



Rizzetta & Company

Country Walk Community Development District

**Board of Supervisors' Meeting
August 14, 2019**

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1001**

August 6, 2019

Board of Supervisors
**Country Walk Community
Development District**

FINAL AGENDA

Dear Board Members:

The special meeting of the Board of Supervisors of the Country Walk Community Development District will be held on **August 14, 2019 at 6:00 p.m.** at the Country Walk Clubhouse, located at 30400 Country Pointe Boulevard, Wesley Chapel, FL 33543. The following is the final agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Public Hearing on Fiscal Year 2019-2020 Budget
 - 1. Consideration of Resolution 2019-04, Adopting Fiscal Year 2019-2020 Budget.....Tab 1
 - B. Public Hearing on Imposing Assessments
 - 1. Consideration of Resolution 2019-05, AssessmentsTab 2
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Operation and Maintenance Expenditures for July 2019.....Tab 3
- STAFF REPORTS**
 - A. Clubhouse Manager
 - B. District Engineer
 - C. District Counsel
 - D. District Manager
- SUPERVISOR REQUESTS**
- ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call me at (813) 994-1001.

Very truly yours,

Matthew Huber
District Manager

Tab 1

RESOLUTION 2019-04

THE ANNUAL APPROPRIATION RESOLUTION OF THE COUNTRY WALK COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2019, submitted to the Board of Supervisors (the “**Board**”) a proposed budget for the next ensuing budget year (the “**Proposed Budget**”), along with an explanatory and complete financial plan for each fund of the Country Walk Community Development District (the “**District**”), pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, the Board set August 14, 2019 at 6:00 pm as the date and time for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

Section 1. Budget

- a. That the Board has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown below.

- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2018/2019 and/or revised projections for fiscal year 2019/2020.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as "The Budget for the Country Walk Community Development District for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020," as adopted by the Board on August 14, 2019.
- d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2019, and ending September 30, 2020, the sum of \$_____ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

Total General Fund	\$_____
Total Debt Service Funds	\$_____
Total All Funds*	\$_____

*Not inclusive of any collection costs.

Section 3. Budget Amendments

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption.

Section 4. Effective Date.

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 14TH DAY OF AUGUST, 2019.

ATTEST:

**COUNTRY WALK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Matthew Huber
Secretary/Assistant Secretary

By: _____
Name: Nina Siegel
Chair of the Board of Supervisors

Exhibit A: 2019/2020 Budget



Rizzetta & Company

Country Walk Community Development District

countrywalkcdd.org

Approved Proposed Budget for Fiscal Year 2019/2020

Presented by: Rizzetta & Company, Inc.

**5844 Old Pasco Rd. Suite 100
Wesley Chapel, FL 33544
813-994-1001**

rizzetta.com

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GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

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

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

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

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

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

EXPENDITURES – ADMINISTRATIVE:

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

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

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

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

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

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

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

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

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

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

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

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

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

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

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

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

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

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

EXPENDITURES - FIELD OPERATIONS:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

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

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

EXPENDITURES:

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

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

DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

EXPENDITURES – ADMINISTRATIVE:

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

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

Proposed Budget
Country Walk Community Development District
General Fund
Fiscal Year 2019/2020

	Chart of Accounts Classification	Actual YTD through 06/30/19	Projected Annual Totals 2018/2019	Annual Budget for 2018/2019	Projected Budget variance for 2018/2019	Budget for 2019/2020	Budget Increase (Decrease) vs 2018/2019	Comments
1								
2	REVENUES							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 5,313	\$ 5,313	\$ -	\$ 5,313	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll	\$ 1,006,614	\$ 1,006,614	\$ 998,000	\$ 8,614	\$ 998,000	\$ -	
8	Other Miscellaneous Revenues							
9	Miscellaneous Revenues	\$ 9,199	\$ 9,199	\$ -	\$ 9,199	\$ -	\$ -	
10								
11	TOTAL REVENUES	\$ 1,021,126	\$ 1,021,126	\$ 998,000	\$ 23,126	\$ 998,000	\$ -	
12								
13	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
14								
15	TOTAL REVENUES AND BALANCE	\$ 1,021,126	\$ 1,021,126	\$ 998,000	\$ 23,126	\$ 998,000	\$ -	
16								
17	EXPENDITURES - ADMINISTRATIVE							
18								
19	Legislative							
20	Supervisor Fees	\$ 8,800	\$ 11,733	\$ 13,000	\$ 1,267	\$ 13,000	\$ -	
21	Financial & Administrative							
22	Administrative Services	\$ 4,350	\$ 5,800	\$ 5,800	\$ -	\$ 6,000	\$ 200	
23	District Management	\$ 26,400	\$ 35,200	\$ 35,200	\$ -	\$ 35,515	\$ 315	
24	District Engineer	\$ 25,181	\$ 26,575	\$ 15,000	\$ (11,575)	\$ 15,000	\$ -	Erosion Project and Gym remodel caused overage
25	Disclosure Report	\$ 1,500	\$ 1,500	\$ 1,600	\$ 100	\$ 1,600	\$ -	
26	Trustees Fees	\$ 3,771	\$ 5,028	\$ 6,000	\$ 972	\$ 6,000	\$ -	
27	Tax Collector /Property Appraiser Fees	\$ 150	\$ 150	\$ 150	\$ -	\$ 150	\$ -	
28	Financial & Revenue Collections	\$ 3,750	\$ 5,000	\$ 5,000	\$ -	\$ 5,250	\$ 250	
29	Accounting Services	\$ 15,750	\$ 21,000	\$ 21,000	\$ -	\$ 22,000	\$ 1,000	
30	Auditing Services	\$ 3,846	\$ 3,800	\$ 3,800	\$ -	\$ 3,400	\$ (400)	New Grau contract (\$3400,\$3500,\$3600)
31	Arbitrage Rebate Calculation	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
32	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,250	\$ 250	
33	Public Officials Liability Insurance	\$ 4,500	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ -	EGIS estimate
34	Workers Comp Ins. for Board members	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	Workers Comp. Ins. for Board Liasions
35	Legal Advertising	\$ 714	\$ 952	\$ 500	\$ (452)	\$ 500	\$ -	RFP for eroision and gym remodel projects overuns
36	Dues, Licenses & Fees	\$ 885	\$ 1,180	\$ 800	\$ (380)	\$ 800	\$ -	DCA, Pool Permits,PACA
37	Website Hosting, Maintenance, Backup (and Email)	\$ 1,575	\$ 2,100	\$ 2,100	\$ -	\$ 12,100	\$ 10,000	ADA website remediation
38	Miscellaneous Mailings	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	Potential community mailings
39	Legal Counsel							
40	District Counsel	\$ 21,664	\$ 21,885	\$ 12,500	\$ (9,385)	\$ 20,000	\$ 7,500	Erosion Project, Gym remodel bid & contract work
41								
42	Administrative Subtotal	\$ 127,836	\$ 151,403	\$ 132,450	\$ (18,953)	\$ 153,565	\$ 21,115	
43								
44	EXPENDITURES - FIELD OPERATIONS							
45								
46	Law Enforcement							
47	Off-Duty Sheriff Deputy	\$ 16,012	\$ 29,349	\$ 30,000	\$ 651	\$ 30,000	\$ -	Use of off-duty
48	Police Liability and Workers Compensation							
49	Electric Utility Services							
50	Utility Services	\$ 18,094	\$ 29,125	\$ 30,000	\$ 875	\$ 30,000	\$ -	
51	Street Lights	\$ 53,136	\$ 78,848	\$ 80,000	\$ 1,152	\$ 80,000	\$ -	
52	Garbage/Solid Waste Control Services							
53	Garbage - Recreation Facility	\$ 513	\$ 684	\$ 750	\$ 66	\$ 750	\$ -	
54	Solid Waste Assessment	\$ 749	\$ 749	\$ 1,000	\$ 251	\$ 1,000	\$ -	
55	Water-Sewer Combination Services							
56	Utility Services	\$ 5,956	\$ 7,941	\$ 7,250	\$ (691)	\$ 7,250	\$ -	FY17-18 \$6083
57	Stormwater Control							
58	Aquatic Maintenance	\$ 16,992	\$ 22,656	\$ 23,000	\$ 344	\$ 23,000	\$ -	
59	Lake/Pond Bank Maintenance	\$ 75,000	\$ 75,000	\$ 7,500	\$ (67,500)	\$ 1,500	\$ (6,000)	Current & Future Erosion repairs paid out of reserves
60	Fountain Service Repairs & Maintenance	\$ 3,600	\$ 4,800	\$ 2,500	\$ (2,300)	\$ 2,000	\$ (500)	FY-18 \$961
61	Mitigation Area Monitoring & Maintenance	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ (10,000)	
62	Aquatic Plant Replacement	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	
63	Stormwater Assessment	\$ 1,933	\$ 1,933	\$ 2,500	\$ 567	\$ 2,250	\$ (250)	FY17-18 \$1933
64	Other Physical Environment							
65	Field Operations	\$ 5,400	\$ 7,200	\$ 7,200	\$ -	\$ 7,800	\$ 600	
66	Landscape Replacement Plants, Shrubs, Trees	\$ 16,708	\$ 22,277	\$ 20,000	\$ (2,277)	\$ 25,000	\$ 5,000	FY17-18 \$9122
67	Property Insurance	\$ 11,114	\$ 11,114	\$ 15,000	\$ 3,886	\$ 15,000	\$ -	EGIS estimate
68	General Liability Insurance	\$ 3,250	\$ 3,250	\$ 3,500	\$ 250	\$ 4,000	\$ 500	EGIS estimate
69	Rust Prevention	\$ 3,555	\$ 4,740	\$ 6,000	\$ 1,260	\$ 6,000	\$ -	Monthly Service - Aquarius equip. paid from reserves
70	Entry & Walls Maintenance	\$ 1,050	\$ 1,400	\$ 5,000	\$ 3,600	\$ 5,000	\$ -	
71	Landscape Maintenance	\$ 156,156	\$ 224,208	\$ 210,000	\$ (14,208)	\$ 225,000	\$ 15,000	FY17-18 \$179,321
72	Tree Trimming Services	\$ 475	\$ 633	\$ 5,000	\$ 4,367	\$ 5,000	\$ -	Misc. Tree removal
73	Irrigation Repairs	\$ 4,289	\$ 5,719	\$ 10,000	\$ 4,281	\$ 12,500	\$ 2,500	FY17-18 \$7403
74	Soccer Field maintenance	\$ -	\$ -	\$ -	\$ -	\$ 11,500	\$ 11,500	Proposed annual amt from Down2Earth
75	Holiday Decorations	\$ 7,371	\$ 7,371	\$ 7,500	\$ 129	\$ 9,400	\$ 1,900	New holiday light vendor needed

**Proposed Budget
Country Walk (Meadow Woods) Community Development District
Debt Service
Fiscal Year 2019/2020**

Chart of Accounts Classification	Series 2015	Budget for 2019/2020
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$491,392.63	\$491,392.63
TOTAL REVENUES	\$491,392.63	\$491,392.63
EXPENDITURES		
Administrative		
Debt Service Obligation	\$491,392.63	\$491,392.63
Administrative Subtotal	\$491,392.63	\$491,392.63
TOTAL EXPENDITURES	\$491,392.63	\$491,392.63
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Pasco County Collection Costs (2%) & Early Payment Discounts (4% 6.00%

Gross assessments **\$522,313.59**

Notes:

net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

COUNTRY WALK (MEADOW WOODS) COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2019/2020 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2019/2020 O&M Budget		\$1,028,000.00
Collection Costs @	2%	\$21,872.34
Early Payment Discount @	4%	\$43,744.68
2019/2020 Total:		<u>\$1,093,617.02</u>

2018/2019 O&M Budget	\$998,000.00
2019/2020 O&M Budget	\$1,028,000.00

Total Difference: \$30,000.00

	<u>PER UNIT ANNUAL ASSESSMENT</u>		<u>Proposed Increase / Decrease</u>	
	<u>2018/2019</u>	<u>2019/2020</u>	<u>\$</u>	<u>%</u>
Series 2015 Debt Service - Single Family 50'	\$623.88	\$623.88	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$1,145.36	\$1,179.79	\$34.43	3.01%
Total	\$1,769.24	\$1,803.67	\$34.43	1.95%
Series 2015 Debt Service - Single Family 65'	\$698.75	\$698.75	\$0.00	0.00%
Operations/Maintenance - Single Family 65'	\$1,282.80	\$1,321.36	\$38.56	3.01%
Total	\$1,981.55	\$2,020.11	\$38.56	1.95%

COUNTRY WALK (MEADOW WOODS) COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2019/2020 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$1,028,000.00
COLLECTION COSTS @	2.0%	\$21,872.34
EARLY PAYMENT DISCOUNT @	4.0%	\$43,744.68
TOTAL O&M ASSESSMENT		<u>\$1,093,617.02</u>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>		<u>ALLOCATION OF O&M ASSESSMENT</u>				<u>TOTAL SERIES 2015 DEBT SERVICE ASSESSMENT</u>	<u>PER LOT ANNUAL ASSESSMENT</u>		
	<u>O&M</u>	<u>SERIES 2015 DEBT SERVICE</u> ^{(1) (2)}	<u>EAU FACTOR</u>	<u>TOTAL</u>		<u>O&M BUDGET</u>		<u>2015 DEBT</u>		
				<u>EAU's</u>	<u>% TOTAL</u>			<u>O&M</u>	<u>SERVICE</u> ⁽³⁾	<u>TOTAL</u> ⁽⁴⁾
SINGLE FAMILY 50	582	518	1.25	727.50	62.79%	\$686,637.08	\$323,169.84	\$1,179.79	\$623.88	\$1,803.67
SINGLE FAMILY 65	308	285	1.40	431.20	37.21%	\$406,979.94	\$199,143.75	\$1,321.36	\$698.75	\$2,020.11
	<u>890</u>	<u>803</u>		<u>1158.70</u>	<u>100.00%</u>	<u>\$1,093,617.02</u>	<u>\$522,313.59</u>			
LESS: Pasco County Collection Costs (2%) and Early Payment Discounts (4%):						<u>(\$65,617.02)</u>	<u>(\$29,933.90)</u>			
Net Revenue to be Collected:						<u>\$1,028,000.00</u>	<u>\$491,392.63</u>			

⁽¹⁾ Reflects six (6) prepayments for previous Series 2004A and eighty-one (81) Series 2015 prepayments.

⁽²⁾ Reflects the number of total lots with Series 2015 debt outstanding.

⁽³⁾ Annual debt service assessment per lot adopted in connection with the Series 2015 bond issue. Annual assessment includes principal, interest, Pasco County collection costs and early payment discounts.

⁽⁴⁾ Annual assessment that will appear on November 2019 Pasco County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if paid early).

Tab 2

RESOLUTION 2019-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTRY WALK COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Country Walk Community Development District (the “**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Pasco County, Florida (the “**County**”); and

WHEREAS, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (the “**Board**”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2019/2020 (“**Operations and Maintenance Budget**”), attached hereto as **Exhibit A** and incorporated as a material part of this Resolution by this reference; and

WHEREAS, the District must obtain sufficient funds to provide for the operations and maintenance services and facilities provided by the District as described in the Operations and Maintenance Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County tax roll and collected by the County Tax Collector (“**Uniform Method**”); and

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an agreement with the Pasco County Property Appraiser (the “**Property Appraiser**”) and Pasco County Tax Collector (the “**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Operations and Maintenance Budget; and

WHEREAS, the District desires to levy and collect special assessments reflecting each parcel’s portion of the District’s Operations and Maintenance Budget; and

WHEREAS, it is in the best interests of the District to certify the adopted assessment roll of the District as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference (the “**Assessment Roll**”), to the Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities and operations as described in **Exhibit A** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibit A** and in the Assessment Roll.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operations and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibit A** and in the Assessment Roll. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND DUE DATE. The collection of the previously levied debt service assessments and operations and maintenance special assessments on all assessable lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibit A** and in the Assessment Roll. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 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.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 14TH DAY OF AUGUST, 2019.

ATTEST:

**COUNTRY WALK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Matthew Huber
Secretary/Assistant Secretary

By: _____
Nina Siegel
Chair of the Board of Supervisors

Exhibit A – Fiscal Year 2019/2020 Operations and Maintenance Budget

Tab 3

COUNTRY WALK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures July 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2019 through July 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$77,711.20**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Country Walk Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
ADT Security Services	007154	706168698	Alarm Monitoring -Country Walk Lifestyle Center 30400 CP 06/19	\$ 101.50
ADT Security Services	007190	709509079	Alarm Monitoring -Country Walk Lifestyle Center 30400 CP 07/19	\$ 101.50
AECOM Technical Services, Inc.	007173	2000219240	Engineering Services Project #60530675 05/19	\$ 1,468.35
AECOM Technical Services, Inc.	007182	2000237286	Engineering Services Project #60530675 06/19	\$ 1,903.17
Alishia Marsh	007168	062919-Marsh	Refund of Rental Deposit 06/19	\$ 75.00
American Ecosystems, Inc.	007200	1907110	Water Management Treatment 07/19	\$ 1,888.00
Aquarius Water Refining, Inc.	007183	150375	Commercial Triplex Aris System Rental 07/19	\$ 395.00
Aquarius Water Refining, Inc.	007174	150675	16x65 Tank with New Katalox Light Filter Media 07/19	\$ 3,900.00
Architectural Fountains, Inc	007152	06191902E	Replaced Motor Pump on Exit Fountain 06/19	\$ 1,800.00
Ava Lowcountry Cuisine	007176	070319	Deposit - 50% Catering Services - Oktoberfest Event 10/19	\$ 622.52
Bliss Products and Services, Inc	007177	19075	Purchased & Installed Rubber Swing Seats 06/19	\$ 418.65
Breezin' Entertainment & Productions	007184	071219	Deposit - Entertainment Services - Oktoberfest Event 10/19	\$ 1,284.00
Christopher Gandeas	007191	071419-Gandeas	Refund of Rental Deposit 07/19	\$ 75.00

Country Walk Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Clean Sweep Supply Co., Inc.	007201	00205081	Janitorial Supplies 07/19	\$ 68.85
Country Walk CDD	CD354	CD354	Debit Card Replenishment	\$ 367.74
Country Walk CDD	007186	071919	Setup Fee for New Square Account 07/19	\$ 5.00
Delta Lighting Products, Inc	007188	629213	Janitorial Supplies 07/19	\$ 243.87
Dodgeball2You Franchising, LLC	007202	072219	Balance Due Dodgeball2You Rental for Event 08/19	\$ 560.00
Down To Earth LLC	007203	41206	Grounds Maintenance 07/19	\$ 12,127.58
Florida Dept of Revenue	007178	61-8015817296-8 06/19	Sales & Use Tax 06/19	\$ 63.78
George O'Connor	007194	GO071119	Board of Supervisor Meeting 07/11/19	\$ 200.00
Girline Grey	007204	072019-Grey	Refund of Rental Deposit 07/19	\$ 250.00
Insect IQ Inc.	007156	19122	Residential Pest Management & Treatment 06/19	\$ 80.00
Jerry Richardson	007209	1247	Wildlife Removal Service 07/19	\$ 1,300.00
Julie Dachino	007187	071319-Dachino	Refund of Rental Deposit 07/19	\$ 75.00
Kidz Fun	007205	080319COUN BAL	Balance Due Back to School Event 08/19	\$ 1,500.00

Country Walk Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Lauren Weber	007166	062219-Weber	Refund of Rental Deposit 06/19	\$ 75.00
Luanne Dennis	007189	LD071119	Board of Supervisor Meeting 07/11/19	\$ 200.00
Margo Rae Moulton	007193	MM071119	Board of Supervisor Meeting 07/11/19	\$ 200.00
Maritza Morales	007206	071919-Morales	Refund of Rental Deposit 07/19	\$ 75.00
Mary Gacanica	007155	062319-Gacanica	Refund of Rental Deposit 06/19	\$ 75.00
Meredith Pink	007159	062219-Pink	Refund of Rental Deposit 06/19	\$ 75.00
Nina J Siegel	007197	NS071119	Board of Supervisor Meeting 07/11/19	\$ 200.00
Pasco County Utilities Services Branch	007158	12112913	#0489145 - 30400 Country Point Blvd 06/19	\$ 751.45
Pasco Sheriff's Office	007170	I-4/30/2019-03565	Off Duty Detail 06/19	\$ 1,720.00
Poop 911 Tampa	007171	2755637	Weekly Dog Park Waste Removal 06/19	\$ 232.70
Pope's Water Systems, Inc	007160	63478	Routine Check - Pump & Equipment 06/19	\$ 150.00
Rizzetta & Company, Inc.	007161	INV0000041528	District Management Fees 07/19	\$ 6,183.33
Rizzetta Amenity Services, Inc.	007162	INV00000000006410	Amenity Management Services 06/19	\$ 5,544.35

Country Walk Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	007179	INV0000000006443	Out of Pocket Expenses 06/19	\$ 85.19
Rizzetta Amenity Services, Inc.	007195	INV0000000006472	Amenity Management Services 07/19	\$ 6,871.94
Rizzetta Technology Services	007163	INV0000004545	Email & Website Hosting Services 07/19	\$ 175.00
Romaner Graphics	007196	19556	No Trespassing Sign Replacements 07/19	\$ 345.00
Romaner Graphics	007196	19562	Bridge Repairs 07/19	\$ 350.00
Security Lock Systems of Tampa, Inc	007207	1376	Maintenance/Monitoring 07/19	\$ 324.21
Site Masters of Florida LLC	007164	062719-3	Constructed Concrete Aprons at 3 Yard Drains 06/19	\$ 2,700.00
Site Masters of Florida LLC	007164	062719-4	Sidewalk Repair Amenity Center Entrance 06/19	\$ 100.00
Site Masters of Florida LLC	007198	071719-1	Constructed Concrete Curb - Basketball Court 07/19	\$ 4,800.00
Spectrum Business	007185	0034122118-01 05/19	30400 Country Point Blvd TV - 07/19	\$ 6.41
Spectrum Business	007153	0034122118-01 06/19	30400 Country Point Blvd TV - 06/19	\$ 6.41
Spectrum Business	007153	048209801061319	30400 Country Point Blvd 06/19	\$ 319.98
Spectrum Business	007185	048209801071319	30400 Country Point Blvd 07/19	\$ 319.04

Country Walk Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Stephen Hyde	007192	SH071119	Board of Supervisor Meeting 07/11/19	\$ 200.00
Straley Robin Vericker	007172	17154	Legal Services Account #001033 06/19	\$ 3,255.30
Suncoast Pool Service	007210	5398	Monthly Pool Maintenance 07/19	\$ 900.00
Suncoast Pool Service	007210	5460	Replaced Ladder Steps Pool 07/19	\$ 89.00
Tavis Myrick	007157	062219-Myrick	Refund of Rental Deposit 06/19	\$ 250.00
Times Publishing Company	007180	796205 06/30/19	Account 113773 Legal Advertising 06/19	\$ 198.00
Times Publishing Company	007208	799876 07/19/19	Account 113773 Legal Advertising 07/19	\$ 920.00
United Building Maintenance, Inc.	007165	300	Cleaning Services 07/19	\$ 600.00
Waste Management Inc. of Florida	007181	0446186-1568-4	Waste Disposal Services 07/19	\$ 57.00
Withlacoochee River Electric Cooperative, Inc	007199	10270434 06/19	Summary Billing 06/19	<u>\$ 8,482.38</u>
Report Total				<u>\$ 77,711.20</u>