

**The Woodlands Community  
Development District**

**January 18, 2022**

**Agenda Package**

# The Woodlands Community Development District

**Inframark, Infrastructure Management Services**

210 North University Drive Suite 702, Coral Springs, Florida 33071 Phone: 954-603-0033 Fax: 954-345-1292

January 11, 2022

Board of Supervisors  
The Woodlands Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of The Woodlands Community Development District will be held Tuesday, **January 18, 2022 in the Cypress Falls Clubhouse, in the Internet Cafe, 2605 Arugula Drive, North Port, Florida.** Below is the agenda for the meeting beginning at **10:30 a.m.**

**1. Roll Call**

**2. Audience Comments**

**3. Consent Agenda**

A. Minutes of the November 16, 2021 Meeting [Page 5]

B. Financial Report as at December 31, 2021 [Page 8]

C. Consideration of Resolution 2022-01, Records Retention Schedule [Page 22]

**4. Attorney's Report**

**5. Engineer's Report**

**6. Manager's Report**

A. Distribution of the Proposed Fiscal Year 2023 Budget and Consideration of Resolution 2022-02, Approving the Budget and Setting the Public Hearing [Page 27]

B. Discussion of Woodlands CDD Parcels D & E Request for Settlement Agreement [Page 44]

C. Discussion of Parcel A

D. Discussion of Bond Refinance

**7. Supervisors' Requests**

**8. Adjournment**

**The next meeting is scheduled for Tuesday, April 19, 2022 at 10:30 a.m.**

Enclosed for review are documents for the January 18, 2022 meeting. Items not included in this package will be presented at the meeting. I look forward to seeing you there, and if you have any questions, please contact me.

Sincerely,

*Mark Vega*

Mark Vega

District Manager

## **Third Order of Business**

**3A.**

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

The regular meeting of the Board of Supervisors of the Woodlands Community Development District was held on Tuesday, November 16, 2021 at 12:30 p.m. in the Social Hall Back Room, Cypress Falls Clubhouse, 2605 Arugula Drive, North Port, Florida.

Present and constituting a quorum were:

Carl Impastato	Chairman
William Richardson	Vice Chairman
Robert Ripatrzone	Assistant Secretary
Lawrence Tinkham	Assistant Secretary
Elio Bucciero	Assistant Secretary

Also present were:

Mark Vega	District Manager
Robert Dvorak	District Engineer
Residents	

*The following is a summary of the discussion and actions taken.*

**FIRST ORDER OF BUSINESS** **Roll Call**

- Mr. Vega called the meeting to order. A quorum was established.

**SECOND ORDER OF BUSINESS** **Audience Comments**

None.

**THIRD ORDER OF BUSINESS** **Consent Agenda**

- A. Minutes of the May 13, 2021 Meeting
- B. Financial Report as at September 30, 2021
- C. Acceptance of the FY 2020 Financial Audit Report
- D. Consideration of FY 2021 Audit Engagement Letter

- Mr. Vega asked if there were any corrections, deletions or changes to the consent agenda as presented. There being none,

On MOTION by Mr. Impastato seconded by Mr. Tinkham with all in favor the consent agenda was approved as presented. 5-0
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**FOURTH ORDER OF BUSINESS** **Attorney's Report**

- Mr. Babbar was not in attendance. Mr. Vega provided update received on litigation matters.

Unapproved

**FIFTH ORDER OF BUSINESS****Engineer's Report**

- Mr. Dvorak presented his report and explained the SWFWMD permits.

**SIXTH ORDER OF BUSINESS****Manager's Report****A. Motion to Assign Fund Balance as at September 30, 2021**

On MOTION by Mr. Impastato seconded by Mr. Ripatrazzone with all in favor the fund balance as at September 30, 2021 was assigned as presented. 5-0

**B. Discussion of FY 2023 Proposed Budget**

- The Board reviewed the proposed budget and agreed on a budget reduction. The budget will be amended as per the direction of the Board.

**C. Discussion of Woodlands CDD Parcels D & E Request for Settlement Agreement**

- Mr. Vega stated this item will be discussed at the next meeting on January 18, 2022 when Mr. Woolery is in attendance.

**D. Update of Agreement for Control and Maintenance of Panacea Boulevard and Plantation Boulevard Irrigation System**

- Mr. Vega updated the Board on the agreement with City of North Port. They are responsible for the irrigation system on the majority of Panacea Boulevard and North Plantation Boulevard, which are located within the District.

**SEVENTH ORDER OF BUSINESS****Supervisors' Requests**

None.

**EIGHTH ORDER OF BUSINESS****Adjournment**

On MOTION by Mr. Impastato seconded by Mr. Tinkham with all in favor the meeting was adjourned. 5-0

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Chairman/Vice Chairman

**3B.**

**THE WOODLANDS**  
Community Development District

**Financial Report**

*December 31, 2021*

**Prepared by**





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**THE WOODLANDS**  
Community Development District

**Financial Statements**

(Unaudited)

*December 31, 2021*

**Balance Sheet**  
December 31, 2021

<b>ACCOUNT DESCRIPTION</b>	<b>GENERAL FUND</b>	<b>SERIES 2004A DEBT SERVICE FUND</b>	<b>TOTAL</b>
<b><u>ASSETS</u></b>			
Cash - Checking Account	\$ 2,117,381	\$ -	\$ 2,117,381
Assessments Receivable	-	16,047,473	16,047,473
Allow-Doubtful Collections	-	(16,047,473)	(16,047,473)
Due From Other Funds	-	988,159	988,159
Investments:			
Money Market Account	1,119,512	-	1,119,512
Prepayment Account A	-	14,290	14,290
Reserve Fund A	-	22,130	22,130
Revenue Fund A	-	8	8
Deposits	500	-	500
<b>TOTAL ASSETS</b>	<b>\$ 3,237,393</b>	<b>\$ 1,024,587</b>	<b>\$ 4,261,980</b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 14,688	\$ -	\$ 14,688
Accrued Expenses	1,264	-	1,264
Mature Bonds Payable	-	4,927,908	4,927,908
Mature Interest Payable	-	5,347,359	5,347,359
Due To Other Funds	988,159	-	988,159
<b>TOTAL LIABILITIES</b>	<b>1,004,111</b>	<b>10,275,267</b>	<b>11,279,378</b>
<b><u>FUND BALANCES</u></b>			
<b>Nonspendable:</b>			
Deposits	500	-	500
<b>Assigned to:</b>			
Operating Reserves	54,756	-	54,756
Reserves - Lakes	30,000	-	30,000
Reserves - Pump Stations	50,000	-	50,000
<b>Unassigned:</b>	<b>2,098,026</b>	<b>(9,250,680)</b>	<b>(7,152,654)</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 2,233,282</b>	<b>\$ (9,250,680)</b>	<b>\$ (7,017,398)</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 3,237,393</b>	<b>\$ 1,024,587</b>	<b>\$ 4,261,980</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ 10,000	\$ 578	5.78%	\$ 194
Special Assmnts- Tax Collector	243,024	220,243	90.63%	191,387
Special Assmnts- CDD Collected	-	13,671	0.00%	-
Special Assmnts- Discounts	(9,721)	(8,818)	90.71%	(7,654)
<b>TOTAL REVENUES</b>	<b>243,303</b>	<b>225,674</b>	<b>92.75%</b>	<b>183,927</b>

**EXPENDITURES**

**Administration**

P/R-Board of Supervisors	5,000	1,000	20.00%	-
FICA Taxes	918	77	8.39%	-
ProfServ-Engineering	10,000	1,170	11.70%	1,170
ProfServ-Legal Services	10,000	3,735	37.35%	1,860
ProfServ-Mgmt Consulting	43,383	10,846	25.00%	3,615
ProfServ-Web Site Development	1,553	1,553	100.00%	-
Auditing Services	5,000	-	0.00%	-
Postage and Freight	700	68	9.71%	39
Insurance - General Liability	26,909	24,829	92.27%	-
Printing and Binding	250	1	0.40%	-
Legal Advertising	1,000	-	0.00%	-
Miscellaneous Services	650	-	0.00%	-
Misc-Assessment Collection Cost	3,645	3,171	87.00%	2,756
Office Supplies	1,500	251	16.73%	84
Annual District Filing Fee	175	175	100.00%	-
<b>Total Administration</b>	<b>110,683</b>	<b>46,876</b>	<b>42.35%</b>	<b>9,524</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
<b><u>Field</u></b>				
ProfServ-Field Management	17,520	4,380	25.00%	1,460
Communication - Teleph - Field	7,000	1,723	24.61%	574
Electricity - Entrance	500	35	7.00%	12
Misc-Contingency	8,000	-	0.00%	-
<b>Total Field</b>	<b>33,020</b>	<b>6,138</b>	<b>18.59%</b>	<b>2,046</b>
<b><u>Landscape Services</u></b>				
Contracts-Landscape	9,600	2,400	25.00%	800
Utility - Pump Station	42,000	11,503	27.39%	3,900
R&M-General	1,500	-	0.00%	-
R&M-Renewal and Replacement	2,000	-	0.00%	-
R&M-Irrigation	2,000	-	0.00%	-
R&M-Pump Station	-	45,388	0.00%	-
R&M-Pumps-Cypress Falls	8,000	16,456	205.70%	-
R&M-Pumps-Cedar Grove	8,000	4,651	58.14%	-
R&M-Pumps-Panacea	4,000	-	0.00%	-
<b>Total Landscape Services</b>	<b>77,100</b>	<b>80,398</b>	<b>104.28%</b>	<b>4,700</b>
<b><u>Reserves</u></b>				
Reserve - Lakes	2,500	-	0.00%	-
Pump Station Reserve	20,000	-	0.00%	-
<b>Total Reserves</b>	<b>22,500</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>243,303</b>	<b>133,412</b>	<b>54.83%</b>	<b>16,270</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	92,262	0.00%	167,657
Net change in fund balance	\$ -	\$ 92,262	0.00%	\$ 167,657
<b>FUND BALANCE, BEGINNING (OCT 1, 2021)</b>	<b>2,141,020</b>	<b>2,141,020</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 2,141,020</b>	<b>\$ 2,233,282</b>		

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ 17	0.00%	\$ -
Special Assmnts- Tax Collector	990,503	909,685	91.84%	692,033
Special Assmnts- Prepayment	-	13,259	0.00%	4,521
Special Assmnts- CDD Collected	1,090,421	129,522	11.88%	-
Special Assmnts- Discounts	(39,620)	(36,451)	92.00%	(27,671)
<b>TOTAL REVENUES</b>	<b>2,041,304</b>	<b>1,016,032</b>	<b>49.77%</b>	<b>668,883</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Dissemination Agent	1,000	-	0.00%	-
ProfServ-Legal Services	-	1,425	0.00%	-
ProfServ-Trustee Fees	9,000	5,000	55.56%	-
Misc-Assessment Collection Cost	14,858	13,099	88.16%	9,965
<b>Total Administration</b>	<b>25,458</b>	<b>19,524</b>	<b>76.69%</b>	<b>9,965</b>
<b>Debt Service</b>				
Principal Debt Retirement	895,000	-	0.00%	-
Interest Expense	1,035,690	748,208	72.24%	-
<b>Total Debt Service</b>	<b>1,930,690</b>	<b>748,208</b>	<b>38.75%</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>1,956,148</b>	<b>767,732</b>	<b>39.25%</b>	<b>9,965</b>
Excess (deficiency) of revenues				
Over (under) expenditures	85,156	248,300		658,918
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	85,156	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>85,156</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ 85,156	\$ 248,300		\$ 658,918
<b>FUND BALANCE, BEGINNING (OCT 1, 2021)</b>	<b>(9,498,980)</b>	<b>(9,498,980)</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ (9,413,824)</b>	<b>\$ (9,250,680)</b>		

**THE WOODLANDS**  
**Community Development District**

**Supporting Schedules**

*December 31, 2021*

## THE WOODLANDS

Community Development District

**Non-Ad Valorem Special Assessments  
(Sarasota County Tax Collector - Monthly Collection Distributions)  
For the Fiscal Year Ending September 30, 2022**

					ALLOCATION BY FUND	
Date Rcv'd	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Assmnts	Debt Service Assmnts**
Assmnts Levied				\$ 993,625	\$ 116,314	\$ 877,311
Allocation %				100%	12%	88%
11/23/21	\$ 76,001.66	\$ 3,302.54	\$ 1,157.39	\$ 80,461.59	\$ 9,418.89	\$ 71,042.70
11/30/21	157,013.64	6,641.72	2,391.07	166,046.43	19,437.51	146,608.92
12/22/21	618,503	26,160	9,419	654,081	76,567	577,514
12/30/21	21,438	898	326	22,663	2,653	20,010
<b>Sub-Total</b>	<b>\$ 872,956</b>	<b>\$ 37,002</b>	<b>\$ 13,294</b>	<b>\$ 923,252</b>	<b>\$ 108,077</b>	<b>\$ 815,176</b>
On Roll <i>Developer</i> Assessments Collected					\$ 112,167	\$ 94,509
<b>Total On-Roll Assessments Collected</b>					<b>\$ 220,243</b>	<b>\$ 909,685</b>
<b>TOTAL On-Roll Assessments <i>Levied</i></b>					<b>\$ 228,481</b>	<b>\$ 971,820</b>
% COLLECTED **					94%	96%
<b>TOTAL ON ROLL O/S</b>					<b>\$ 8,238</b>	<b>\$ 62,135</b>

O&M budget variance is the result of removing 115 parcel G units to direct bill when they were sold to Centex after the FY22 budget was adopted.



**THE WOODLANDS**  
Community Development District

**Developer Non-Ad Valorem Special Assessments & Developer Direct Pymts**  
**Sarasota County Tax Collector - Monthly Collection Report**  
**For the Fiscal Year Ending September 30, 2022**

						Allocation by Fund		Total Assessed Developers	
Date Received	Net Amount Received	Discount/ (Penalties) Amount	Collection Cost	Gross Amount Received	Parcel ID	Developer General Fund-FY22	Developer Debt Service Fund-FY22		
Developer Tax Collector Assessments						On Roll >>	112,166.58	94,509.11	
						Direct Bill >>	13,670.98	129,521.65	
				\$ 349,868.32		\$ 125,837.56	\$ 224,030.76		
Allocation %				100%		36%	64%		
12/22/21	\$ 9,207.70	\$ 389.50	\$ 140.22	\$ 9,737.42	1114-00-3100	\$ 9,737.42	\$ -	\$ 96,460.61	
12/22/21	28,376.02	1,200.34	432.12	30,008.48	1113-00-1300	30,008.48	-	309,303.47	
12/22/21	12,001.56	507.68	182.76	12,692.00	1115-00-1300	12,692.00	-	130,817.03	
12/22/21	18,194.36	769.65	277.07	19,241.08	1094-00-3200	19,241.08	-	198,326.47	
12/22/21	18,851.97	797.46	287.09	19,936.52	1094-00-3300	19,936.52	-	205,494.75	
12/22/21	97,411.47	4,120.62	1,483.42	103,015.51	1115-00-1350	8,506.40	94,509.11	103,015.51	
12/22/21	11,389.45	481.79	173.44	12,044.68	1111-00-3050	12,044.68	-	124,157.42	
Dist #21-3	\$ 195,432.53	\$ 8,267.04	\$ 2,976.12	\$ 206,675.69		\$ 112,166.58	\$ 94,509.11	\$ 1,167,575.26	
10/29/21	\$ 143,192.62	\$ -	\$ -	\$ 143,192.62	1114-00-3100	\$ 13,670.97	\$ 129,521.65		
ck 241108	\$ 143,192.62	\$ -	\$ -	\$ 143,192.62	115 units	\$ 13,670.97	\$ 129,521.65	\$ 143,192.62	
TOTAL	\$ 338,625.15	\$ 8,267.04	\$ 2,976.12	\$ 349,868.31		\$ 125,837.55	\$ 224,030.76	\$ 1,310,767.89	
% COLLECTED				100%		100%	100%	73%	
TOTAL DEVELOPER OUTSTANDING**				\$ -		\$ -	\$ -	\$ 960,899.57	

**\*\* Outstanding balance due from Developers is \$960,899.57 for debt service only. All Developers have been sent invoices.**

# THE WOODLANDS

Community Development District

## Cash and Investment Report December 31, 2021

### General Fund

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Operating Account	BankUnited	Public Funds Business Checking	n/a	0.00%	\$ 2,117,381
Money Market Acct-Legal	BankUnited	Public Funds Money Market - #2685	n/a	0.25%	\$ 605,597
Money Market Acct-Operating	BankUnited	Public Funds Money Market - #3624	n/a	0.15%	513,915
MMA Sub-total					<u>\$ 1,119,512</u>
GF Subtotal					<u>\$ 3,236,893</u>

### Debt Service and Capital Projects Funds

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Series 2004A Prepayment	Wells Fargo	Blackrock Institutional Funds T-Funds #60	n/a	0.01%	\$ 14,290
Series 2004A Reserve Acct	Wells Fargo	Blackrock Institutional Funds T-Funds #60	n/a	0.01%	22,130
Series 2004A Revenue Fund	Wells Fargo	Blackrock Institutional Funds T-Funds #60	n/a	0.01%	8
DS Subtotal					<u>\$ 36,428</u>
Total					<u>\$ 3,273,321</u>

**THE WOODLANDS**

Community Development District

**Payment Register by Fund  
For the Period from 10/1/21 to 12/31/21  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	555	10/07/21	BRIGHTVIEW LANDSCAPING	7553921	OCT EXTERIOR MAINT	Contracts-Landscape	534050-53902	\$800.00
001	556	10/07/21	FEDEX	7-507-75147	09/13/21 - FEDEX - CTS PYMT PROCESSING	Postage and Freight	541006-51301	\$15.13
001	557	10/07/21	HOOVER PUMPING SYSTEMS INC	161967	Yr 1 of 2yr Service Agreement multiple site IDs	R&M-Pump Station	546075-53902	\$45,388.25
001	558	10/07/21	INNERSYNC STUDIO LTD	19909	ADA annual website & PDF compliance svcs	ProfServ-Web Site Development	531047-51301	\$1,552.50
001	560	10/15/21	FLORIDA DEPT OF ECONOMIC OPPTY	84870	21/22 Special District Fee	Annual District Filing Fee	554007-51301	\$175.00
001	561	10/15/21	INFRAMARK, LLC	68927	OCT 2021 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,615.25
001	561	10/15/21	INFRAMARK, LLC	68927	OCT 2021 MGMT FEES	ProfServ-Field Management	531016-53901	\$1,460.00
001	561	10/15/21	INFRAMARK, LLC	68927	OCT 2021 MGMT FEES	Postage and Freight	541006-51301	\$8.48
001	561	10/15/21	INFRAMARK, LLC	68927	OCT 2021 MGMT FEES	Printing and Binding	547001-51301	\$0.70
001	562	10/29/21	COMPLETE I.T.	7520	GOOGLE FOR BUSINESS EMAIL	Office Supplies	551002-51301	\$83.70
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	161979	CG#2 Pond G5 Site ID 8799/Rplc Filter Cover, rplc	R&M-Pumps-Cedar Grove	546252-53902	\$520.99
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	161975	CG PL BLVD #3 ID8418/Shallow Refill. Yr 1 of 2 Prev	R&M-Pumps-Cypress Falls	546251-53902	\$154.00
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162064	CG #1A ID8331-Proactive Modem Rplcmnt	R&M-Pumps-Cedar Grove	546252-53902	\$1,079.60
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162062	CG #1A Shallow Refill Well ID816-Modem Rplcmnt	R&M-Pumps-Cedar Grove	546252-53902	\$1,079.60
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162063	CG #1A Deep Refill Well/Modem Replaced	R&M-Pumps-Cedar Grove	546252-53902	\$1,079.60
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	161974	CG #1A Deep Refill Well/Yr 1 of 2 Preventive Maint	R&M-Pumps-Cedar Grove	546252-53902	\$154.00
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162737	CG#1A ID8331/Rplc Uninterruptible Pwr Sply Batt	R&M-Pumps-Cedar Grove	546252-53902	\$344.07
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162061	CF #2 Clbhs Deep Refill Well/Replace Modem	R&M-Pumps-Cypress Falls	546251-53902	\$1,079.60
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162065	CF #2 Clbhs Site ID 8264/Replace Modem	R&M-Pumps-Cypress Falls	546251-53902	\$1,079.60
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	161977	CF #1 Entr Shallow Refill Well/Rplc backup batt, Pump	R&M-Pumps-Cypress Falls	546251-53902	\$175.35
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162068	CF #1 Entr Deep Refill Well/Replace Modem	R&M-Pumps-Cypress Falls	546251-53902	\$1,079.60
001	564	10/29/21	HOOVER PUMPING SYSTEMS INC	162757	CG #1A Deep Refill Well/Rplc 2" Downstream Pipe	R&M-Pumps-Cedar Grove	546252-53902	\$393.14
001	565	10/29/21	MILLS PASKERT DIVERS P.A.	68275	SEPT COUNSEL BANYAN VS. WOODLANDS	ProfServ-Legal Services	531023-51401	\$670.00
001	566	10/29/21	STRALEY ROBIN VERICKER	20491	LEGAL SERVICES THROUGH 10/15/21	ProfServ-Legal Services	531023-51401	\$807.50
001	567	11/04/21	BRIGHTVIEW LANDSCAPING	7596356	NOV 2021 EXTERIOR MAINTENANCE	Contracts-Landscape	534050-53902	\$800.00
001	568	11/04/21	HOOVER PUMPING SYSTEMS INC	162715	CF Plant Blvd #3 Deep Refill Well/7.5hp motor & pump	R&M-Pumps-Cypress Falls	546251-53902	\$7,104.55
001	568	11/04/21	HOOVER PUMPING SYSTEMS INC	162912	CF Pump #2 Clbhs/Re-sink Suction Screen	R&M-Pumps-Cypress Falls	546251-53902	\$1,464.60
001	569	11/10/21	STRALEY ROBIN VERICKER	20513	9/20/21 Banyan Pointe LLC v. Woodlands CDD	ProfServ-Legal Services	531023-51401	\$82.50
001	570	11/12/21	MILLS PASKERT DIVERS P.A.	68786	OCT COUNSEL BANYAN VS. WOODLANDS	ProfServ-Legal Services	531023-51401	\$887.50
001	571	11/24/21	COMPLETE I.T.	7678	GOOGLE FOR BUSINESS EMAIL	Office Supplies	551002-51301	\$83.70
001	572	11/24/21	HOOVER PUMPING SYSTEMS INC	163392	CF#1 Entrance Shallow Refill ID 8420/4G Modem	R&M-Pumps-Cypress Falls	546251-53902	\$1,079.62
001	573	11/24/21	INFRAMARK, LLC	70053	NOV MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,615.25
001	573	11/24/21	INFRAMARK, LLC	70053	NOV MGMT FEES	ProfServ-Field Management	531016-53901	\$1,460.00
001	573	11/24/21	INFRAMARK, LLC	70053	NOV MGMT FEES	Postage and Freight	541006-51301	\$4.77
001	579	12/02/21	BRIGHTVIEW LANDSCAPING	7645532	DEC 21- EXTERIOR MAINT	Contracts-Landscape	534050-53901	\$800.00
001	580	12/06/21	STRALEY ROBIN VERICKER	20713	LEGAL SERVICES THROUGH 11/15/21	ProfServ-Legal Services	531023-51401	\$180.00
001	581	12/14/21	FEDEX	7-581-82101	FEDEX 11/19/21 CTS Pymt Processing	Postage and Freight	541006-51301	\$15.74
001	DD214	10/15/21	FRONTIER ACH	091921-1075 ACH	09/19-10/18/21 SRV 941-240-5997	Communication - Teleph - Field	541005-53901	\$577.93
001	DD215	10/15/21	FPL - ACH	092421 ACH	FPL BILL PRD 8/25-9/24/21	Utility - Pump Station	543015-53902	\$3,229.36
001	DD215	10/15/21	FPL - ACH	092421 ACH	FPL BILL PRD 8/25-9/24/21	Electricity - Entrance	543008-53901	\$11.54
001	DD216	11/12/21	FPL - ACH	102521 ACH	FPL Bill Period 09/24-10/25	Utility - Pump Station	543015-53902	\$3,915.62
001	DD216	11/12/21	FPL - ACH	102521 ACH	FPL Bill Period 09/24-10/25	Electricity - Entrance	543008-53901	\$11.54

**THE WOODLANDS**

Community Development District

**Payment Register by Fund  
For the Period from 10/1/21 to 12/31/21  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	DD218	10/29/21	FRONTIER ACH	101921-1075 ACH	10/19-11/18/21 SRV 941-240-5997	Communication - Teleph - Field	541005-53901	\$574.47
001	DD219	12/13/21	FRONTIER ACH	111921-1075 ACH	11/19-12/18/21 SRV 941-240-5997	Communication - Teleph - Field	541005-53901	\$574.47
001	DD220	12/14/21	FPL - ACH	112321 ACH	FPL Bill Period 10/25-11/23	Utility - Pump Station	543015-53902	\$3,687.59
001	DD220	12/14/21	FPL - ACH	112321 ACH	FPL Bill Period 10/25-11/23	Electricity - Entrance	543008-53901	\$11.54
001	574	11/24/21	CARL A. IMPASTATO	PAYROLL	November 24, 2021 Payroll Posting			\$184.70
001	575	11/24/21	LAWRENCE H. TINKHAM	PAYROLL	November 24, 2021 Payroll Posting			\$184.70
001	576	11/24/21	WILLIAM RICHARDSON	PAYROLL	November 24, 2021 Payroll Posting			\$184.70
001	577	11/24/21	ELIO M. BUCCIERO	PAYROLL	November 24, 2021 Payroll Posting			\$184.70
001	578	11/24/21	ROBERT M. RIPATRAZONE	PAYROLL	November 24, 2021 Payroll Posting			\$184.70
<b>Fund Total</b>								<b>\$93,891.45</b>

**SERIES 2004A DEBT SERVICE FUND - 201**

201	559	10/15/21	WELLS FARGO BANK	2008386	Series 2004A 9/4/21-9/3/22 trustee fees	ProfServ-Trustee Fees	531045-51301	\$5,000.00
<b>Fund Total</b>								<b>\$5,000.00</b>

<b>Total Cks Paid</b>	<b>\$98,891.45</b>
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**3C**

**RESOLUTION 2022-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WOODLANDS COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, the Woodlands Community Development District (the “District”) created and existing pursuant to Chapter 190, Florida Statutes, being situated in Sarasota County, Florida; and

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business; and

**WHEREAS**, Section 257.36(5), Florida Statutes, requires the District to establish and maintain an active and continuing program for the economical and efficient management of records and to provide for the appointment of a records management liaison officer (“Records Management Liaison Officer”); and

**WHEREAS**, the District desires for the Records Management Liaison Officer to be an employee of the District or an employee of the District Manager; and

**WHEREAS**, the District desires to authorize the District’s records custodian to appoint a Records Management Liaison Officer, which may or may not be the District’s records custodian; and

**WHEREAS**, the District desires to prescribe duties of the Records Management Liaison Officer and provide for the assignment of additional duties; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution a Records Retention Policy (the “Policy”) for immediate use and application; and

**WHEREAS**, the District desires to provide for future amendment of the Records Retention Policy.

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

**Section 1.** The District hereby authorizes the District’s records custodian to appoint a Records Management Liaison Officer and report such appointment to the appropriate State of

Florida agencies. A Records Management Liaison Officer shall be an employee of the District or the District Manager. The Board, and the District's records custodian, shall each have the individual power to remove the Records Management Liaison Officer at any time for any reason. Immediately following the removal or resignation of a Records Management Liaison Officer, the District's records custodian shall appoint a replacement Records Management Liaison Officer.

**Section 2.** The duties of the Records Management Liaison Officer shall include the following:

- A. serve as the District's contact with the Florida Department of State, State Library and Archives of Florida; and
- B. coordinate the District's records inventory; and
- C. maintain records retention and disposition forms; and
- D. coordinate District records management training; and
- E. develop records management procedures consistent with the attached Records Retention Policy, as amended; and
- F. participate in the development of the District's development of electronic record keeping systems; and
- G. submit annual compliance statements; and
- H. work with the Florida Department of State, State Library and Archives of Florida to establish individual retention schedules for the District, from time to time and as may be necessary; and
- I. such other duties as may be assigned by the Board or the District's records custodian in the future.

**Section 3.** The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), Florida Statutes, the rules adopted by the Division of Library and Information Services of the Department of State ("Division") pursuant to Section 257.36, Florida Statutes, and the General Records Schedules established by the Division. To the extent the above statute, rules, or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

**Section 4.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**Section 5.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed. Furthermore, upon its passage this resolution supersedes any Records Retention Policy previously adopted by the District.

**PASSED AND ADOPTED THIS 18TH DAY OF JANUARY 2022.**

**ATTEST:**

**THE WOODLANDS COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/ Vice Chair



## **Sixth Order of Business**

**6A**

**THE WOODLANDS**  
Community Development District

***Annual Operating and Debt Service Budget***

**Fiscal Year 2023**

**Version 2 - Proposed Budget**  
(Modified 1/10/2022)

Prepared by:



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**The Woodlands**  
**Community Development District**

**Operating Budget**  
**Fiscal Year 2023**

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU DEC-21	PROJECTED JAN - SEPT-22	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
<b>REVENUES</b>						
Interest - Investments	\$ 5,150	\$ 10,000	\$ 578	\$ 2,700	\$ 3,278	\$ 10,000
Special Assmnts- Tax Collector	236,551	243,024	220,243	8,238	228,481	240,592
Special Assmnts- CDD Collected	14,131	-	13,671	-	13,671	-
Special Assmnts- Discounts	(9,208)	(9,721)	(8,818)	(330)	(9,148)	(9,624)
<b>TOTAL REVENUES</b>	<b>246,624</b>	<b>243,303</b>	<b>225,674</b>	<b>10,608</b>	<b>236,282</b>	<b>240,968</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
P/R-Board of Supervisors	4,000	5,000	1,000	4,000	5,000	5,000
FICA Taxes	306	918	77	306	383	918
ProfServ-Engineering	8,358	10,000	1,170	8,830	10,000	10,000
ProfServ-Legal Services	13,940	10,000	3,735	6,265	10,000	10,000
ProfServ-Mgmt Consulting Serv	42,119	43,383	10,846	32,537	43,383	44,684
ProfServ-Web Site Development	1,553	1,553	1,553	-	1,553	1,553
Auditing Services	4,700	5,000	-	5,000	5,000	5,000
Postage and Freight	234	700	68	632	700	700
Insurance - General Liability	23,765	26,909	24,829	-	24,829	28,553
Printing and Binding	2	250	1	249	250	250
Legal Advertising	1,105	1,000	-	1,000	1,000	1,000
Miscellaneous Services	-	650	-	650	650	650
Misc-Bank Charges	234	-	-	-	-	-
Misc-Assessmnt Collection Cost	2,773	3,645	3,171	124	3,295	3,609
Office Supplies	1,008	1,500	251	1,249	1,500	1,500
Annual District Filing Fee	175	175	175	-	175	175
<b>Total Administrative</b>	<b>104,272</b>	<b>110,683</b>	<b>46,876</b>	<b>60,842</b>	<b>107,718</b>	<b>113,592</b>
<i>Field</i>						
ProfServ-Field Management	17,520	17,520	4,380	13,140	17,520	18,046
Communication - Teleph - Field	7,259	7,000	1,723	5,170	6,893	7,000
Electricity - Entrance	139	500	35	465	500	500
Misc-Contingency	353	8,000	-	8,000	8,000	4,530
<b>Total Field</b>	<b>25,271</b>	<b>33,020</b>	<b>6,138</b>	<b>26,775</b>	<b>32,913</b>	<b>30,076</b>
<i>Landscape Services</i>						
Contracts-Landscape	9,600	9,600	2,400	7,200	9,600	9,600
Utility - Pump Station	40,610	42,000	11,503	30,497	42,000	42,000
R&M-General	-	1,500	-	1,500	1,500	-
R&M-Renewal and Replacement	-	2,000	-	2,000	2,000	-
R&M-Irrigation	2,973	2,000	-	2,000	2,000	-
R&M-Pump Station	19,283	-	45,388	-	-	-
R&M-Pumps - Cypress Falls	-	8,000	16,456	5,485	21,941	9,000
R&M-Pumps - Cedar Grove	-	8,000	4,651	1,550	6,201	9,000
R&M-Pumps - Panacea	-	4,000	-	4,000	4,000	5,200
<b>Total Landscape Services</b>	<b>72,466</b>	<b>77,100</b>	<b>80,398</b>	<b>54,233</b>	<b>89,243</b>	<b>74,800</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU DEC-21	PROJECTED JAN - SEPT-22	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
<b>Reserves</b>						
Reserve - Lakes	-	2,500	-	-	-	2,500
Pump Station Reserve	-	20,000	-	-	-	20,000
<b>Total Reserves</b>	-	<b>22,500</b>	-	-	-	<b>22,500</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>202,009</b>	<b>243,303</b>	<b>133,412</b>	<b>141,850</b>	<b>229,874</b>	<b>240,968</b>
Excess (deficiency) of revenues						
Over (under) expenditures	44,615	-	92,262	(131,241)	6,409	-
<b>OTHER FINANCING SOURCES (USES)</b>						
Contribution to (Use of) Fund Balance	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	-	-	-	-	-	-
Net change in fund balance	44,615	-	92,262	(131,241)	6,409	-
<b>FUND BALANCE, BEGINNING</b>	2,096,405	2,141,020	2,141,020	-	2,141,020	2,147,429
<b>FUND BALANCE, ENDING</b>	<b>\$ 2,141,020</b>	<b>\$ 2,141,020</b>	<b>\$ 2,233,282</b>	<b>\$ (131,241)</b>	<b>\$ 2,147,429</b>	<b>\$ 2,147,429</b>

**Budget Narrative**  
Fiscal Year 2023

**Revenue**

**Interest - Investments**

The District earns interest on their money market account and certificate of deposit.

**Special Assessment – Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessment - Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of CDD assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**Expenditures**

*Expenditures – Administrative*

**P/R Board of Supervisors**

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for a meeting attendance and to receive \$200 per meeting. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

**FICA Taxes**

Payroll taxes for supervisor salaries are calculated as 7.65% payroll.

**Professional Services-Engineering**

The District's engineer will be providing general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review invoices, etc. Fees are based on prior year activity.

**Professional Services-Legal Services**

The District's legal counsel will be providing general legal services to the District, i.e. attendance and preparation for monthly meetings, review operating and maintenance contracts, etc. Fees are based on prior year legal expenses.

**Professional Services-Management Consulting Service**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark. These services are further outlined in Exhibit "A" of the Management Agreement. The fees are related to the current contracted fees in the Management Agreement with a projected 3% increase.

**Professional Services-Web Site Development**

The District has contracted with Campus Suites and Complete I.T to maintain the website [www.woodlandscdd.org](http://www.woodlandscdd.org) and email services.

**Auditing Services**

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Fee is based on the existing year's Engagement Letter.

**Postage & Freight**

The cost of overnight deliveries, correspondence, etc.

**Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with The Florida League of Cities, Inc. The Florida League of Cities, Inc. specializes in providing insurance coverage to governmental agencies through the *Florida Municipal Insurance Trust*. The amount is based upon actual amount plus 15% increase.



**Budget Narrative**  
Fiscal Year 2023

*Expenditures – Administrative (continued)*

**Printing and Binding**

Printing of computerized checks, stationary, envelopes etc.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings, public hearings etc in a newspaper of general circulation.

**Miscellaneous-Services**

Expense items that don't fall under any of the other administrative expense categories.

**Miscellaneous-Assessment Collection Fees**

The District reimburses the Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 1.5% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 1.5% of the anticipated assessment collections.

**Office Supplies**

The district pays a monthly fee to Google for BOS email support. Also, miscellaneous office supplies are required to prepare agenda packages and administer district meetings.

**Annual District Filing Fee**

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity Division of Community Development.

*Expenditures –Field Management*

**Professional Services-Field Management**

The District receives Field Management services as part of a Management Agreement with Inframark. The fees are related to the current contracted fees in the Management Agreement with a projected 3% increase.

**Communication – Telephone-Field**

The District pays Frontier for online pump monitoring access.

**Electricity – Entrance**

The District pays FPL for the electricity to 6227 Toledo Blade Blvd Monument.

**Miscellaneous-Contingency**

This expense represents miscellaneous costs that may arise during the year relating to the normal operations and maintenance of the District.

*Expenditures – Landscape Services*

**Contracts - Landscape**

The District has a contract with Brightview for monthly exterior maintenance services.

**Utility - Pump Station**

The District pays FPL for monthly electric usage at the numerous pumps & wells.

**Budget Narrative**  
Fiscal Year 2023

*Expenditures – Landscape Services (continued)*

**R&M – General**

Miscellaneous maintenance expenses are coded to the category. However, these costs will be conveyed to the City of North Port.

**R&M – Renewal & Replacement**

This expense category represents costs to renew and/or replace common area landscaping, including trees & shrubs. However, these costs will be conveyed to the City of North Port.

**R&M – Irrigation**

Repairs to and maintenance of the irrigation system is a necessary expense to sustain the common area landscape. However, these costs will be conveyed to the City of North Port.

**R&M – Pumps – Cypress Falls**

Repairs to & maintenance of the Cypress Falls pump stations that are necessary to sustain the common area landscape.

**R&M – Pumps – Cedar Grove**

Repairs to & maintenance of the Cedar Grove pump stations that are necessary to sustain the common area landscape.

**R&M – Pumps – Panacea**

Repairs to & maintenance of the Panacea pump stations that are necessary to sustain the common area landscape.

*Expenditures – Reserves*

**Reserves –Lakes**

The District is required to monitor the wetlands and respond to any compliance issues presented by the South Florida Water Management District. To fulfill that obligation, funds are assigned for future dates of services.

**Reserves –Pump Stations**

The District anticipates capital improvements to the pump stations in several years. In preparation, funds will be assigned annually.

**Exhibit "A"**  
Allocation of Fund Balances

**AVAILABLE FUNDS**

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 2,147,429
Net Change in Fund Balance - Fiscal Year 2023	-
Reserves - Fiscal Year 2023 Additions	22,500
<b>Total Funds Available (Estimated) - 9/30/2023</b>	<b>2,169,929</b>

**ALLOCATION OF AVAILABLE FUNDS**

***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital	\$ 54,617 <sup>(1)</sup>
Reserves - Attorney	\$ 605,597
Reserves - Lakes @ 9/30/21	\$ 30,000
Reserves - Lakes (FY22 Proposed)	2,500
Reserves - Lakes (FY23 Proposed)	2,500
Subtotal	35,000
Reserves - Pump Stations @ 9/30/21	\$ 50,000
Reserves - Pump Stations (FY22 Proposed)	20,000
Reserves - Pump Stations (FY23 Proposed)	20,000
Subtotal	90,000
Subtotal Reserves	730,597
<b>Total Allocation of Available Funds</b>	<b>\$ 785,214</b>

<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 1,384,715</b>
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**Notes**

(1) Represents approximately 3 months of operating expenditures less Reserves.

**The Woodlands**  
**Community Development District**

**Debt Service Budget**  
**Fiscal Year 2023**

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU DEC-21	PROJECTED JAN - SEPT-22	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
<b>REVENUES</b>						
Interest - Investments	\$ 235	\$ -	\$ 17	\$ 51	\$ 68	\$ -
Special Assmnts- Tax Collector	847,587	990,503	909,685	62,135	971,820	1,109,609
Special Assmnts- Prepayment	134,123	-	13,259	-	13,259	-
Special Assmnts- CDD Collected	135,153	1,090,421	129,522	960,899	1,090,421	960,900
Special Assmnts- Debt Service	1,683,776	-	-	-	-	-
Special Assmnts- Discounts	(32,082)	(39,620)	(36,451)	(2,485)	(38,936)	(44,384)
Other Miscellaneous Revenues	9,184	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>2,777,976</b>	<b>2,041,304</b>	<b>1,016,032</b>	<b>1,020,600</b>	<b>2,036,632</b>	<b>2,026,124</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
ProfServ-Arbitrage Rebate	600	600	-	600	600	600
ProfServ-Dissemination Agent	1,000	1,000	-	1,000	1,000	1,000
ProfServ-Legal Services	2,760	-	1,425	4,275	5,700	-
ProfServ-Trustee Fees	5,248	9,000	5,000	4,000	9,000	9,000
Misc-Assessmnt Collection Cost	7,675	14,858	13,099	932	14,031	16,644
<b>Total Administrative</b>	<b>17,283</b>	<b>25,458</b>	<b>19,524</b>	<b>10,807</b>	<b>30,331</b>	<b>27,244</b>
<i>Debt Service</i>						
Principal Debt Retirement	960,000	895,000	-	895,000	895,000	945,000
Interest Expense	1,504,681	1,035,690	748,208	1,035,690	1,783,898	984,675
<b>Total Debt Service</b>	<b>2,464,681</b>	<b>1,930,690</b>	<b>748,208</b>	<b>1,930,690</b>	<b>2,678,898</b>	<b>1,929,675</b>
<b>TOTAL EXPENDITURES</b>	<b>2,481,964</b>	<b>1,956,148</b>	<b>767,732</b>	<b>1,941,497</b>	<b>2,709,229</b>	<b>1,956,919</b>
Excess (deficiency) of revenues						
Over (under) expenditures	296,012	85,156	248,300	(920,897)	(672,597)	69,205
<b>OTHER FINANCING SOURCES (USES)</b>						
Contribution to (Use of) Fund Balance	-	85,156	-	-	-	69,205
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>85,156</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>69,205</b>
Net change in fund balance	296,012	85,156	248,300	(920,897)	(672,597)	69,205
<b>FUND BALANCE, BEGINNING</b>	<b>(9,794,992)</b>	<b>(9,498,980)</b>	<b>(9,498,980)</b>	<b>-</b>	<b>(9,498,980)</b>	<b>(10,171,577)</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ (9,498,980)</b>	<b>\$ (9,413,824)</b>	<b>\$ (9,250,680)</b>	<b>\$ (920,897)</b>	<b>\$ (10,171,577)</b>	<b>\$ (10,102,372)</b>

**Community Development District****SERIES 2004A CAPITAL IMPROVEMENT REVENUE BONDS****DEBT SERVICE SCHEDULE****AMORTIZATION SCHEDULE**

<b>DATE</b>	<b>BALANCE</b>	<b>RATE</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
11/01/22	\$17,275,000	5.70%	\$0	\$492,338	
05/01/23	\$17,275,000	5.70%	\$945,000	\$492,338	\$1,929,675
11/01/23	\$16,330,000	5.70%	\$0	\$465,405	
05/01/24	\$16,330,000	5.70%	\$1,000,000	\$465,405	\$1,930,810
11/01/24	\$15,330,000	5.70%	\$0	\$436,905	
05/01/25	\$15,330,000	5.70%	\$1,055,000	\$436,905	\$1,928,810
11/01/25	\$14,275,000	5.70%	\$0	\$406,838	
05/01/26	\$14,275,000	5.70%	\$1,115,000	\$406,838	\$1,928,675
11/01/26	\$13,160,000	5.70%	\$0	\$375,060	
05/01/27	\$13,160,000	5.70%	\$1,180,000	\$375,060	\$1,930,120
11/01/27	\$11,980,000	5.70%	\$0	\$341,430	
05/01/28	\$11,980,000	5.70%	\$1,245,000	\$341,430	\$1,927,860
11/01/28	\$10,735,000	5.70%	\$0	\$305,948	
05/01/29	\$10,735,000	5.70%	\$1,320,000	\$305,948	\$1,931,895
11/01/29	\$9,415,000	5.70%	\$0	\$268,328	
05/01/30	\$9,415,000	5.70%	\$1,395,000	\$268,328	\$1,931,655
11/01/30	\$8,020,000	5.70%	\$0	\$228,570	
05/01/31	\$8,020,000	5.70%	\$1,470,000	\$228,570	\$1,927,140
11/01/31	\$6,550,000	5.70%	\$0	\$186,675	
05/01/32	\$6,550,000	5.70%	\$1,555,000	\$186,675	\$1,928,350
11/01/32	\$4,995,000	5.70%	\$0	\$142,358	
05/01/33	\$4,995,000	5.70%	\$1,645,000	\$142,358	\$1,929,715
11/01/33	\$3,350,000	5.70%	\$0	\$95,475	
05/01/34	\$3,350,000	5.70%	\$1,735,000	\$95,475	\$1,925,950
11/01/34	\$1,615,000	5.70%	\$0	\$46,028	
05/01/35	\$1,615,000	5.70%	\$1,615,000	\$46,028	\$1,707,055
			\$17,275,000	\$7,582,710	\$24,857,710

# The Woodlands

Community Development District

Debt Service Fund

## Budget Narrative Fiscal Year 2023

### Revenue

#### Special Assessment - Tax Collector

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the debt service expenditures during the Fiscal Year.

#### Special Assessment – CDD Collected

The District entered into a Funding Agreement with the Developers to fund all debt service expenditures for the Fiscal Year.

#### Special Assessment - Discounts

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payment of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

### Expenditures

#### *Expenditures –Administrative*

#### Professional Services-Arbitrage Rebate

The District has a proposal with a company who specializes in calculating the District's Arbitrage Rebate Liability on the Series of Benefit Special Assessment Bonds. The budgeted amount for the fiscal year is based on standard fees charged for this service.

#### Professional Services-Dissemination Agent

The District is required by the Securities and Exchange Commission to comply with Rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

#### Professional Services-Trustee

The District will pay annual trustee fees for the Series 2004 Capital Improvement Revenue Bonds that are deposited with a Trustee. The annual trustee fee is based on standard fees charged plus any out-of-pocket expenses.

#### Misc-Assessment Collection Costs

The District reimburses the Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 1.5% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 1.5% of the anticipated assessment collections.

#### *Expenditures –Debt Service*

#### **Principal Debt Retirement**

See amortization schedule.

#### **Interest Expense**

See amortization schedule.

**The Woodlands**  
**Community Development District**

**Supporting Budget Schedules**  
**Fiscal Year 2023**



**Comparison of Assessment Rates  
Fiscal Year 2023 vs. Fiscal Year 2022**

Parcel	Phase	Village	General Fund			Debt Service			Total			O&M	DS	DS
			FY 2023	FY 2022	Percent Change	FY 2023	FY 2022	Percent Change	FY 2023	FY 2022	Percent Change	On-Roll Units	On-Roll Units	Off-Roll Units
A		Townhomes	\$33.06	\$33.40	-1.01%	\$330.70	\$330.70	0.00%	\$363.76	\$364.10	-0.09%	171	-	171
		Townhomes	\$33.06	\$33.40	-1.01%	\$330.70	\$330.70	0.00%	\$363.76	\$364.10	-0.09%	209	-	209
B-C-1	Phase 1	Cypress Falls Quad	\$100.22	\$101.23	-1.00%	\$988.83	\$988.83	0.00%	\$1,089.04	\$1,090.06	-0.09%	112	112	-
	Phase 1	Cypress Falls Single Family	\$120.31	\$121.52	-1.00%	\$1,187.06	\$1,187.06	0.00%	\$1,307.37	\$1,308.58	-0.09%	125	125	-
	Phase 1	Cypress Falls Villa	\$100.22	\$101.23	-1.00%	\$988.83	\$988.83	0.00%	\$1,089.04	\$1,090.06	-0.09%	130	130	-
B-C-2	Cypress Falls PHh2E Parcel B	Cypress Falls Single Family	\$120.31	\$121.52	-1.00%	\$1,350.13	\$1,350.13	0.00%	\$1,470.44	\$1,471.65	-0.08%	70	70	
	Cypress Falls Ph2 Parcel C	Cypress Falls Single Family	\$120.31	\$121.52	-1.00%	\$1,181.84	\$1,181.84	0.00%	\$1,302.14	\$1,303.36	-0.09%	232	232	
D		Single Family	\$100.74	\$101.76	-1.00%	\$1,007.58	\$1,007.58	0.00%	\$1,108.32	\$1,109.34	-0.09%	385	-	385
E		Single Family	\$100.36	\$101.38	-1.01%	\$1,003.79	\$1,003.79	0.00%	\$1,104.15	\$1,105.17	-0.09%	296	-	296
F		Townhomes	\$46.95	\$47.42	-1.00%	\$469.56	\$469.56	0.00%	\$516.51	\$516.98	-0.09%	254	-	254
G	Cedar Grove Phase 1A&1B	Cedar Grove	\$125.20	\$126.46	-1.00%	\$1,316.29	\$1,316.29	0.00%	\$1,441.49	\$1,442.75	-0.09%	263	263	-
	Cedar Grove Phase 2A	Cedar Grove	\$125.20	\$126.46	-1.00%	\$1,198.17	\$1,198.17	0.00%	\$1,323.36	\$1,324.63	-0.10%	120	120	
	Cedar Grove 2B	Cedar Grove	\$125.20	\$126.46	-1.00%	\$1,198.17	\$1,198.17	0.00%	\$1,323.36	\$1,324.63	-0.10%	115	115	
	Cedar Grove 2C	Cedar Grove	\$125.20	\$126.46	-1.00%	\$1,198.17	\$1,198.17	0.00%	\$1,323.36	\$1,324.63	-0.10%	77		77
												<b>2,559</b>	<b>1,167</b>	<b>1,392</b>

**RESOLUTION 2022-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
THE WOODLANDS COMMUNITY DEVELOPMENT  
DISTRICT APPROVING THE BUDGET FOR FISCAL  
YEAR 2023 AND SETTING A PUBLIC HEARING  
THEREON PURSUANT TO FLORIDA LAW**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed operating and/or debt service budget for Fiscal Year 2023; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said proposed budget and desires to set the required public hearing thereon;

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

1. The budget proposed by the District Manager for Fiscal Year 2023 is hereby approved as the basis for conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: Tuesday, April 19, 2022

Hour: 10:30 a.m.

Place: Cypress Falls Clubhouse  
In the Internet Cafe  
2605 Argula Drive  
North Port, Florida

Notice of this public hearing shall be published in the manner prescribed in Florida Law.

**Adopted this 18<sup>th</sup> day of January 2022.**

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Carl Impastato, Chairman

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Mark Vega, Secretary

**6B.**

**HEYWARD DEVELOPMENT, LLC  
7978 Cooper Creek Blvd  
University Park, Florida 34201**

October 1, 2021

VIA E-MAIL DELIVERY

The Woodlands Community Development District  
Attn: Board of Supervisors  
c/o Straley Robin Vericker  
1510 W. Cleveland Street  
Tampa, FL 33606  
Attn: Vivek Babbar  
[VBabbar@srvlegal.com](mailto:VBabbar@srvlegal.com)

RE: Proposed settlement of assessments to facilitate sale to Centex Homes  
Tax Parcels 1094003200 and 1094003300; Woodlands CDD Tract D, ("Banyan Point")  
Tax Parcel 1113001300; Woodlands CDD Tract E, ("Pine Run")  
Banyan Point parcel and Pine Run Parcel are collectively referred to as the "Property"

Dear Supervisors:

As you may be aware, the landowner of the Property, Heyward Development, LLC ("Heyward") and Centex Homes ("Centex") are working on transactions whereby Centex Homes will purchase the above referenced Property with ultimate plans to develop homes consistent with the existing community. In order to continue toward these transactions, we respectfully request that the District waive any statutory penalties that have accrued on the Property and confirm that there will not be an acceleration of future scheduled debt service assessments for the Property.

Please be aware that if either the Bondholders or District requires acceleration and/or payment of the statutory penalties, Centex and Heyward will not be able to close the contemplated sale transaction and bring the assessment current. We have been in close communication with the Bondholders who have agreed to forego pursuit of any applicable penalties given their preference to see more homes built in the community and, therefore, more assessments levied.

Heyward respectfully requests that you approve a Resolution to be presented to the Board of Supervisors authorizing execution of a Settlement Agreement incorporating the above referenced terms, in order to facilitate the sale of the Property to Centex Homes.

Very truly yours,  
HEYWARD DEVELOPMENT, LLC

  
\_\_\_\_\_  
Stephen C. Scalione, Manager

cc: Michael Woolery (via e-mail)  
Mark Vega (via e-mail)