICE FEES	359	650	196	200	(450)
MANAGEMENT CONSULTING SERVICES	21,333	30,000	15,000	6,000	(24,000)
ADMINISTRATIVE SERVICES	16,000	24,000	6,000	9,000	(15,000)
CONSTRUCTION ACCOUNTING SERVICES	-	30,000	-	-	(30,000)
MISCELLANEOUS (Printing , Binding, Mailing & Postage)	1,897	2,500	5,000	-	(2,500)
MEETING ROOM RENTAL	1,792	4,300	508	825	(3,475)
BANKING FEES	38	450	-	300	(150)
AUDITING	-	4,200	-	2,950	(1,250)
REGULATORY AND PERMIT FEES	150	175	175	175	-
LEGAL ADVERTISEMENTS	1,615	4,000	220	750	(3,250)
ENGINEERING SERVICES	35,390	40,000	6,916	7,500	(32,500)
LEGAL SERVICES	104,225	75,000	143,331	12,000	(63,000)
WEBSITE ADMINISTRATION	2,437	2,265	1,971	2,265	-
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>189,333</b>	<b>222,707</b>	<b>181,716</b>	<b>43,903</b>	<b>(178,805)</b>
<b>INSURANCE:</b>					
INSURANCE (General Liability)	3,520	5,500	5,125	5,638	138
<b>TOTAL INSURANCE</b>	<b>3,520</b>	<b>5,500</b>	<b>5,125</b>	<b>5,638</b>	<b>138</b>
<b>DEBT SERVICE ADMINISTRATION:</b>					
DISSIMINATION AGENT	-	5,000	-	-	(5,000)
TRUSTEE FEES	-	8,700	-	-	(8,700)
ARBITRAGE	-	1,250	-	-	(1,250)
<b>TOTAL DEBT ADMINISTRATION:</b>	<b>-</b>	<b>14,950</b>	<b>-</b>	<b>-</b>	<b>(14,950)</b>
<b>FIELD OPERATIONS:</b>					
MONITORING & REPORTING COSTS	-	40,000	-	-	(40,000)
SCHOOL BOARD PARKING LOT CUSTODIAL SERVICES	-	5,000	-	-	(5,000)
PRUDENTIAL DRIVE LANDSCAPE & IRRIGATION MAINTENANCE	-	25,000	-	-	(25,000)
PROJECT MANAGEMENT SERVICES	-	1,200	-	-	(1,200)
FIELD OPERATIONS CONTINGENCY	-	25,000	-	15,000	(10,000)
<b>TOTAL FIELD OPERATIONS</b>	<b>-</b>	<b>96,200</b>	<b>-</b>	<b>15,000</b>	<b>(81,200)</b>
<b>TOTAL EXPENDITURES</b>	<b>192,854</b>	<b>339,357</b>	<b>186,841</b>	<b>64,541</b>	<b>(274,817)</b>

**THE DISTRICT - A COMMUNITY DEVELOPMENT DISTRICT**

STATEMENT 2 - CONTRACT SUMMARY

FINANCIAL STATEMENT CATEGORY	VENDOR	SERVICE PROVIDED	ANNUAL AMOUNT	COMMENTS
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**EXPENDITURES**

**GENERAL ADMINISTRATIVE:**

BOARD OF SUPERVISORS PAYROLL	BOARD OF SUPERVISORS	LEGISLATIVE	\$ 1,800.00	3 Supervisors, 4 meetings for FY 2021
PAYROLL TAXES FICA			\$ 137.70	Payroll taxes 7.65% of payroll - FICA&FUTA
PAYROLL SERVICE FEES	INNOVATIVE	PAYROLL PROCESSING	\$ 200.00	\$50 per meeting plus \$50 for year end processing
MANAGEMENT CONSULTING SERVICES	DPFG	MANAGEMENT CONSULTING SERVICES	\$ 6,000.00	The District will incur expenditures of \$2,000 pe meeting. The budget contemplates 3 meetings
ADMINISTRATIVE SERVICES	DPFG	CONSULTING	\$ 9,000.00	Ongoing governmental accounting, administration and auditing oversight
CONSTRUCTION ACCOUNTING SERVICES	DPFG	CONSTRUCTION ACCOUNTING	\$ -	
MISCELLANEOUS	VARIOUS	POSTAGE, FREIGHT, COPIES, PHONE	\$ -	Miscellaneous for mailings, printing and binding
MEETING ROOM RENTAL	RIVERSIDE BUSINESS CENTER	HOSTING OF MONTHLY MEETINGS	\$ 825.00	Financial burden approximates \$275 monthly per meeting
BANKING FEES	BANK UNITED		\$ 300.00	Monthly banking fee approximates \$25.
AUDITING	TBD	ANNUAL AUDIT	\$ 2,950.00	Pursuant to the engagement lettr with Dibartolomeo, audit fees will be \$2,950 for FY 2020 and \$3,150 for FY 21
REGULATORY AND PERMIT FEES	DEPT OF ECONOMIC ACTIVITY	ANNUAL DISTRICT FEE	\$ 175.00	Statutorily fixed fee
LEGAL ADVERTISEMENTS	DAILY RECORD	PUBLIC NOTICE	\$ 750.00	meeting notices yearly & workshop notices
ENGINEERING SERVICES	KIMLEY-HORN	ENGINEERING SERVICES	\$ 7,500.00	General Services - confirmed amount with District Engineer
LEGAL SERVICES	HOPPING GREEN & SAMS	LEGAL SERVICES	\$ 12,000.00	General Services - confirmed amount with District Counsel
WEBSITE ADMINISTRATION	CAMPUS SUITE		\$ 2,265.00	ADA Compliance of Website and Remediation of Uploaded Documents
			\$ -	

**INSURANCE:**

INSURANCE (General Liability)	EGIS ISURANCE & RISK ADVISORS	INSURANCE	\$ 5,638.00	Confirmed with EGIS
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**DEBT SERVICE ADMINISTRATION:**

DISSIMINATION AGENT	DPFG		\$ -	Dissimination in accordance with Trust Indenture
TRUSTEE FEES	BANK UNITED		\$ -	
ARBITRAGE	DPFG		\$ -	Arbitrage calculation in accordance with Trust Indenture

**FIELD OPERATIONS:**

MONITORING & REPORTING COSTS		Mandated Monitoring & Reporting	\$ -	
SCHOOL BOARD PARKING CUSTODIAL SERVICES	School Board Parking Lot	Maintenance	\$ -	Maintenance needs for mowing and any associated landscape or custodial needs
PRUDENTIAL DRIVE LANDSCPAE & IRRIGATION MAINTEN	Prudential Drive	INTERNET FOR ENTRANCE GATE	\$ -	Estimated expenditures for landscape needs. Amounts also include streetlights
PROJECT MANAGEMENT SERVICES	Kitson & Partners		\$ -	The provision of limited project management services to include the review of all proposals / task orders, and payment requests, under the Engineer Contracts
FIELD OPERATIONS CONTINGENCY	NA	Miscellaneous repairs based on needs	\$ 15,000.00	Appropriated for costs not appropriated in other lines

# EXHIBIT 5

**RESOLUTION 2020-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DISTRICT COMMUNITY DEVELOPMENT DISTRICT REDUCING THE TERMS OF OFFICE OF ALL CURRENT SUPERVISORS TO COINCIDE WITH THE GENERAL ELECTION PURSUANT TO SECTION 190.006, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Community Development District (“District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the current members of the Board of Supervisors (“Board”) were elected by the landowners within the District based on a one acre/one vote basis; and

**WHEREAS**, Chapter 190, *Florida Statutes*, authorizes the Board to adopt a resolution extending or reducing the terms of office of Board members to coincide with the general election in November; and

**WHEREAS**, the Board of Supervisors finds that it is in the best interests of the District to adopt this Resolution reducing the terms of office of all current Supervisors of the District.

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

**SECTION 1.** The following terms of office are hereby reduced to coincide with the general election to be held in November of 2020:

- Seat #1 (currently held by Robert Rhodes)
- Seat #3 (currently held by Kish Kanji)
- Seat #5 (currently held by Matthew Brockelman)

The following terms of office are hereby reduced to coincide with the general election to be held in November of 2022:

- Seat #2 (currently held by Dr. Vikram Gopal)
- Seat #4 (currently held by Jill Dame).

**SECTION 2.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 3.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 18<sup>th</sup> day of May, 2020.

ATTEST:

**DISTRICT COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chairperson/Vice Chairperson,  
Board of Supervisors

# EXHIBIT 6

**RESOLUTION 2020-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DISTRICT 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**, the District 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 the City of Jacksonville, 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 the first Tuesday in November, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF DISTRICT 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	Robert Rhodes	2020
2	Dr. Vikram Gopal	2022
3	Kish Kanji	2020
4	Jill Dame	2022
5	Matthew Brockelman	2020

This year, Seat 1, currently held by Robert Rhodes, Seat 3, currently held by Kish Kanji, and Seat 5, currently held by Matthew Brockelman, are subject to election by landowners in November 2020. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the 3<sup>rd</sup> day of November, 2020, at \_\_\_\_\_ a/p.m., and located at \_\_\_\_\_.

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 \_\_\_\_\_, 2020 meeting. A



sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at \_\_\_\_\_, or at the office of the District Manager, DPGF Management & Consulting LLC, 250 International Parkway, Suite 280, Lake Mary, Florida 32746, Ph: (321) 263-0132.

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 18<sup>th</sup> DAY OF MAY, 2020.**

**DISTRICT COMMUNITY DEVELOPMENT  
DISTRICT**

**ATTEST:**

\_\_\_\_\_  
**CHAIRMAN / VICE CHAIRMAN**

\_\_\_\_\_  
**SECRETARY / ASST. SECRETARY**

**EXHIBIT A**

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

Notice is hereby given to the public and all landowners within District Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately 32.21 acres, located east of Broadcast Place, north of Interstate 95 and south of the St. Johns River, in Duval County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) person/people to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: Tuesday, November 3, 2020  
TIME: \_\_\_\_\_  
PLACE: \_\_\_\_\_  
\_\_\_\_\_

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, DPF Management & Consulting LLC, 250 International Parkway, Suite 280, Lake Mary, Florida 32746, Ph: (321) 263-0132 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

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

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

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

Patricia Thibault  
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  
DISTRICT COMMUNITY DEVELOPMENT DISTRICT  
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **Tuesday, November 3, 2020**

TIME: \_\_\_\_\_ .M.

LOCATION:

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**

**DISTRICT COMMUNITY DEVELOPMENT DISTRICT  
DUVAL COUNTY, FLORIDA  
LANDOWNERS' MEETING – [DATE]**

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 District Community Development District to be held at \_\_\_\_\_, on Tuesday, November 3, 2020, at \_\_\_\_\_ a/p.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* (2019), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

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

**OFFICIAL BALLOT**  
**DISTRICT COMMUNITY DEVELOPMENT DISTRICT**  
**DUVAL COUNTY, FLORIDA**  
**LANDOWNERS' MEETING - NOVEMBER 3, 2020**

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

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the District 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		
3		
5		

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_