

**BONTERRA
COMMUNITY DEVELOPMENT DISTRICT
AGENDA PACKAGE**

MARCH 5, 2020

Bonterra 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

February 27, 2020

Board of Supervisors
Bonterra Community Development District

Dear Board Members:

A Budget Workshop of the Board of Supervisors of the Bonterra Community Development District will be held **Thursday, March 5, 2020 at 5:00 p.m.** at the Club Bonterra, located at 9501 West 35th Court, Hialeah, Florida. The regular meeting will follow at 6:00 p.m. at the same location. Following is the advance agenda for the workshop and meeting:

Budget Workshop – 5:00 p.m.

- 1. Call to Order and Roll Call**
- 2. Public Comments (Limited to 3 Minutes Per Speaker)**
- 3. Discussion of the Fiscal Year 2021 Budget (Working Draft)**
- 4. Adjournment**

Regular Meeting – 6:00 p.m.

- 1. Call to Order and Roll Call**
- 2. Public Comments (Limited to 3 Minutes Per Speaker)**
- 3. Consent Agenda**
 - A.** Approval of the Minutes of the February 6, 2020 Meeting
 - B.** Acceptance of the January 31, 2020 Financial Report
- 4. Reports**
 - A.** District Attorney's Report
 - B.** Club and Field Manager's Report
 - C.** District Manager's Report
 - i.** Management Contract Modification
 - ii.** Consideration of Resolution 2020-03, Adopting a Public Records Retention Policy
 - iii.** Update in Request for Qualifications for Engineering Services
- 5. New Business and Supervisor Requests**
- 6. Adjournment**

Enclosed are attachments available for the above agenda. Additional items may be provided under separate cover when they become available or they will be distributed at the meeting.

The balance of the agenda is routine in nature and staff will present and discuss their reports at the meeting. In the meantime, if you have any questions, please contact me at 954-603-0033, Extension 40592.

Sincerely,

Janice Eggleton Davis

Janice Eggleton Davis
District Manager

BUDGET WORKSHOP

Third Order of Business

BONTERRA

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2021

Proposed Budget
(Meeting 3/5/20)

Prepared by:



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BONTERRA

Community Development District

Budget Overview

Fiscal Year 2021

BONTERRA

Community Development District

Operating Budget

Fiscal Year 2021

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 3,329	\$ 5,029	\$ 1,500	\$ 67	\$ 134	\$ 201	\$ 500
Room Rentals	16,200	15,423	14,000	3,683	7,366	11,049	15,000
Interest - Tax Collector	-	724	-	1,337	-	1,337	-
Security FOB	3,530	3,840	3,000	640	1,280	1,920	3,000
Special Assmnts- Tax Collector	578,515	577,663	907,858	840,835	67,023	907,858	907,858
Developer Contribution	50,000	-	-	-	-	-	-
Special Assmnts- Discounts	-	-	(36,314)	(33,363)	(2,681)	(36,044)	(36,314)
Other Miscellaneous Revenue	56	-	-	63	-	63	-
Cleaning Fees	2,630	2,900	2,194	620	1,240	1,860	2,194
Party Attendant Fees	4,875	5,175	4,500	1,640	3,280	4,920	4,500
TOTAL REVENUES	659,135	610,754	896,738	815,522	77,642	893,164	896,738
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	3,000	400	7,200	-	-	-	6,000
FICA Taxes	230	31	551	-	-	-	459
ProfServ-Arbitrage Rebate	1,200	-	1,800	-	1,800	1,800	1,800
ProfServ-Dissemination Agent	5,350	1,313	5,250	-	5,250	5,250	5,250
ProfServ-Engineering	12,916	17,654	12,500	1,100	13,900	15,000	15,000
ProfServ-Legal Services	45,078	40,275	35,000	7,793	33,207	41,000	40,000
ProfServ-Mgmt Consulting Serv	39,500	35,602	35,000	11,667	25,083	36,750	39,375
ProfServ-Trustee Fees	10,500	7,000	14,000	3,500	7,000	10,500	10,500
Auditing Services	5,000	7,100	7,100	500	6,600	7,100	7,100
Website Compliance	500	-	1,500	48	3,452	3,500	1,650
Communication - Telephone	-	-	50	-	50	50	50
Postage and Freight	856	1,005	1,200	50	1,150	1,200	1,200
Telephone, Cable & Internet Service	103	-	-	-	-	-	-
Insurance - General Liability	5,610	7,126	35,797	16,260	20,696	36,956	40,652
Printing and Binding	2,542	1,258	3,000	149	2,351	2,500	2,500
Legal Advertising	1,168	1,826	1,250	204	1,296	1,500	1,500
Miscellaneous Services	947	3,170	3,000	991	2,009	3,000	3,000
Misc-Assessmnt Collection Cost	-	-	9,078	8,075	1,340	9,028	9,078
Office Supplies	174	76	174	-	175	175	175
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	134,849	124,011	173,625	50,512	125,360	175,485	185,463

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2020	JAN-2020	SEP-2020	FY 2020	FY 2021
Field							
Contracts-Janitorial Services	8,255	7,020	24,570	2,340	4,680	7,020	7,020
Contracts-Lake Maintenance	4,020	11,778	10,800	2,240	8,560	10,800	7,380
Contracts-Landscape Maintenance	51,270	60,638	42,200	14,067	28,133	42,200	52,196
Contracts-Pest Control	6,450	1,050	6,600	-	3,750	3,750	1,740
Utility-Water	11,423	22,338	12,000	8,753	17,506	26,259	26,259
Utility-Water & Sewer	-	-	7,200	-	4,800	4,800	4,800
Utilities-Electric	3,357	2,519	26,600	6,180	12,360	18,540	30,500
R&M-Irrigation	8,280	1,296	4,200	856	1,712	2,568	4,200
R&M-Lift Station	-	-	2,200	-	1,467	1,467	2,200
Repairs & Maintenance	1,940	-	-	-	-	-	-
R&M-Lake & Pond Bank	32,416	10,560	32,500	3,600	17,888	21,488	-
Landscape Replacement	3,817	6,003	5,000	-	5,000	5,000	5,000
Misc-Holiday Lighting	500	15,030	12,500	9,477	3,023	12,500	7,000
Misc-Property Taxes	7,525	-	-	-	-	-	-
Misc-Contingency	-	2,870	3,549	443	3,057	3,500	20,181
Pressure Cleaning	-	-	-	-	-	-	1,600
1st Quarter Operating Reserves	-	-	180,000	-	-	-	-
Reserves - Other	-	-	-	-	-	-	80,000
Total Field	139,253	141,102	369,919	47,956	111,936	159,892	250,076
Clubhouse							
Payroll-Manager & Attendant	102,774	154,859	150,215	52,460	99,755	152,215	152,620
Contracts-Janitorial Services	16,380	24,931	24,570	8,340	16,230	24,570	24,570
Contracts-Landscape Maintenance	19,984	19,586	10,000	3,333	6,667	10,000	10,000
Contracts-On-Site Management	-	47,681	48,625	16,208	32,417	48,625	48,625
Contracts-Fire Alarms	1,929	199	2,500	655	1,845	2,500	2,500
Contracts-Pest Control	2,880	2,880	2,880	1,310	1,570	2,880	1,500
Postage and Freight	-	-	625	-	417	417	-
Telephone, Cable & Internet Service	4,630	5,586	4,819	2,023	2,796	4,819	4,819
Utility-Water & Sewer	-	12,937	-	-	-	-	-
Utilities-Electric	16,889	-	-	-	-	-	-
Electricity	-	12,588	-	-	-	-	15,000
Insurance - General Liability	23,292	-	-	-	-	-	-
Liability Property Insurance	-	25,416	-	-	-	-	-
R&M-Air Conditioning	1,535	7,304	2,000	676	1,352	2,028	2,920
R&M - Irrigation	-	1,755	2,400	-	2,400	2,400	1,500
R&M-Fitness Equipment	3,596	4,336	5,000	1,422	3,578	5,000	14,988
Repairs & Maintenance	22,508	7,252	11,500	95	14,785	14,880	20,000
Landscape Replacement	6,468	12,752	9,000	450	8,550	9,000	6,000
Trash Collection/Recycling	3,575	3,187	3,360	1,186	2,174	3,360	3,660
Pool Maintenance	23,293	27,595	24,000	9,000	15,000	24,000	31,000
Pool Repairs	-	10,598	4,000	2,086	4,172	6,258	-
Printing and Binding	3,232	-	-	-	-	-	-
Printing	-	5,233	3,500	1,775	3,550	5,325	5,500
Misc-Property Taxes	2,200	-	-	-	-	-	-

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Misc-Special Events	1,431	3,742	6,000	-	4,000	4,000	-
Holiday Decoration	-	-	-	-	-	-	5,553
Pressure Cleaning	-	-	-	-	-	-	700
Misc-Contingency	-	12,841	30,000	1,439	18,561	20,000	21,443
Access Control	732	-	1,200	-	800	800	2,500
Office Supplies	528	-	-	-	-	-	-
Janitorial Supplies	5,112	5,904	5,000	1,304	2,608	3,912	5,000
Office Supplies/Club House Supplies	-	572	1,000	103	206	309	500
Annual District Filing Fee	1,834	-	-	-	-	-	-
Pool Permits	-	250	1,000	-	250	250	300
Capital Outlay	-	12,574	-	-	-	-	-
Reserves - Other	-	-	-	-	-	-	80,000
Total Clubhouse	346,625	422,558	353,194	103,865	243,682	347,547	461,198
TOTAL EXPENDITURES	620,727	687,671	896,738	202,333	480,978	682,924	896,737
Excess (deficiency) of revenues							
Over (under) expenditures	38,408	(76,917)	-	613,189	(403,336)	210,240	-
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	60,318	-	-	3,500	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	(403,336)	210,240	-
TOTAL OTHER SOURCES (USES)	60,318	-	-	3,500	(403,336)	210,240	-
Net change in fund balance	98,726	(76,917)	-	616,689	-	210,240	-
FUND BALANCE, BEGINNING	3	122,796	45,879	45,879	45,879	45,879	256,119
FUND BALANCE, ENDING	\$ 122,796	\$ 45,879	\$ 45,879	\$ 662,568	\$ 45,879	\$ 256,119	\$ 256,119

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 256,119
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves Other - Fiscal Year 2021 Additions	160,000
Total Funds Available (Estimated) - 9/30/2021	416,119

ALLOCATION OF AVAILABLE FUNDS***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Reserves		184,184 ⁽¹⁾
Reserves - FY21 Other (Field)	80,000	-
Reserves - FY21 Other (Clubhouse)	80,000	160,000
	Subtotal	344,184
Total Allocation of Available Funds		344,184

Total Unassigned (undesignated) Cash	\$ 71,935
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Notes

(1) Represents funds available for operating expenses.

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Community Development District

*General Fund***REVENUES****Interest – Investments**

The District earns interest on their operating accounts and other investments.

Room Rentals

The District earns revenue from room rentals.

Security FOB

The District earns revenue from FOB sales to help defray the expense.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels (using the uniform method) within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments – Discounts

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payments 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.

Cleaning Fees

The District earns revenue from cleaning charges on rentals to help defray the cost of staff.

Party Attendant Fees

The District earns revenue from Party Attendants on rentals to help defray the additional cost of staff.

EXPENDITURES - *Administrative***P/R Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Professional Services - Arbitrage Rebate

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2015, 2016, and 2017 Special Assessment Bonds. The budgeted amount for the fiscal year is based on standard fees charged for this service.

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Community Development District

*General Fund***EXPENDITURES - Administrative (cont'd)****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 - Engineering Fees

The District's engineer will be providing general engineering services to the District, i.e., attendance and preparation for Board meetings, project oversight.

Professional Services - Legal Services

The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for meetings, review and preparation of operating and maintenance contracts.

Professional Services - Management Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

Professional Services Trustee Fees

The District pays Regions Bank an annual fee for trustee services on the Series 2015, 2016, 2017 Special Assessment Bond. The budgeted amount for the fiscal year is based on standard fees charged plus any out-of-pocket expenses.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm.

Website Compliance

Annual contract with Campus Suite/Innersync Studio Ltd. to maintain the District's website and fees for email hosting and archiving.

Communication - Telephone

Telephone and fax machine.

Postage and Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance - General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance (FIA). FIA Insurance specializes in providing insurance coverage to governmental agencies.

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Community Development District

*General Fund***EXPENDITURES - Administrative (cont'd)****Printing & Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects

Legal Advertising

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

Miscellaneous Services

Bank charges and any other miscellaneous expenditures that are incurred throughout the fiscal year.

Misc. - Assessment Collection Costs

The District reimburses the Miami-Dade County Tax Collector for applicable necessary administrative costs. Per 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 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs is based on a maximum of 2% of the anticipated assessment collections.

Office Supplies

Miscellaneous office supplies.

Annual District Filing Fee

The District is required to pay an annual fee to the Department of Community Affairs of \$175.

EXPENDITURES - Field**Contracts - Janitorial Services**

The District has contracted with Miami Management to provide trash pickup services throughout the common areas in the District.

Contracts - Lake Maintenance

The District currently has a contract with Solitude for the lakes and aquatic maintenance areas of the District.

Contracts - Landscape Maintenance

The District currently has a contract with Grass Roots Complete to provide landscape management and maintenance of the lake and pond bank of the common areas within the District.

Contracts - Pest Control

District has a contract with Power-X for services to include inspecting for pests and spraying turf and planted areas.

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Community Development District

*General Fund***EXPENDITURES (*Field cont'd*)****Utilities-Water**

Water service provided by the City of Hialeah for the common area irrigation.

Utility – Water & Sewer

Water and sewer cost for the District.

Utilities-Electric

Electric Service provided by Florida Power & Light and the City of Hialeah, Department of Public Works, for the common area irrigation and lift stations for the District.

R&M - Irrigation

Repairs of the irrigation system in the common areas of the District.

R&M Lift Station

Preventive maintenance and inspection of sewage pump station located at the following lift station:

*3511 West 95th Place
Hialeah, FL 33018*

Landscape Replacement

Replacement of annuals and other landscaping throughout the common areas of the District.

Misc.-Holiday Lighting

Outside holiday lighting only.

Misc.-Contingency

Represents the potential excess of unscheduled maintenance expenses not included in budget categories or not anticipated in specific line items.

Reserve – Other

To establish reserve funds for future repairs and maintenance in the common areas.

BONTERRA

Community Development District

*General Fund***EXPENDITURES – Clubhouse****Payroll-Manager & Attendant**

Salary and cost associated with the payroll for the following, plus extra hours for special events.

	<u>MONTHLY</u>	<u>ANNUALLY</u>
ADMINISTRATIVE MANAGEMENT	\$ 1,170.00	\$ 14,040.00
CLUB ADMINISTRATIVE ASSISTANT	\$ 1,625.00	\$ 19,500.00
GREETERS	\$ 5,822.92	\$ 69,875.04
POOL ATTENDANT	\$ 3,900.00	\$ 46,800.00
HANDYMAN	\$ 168.00	\$ 2,016.00
CLEANING EVENT	\$ 32.40	\$ 388.80
TOTAL	<u>\$ 12,718.62</u>	<u>\$ 152,619.84</u>

Contracts- Janitorial Services

Miami Management will provide janitorial (housekeeping) services to the clubhouse 28 hours per week.

Contracts- Landscape Maintenance

Replacement of annuals and other landscaping for the clubhouse only.

Contracts- On-Site Management

Onsite management fees for the clubhouse.

Contracts – Fire Alarms

This line item is for services, as needed, cost for monitoring of the fire alarm system for the Clubhouse.

Contracts – Pest Control

Preventative maintenance for bugs and rodents for indoor and outdoor pool area only.

Telephone, Cable & Internet Service

Estimated cost of cable TV, telephone service, and internet for the Club.

Electricity

Estimated cost of electricity with the City of Hialeah, Department of Public Works, for Acct # 193482-000 for clubhouse only address:

9501 W 35 Ct
Hialeah, FL

R&M-Air Conditioning

Estimated cost to maintain the air conditioning system.

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Community Development District

General Fund

EXPENDITURES – Clubhouse (cont'd)**R&M – Irrigation**

Irrigation system within the clubhouse areas, which includes monthly wet check and irrigation system repair materials.

R&M – Fitness Equipment

Estimated cost to maintain and make repairs to the fitness equipment, including equipment replacement.

Repairs & Maintenance

Maintenance expenditures required to repair and maintain the Club.

Landscape Replacement

Plant replacement and mulching once a year.

Trash Collection/Recycling

Cost of trash and recycling removal.

Pool Maintenance

Cost to maintain the pool, including repairs.

Printing

Paper, ink, and copier lease for the Club, as well as copy usage.

Holiday Decoration

Holiday lighting and decorations for clubhouse only.

Pressure Cleaning

Quarterly pressure cleaning for clubhouse only.

Misc.- Contingency

Any unscheduled repairs and maintenance that the District should incur during the fiscal year.

Access Control

Access cards and repairs.

Janitorial Supplies

Include additional janitorial supplies not provided by contract.

Office Supplies/Club House Supplies

Office supplies needed for the clubhouse only.

Pool Permits

Required annual licenses from the Florida Department of Health for the pool.

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Community Development District

General Fund

EXPENDITURES – <i>Clubhouse (cont'd)</i>

Reserve – Other

To establish reserve funds for future repairs and maintenance in the common areas.

BONTERRA

Community Development District

Debt Service Budget

Fiscal Year 2021

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 6,267	\$ 10,395	\$ 2,000	\$ 2,090	\$ 4,180	\$ 6,270	\$ 5,000
Interest - Tax Collector	-	268	-	-	-	-	-
Special Assmnts- Tax Collector	493,895	493,169	517,043	478,872	38,171	517,043	517,042
Special Assmnts- Discounts	-	-	(20,682)	(19,001)	(763)	(19,764)	(20,682)
TOTAL REVENUES	500,162	503,832	498,361	461,961	41,588	503,549	501,361
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	-	5,171	4,599	763	5,362	10,341
Total Administrative	-	-	5,171	4,599	763	5,362	10,341
<i>Debt Service</i>							
Principal Debt Retirement	115,000	105,000	110,000	-	110,000	110,000	115,000
Principal Prepayments	-	15,000	-	-	-	-	-
Interest Expense	393,400	386,540	380,240	190,120	190,120	380,240	374,080
Total Debt Service	508,400	506,540	490,240	190,120	300,120	490,240	489,080
TOTAL EXPENDITURES	508,400	506,540	495,411	194,719	300,883	495,602	499,421
Excess (deficiency) of revenues							
Over (under) expenditures	(8,238)	(2,708)	2,950	267,242	(259,296)	7,946	1,940
OTHER FINANCING SOURCES (USES)							
Operating Transfers-Out	-	(2,161)	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	2,950	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	(2,161)	2,950	-	-	-	-
Net change in fund balance	(8,238)	(4,869)	2,950	267,242	(259,296)	7,946	-
FUND BALANCE, BEGINNING	1	459,251	454,382	454,382	-	454,382	462,328
FUND BALANCE, ENDING	\$ 459,251	\$ 454,382	\$ 457,332	\$ 721,624	\$ (259,296)	\$ 462,328	\$ 462,328

Debt Amortization Schedule
Series 2015 Special Assessment Revenue Bonds

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 6,680,000	5.60%	\$ -	\$ 187,040.00	
05/01/21	\$ 6,680,000	5.60%	\$ 115,000.00	\$ 187,040.00	\$ 489,080.00
11/01/21	\$ 6,565,000	5.60%	\$ -	\$ 183,820.00	
05/01/22	\$ 6,565,000	5.60%	\$ 125,000.00	\$ 183,820.00	\$ 492,640.00
11/01/22	\$ 6,440,000	5.60%	\$ -	\$ 180,320.00	
05/01/23	\$ 6,440,000	5.60%	\$ 130,000.00	\$ 180,320.00	\$ 490,640.00
11/01/23	\$ 6,310,000	5.60%	\$ -	\$ 176,680.00	
05/01/24	\$ 6,310,000	5.60%	\$ 140,000.00	\$ 176,680.00	\$ 493,360.00
11/01/24	\$ 6,170,000	5.60%	\$ -	\$ 172,760.00	
05/01/25	\$ 6,170,000	5.60%	\$ 145,000.00	\$ 172,760.00	\$ 490,520.00
11/01/25	\$ 6,025,000	5.60%	\$ -	\$ 168,700.00	
05/01/26	\$ 6,025,000	5.60%	\$ 155,000.00	\$ 168,700.00	\$ 492,400.00
11/01/26	\$ 5,870,000	5.60%	\$ -	\$ 164,360.00	
05/01/27	\$ 5,870,000	5.60%	\$ 165,000.00	\$ 164,360.00	\$ 493,720.00
11/01/27	\$ 5,705,000	5.60%	\$ -	\$ 159,740.00	
05/01/28	\$ 5,705,000	5.60%	\$ 175,000.00	\$ 159,740.00	\$ 494,480.00
11/01/28	\$ 5,530,000	5.60%	\$ -	\$ 154,840.00	
05/01/29	\$ 5,530,000	5.60%	\$ 185,000.00	\$ 154,840.00	\$ 494,680.00
11/01/29	\$ 5,345,000	5.60%	\$ -	\$ 149,660.00	
05/01/30	\$ 5,345,000	5.60%	\$ 195,000.00	\$ 149,660.00	\$ 494,320.00
11/01/30	\$ 5,150,000	5.60%	\$ -	\$ 144,200.00	
05/01/31	\$ 5,150,000	5.60%	\$ 205,000.00	\$ 144,200.00	\$ 493,400.00
11/01/31	\$ 4,945,000	5.60%	\$ -	\$ 138,460.00	
05/01/32	\$ 4,945,000	5.60%	\$ 215,000.00	\$ 138,460.00	\$ 491,920.00
11/01/32	\$ 4,730,000	5.60%	\$ -	\$ 132,440.00	
05/01/33	\$ 4,730,000	5.60%	\$ 230,000.00	\$ 132,440.00	\$ 494,880.00
11/01/33	\$ 4,500,000	5.60%	\$ -	\$ 126,000.00	
05/01/34	\$ 4,500,000	5.60%	\$ 245,000.00	\$ 126,000.00	\$ 497,000.00
11/01/34	\$ 4,255,000	5.60%	\$ -	\$ 119,140.00	
05/01/35	\$ 4,255,000	5.60%	\$ 255,000.00	\$ 119,140.00	\$ 493,280.00
11/01/35	\$ 4,000,000	5.60%	\$ -	\$ 112,000.00	
05/01/36	\$ 4,000,000	5.60%	\$ 270,000.00	\$ 112,000.00	\$ 494,000.00
11/01/36	\$ 3,730,000	5.60%	\$ -	\$ 104,440.00	
05/01/37	\$ 3,730,000	5.60%	\$ 290,000.00	\$ 104,440.00	\$ 498,880.00
11/01/37	\$ 3,440,000	5.60%	\$ -	\$ 96,320.00	
05/01/38	\$ 3,440,000	5.60%	\$ 305,000.00	\$ 96,320.00	\$ 497,640.00
11/01/38	\$ 3,135,000	5.60%	\$ -	\$ 87,780.00	
05/01/39	\$ 3,135,000	5.60%	\$ 320,000.00	\$ 87,780.00	\$ 495,560.00
11/01/39	\$ 2,815,000	5.60%	\$ -	\$ 78,820.00	
05/01/40	\$ 2,815,000	5.60%	\$ 340,000.00	\$ 78,820.00	\$ 497,640.00
11/01/40	\$ 2,475,000	5.60%	\$ -	\$ 69,300.00	
05/01/41	\$ 2,475,000	5.60%	\$ 360,000.00	\$ 69,300.00	\$ 498,600.00
11/01/41	\$ 2,115,000	5.60%	\$ -	\$ 59,220.00	
05/01/42	\$ 2,115,000	5.60%	\$ 380,000.00	\$ 59,220.00	\$ 498,440.00
11/01/42	\$ 1,735,000	5.60%	\$ -	\$ 48,580.00	
05/01/43	\$ 1,735,000	5.60%	\$ 400,000.00	\$ 48,580.00	\$ 497,160.00
11/01/43	\$ 1,335,000	5.60%	\$ -	\$ 37,380.00	
05/01/44	\$ 1,335,000	5.60%	\$ 420,000.00	\$ 37,380.00	\$ 494,760.00
11/01/44	\$ 915,000	5.60%	\$ -	\$ 25,620.00	
05/01/45	\$ 915,000	5.60%	\$ 445,000.00	\$ 25,620.00	\$ 496,240.00
11/01/45	\$ 470,000	5.60%	\$ -	\$ 13,160.00	
05/01/46	\$ 470,000	5.60%	\$ 470,000.00	\$ 13,160.00	\$ 496,320.00
Total			\$ 6,680,000.00	\$ 6,181,560.00	\$ 12,861,560.00

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 7,062	\$ 9,896	\$ 2,000	\$ 1,836	\$ 3,672	\$ 5,508	\$ 4,000
Interest - Tax Collector	-	299	-	-	-	-	-
Special Assmnts- Tax Collector	550,795	549,982	576,605	534,037	42,568	576,605	576,605
Special Assmnts - CDD Collected	1,359	-	-	-	-	-	-
Special Assmnts - Delinquent	36,852	-	-	-	-	-	-
Special Assmnts- Discounts	-	-	(23,064)	(21,190)	(1,703)	(22,893)	(23,064)
TOTAL REVENUES	596,068	560,177	555,541	514,683	44,537	559,220	557,541
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	-	5,765	5,128	851	5,979	5,766
Total Administrative	-	-	5,765	5,128	851	5,979	5,766
<i>Debt Service</i>							
Principal Debt Retirement	155,000	160,000	165,000	-	165,000	165,000	170,000
Interest Expense	394,363	388,938	383,338	191,669	191,669	383,338	377,563
Total Debt Service	549,363	548,938	548,338	191,669	356,669	548,338	547,563
TOTAL EXPENDITURES	549,363	548,938	554,103	196,797	357,520	554,317	553,329
Excess (deficiency) of revenues							
Over (under) expenditures	46,705	11,239	1,438	317,886	(312,983)	4,903	4,213
OTHER FINANCING SOURCES (USES)							
Operating Transfers - Out	(318)	-	-	(3,500)	-	-	-
Contribution to (Use of) Fund Balance	-	-	1,438	-	-	-	4,213
TOTAL OTHER SOURCES (USES)	(318)	-	1,438	(3,500)	-	-	4,213
Net change in fund balance	46,387	11,239	1,438	314,386	(312,983)	4,903	4,213
FUND BALANCE, BEGINNING	(2)	400,110	411,349	411,349	-	411,349	416,252
FUND BALANCE, ENDING	\$ 400,110	\$ 411,349	\$ 412,787	\$ 725,735	\$ (312,983)	\$ 416,252	\$ 420,465

Debt Amortization Schedule
Series 2016 Special Assessment Revenue Bonds

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 8,190,000	\$ -	\$ 188,781.25	
05/01/21	\$ 8,190,000	\$ 170,000.00	\$ 188,781.25	\$ 547,562.50
11/01/21	\$ 8,020,000	\$ -	\$ 185,806.25	
05/01/22	\$ 8,020,000	\$ 175,000.00	\$ 185,806.25	\$ 546,612.50
11/01/22	\$ 7,845,000	\$ -	\$ 182,743.75	
05/01/23	\$ 7,845,000	\$ 185,000.00	\$ 182,743.75	\$ 550,487.50
11/01/23	\$ 7,660,000	\$ -	\$ 178,581.25	
05/01/24	\$ 7,660,000	\$ 195,000.00	\$ 178,581.25	\$ 552,162.50
11/01/24	\$ 7,465,000	\$ -	\$ 174,193.75	
05/01/25	\$ 7,465,000	\$ 200,000.00	\$ 174,193.75	\$ 548,387.50
11/01/25	\$ 7,265,000	\$ -	\$ 169,693.75	
05/01/26	\$ 7,265,000	\$ 210,000.00	\$ 169,693.75	\$ 549,387.50
11/01/26	\$ 7,055,000	\$ -	\$ 164,968.75	
05/01/27	\$ 7,055,000	\$ 220,000.00	\$ 164,968.75	\$ 549,937.50
11/01/27	\$ 6,835,000	\$ -	\$ 160,018.75	
05/01/28	\$ 6,835,000	\$ 230,000.00	\$ 160,018.75	\$ 550,037.50
11/01/28	\$ 6,605,000	\$ -	\$ 154,843.75	
05/01/29	\$ 6,605,000	\$ 240,000.00	\$ 154,843.75	\$ 549,687.50
11/01/29	\$ 6,365,000	\$ -	\$ 149,443.75	
05/01/30	\$ 6,365,000	\$ 250,000.00	\$ 149,443.75	\$ 548,887.50
11/01/30	\$ 6,115,000	\$ -	\$ 143,818.75	
05/01/31	\$ 6,115,000	\$ 265,000.00	\$ 143,818.75	\$ 552,637.50
11/01/31	\$ 5,850,000	\$ -	\$ 137,856.25	
05/01/32	\$ 5,850,000	\$ 275,000.00	\$ 137,856.25	\$ 550,712.50
11/01/32	\$ 5,575,000	\$ -	\$ 131,668.75	
05/01/33	\$ 5,575,000	\$ 290,000.00	\$ 131,668.75	\$ 553,337.50
11/01/33	\$ 5,285,000	\$ -	\$ 125,143.75	
05/01/34	\$ 5,285,000	\$ 300,000.00	\$ 125,143.75	\$ 550,287.50
11/01/34	\$ 4,985,000	\$ -	\$ 118,393.75	
05/01/35	\$ 4,985,000	\$ 315,000.00	\$ 118,393.75	\$ 551,787.50
11/01/35	\$ 4,670,000	\$ -	\$ 110,912.50	
05/01/36	\$ 4,670,000	\$ 330,000.00	\$ 110,912.50	\$ 551,825.00
11/01/36	\$ 4,340,000	\$ -	\$ 103,075.00	
05/01/37	\$ 4,340,000	\$ 345,000.00	\$ 103,075.00	\$ 551,150.00
11/01/37	\$ 3,995,000	\$ -	\$ 94,881.25	
05/01/38	\$ 3,995,000	\$ 365,000.00	\$ 94,881.25	\$ 554,762.50
11/01/38	\$ 3,630,000	\$ -	\$ 86,212.50	
05/01/39	\$ 3,630,000	\$ 380,000.00	\$ 86,212.50	\$ 552,425.00
11/01/39	\$ 3,250,000	\$ -	\$ 77,187.50	
05/01/40	\$ 3,250,000	\$ 400,000.00	\$ 77,187.50	\$ 554,375.00
11/01/40	\$ 2,850,000	\$ -	\$ 67,687.50	
05/01/41	\$ 2,850,000	\$ 420,000.00	\$ 67,687.50	\$ 555,375.00
11/01/41	\$ 2,430,000	\$ -	\$ 57,712.50	
05/01/42	\$ 2,430,000	\$ 440,000.00	\$ 57,712.50	\$ 555,425.00
11/01/42	\$ 1,990,000	\$ -	\$ 47,262.50	
05/01/43	\$ 1,990,000	\$ 460,000.00	\$ 47,262.50	\$ 554,525.00
11/01/43	\$ 1,530,000	\$ -	\$ 36,337.50	
05/01/44	\$ 1,530,000	\$ 485,000.00	\$ 36,337.50	\$ 557,675.00
11/01/44	\$ 1,045,000	\$ -	\$ 24,818.75	
05/01/45	\$ 1,045,000	\$ 510,000.00	\$ 24,818.75	\$ 559,637.50
11/01/45	\$ 535,000	\$ -	\$ 12,706.25	
05/01/46	\$ 535,000	\$ 535,000.00	\$ 12,706.25	\$ 560,412.50
Total		\$ 8,190,000	\$ 6,169,500	\$ 14,359,500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET FY 2020	THRU JAN-2020	FEB- SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 7,292	\$ 11,554	\$ 3,000	\$ 2,242	\$ 4,484	\$ 6,726	\$ 5,000
Interest - Tax Collector	-	316.00	-	-	-	-	-
Special Assmnts- Tax Collector	581,974	581,118	608,943	563,988	44,955	608,943	608,943
Special Assmnts- Discounts	-	-	(24,358)	(22,378)	(1,798)	(24,176)	(24,358)
TOTAL REVENUES	589,266	592,988	587,585	543,852	47,641	591,493	589,585
EXPENDITURES							
Administrative							
Misc-Assessmnt Collection Cost	-	-	6,089	5,416	899	6,315	12,179
Total Administrative	-	-	6,089	5,416	899	6,315	12,179
Debt Service							
Principal Debt Retirement A-1	170,000	175,000	180,000	-	180,000	180,000	185,000
Principal Debt Retirement A-2	25,000	25,000	20,000	-	20,000	20,000	20,000
Interest Expense Series A-1	175,189	310,371	306,871	153,436	153,436	306,872	303,271
Interest Expense Series A-2	40,060	70,500	69,250	34,625	34,625	69,250	68,250
Total Debt Service	410,249	580,871	576,121	188,061	388,061	576,122	576,521
TOTAL EXPENDITURES	410,249	580,871	582,210	193,477	388,960	582,437	588,700
Excess (deficiency) of revenues							
Over (under) expenditures	179,017	12,117	5,375	350,375	(341,319)	9,056	885
OTHER FINANCING SOURCES (USES)							
Interfund Transfer-In	-	14,992	-	-	-	-	-
Debt Proceeds	9,253,458	-	-	-	-	-	-
Operating Transfers - Out	(8,978,192)	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	5,375	-	-	-	885
TOTAL OTHER SOURCES (USES)	275,266	14,992	5,375	-	-	-	885
Net change in fund balance	454,283	27,109	5,375	350,375	(341,319)	9,056	885
FUND BALANCE, BEGINNING	(2)	454,281	481,390	481,390	-	481,390	490,446
FUND BALANCE, ENDING	\$ 454,281	\$ 481,390	\$ 486,765	\$ 831,765	\$ (341,319)	\$ 490,446	\$ 491,331

Debt Amortization Schedule
Series 2017 A-1 Special Assessment Revenue Bonds

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 7,990,000.00	\$ -	\$ 151,635.63	\$ 485,071.25
05/01/21	\$ 7,990,000.00	\$ 185,000.00	\$ 151,635.63	\$ -
11/01/21	\$ 7,805,000.00	\$ -	\$ 149,693.13	\$ 486,328.75
05/01/22	\$ 7,805,000.00	\$ 185,000.00	\$ 149,693.13	\$ -
11/01/22	\$ 7,620,000.00	\$ -	\$ 147,496.25	\$ 482,189.38
05/01/23	\$ 7,620,000.00	\$ 190,000.00	\$ 147,496.25	\$ -
11/01/23	\$ 7,430,000.00	\$ -	\$ 145,121.25	\$ 482,617.50
05/01/24	\$ 7,430,000.00	\$ 195,000.00	\$ 145,121.25	\$ -
11/01/24	\$ 7,235,000.00	\$ -	\$ 142,440.00	\$ 482,561.25
05/01/25	\$ 7,235,000.00	\$ 200,000.00	\$ 142,440.00	\$ -
11/01/25	\$ 7,035,000.00	\$ -	\$ 139,440.00	\$ 481,880.00
05/01/26	\$ 7,035,000.00	\$ 210,000.00	\$ 139,440.00	\$ -
11/01/26	\$ 6,825,000.00	\$ -	\$ 136,158.75	\$ 485,598.75
05/01/27	\$ 6,825,000.00	\$ 215,000.00	\$ 136,158.75	\$ -
11/01/27	\$ 6,610,000.00	\$ -	\$ 132,665.00	\$ 483,823.75
05/01/28	\$ 6,610,000.00	\$ 220,000.00	\$ 132,665.00	\$ -
11/01/28	\$ 6,390,000.00	\$ -	\$ 128,925.00	\$ 481,590.00
05/01/29	\$ 6,390,000.00	\$ 230,000.00	\$ 128,925.00	\$ -
11/01/29	\$ 6,160,000.00	\$ -	\$ 124,756.25	\$ 483,681.25
05/01/30	\$ 6,160,000.00	\$ 240,000.00	\$ 124,756.25	\$ -
11/01/30	\$ 5,920,000.00	\$ -	\$ 120,406.25	\$ 485,162.50
05/01/31	\$ 5,920,000.00	\$ 250,000.00	\$ 120,406.25	\$ -
11/01/31	\$ 5,670,000.00	\$ -	\$ 115,875.00	\$ 486,281.25
05/01/32	\$ 5,670,000.00	\$ 255,000.00	\$ 115,875.00	\$ -
11/01/32	\$ 5,415,000.00	\$ -	\$ 110,775.00	\$ 481,650.00
05/01/33	\$ 5,415,000.00	\$ 270,000.00	\$ 110,775.00	\$ -
11/01/33	\$ 5,145,000.00	\$ -	\$ 105,375.00	\$ 486,150.00
05/01/34	\$ 5,145,000.00	\$ 280,000.00	\$ 105,375.00	\$ -
11/01/34	\$ 4,865,000.00	\$ -	\$ 99,775.00	\$ 485,150.00
05/01/35	\$ 4,865,000.00	\$ 290,000.00	\$ 99,775.00	\$ -
11/01/35	\$ 4,575,000.00	\$ -	\$ 93,975.00	\$ 483,750.00
05/01/36	\$ 4,575,000.00	\$ 300,000.00	\$ 93,975.00	\$ -
11/01/36	\$ 4,275,000.00	\$ -	\$ 87,975.00	\$ 481,950.00
05/01/37	\$ 4,275,000.00	\$ 315,000.00	\$ 87,975.00	\$ -
11/01/37	\$ 3,960,000.00	\$ -	\$ 81,675.00	\$ 484,650.00
05/01/38	\$ 3,960,000.00	\$ 325,000.00	\$ 81,675.00	\$ -
11/01/38	\$ 3,635,000.00	\$ -	\$ 74,971.88	\$ 481,646.88
05/01/39	\$ 3,635,000.00	\$ 340,000.00	\$ 74,971.88	\$ -
11/01/39	\$ 3,295,000.00	\$ -	\$ 67,959.38	\$ 482,931.25
05/01/40	\$ 3,295,000.00	\$ 355,000.00	\$ 67,959.38	\$ -
11/01/40	\$ 2,940,000.00	\$ -	\$ 60,637.50	\$ 483,596.88
05/01/41	\$ 2,940,000.00	\$ 370,000.00	\$ 60,637.50	\$ -
11/01/41	\$ 2,570,000.00	\$ -	\$ 53,006.25	\$ 483,643.75
05/01/42	\$ 2,570,000.00	\$ 385,000.00	\$ 53,006.25	\$ -
11/01/42	\$ 2,185,000.00	\$ -	\$ 45,065.63	\$ 483,071.88
05/01/43	\$ 2,185,000.00	\$ 400,000.00	\$ 45,065.63	\$ -
11/01/43	\$ 1,785,000.00	\$ -	\$ 36,815.63	\$ 481,881.25
05/01/44	\$ 1,785,000.00	\$ 420,000.00	\$ 36,815.63	\$ -
11/01/44	\$ 1,365,000.00	\$ -	\$ 28,153.13	\$ 484,968.75
05/01/45	\$ 1,365,000.00	\$ 435,000.00	\$ 28,153.13	\$ -
11/01/45	\$ 930,000.00	\$ -	\$ 19,181.25	\$ 482,334.38
05/01/46	\$ 930,000.00	\$ 455,000.00	\$ 19,181.25	\$ -
11/01/46	\$ 475,000.00	\$ -	\$ 9,796.88	\$ 483,978.13
05/01/47	\$ 475,000.00	\$ 475,000.00	\$ 9,796.88	\$ 484,796.88
Total	\$ 7,990,000.00	\$ 5,219,500.00	\$ 13,542,935.63	

Debt Amortization Schedule
Series 2017 A-2 Special Assessment Revenue Bonds

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 1,365,000.00	5.000%	\$ -	\$ 34,125.00	\$ 88,750.00
05/01/21	\$ 1,365,000.00	5.000%	\$ 20,000.00	\$ 34,125.00	\$ -
11/01/21	\$ 1,345,000.00	5.000%	\$ -	\$ 33,625.00	\$ 87,750.00
05/01/22	\$ 1,345,000.00	5.000%	\$ 25,000.00	\$ 33,625.00	\$ -
11/01/22	\$ 1,320,000.00	5.000%	\$ -	\$ 33,000.00	\$ 91,625.00
05/01/23	\$ 1,320,000.00	5.000%	\$ 30,000.00	\$ 33,000.00	\$ -
11/01/23	\$ 1,290,000.00	5.000%	\$ -	\$ 32,250.00	\$ 95,250.00
05/01/24	\$ 1,290,000.00	5.000%	\$ 30,000.00	\$ 32,250.00	\$ -
11/01/24	\$ 1,260,000.00	5.000%	\$ -	\$ 31,500.00	\$ 93,750.00
05/01/25	\$ 1,260,000.00	5.000%	\$ 30,000.00	\$ 31,500.00	\$ -
11/01/25	\$ 1,230,000.00	5.000%	\$ -	\$ 30,750.00	\$ 92,250.00
05/01/26	\$ 1,230,000.00	5.000%	\$ 30,000.00	\$ 30,750.00	\$ -
11/01/26	\$ 1,200,000.00	5.000%	\$ -	\$ 30,000.00	\$ 90,750.00
05/01/27	\$ 1,200,000.00	5.000%	\$ 35,000.00	\$ 30,000.00	\$ -
11/01/27	\$ 1,165,000.00	5.000%	\$ -	\$ 29,125.00	\$ 94,125.00
05/01/28	\$ 1,165,000.00	5.000%	\$ 35,000.00	\$ 29,125.00	\$ -
11/01/28	\$ 1,130,000.00	5.000%	\$ -	\$ 28,250.00	\$ 92,375.00
05/01/29	\$ 1,130,000.00	5.000%	\$ 35,000.00	\$ 28,250.00	\$ -
11/01/29	\$ 1,095,000.00	5.000%	\$ -	\$ 27,375.00	\$ 90,625.00
05/01/30	\$ 1,095,000.00	5.000%	\$ 35,000.00	\$ 27,375.00	\$ -
11/01/30	\$ 1,060,000.00	5.000%	\$ -	\$ 26,500.00	\$ 88,875.00
05/01/31	\$ 1,060,000.00	5.000%	\$ 40,000.00	\$ 26,500.00	\$ -
11/01/31	\$ 1,020,000.00	5.000%	\$ -	\$ 25,500.00	\$ 92,000.00
05/01/32	\$ 1,020,000.00	5.000%	\$ 45,000.00	\$ 25,500.00	\$ -
11/01/32	\$ 975,000.00	5.000%	\$ -	\$ 24,375.00	\$ 94,875.00
05/01/33	\$ 975,000.00	5.000%	\$ 40,000.00	\$ 24,375.00	\$ -
11/01/33	\$ 935,000.00	5.000%	\$ -	\$ 23,375.00	\$ 87,750.00
05/01/34	\$ 935,000.00	5.000%	\$ 45,000.00	\$ 23,375.00	\$ -
11/01/34	\$ 890,000.00	5.000%	\$ -	\$ 22,250.00	\$ 90,625.00
05/01/35	\$ 890,000.00	5.000%	\$ 50,000.00	\$ 22,250.00	\$ -
11/01/35	\$ 840,000.00	5.000%	\$ -	\$ 21,000.00	\$ 93,250.00
05/01/36	\$ 840,000.00	5.000%	\$ 55,000.00	\$ 21,000.00	\$ -
11/01/36	\$ 785,000.00	5.000%	\$ -	\$ 19,625.00	\$ 95,625.00
05/01/37	\$ 785,000.00	5.000%	\$ 55,000.00	\$ 19,625.00	\$ -
11/01/37	\$ 730,000.00	5.000%	\$ -	\$ 18,250.00	\$ 92,875.00
05/01/38	\$ 730,000.00	5.000%	\$ 60,000.00	\$ 18,250.00	\$ -
11/01/38	\$ 670,000.00	5.000%	\$ -	\$ 16,750.00	\$ 95,000.00
05/01/39	\$ 670,000.00	5.000%	\$ 60,000.00	\$ 16,750.00	\$ -
11/01/39	\$ 610,000.00	5.000%	\$ -	\$ 15,250.00	\$ 92,000.00
05/01/40	\$ 610,000.00	5.000%	\$ 65,000.00	\$ 15,250.00	\$ -
11/01/40	\$ 545,000.00	5.000%	\$ -	\$ 13,625.00	\$ 93,875.00
05/01/41	\$ 545,000.00	5.000%	\$ 65,000.00	\$ 13,625.00	\$ -
11/01/41	\$ 480,000.00	5.000%	\$ -	\$ 12,000.00	\$ 90,625.00
05/01/42	\$ 480,000.00	5.000%	\$ 70,000.00	\$ 12,000.00	\$ -
11/01/42	\$ 410,000.00	5.000%	\$ -	\$ 10,250.00	\$ 92,250.00
05/01/43	\$ 410,000.00	5.000%	\$ 75,000.00	\$ 10,250.00	\$ -
11/01/43	\$ 335,000.00	5.000%	\$ -	\$ 8,375.00	\$ 93,625.00
05/01/44	\$ 335,000.00	5.000%	\$ 75,000.00	\$ 8,375.00	\$ -
11/01/44	\$ 260,000.00	5.000%	\$ -	\$ 6,500.00	\$ 89,875.00
05/01/45	\$ 260,000.00	5.000%	\$ 85,000.00	\$ 6,500.00	\$ -
11/01/45	\$ 175,000.00	5.000%	\$ -	\$ 4,375.00	\$ 95,875.00
05/01/46	\$ 175,000.00	5.000%	\$ 85,000.00	\$ 4,375.00	\$ -
11/01/46	\$ 90,000.00	5.000%	\$ -	\$ 2,250.00	\$ 91,625.00
05/01/47	\$ 90,000.00	5.000%	\$ 90,000.00	\$ 2,250.00	\$ 92,250.00
Total			\$ 1,365,000.00	\$ 1,160,500.00	\$ 2,580,125.00

BONTERRA

Community Development District

*Debt Service Fund***REVENUES****Interest – Investments**

The district earns interest on the monthly average collected balance for their money market accounts.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels (using the uniform method) within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments – Discounts

Per Section 197.62 and Section 197.3632 of the Florida Statutes, discounts are allowed for early payments 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**Administrative****Miscellaneous-Assessment Collection Costs**

The District reimburses the Miami-Dade County 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 2% on the amount of special assessments collected and remitted, whichever is greater. The assessment collection cost is based on a maximum of 2% of the anticipated assessment collections.

Debt Service**Principal Debt Retirement**

The District pays regular principal payments annually in order to pay down/retire the debt.

Interest Expense

The District makes semi-annual interest payments on the outstanding debt.

BONTERRA

Community Development District

Supporting Budget Schedules

Fiscal Year 2021

**Comparison of Assessment Rates
Fiscal Year 2021 vs. Fiscal Year 2020**

Product & Phase	General Fund 001			2015 Debt Service			2016 Debt Service			2017 Debt Service			Total Assessments per Unit			Units
	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	
Area 1 SF	\$1,058.11	\$1,058.11	0.0%	\$1,315.63	\$1,315.63	0.0%	\$0.00	\$0.00	n/a	\$709.72	\$709.72	0.0%	\$3,083.46	\$3,083.46	0.0%	394
Area 2 SF	\$1,058.11	\$1,058.11	0.0%	\$0.00	\$0.00	n/a	\$1,359.28	\$1,359.28	0.0%	\$709.72	\$709.72	0.0%	\$3,127.11	\$3,127.11	0.0%	93
Area 2 TH	\$1,058.11	\$1,058.11	0.0%	\$0.00	\$0.00	n/a	\$1,250.53	\$1,250.53	0.0%	\$709.72	\$709.72	0.0%	\$3,018.37	\$3,018.37	0.0%	118
Area 2 Villa	\$1,058.11	\$1,058.11	0.0%	\$0.00	\$0.00	n/a	\$1,196.16	\$1,196.16	0.0%	\$709.72	\$709.72	0.0%	\$2,964.00	\$2,964.00	0.0%	253
																858

REGULAR MEETING

Third Order of Business

3A.

**MINUTES OF MEETING
BONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bonterra Community Development District was held Thursday, February 6, 2020 and called to order at 6:25 p.m. at Club Bonterra, located at 9501 West 35th Court, Hialeah, Florida.

Present and constituting a quorum were:

Maybel Peña
Christiane Diaz
Emilio Izquierdo

Chairperson
Vice Chairperson
Assistant Secretary

Also present were:

Janice Eggleton Davis
Vanessa Steinerts
Ayala Layen-Slann
Alan Baldwin
Todd Barhydt
Members of the Public

District Manager
District Counsel
Community Manager
Assistant Treasurer
Solitude Lake Management

The following is a summary of the discussions and actions taken at the February 6, 2020 Bonterra Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Davis called the meeting to order. Supervisors and staff introduced themselves, and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items and Other Matters

A resident commented on the following items:

- Amount of assessments paid and concerns about the maintenance of the property.
- The manner in which Audience Comments is handled.
- Landscaping conditions.

The Board addressed issues of concern to the residents.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resolution 2020-04, Designating Janice Eggleton Davis as Secretary

Ms. Davis presented Resolution 2020-04 for adoption, a copy of which was included in the agenda package.

There being no comments or questions,

On MOTION by Ms. Diaz, seconded by Ms. Peña, with all in favor, Resolution 2020-04, Designating Janice Eggleton Davis as Secretary of the District, was adopted.

FOURTH ORDER OF BUSINESS

Consent Agenda

A. Approval of the Minutes of the December 5, 2019 Meeting

B. Acceptance of the December 31, 2019 Financial Report

Ms. Davis stated each Board member received a copy of the Consent Agenda with the items as listed above, and requested any additions, corrections or deletions.

- A significant portion of the assessments have been received now.

There being no additions, corrections or deletions,

On MOTION by Mr. Izquierdo, seconded by Ms. Diaz, with all in favor, the Consent Agenda, comprised of the Minutes of the December 5, 2019 Meeting and acceptance of the December 31, 2019 Financial Report, was approved.

FIFTH ORDER OF BUSINESS

Reports

C. District Manager's Report

iii. Discussion of the Lake – Todd Barhydt, Solitude Lake Management

- There have been negative comments concerning the littoral plants growing around the edge of the lake. The plants are not detrimental to the lake, and are, in fact, required to be added to benefit some lakes. However, some people do not find them to be aesthetically pleasing.
- The current plants will continue to spread and save the District money since they do not have to be sprayed.

- Ms. Layen-Slann indicated residents have been complaining about the plants, and we thought it would be helpful for the Board to hear the explanation from Mr. Barhydt.
- What appears to be overgrowth is beneficial. Mr. Barhydt suggested a six-inch buffer zone from the lake edge area to the littoral plants.

The record shall reflect Mr. Barhydt exited the meeting.

A. District Attorney's Report

- In response to Ms. Peña's inquiry, Ms. Steinerts indicated she has not heard back from Inframark with regards to the management contract modification. This will be discussed further at the March meeting.
- Email address issues were discussed. Ms. Davis will follow up.

B. Club and Field Manager's Report

Ms. Layen-Slann presented the Club and Field Manager's Report for discussion, a copy of which was included in the agenda package.

- Ms. Layen-Slann discussed minor repairs at the club, one of which was in the janitorial closet. Broken soap dispensers were repaired.
- The gym will be sanitized better.
- Touch-up painting will be done.
- A blanket agreement for HOA use needs to be prepared which includes the Easter event, as well as other future events. All required insurance documentation should be included.

On MOTION by Mr. Izquierdo, seconded by Ms. Diaz, with all in favor, a blanket agreement with the HOA shall be prepared to cover the Easter event and other future events, to include all appropriate insurance documentation, and the Chairperson was authorized to execute said Agreement.

- Mulching of the east side buffer was discussed.
 - Mr. Izquierdo suggested ground plants as a cheaper alternative as opposed to the more expensive rubber mulch. Ms. Layen-Slann will obtain bids for both options.

- The cost for parking lot sealcoating includes re-striping. The Board wants to ensure there are funds in the budget for this repair.

On MOTION by Ms. Diaz, seconded by Ms. Peña, with all in favor, the proposal from Southern Asphalt Engineering, Inc. in the amount of \$1,800 for sealcoating of the parking lot, was approved.

- Water fountain maintenance was discussed. This can be approved by the District Manager, since it is a minor expense.

C. District Manager's Report (Continued)

i. Consideration of Resolution 2020-03, Adopting a Public Records Retention Policy

Ms. Davis presented Resolution 2020-03 for adoption, a copy of which was included in the agenda package.

- This Resolution adopts a policy consistent with the Statute for public records retention.
- Certain documents, e.g., bond documents, will have to be retained for longer terms and the length of time for the remaining records varies depending upon the record.
- Ms. Davis will determine whether or not all records have been obtained from GMS.
- This item was tabled to the next meeting.

ii. Consideration of Proposals for Website Compliance

Proposals from Campus Suite and VGlobalTech were presented, copies of which were included in the agenda package.

- Most of the Districts have contracted with Campus Suite. VGlobalTech is more expensive.
- Campus Suite has performed well so far.
- Ms. Steinerts advised the Board not to delay on approval for too long.
- Inframark is currently handling the website to comply with State-mandated websites. However, ensuring the website is ADA-accessible is beyond that scope.

Ms. Diaz MOVED to approve the proposal from Campus Suite for website ADA compliance services, and Mr. Izquierdo seconded the motion.

- Ms. Steinerts requested an amendment to the motion to include, *subject to review by District Counsel*, as there are standard revisions to be made.

There being no further discussion,

On VOICE vote, with all in favor, the prior motion was approved as amended.

iv. Discussion of Playground Funding & Location

- Funds are still available in the Capital Project Funds from the bond proceeds. The Engineer's Report needs to be checked for the planned projects or improvements.
- Discussion ensued on the Developers giving the District an additional \$40,000 to build the playground.
- Ms. Peña recalls the playground was contingent upon sale of the clubhouse to the District. If there was an agreement, the attorney should have been involved.
- It is possible they amended the sales portion.
- Ms. Davis will follow up on this item.
- Ms. Steinerts commented it is possible to contact GMS to determine whether or not there is an existing agreement.

v. Update on RFQ for District Engineering Services

- Mr. Zeyrek was provided a draft RFQ. It was also provided to the District's attorney, who reviewed the RFQ and provided her comments.
- Inframark will have the RFQ advertised.

vi. Discussion of Air Duct Cleaning

- One quote was received, which was rather expensive.
- Ms. Layen-Slann will seek additional proposals.

SIXTH ORDER OF BUSINESS

New Business and Supervisor Requests

- Ms. Peña clarified issues with the playground discussion. Location is the issue. Neither HOA wanted to have the playground in the locations most suitable for a playground.
- Ms. Peña discussed the possibility of a dog park in the community. The area would have to be fenced in and there need to be rules. Mr. Izquierdo advised staff should

determine what is going on with the \$40,000 discussed earlier, before committing to a dog park.

SEVENTH ORDER OF BUSINESS

Public Comment (Limited to Three Minutes Per Speaker)

A resident commented on the following items:

- Additional cleaning stations at the gym.
- Defense of the CDD Board.
- Future workshops.

SIXTH ORDER OF BUSINESS

New Business and Supervisor Requests (Continued)

- The upcoming 2021 budget was discussed. The Board discussed the possibility of a budget workshop.
- Engineering requirements were discussed. Ms. Davis advised the Board should meet in March to discuss this and other issues.
- The Board decided to have a Budget Workshop on Thursday, March 5, 2020 at 5:00 p.m. It is not necessary for District Counsel to attend the Workshop. Also, a quorum is not required for a Workshop.
- The Board will decide at the March meeting whether to have a meeting in April.

SEVENTH ORDER OF BUSINESS

Public Comment (Limited to Three Minutes Per Speaker) (Continued)

A resident commented on the following item:

- The possibility of a splash pool.

EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Peña, seconded by Ms. Diaz, with all in favor, the meeting was adjourned at approximately 8:11 p.m.
--

Janice Eggleton Davis
Secretary

Maybel Peña
Chairperson

3B.

BONTERRA
Community Development District

Financial Report

January 31, 2020

(Unaudited)

Prepared by



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BONTERRA
Community Development District

Financial Statements

(Unaudited)

January 31, 2020

Balance Sheet
January 31, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 (AREA 1) DEBT SERVICE FUND	SERIES 2016 (AREA 2) DEBT SERVICE FUND	SERIES 2017 (CLUBHOUSE) DEBT SERVICE FUND	SERIES 2015 (AREA 1) CAPITAL PROJECTS FUND	SERIES 2016 (AREA 2) CAPITAL PROJECTS FUND	SERIES 2017 (CLUBHOUSE) CAPITAL PROJECTS FUND	TOTAL
ASSETS								
Cash - Checking Account	\$ 664,512	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 664,512
Investments:								
SBA Account	5,104	-	-	-	-	-	-	5,104
Construction Fund	-	-	-	-	17,882	153	-	18,035
Construction Fund (A-1)	-	-	-	-	-	-	207,887	207,887
Interest Fund (A-1)	-	91	-	22	-	-	-	113
Interest Fund (A-2)	-	-	27	5	-	-	-	32
Operations & Maintenance A-1	-	-	-	615	-	-	-	615
Prepayment Fund (A-1)	-	1,927	-	-	-	-	-	1,927
Principal Fund (A-1)	-	-	-	11	-	-	-	11
Reserve Fund (A-1)	-	253,089	-	253,076	-	-	-	506,165
Reserve Fund (A-2)	-	-	197,065	9,880	-	-	-	206,945
Revenue Fund (A-1)	-	466,510	-	568,156	-	-	-	1,034,666
Revenue Fund (A-2)	-	-	528,632	-	-	-	-	528,632
Sinking Fund (A-1)	-	7	-	-	-	-	-	7
Sinking Fund (A-2)	-	-	11	-	-	-	-	11
Deposits	5,026	-	-	-	-	-	-	5,026
TOTAL ASSETS	\$ 674,642	\$ 721,624	\$ 725,735	\$ 831,765	\$ 17,882	\$ 153	\$ 207,887	\$ 3,179,688
LIABILITIES								
Accounts Payable	\$ 9,673	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,673
Accrued Expenses	2,400	-	-	-	-	-	-	2,400
TOTAL LIABILITIES	12,073	-	-	-	-	-	-	12,073
FUND BALANCES								
Nonspendable:								
Deposits	5,026	-	-	-	-	-	-	5,026
Restricted for:								
Debt Service	-	721,624	725,735	831,765	-	-	-	2,279,124
Capital Projects	-	-	-	-	17,882	153	207,887	225,922
Unassigned:	657,543	-	-	-	-	-	-	657,543
TOTAL FUND BALANCES	\$ 662,569	\$ 721,624	\$ 725,735	\$ 831,765	\$ 17,882	\$ 153	\$ 207,887	\$ 3,167,615
TOTAL LIABILITIES & FUND BALANCES	\$ 674,642	\$ 721,624	\$ 725,735	\$ 831,765	\$ 17,882	\$ 153	\$ 207,887	\$ 3,179,688

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
REVENUES				
Interest - Investments	\$ 1,500	\$ 68	4.53%	\$ 8
Room Rentals	14,000	3,683	26.31%	113
Interest - Tax Collector	-	1,337	0.00%	1,337
Security FOB	3,000	640	21.33%	200
Special Assmnts- Tax Collector	907,858	840,835	92.62%	18,468
Special Assmnts- Discounts	(36,314)	(33,363)	91.87%	(550)
Other Miscellaneous Revenues	-	63	0.00%	-
Cleaning Fees	2,194	620	28.26%	110
Party Attendant Fees	4,500	1,640	36.44%	-
TOTAL REVENUES	896,738	815,523	90.94%	19,686
EXPENDITURES				
Administration				
P/R-Board of Supervisors	7,200	-	0.00%	-
FICA Taxes	551	-	0.00%	-
ProfServ-Arbitrage Rebate	1,800	-	0.00%	-
ProfServ-Dissemination Agent	5,250	-	0.00%	-
ProfServ-Engineering	12,500	1,100	8.80%	400
ProfServ-Legal Services	35,000	7,793	22.27%	2,000
ProfServ-Mgmt Consulting Serv	35,000	11,667	33.33%	2,917
ProfServ-Trustee Fees	14,000	3,500	25.00%	3,500
Auditing Services	7,100	500	7.04%	-
Website Compliance	1,500	48	3.20%	-
Communication - Telephone	50	-	0.00%	-
Postage and Freight	1,200	50	4.17%	14
Insurance - General Liability	35,797	16,260	45.42%	5,147
Printing and Binding	3,000	149	4.97%	13
Legal Advertising	1,250	204	16.32%	-
Miscellaneous Services	3,000	991	33.03%	-
Misc-Assessmnt Collection Cost	9,078	8,075	88.95%	179
Office Supplies	174	-	0.00%	(12)
Annual District Filing Fee	175	175	100.00%	-
Total Administration	173,625	50,512	29.09%	14,158

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
<u>Field</u>				
Contracts-Janitorial Services	24,570	2,340	9.52%	585
Contracts-Pest Control	6,600	-	0.00%	-
Utility - Water	12,000	8,753	72.94%	5,570
Utility - Water & Sewer	7,200	-	0.00%	-
Utilities-Electric	26,600	6,180	23.23%	1,397
R&M-Irrigation	4,200	856	20.38%	-
R&M-Lift Station	2,200	-	0.00%	-
Lake Maintenance	10,800	2,240	20.74%	(2,140)
R&M Lake & Pond Bank	32,500	3,600	11.08%	3,600
Landscape Maintenance	42,200	14,067	33.33%	3,517
Landscape Replacement	5,000	-	0.00%	-
Misc-Holiday Lighting	12,500	9,477	75.82%	-
Misc-Contingency	3,549	443	12.48%	-
1st Quarter Operating Reserves	180,000	-	0.00%	-
Total Field	369,919	47,956	12.96%	12,529
<u>Clubhouse</u>				
Payroll- Manager & Attendant	150,215	52,460	34.92%	12,866
Contracts-Janitorial Services	24,570	8,340	33.94%	2,198
Contracts-On-Site Management	48,625	16,208	33.33%	4,052
Contracts-Security Alarms	2,500	655	26.20%	-
Contracts-Pest Control	2,880	1,310	45.49%	240
Postage and Freight	625	-	0.00%	-
Telephone, Cable & Internet Service	4,819	2,023	41.98%	588
R&M-Air Conditioning	2,000	676	33.80%	125
R&M-Irrigation	2,400	-	0.00%	-
R&M-Fitness Equipment	5,000	1,422	28.44%	210
Repairs & Maintenance	11,500	95	0.83%	95
Landscape Maintenance	10,000	3,333	33.33%	833
Landscape Replacement	9,000	450	5.00%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
Trash Collection/Recycling	3,360	1,186	35.30%	297
Pool & Spa Maintenance	24,000	9,000	37.50%	2,250
Pool & Spa Repairs	4,000	2,086	52.15%	-
Printing	3,500	1,775	50.71%	-
Misc-Special Events	6,000	-	0.00%	-
Misc-Contingency	30,000	1,439	4.80%	-
Access Control	1,200	-	0.00%	-
Janitorial Supplies	5,000	1,304	26.08%	234
Office Supplies/Club House Supplies	1,000	103	10.30%	12
Pool Permits	1,000	-	0.00%	-
Total Clubhouse	353,194	103,865	29.41%	24,000
TOTAL EXPENDITURES	896,738	202,333	22.56%	50,687
Excess (deficiency) of revenues				
Over (under) expenditures	-	613,190	0.00%	(31,001)
OTHER FINANCING SOURCES (USES)				
Interfund Transfer - In	-	3,500	0.00%	3,500
TOTAL FINANCING SOURCES (USES)	-	3,500	0.00%	3,500
Net change in fund balance	\$ -	\$ 616,690	0.00%	\$ (27,501)
FUND BALANCE, BEGINNING (OCT 1, 2019)	45,879	45,879		
FUND BALANCE, ENDING	\$ 45,879	\$ 662,569		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 2,000	\$ 2,090	104.50%	\$ 340
Special Assmnts- Tax Collector	517,043	478,872	92.62%	10,518
Special Assmnts- Discounts	(20,682)	(19,001)	91.87%	(313)
TOTAL REVENUES	498,361	461,961	92.70%	10,545
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	5,171	4,599	88.94%	102
Total Administration	5,171	4,599	88.94%	102
<u>Debt Service</u>				
Principal Debt Retirement	110,000	-	0.00%	-
Interest Expense	380,240	190,120	50.00%	-
Total Debt Service	490,240	190,120	38.78%	-
TOTAL EXPENDITURES	495,411	194,719	39.30%	102
Excess (deficiency) of revenues				
Over (under) expenditures	2,950	267,242	9059.05%	10,443
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	2,950	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	2,950	-	0.00%	-
Net change in fund balance	\$ 2,950	\$ 267,242	9059.05%	\$ 10,443
FUND BALANCE, BEGINNING (OCT 1, 2019)	454,382	454,382		
FUND BALANCE, ENDING	\$ 457,332	\$ 721,624		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
REVENUES				
Interest - Investments	\$ 2,000	\$ 1,836	91.80%	\$ 283
Special Assmnts- Tax Collector	576,605	534,037	92.62%	11,730
Special Assmnts- Discounts	(23,064)	(21,190)	91.87%	(349)
TOTAL REVENUES	555,541	514,683	92.65%	11,664
EXPENDITURES				
Administration				
ProfServ-Trustee Fees	-	-	0.00%	(3,500)
Misc-Assessmnt Collection Cost	5,765	5,128	88.95%	114
Total Administration	5,765	5,128	88.95%	(3,386)
Debt Service				
Principal Debt Retirement	165,000	-	0.00%	-
Interest Expense	383,338	191,669	50.00%	-
Total Debt Service	548,338	191,669	34.95%	-
TOTAL EXPENDITURES	554,103	196,797	35.52%	(3,386)
Excess (deficiency) of revenues				
Over (under) expenditures	1,438	317,886	22106.12%	15,050
OTHER FINANCING SOURCES (USES)				
Operating Transfers-Out	-	(3,500)	0.00%	(3,500)
Contribution to (Use of) Fund Balance	1,438	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	1,438	(3,500)	-243.39%	(3,500)
Net change in fund balance	\$ 1,438	\$ 314,386	21862.73%	\$ 11,550
FUND BALANCE, BEGINNING (OCT 1, 2019)	411,349	411,349		
FUND BALANCE, ENDING	\$ 412,787	\$ 725,735		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 3,000	\$ 2,242	74.73%	\$ 377
Special Assmnts- Tax Collector	608,943	563,988	92.62%	12,388
Special Assmnts- Discounts	(24,358)	(22,378)	91.87%	(369)
TOTAL REVENUES	587,585	543,852	92.56%	12,396
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	6,089	5,416	88.95%	120
Total Administration	6,089	5,416	88.95%	120
<u>Debt Service</u>				
Principal Debt Retirement A-1	180,000	-	0.00%	-
Principal Debt Retirement A-2	20,000	-	0.00%	-
Interest Expense Series A-1	306,871	153,436	50.00%	-
Interest Expense Series A-2	69,250	34,625	50.00%	-
Total Debt Service	576,121	188,061	32.64%	-
TOTAL EXPENDITURES	582,210	193,477	33.23%	120
Excess (deficiency) of revenues				
Over (under) expenditures	5,375	350,375	6518.60%	12,276
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	5,375	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	5,375	-	0.00%	-
Net change in fund balance	\$ 5,375	\$ 350,375	6518.60%	\$ 12,276
FUND BALANCE, BEGINNING (OCT 1, 2019)	481,390	481,390		
FUND BALANCE, ENDING	\$ 486,765	\$ 831,765		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 101	0.00%	\$ 23
TOTAL REVENUES	-	101	0.00%	23
EXPENDITURES				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues				
Over (under) expenditures	-	101	0.00%	23
Net change in fund balance	\$ -	\$ 101	0.00%	\$ 23
FUND BALANCE, BEGINNING (OCT 1, 2019)	-	17,781		
FUND BALANCE, ENDING	\$ -	\$ 17,882		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 1	0.00%	\$ -
TOTAL REVENUES	-	1	0.00%	-
EXPENDITURES				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	1	0.00%	-
Net change in fund balance	\$ -	\$ 1	0.00%	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2019)	-	152		
FUND BALANCE, ENDING	\$ -	\$ 153		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 1,184	0.00%	\$ 265
TOTAL REVENUES	-	1,184	0.00%	265
EXPENDITURES				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues				
Over (under) expenditures	-	1,184	0.00%	265
Net change in fund balance	\$ -	\$ 1,184	0.00%	\$ 265
FUND BALANCE, BEGINNING (OCT 1, 2019)	-	206,703		
FUND BALANCE, ENDING	\$ -	\$ 207,887		

BONTERRA
Community Development District

Supporting Schedules

January 31, 2020

**Non-Ad Valorem Special Assessments - Miami-Dade Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2020**

					ALLOCATION BY FUND			
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Debt Service Fund	Debt Service Fund	Debt Service Clubhouse
Assessments Levied				\$ 2,610,449	\$ 907,858	\$ 517,042	\$ 576,605	\$ 608,943
Allocation %				100%	35%	20%	22%	23%
11/14/19	\$ 7,088	\$ 312	\$ 72	\$ 7,472	\$ 2,598	\$ 1,480	\$ 1,650	\$ 1,743
11/15/19	171,983	7,238	1,737	180,958	62,933	35,842	39,971	42,212
11/27/19	43,411	1,827	439	45,677	15,885	9,047	10,089	10,655
12/06/19	1,926,570	81,085	19,460	2,027,116	704,987	401,504	447,757	472,868
12/18/19	98,520	3,890	995	103,406	35,962	20,481	22,841	24,122
01/08/20	51,008	1,580	515	53,104	18,468	10,518	11,730	12,388
TOTAL	\$ 2,298,581	\$ 95,933	\$ 23,218	\$ 2,417,732	\$ 840,835	\$ 478,872	\$ 534,037	\$ 563,988
% COLLECTED					93%	93%	93%	93%
TOTAL OUTSTANDING				192,717	67,024	38,172	42,569	44,956

BONTERRA
Community Development District
Series 2015 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through January 31, 2020

Opening Balance in Construction Account	\$6,500,534
Source of Funds: Interest Earned	\$1,734
Developer Proceeds	\$0
Interfund Transfer	(\$617)
Use of Funds:	
Disbursements: Roadways	(\$118,983)
Stormwater/Drainage	(\$1,704,597)
Water System	(\$578,412)
Sewer System	(\$1,032,893)
Hard Costs	\$0
CDD Acquisition	(\$2,296,568)
Regulatory Costs	(\$357,070)
Professional Fees	(\$75,593)
Cost Of Issuance	(\$319,652)
Adjusted Balance in Construction Account at January 31, 2020	<u><u>\$17,882</u></u>

2. Funds Available For Construction at January 31, 2020

Book Balance of Construction Fund at January 31, 2020	\$17,882
Construction Funds available at January 31, 2020	<u><u>\$17,882</u></u>

3. Investments - Regions Bank

January 31, 2020	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	1.54%		\$17,882	\$17,882
					Contracts Payable <u>\$0</u>
					Balance at 1/31/20 <u><u>\$17,882</u></u>

BONTERRA
Community Development District
Series 2016 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through January 31, 2020

Opening Balance in Construction Account	\$8,628,279
Source of Funds: Interest Earned	\$5,083
Use of Funds:	
Disbursements: Roadways	(\$1,591,283)
Stormwater/Drainage	(\$1,118,579)
Water System	(\$1,172,203)
Sewer System	(\$1,039,827)
Hard Costs	(\$85,491)
CDD Acquisition	(\$2,800,573)
Regulatory Costs	(\$332,654)
Professional Fees	(\$51,438)
Cost Of Issuance	(\$438,280)

Adjusted Balance in Construction Account at January 31, 2020	<u>\$153</u>
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2. Funds Available For Construction at January 31, 2020

Book Balance of Construction Fund at January 31, 2020	\$153
Construction Funds available at January 31, 2020	<u>\$153</u>

3. Investments - Regions Bank

January 31, 2020	Type	Yield	Due	Maturity	Principal
Construction Fund:	Overnight	1.54%		\$152.60	\$153

Contracts Payable	\$0
Balance at 1/31/20	<u><u>\$153</u></u>

BONTERRA
Community Development District
Series 2017 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through January 31, 2020

Opening Balance in Construction Account	\$9,614,734
Source of Funds: Interest Earned	\$7,974
Interfund Transfer	\$0
Use of Funds:	
Disbursements: Clubhouse Acquisition	(\$8,728,517)
Lake Fountain	\$0
Entrance Enhancements	(\$38,437)
Tower Lights	(\$1,050)
Tower Landscaping	\$0
Virtual Guard	\$0
Club Property Improvements	(\$10,000)
Professional Fees	(\$43,805)
Cost Of Issuance	(\$550,243)
Requisitions 23 - 31	(\$22,828)
Adjustment	(\$19,941)
Adjusted Balance in Construction Account at January 31, 2020	<u><u>\$207,887</u></u>

2. Funds Available For Construction at January 31, 2020

Book Balance of Construction Fund at January 31, 2020	\$207,887
Construction Funds available at January 31, 2020	<u><u>\$207,887</u></u>

3. Investments - Regions Bank

January 31, 2020	Type	Yield	Due	Maturity	Principal
Construction Fund:	Overnight	1.54%		\$207,887.10	\$207,887
					Contracts Payable \$0
					Balance at 1/31/20 <u><u>\$207,887</u></u>

Cash and Investment Balances
January 31, 2020

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Operating Checking	WellsFargo	N/A	0.00%	\$ 664,512
Money Market Account	SBA Florida Prime	N/A	1.83%	5,104
Subtotal General Fund				669,616
DEBT SERVICE FUND				
Series 2015 A-1 Sinking Fund	Regions Bank	N/A	1.60%	7
Series 2015 A-1 Acquisition Fund	Regions Bank	N/A	1.54%	17,882
Series 2015 A-1 Interest	Regions Bank	N/A	1.55%	91
Series 2015 A-1 PrePayment	Regions Bank	N/A	1.54%	1,927
Series 2015 A-1 Reserves	Regions Bank	N/A	1.54%	253,089
Series 2015 A-1 Revenue	Regions Bank	N/A	1.54%	466,510
Series 2016 A-2 Acquisition Fund	Regions Bank	N/A	1.54%	153
Series 2016 A-2 Interest	Regions Bank	N/A	1.56%	27
Series 2016 A-2 Reserves	Regions Bank	N/A	1.54%	197,065
Series 2016 A-2 Revenue	Regions Bank	N/A	1.54%	528,632
Series 2016 A-2 Sinking Fund	Regions Bank	N/A	1.52%	11
Sereis 2017 A-2 Interest Account	Regions Bank	N/A	1.64%	5
Series 2017 A-2 Debt Service Reserve	Regions Bank	N/A	1.54%	9,880
Series 2017 A-1 Construction	Regions Bank	N/A	1.54%	207,887
Series 2017 A-1 Interest Account	Regions Bank	N/A	1.53%	22
Series 2017 A-1 Operation & Maint	Regions Bank	N/A	1.54%	615
Series 2017 A-1 Debt Service Reserve	Regions Bank	N/A	1.54%	253,076
Series 2017 A-1 Revenue Fund	Regions Bank	N/A	1.54%	568,156
Sereis 2017 A-1 Principal Account	Regions Bank	N/A	1.57%	11
Subtotal Debt Service				2,505,046
Total				\$ 3,174,661

Fourth Order of Business

4B

CLUB AND FIELD MANAGER'S REPORT

PAINTING

The touch-up painting at the club is almost completed. The walls east wall at the game room, the walls of the entrance arcs, and the janitorial room were patched and painted. We are missing the entrance corners and ceiling. The manager obtained a proposal for the kid's room "Moral walls" from the original vendor (\$1,200).

SPINNING BIKES

The spinning bikes that we have are often out of order. We regularly need to replace parts. Since the bikes are no longer manufactured, ordering the parts takes long and expensive. The manager obtained an example proposal for five spinning bikes that considered to be "long-lasting" and "resistant" and also recommended by Fitness Solution (\$7,033.20). The old bikes can be traded in for \$50 each as suggested by Fitness Solution.



PARKING LOT SEALCOATING

Expected to be done during March (date TBD).



6000 MAGNETIC INDOOR CYCLE

BRI-IC6000-V

- ▶ Dual magnetic resistance and belt-driven technology delivers optimal performance and reliability for light commercial applications



- ▶ Comfortable saddle can be easily adjusted up/down and forward/back for riders of all sizes



- ▶ Adjustable race-inspired handlebars with multi-position hand grips
- ▶ Dual-sided high performance pedals with adjustable toe straps

- ▶ Perimeter weighted flywheel with chromoly axle provide long-lasting durability

- ▶ Service ports for easy quick access to drive system

- ▶ Smooth Motion Technology™ delivers a quiet, comfortable and smooth ride

- ▶ Steel adjustment levers safely lock saddle and handlebars in place

- ▶ Zinc-dipped anti-corrosion coating and stainless steel bolts provide superior rust protection

- ▶ *OPTIONAL: LCD monitor tracks time, speed, distance, calories and RPMs*



OPTIONAL

Featuring dual magnetic resistance and belt-driven performance, the IC6000 indoor cycle proves you can have it all: reliability, comfort and quality at an unbeatable value.



technical specs

Product Weight: 120 lbs.	Width: 24"	Length: 43"	Height: 47"
<p>Lock System: "V" lock system design for hexagon stem and post tube, easy and hi-performance for tube's locking and opening</p> <p>Handlebar Stem: Alloy hexagon tube hexagon sliding tube/stem and stem and sliding tube with scale</p> <p>Handlebar: Hi-ten steel with racing drop bar and hexagon to sliding tune</p> <p>Ball Bearing Parts: Chromoly ultra strong axle 20mm D with SKF #6004 bearing, heat treated</p> <p>Cranks: Hi-carbon steel S-38C cold forged ultra strong crank with 4 spider, heat treated</p> <p>Right Cover: Plastic with pop cover</p> <p>Belt: Hutchinson / France 5PK</p>			
<p>Pedals: 9/16" LU-1/214E alloy body/cage with straps & chromoly axle</p> <p>Resistance: Dual functions design of magnetic device for resistant force adjustment</p> <p>Fly Wheel: 31 lbs. cast iron with alloy ring wheel, fixed wheel with chromoly ultra strong axle and SKF #6004 bearings</p> <p>Saddle: VL-3125A comfortable saddle for spinning</p> <p>Seat Post: Alloy hexagon tube with hexagon sliding</p> <p>User Weight Capacity: 300 lbs.</p> <p>Warranty: 10 years frame, 6 years parts, 2 years wearable items, 90 days on display saddle, saddle brackets, pedal clips & straps</p>			





The Fitness Solution, Inc.
PO Box 260363
Pembroke Pines, FL 33026
Voice: 9545054178
Fax # 954-450-9661

Estimate

Date	Estimate #
2/13/20	17599

Name / Address		Ship To		
Bonterra CDD 210 N. University Dr.#702 Coral Springs, FL 33071		Bonterra CDD 9501 W 35 CT Hialeah, FL 33018		
Customer Contact	Customer E-mail	Customer Phone	P.O. No.	Terms
	Aslann@miamimanagement.com	954-980-7334		Net 30
Item	Description	Qty	Cost	Total
Equipment- Small	Circle fitness Indoor cycle 6000 with magnetic resistance and monitor - 6 years parts/ two years wearable items warranty	5	1,178.53	5,892.65T
Trade In	Schwinn spin bikes- some inoperable- 5 total		-250.00	-250.00
Freight- Equipment	Delivery, assembly and installation of fitness equipment.	5	278.21	1,391.05T
			Subtotal	\$7,033.70
			Sales Tax (0.0%)	\$0.00
			Total	\$7,033.70

Signature _____

info@TheFloridaFitnessSolution.com

Please sign and return when approved.

TheFloridaFitnessSolution.com

4Ci.



MEMORANDUM

TO: Bonterra CDD Board of Supervisors

FROM: Bob Koncar

DATE: February 24, 2020

RE: Management Fee Proposal

Background:

As discussed in the recent Board meetings, Inframark is respectfully requesting an increase in its management contract due to the excess number of hours we have put into our services. Previously the Board approved an increase of 5% retroactive to October 2019. The total value of the increase is \$1,750 for Fiscal Year 2020. In our last proposal we requested a total increase of \$2,500 retroactive to January 2020. Therefore, the difference between what the Board has already approved and what we are requesting is \$750 for the remainder of Fiscal Year 2020.

Since the original request, we have replaced the previous District Manager with a more experienced manager in order to ensure the highest quality of service to the District. Our goal is to continue our management contract with the Bonterra Community Development District.

Recommendation:

That the Board approve an additional \$750 (in addition to what has already been approved) retroactive to January 1, 2020.

4Cii.

RESOLUTION 2020-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE BONTERRA COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING A RECORDS MANAGEMENT
LIAISON OFFICER AND ADOPTING A RECORDS
RETENTION SCHEDULE**

WHEREAS, Section 257.36, Florida Statutes, creates the Records and Information Management Program within the Division of Library Services of the Florida Department of State, (the "Program"), which is responsible for records management;

WHEREAS, the Bonterra Community Development District is a local government agency subject to the requirements of Section 257.36, Florida Statutes;

WHEREAS, Section 257.36, Florida Statutes, requires the Board of Supervisors to designate a Records Management Liaison Officer to serve as a point of contact between the District and the Program; and

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

WHEREAS, the District desires to authorize and require the District's records custodian to designate a Records Management Liaison Officer, which may or may not be the District's records custodian;

WHEREAS, Section 257.36, Florida Statutes, requires the District to establish and maintain an active and continuing program for the economical and efficient management of records;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board authorizes and requires the District's records custodian to designate a Records Management Liaison Officer for the purposes of Section 257.36, Florida Statutes.
2. The Board adopts the State of Florida General Records Schedule GS I-SL, as amended from time to time, as its records retention schedule, to establish and maintain an active and continuing program for the economical and efficient management of records.
3. This authorization shall be continuing in nature until revoked by the Bonterra Community Development District.

Adopted by the Board of Supervisors this 5th day of March 2020.

Maybel Peña
Chairperson

Janice Eggleton Davis
Secretary

Copy to:
Division of Library and Information Services
Florida Department of State
R.A. Gray Building
500 South Bronough Street
Tallahassee, Florida 32399-0250

4Ciii.

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR BONTERRA COMMUNITY DEVELOPMENT DISTRICT

Pursuant to Sections 190.033 and 287.055, *Florida Statutes*, the Bonterra Community Development District (the “**District**”), located in Miami-Dade County, Florida, announces that it is soliciting qualifications and credentials from qualified firms, to provide professional engineering services, on an as-needed and continuing basis, related to the District’s earthwork, stormwater management systems, roadway improvements, landscape, irrigation, signage and lighting improvements, amenities, clubhouse, preserve areas, and other public improvements authorized by Chapter 190, *Florida Statutes*.

Services will include, but are not limited to, providing general services and services related to District operations, maintenance and construction activities and may include the following:

1. Periodic visits to the District, as required or directed by the District, and/or by any regulatory agency.
2. Acting as the District’s representative and/or engineer on District operations, maintenance and construction projects; consultation and advice during construction, as directed by the District.
3. Preparation of necessary and/or requested reports, and attendance at meetings of the District’s Board of Supervisors (the “**Board**”).
4. Engineering assistance needed regarding special reports, feasibility studies and other tasks.
5. Preparation of construction drawings and specifications, engineering, surveying, planning, GIS mapping, environmental management and permitting for work (“**Work**”) as directed by the Board.
6. Assisting in the preparation of forms and proposals as needed.
7. Issuing certifications regarding construction, process construction payment applications, assist in the bidding process for construction and maintenance activities, and other activities required by the Board.

The contract for District Engineering Services may be cancelled by either party giving the other party notice, in writing, sixty (60) days in advance of the date of cancellation. The contract for District Engineering Services may be reviewed by the District from time to time. The engineering firm selected will act in the general capacity of District Engineer and may provide engineering services including but not limited to the above, as requested by the District. Any firm or individual desiring to provide professional services to the District must furnish a Statement of Qualifications and experience, with pertinent supporting data.

The District will review all firms or individuals submitting a Statement of Qualifications and will comply with the applicable procedures as set for in the Consultant’s Competitive Negotiation Act, Section 287.087, *Florida Statutes*, and in the District’s *Rules of Procedure*. Interested applicants must submit eight (8) hard copies and one (1) electronic copy of the Statement of Qualifications **by 2:00 p.m. on Tuesday, March 3, 2020 to Bonterra CDD, c/o Inframark, ATTN: District Manager, 210 N. University Drive, Suite 702, Coral Springs, FL 33071**. Qualifications submitted in response to this Request for Qualifications, which are received after the cut-off date and time will not be considered. Any questions regarding this Request for Qualifications must be submitted in writing and must be addressed to the District Manager at the address set forth above.

Any firm or individual desiring to provide District Engineering services to the District must first be certified by the District as qualified pursuant to law and to the Rules of the District.

Factors to be considered by the District with respect to ranking the firms based on qualifications include the following:

- (i) The ability and adequacy of the professional personnel employed by each consultant;
- (ii) Whether a consultant is a certified minority business enterprise, as defined by the Florida Small and Minority Business Assistance Act;
- (iii) Each consultant's past performance;
- (iv) The willingness of each consultant to meet the time and budget requirements;
- (v) The geographic location of each consultant's headquarters, office and personnel in relation to the services;
- (vi) The recent, current and projected workloads of each consultant; and
- (vii) The volume of work previously awarded to each consultant by the District.

The District reserves the right to reject any or all responses to this Request for Qualifications, to waive informalities, and to re-advertise.

Janice Eggleton Davis
District Manager