



Rizzetta & Company

CFM Community Development District

**Board of Supervisors' Meeting
May 30, 2024**

**District Office:
9530 Marketplace Road, Suite 206
Fort Myers, Florida 33912
(239) 936-0913**

www.cfmccd.org

**CFM
COMMUNITY DEVELOPMENT DISTRICT**

District Office · Ft. Myers, Florida · (239) 936-0913
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.cfmccd.org

Board of Supervisors	Paul Mayotte Sue Streeter Brian McGibbon Rodney Allen Terry Jo Gile	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Tucker Mackie	Kutak Rock, LLP
District Engineer	Mark Zordan	Johnson Engineering, Inc.

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

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

CFM COMMUNITY DEVELOPMENT DISTRICT

District Office · Ft. Myers, Florida · (239) 936-0913

Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

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May 28, 2024

**Board of Supervisors
CFM Community
Development District**

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the CFM Community Development District will be held on **Thursday, May 30, 2024, at 11:30 a.m.** at the office of Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912. The following is the agenda for the meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENT – AGENDA ITEMS ONLY**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on April 18, 2024 Tab 1
 - B. Ratification of the Operations and Maintenance Expenditures for the Month of March 2024..... Tab 2
4. **BUSINESS ITEMS**
 - A. Discussion Regarding Traffic Signalization on US Hwy 41
 - B. Presentation of the Proposed Budget(s) for Fiscal Year 2024/2025 Tab 3
 1. Consideration of Resolution 2024-03, Approving the Proposed Budget(s) for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Tab 4
 - C. Presentation of the Landscaping RFP Process (under separate cover)
5. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Discussion and Consideration of Work Authorization #19 for Lake Bank Assessment Tab 5
 2. Discussion and Consideration for Cart Signage and Marking Plan..... Tab 6
 - C. District Manager Tab 7
 1. Presentation of Registered Voter Count Tab 8
6. **SUPERVISOR REQUESTS AND COMMENTS**
7. **PUBLIC COMMENT**
8. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (239) 936-0913.

Very truly yours,

Belinda Blandon

Belinda Blandon
District Manager

cc: Tucker Mackie, Kutak Rock, LLP

Tab 1

MINUTES OF MEETING

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

CFM COMMUNITY DEVELOPMENT DISTRICT

The special meeting of the Board of Supervisors of the CFM Community Development District was held on **Thursday, April 18, 2024, at 11:30 a.m.** at the office of Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912.

Present and constituting a quorum:

Paul Mayotte	Board Supervisor, Chairman
Sue Streeter	Board Supervisor, Vice Chairman
Brian McGibbon	Board Supervisor, Assistant Secretary
Rodney Allen	Board Supervisor, Assistant Secretary
Terry Jo Gile	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, Kutak Rock, LLP (via Teams)
Mark Zordan	District Engineer, Johnson Engineering
Sonny Backes	Mettauer Environmental
Audience	

FIRST ORDER OF BUSINESS **Call to Order**

Ms. Blandon called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS **Public Comment**

Ms. Blandon advised that she would now open the floor for public comment, she advised attendees to limit public comments to three minutes per person.

Mr. Misik addressed the Board regarding a concern over the main entrance. He informed them the intersection had claimed its latest victim, his wife. He urged the Board to take immediate action to prevent further incidents.

Mr. Hashman addressed the Board regarding the main entrance. He pointed out the intersection has been the site of three fatalities in the past three years. He raised a question regarding the District's procurement process, asking if there is a requirement for the District to obtain competitive bids for contracts.

47
48 Ms. Bandon advised the audience the CDD meetings are run similar to a City
49 Council meeting and the Board does not have to respond to the audience questions or
50 comments.

51
52 Mr. Gyle addressed the Board regarding the main entrance concern and need for
53 a traffic light. He emphasized the importance of this issue and proposed that a
54 comprehensive study be conducted during the season.

55
56 Mr. Pianello addressed the Board regarding concerns of the main entrance. He
57 stated the intersection is deadly.

58
59 Mr. Michalski expressed his thanks to the Board for their service. He spoke
60 regarding the main entrance concern. He shared statistics that were provided to him by
61 the FDOT. He reported data from the Lee County Sheriff's Office regarding their statistics
62 for the intersection. He emphasized the significance of conducting a traffic study and
63 highlighted the District's authority to take the necessary action.

64
65 Ms. Hess presented her concerns to the Board regarding a streetlight at the main
66 entrance. She informed the Board there are state and federal funding options available
67 to finance the streetlight. She suggested that the developer could bear the cost of the
68 streetlight, thereby preventing it from being added to the assessments. She emphasized
69 the residents are already under financial strain.

70
71 **THIRD ORDER OF BUSINESS** **Discussion regarding Traffic Light**

72
73 Ms. Bandon prioritized the traffic light issue on the agenda, given that it was a
74 major point of discussion in the public comments. Ms. Mackie informed the Board that
75 she had received information from the Supervisors regarding the traffic light prior to the
76 meeting. District Staff has been investigating the issue. She mentioned that they believe
77 the Development of Regional Impact (DRI) sunset in March of 2023, terminating all
78 obligations and rights under that DRI. She noted that Lee County might have additional
79 development requirements, and the District staff is investigating what those were when
80 the development orders were approved. Ms. Mackie mentioned that Mr. Zordan, along
81 with his engineering team at Johnson Engineering is working on this issue. She reached
82 out to a former colleague to understand what it would take to require the Florida
83 Department of Transportation (FDOT) to conduct a study, emphasizing that these are
84 matters of safety. She informed the Board that she had reached out to both Lee County
85 and FDOT to ascertain their awareness of the situation and to find out if a warrant study
86 was under consideration or already in progress. She mentioned that other entities might
87 also be investigating this issue. She suggested the District could conduct its own study
88 to expedite the provision of information that FDOT would need to determine if a signal
89 was warranted at the intersection. She emphasized that the traffic signal falls under the

90 jurisdiction of FDOT and the installation of a streetlight by the District would entail a
91 significant expenditure.

92

93 Mr. Zordan informed the Board that Johnson Engineering has reviewed the latest
94 traffic study, and he noted that there was no mention of a traffic signal being installed at
95 the intersection by the developer. He reached out to Randy Wang, with Lee County, who
96 was not aware of any plans for a traffic study at the main entrance intersection in the next
97 five years. Mr. Wang suggested reaching out to the FDOT district to initiate a
98 conversation regarding this intersection. Mr. Zordan mentioned that DRI resolution
99 number Z-12-025 only pertains to the median opening and the developer had not set
100 aside any funds for a traffic signal. When the question arose regarding who funded the
101 traffic signal at Herons Glen, Ms. Streeter clarified that the residents paid the cost. She
102 advised that seven months ago, the Board requested for Johnson Engineering to conduct
103 a traffic study. She noted that many residents have left for the season, and Ms. Gile
104 suggested the optimal time for the study would be February 2025. Mr. Zordan proposed
105 that they could expedite the process through FDOT to obtain a traffic count on US 41.

106

107 Ms. Blandon sought to clear up some confusion. She clarified that Mr. Burford was
108 not instructed to carry out a new traffic study. She stated there was a discussion
109 regarding the traffic study to determine when it would be due for renewal. She mentioned
110 that Mr. Burford was tasked with researching this. She further advised the Board that
111 they could proceed with communicating with FDOT and obtaining pricing for a traffic
112 study if they wished to move forward. Ms. Mackie recommended that the Board explore
113 both options at hand. She proposed exerting influence on her contacts as well as the
114 District Engineer's contacts within the FDOT. She stated the aim is to expedite the
115 process of obtaining a warrant study and to proceed with determining its cost. She
116 expressed that this approach would serve as an effective method to confirm whether the
117 trip counts have changed since the 2018 report. She confirmed with Mr. Zordan, that the
118 final development, consisting of 1400 units, did not produce the number of trips
119 necessary to justify the signalization of the intersection as per DRI requirements. Mr.
120 Zordan confirmed that the original warrant study suggested no traffic light. Ms. Mackie
121 pointed out the trip counts and road usage do not meet the FDOT's requirements for a
122 signal at the intersection. She highlighted a significant safety concern that necessitates
123 it. She emphasized that this is the argument the District wants to present to the FDOT
124 regarding the signalization of the intersection. She noted that the current trip counts
125 exceed those identified in a previous study at build-out. She added that safety issues
126 should be considered when discussing the signalization of the intersection. Ms. Mackie
127 mentioned that she had spoken to the land use counsel before the Board meeting. She
128 was informed that unless all the criteria for a signal are met, the FDOT is generally
129 reluctant to install a signal on a divided US highway intended to maintain traffic flow, as
130 opposed to a signal on a county or city right of way. Mr. Zordan confirmed that this was
131 how Mr. Wang explained the situation. Ms. Mackie cautioned the Board that even if the
132 warrant study and safety issues did not elevate the level of concern for the FDOT, they

133 might still refuse to allow the District to install the traffic signal, despite the District's
134 willingness to bear 100% of the costs.

135
136 Mr. Mayotte informed the Board that the FDOT previously conducted a study at
137 the District's entrance every winter, but this practice has not been followed for the past
138 five or six years. Ms. Streeter requested information regarding what measures could be
139 taken, both from an engineering and state transportation department perspective, to
140 enhance traffic safety. She sought a temporary solution to ensure the safety of the
141 residents. Mr. Zordan explained that a transportation engineer would devise a plan and
142 proposal, which would then be discussed with the FDOT. Ms. Streeter noted the
143 streetlight was part of the original development agreement. She expressed that she had
144 never seen a copy of the original development plan and was interested in understanding
145 how it had evolved over the years. She asked Mr. Zordan regarding the resources, if a
146 resident could access this documentation. Mr. Zordan suggested that Johnson
147 Engineering could conduct research on the matter, noting that he possesses the most
148 recent traffic study and a copy of the latest DRI, and the 6th amendment. Ms. Streeter
149 expressed her interest in reviewing the amendments between one and six. Mr. Mayotte
150 proposed relocating the yellow sign installed in March to a position just in front of the last
151 streetlight, which is still on District property. Board discussion engaged regarding the
152 timing of the streetlight installation and the traffic study. Further discussion ensued
153 revolving around the concern of residents not attempting to cross the median. The Board
154 expressed their desire to have the traffic study completed in February of 2025. They
155 inquired regarding the amount paid per household for the traffic light at Heron's Glen.
156 Ms. Mackie responded, stating her belief that each household was charged \$799. She
157 suggested that it could be beneficial to investigate whether impact fees were levied when
158 building permits were issued within the District, and which entity received these fees for
159 potential further improvements.

160
161 On a Motion by Ms. Streeter, seconded by Mr. Mayotte, with all in favor, the Board directed
162 staff to continue to review and research the issue associated with the signalization at
163 Magnolia Landing Lane and U.S. 41 and report back at the Board's next meeting, May,
164 16, 2024, and authorized the District Engineer to obtain proposals for a traffic study so the
165 Board may consider moving forward independently with a study and bring those proposals
166 back at the Board's next meeting, May 16, 2024, for the CFM Community Development
167 District.

168
169 **FOURTH ORDER OF BUSINESS** **Consideration of the Minutes of the**
170 **Board of Supervisors' Meeting held on**
171 **February 15, 2024**
172

173 Ms. Blandon presented the Minutes of the Board of Supervisors' meeting held on
174 February 15, 2024. She asked if there were any questions related to the minutes. There
175 were none.

176

177 On a Motion by Ms. Gile, seconded by Mr. Allen, with all in favor, the Board Approved the
178 Minutes of the Board of Supervisors' Meeting held on February 15, 2024, for the CFM
179 Community Development District.

180
181 **FIFTH ORDER OF BUSINESS** **Ratification of the Operations and**
182 **Maintenance Expenditures for the**
183 **Months of February 2024**
184

185 Ms. Blandon advised that operations and maintenance expenditures for the period
186 of February 1-29 totaled \$ 65,499.31. She responded to questions from the Board.
187

188 On a Motion by Mr. McGibbon, seconded by Ms. Streeter, with all in favor, the Board
189 Ratified the Operations and Maintenance Expenditures for the Months of February 2024,
190 totaling \$65,499.31, for the CFM Community Development District.

191
192 **SIXTH ORDER OF BUSINESS** **Ratification of the Mettauer**
193 **Environmental Proposal for Signage**
194 **Installation**
195

196 Ms. Blandon discussed the ratification of the Mettauer Environmental Proposal for
197 Signage Installation. She explained that the installation of the signage was a requirement
198 set by the South Florida Water Management District (SFWMD), following the District's
199 notice of non-compliance. She further confirmed with Mr. Backes the signage has been
200 installed.
201

202 On a Motion by Ms. Gile, seconded by Ms. Streeter, with all in favor, the Board Ratified
203 Payment of the Mettauer Environmental Proposal for signage installation in the amount of
204 \$8,800.00, for the CFM Community Development District.

205
206 **SEVENTH ORDER OF BUSINESS** **Discussion and Consideration of**
207 **Johnson Engineering, Inc Hourly Rate**
208 **Modification**
209

210 Ms. Blandon informed the Board that she had requested a comparison from
211 Johnson Engineering, Inc., as per their request from the previous year. She introduced
212 Mark Zordan to the Board, announcing that he would be succeeding Brent Burford at
213 Johnson Engineering due to Mr. Burford's impending retirement. Ms. Blandon inquired if
214 there were any questions concerning the hourly rate modification of Johnson Engineering,
215 Inc. Mr. Mayotte asked whether the rate modification was set for a three-year period, to
216 which Mr. Zordan clarified that the modification was done annually. The Board expressed
217 their interest in securing a three-year agreement with Johnson Engineering. Mr. Zordan
218 responded that he would need to consult with Johnson Engineering to determine the
219 feasibility of this request.
220

221 On a Motion by Mr. Mayotte, seconded by Ms. Gile, with all in favor, the Board Approved
222 Johnson Engineering, Inc Hourly Rate Modification, for one year, subject to modification
223 to lock in three-years, for the CFM Community Development District.

224
225 **SEVENTH ORDER OF BUSINESS**

**Consideration of Johnson
Engineering Contract for Water
Use Permit Compliance Monitoring**

226
227
228
229 Ms. Bandon informed the Board that the permit in question pertains to water use
230 compliance monitoring with the South Florida Water Management District (SFWMD). Ms.
231 Streeter requested an update on the SFWMD Permitting, specifically concerning the
232 District's obligations to the wells. She expressed her desire to ensure that all obligations
233 to the SFWMD are up to date. Mr. Zordan indicated that he would need to investigate the
234 current status of the District in relation to the wells. Ms. Bandon assured the Board that
235 the District is in compliance with its reporting requirements. Ms. Bandon asked Mr.
236 Zordan whether the SFWMD had been updated on the installed signage, he stated that
237 it had not been done. Ms. Mackie noted that as development progresses, the SFWMD
238 will require more signage. She mentioned that Horton and Forestar would be responsible
239 for installing these, thereby ensuring the District's ongoing compliance. Mr. Zordan
240 advised that as of April 17, Forestar had not installed the required signage.

241
242 On a Motion by Mr. Allen, seconded by Mr. McGibbon, with all in favor, the Board Approved
243 the Consideration of Johnson Engineering Contract for Water Use Permit Compliance
244 Monitoring, in the amount of \$13,2000, for the CFM Community Development District.

245
246 **EIGHTH ORDER OF BUSINESS**

**Consideration of Landscaping RFP
Preparation Proposal**

247
248
249 Ms. Bandon presented the Landscaping Request for Proposal (RFP) Preparation
250 Proposal, explaining the landscaping costs have exceeded the \$195,000 threshold,
251 necessitating a formal RFP. She mentioned that a sample RFP packet is included in the
252 agenda for reference. She elaborated that the landscaping inspection division would
253 handle the bid preparation from start to finish and guide the Board through the selection
254 process for a new company, based on a structured rating system. She informed the Board
255 that John Toborg would attend the next meeting to review the process with them. She
256 noted that the bid would need to be advertised, and the bid package would be available
257 at the subsequent meeting. She mentioned the District Engineer would provide a map
258 detailing the areas maintained by the District's landscaping efforts.
259

260 On a Motion by Ms. Streeter, seconded by Mr. Mayotte, with all in favor, the Board
261 Approved the Landscaping RFP Preparation Proposal, in the amount of \$3,750.00 for the
262 CFM Community Development District.

263
264 **NINTH ORDER OF BUSINESS**

Staff Reports

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A. District Counsel

Ms. Mackie informed the Board that she did not have a report at this time, but she was available to answer any questions. Mr. Mayotte shared a concern raised by a resident regarding a female alligator on the golf course near holes 4 and 18, which had reportedly charged at a few golfers. Ms. Bandon mentioned that she had spoken with Ms. Hernandez, the Homeowners Association (HOA) property manager for Magnolia Landing, she had notified Ms. Bandon regarding an alligator nest in the preserve by lake one, and the mother alligator was showing signs of aggression. She advised there was no mention of any residential communication with Ms. Hernandez regarding these specific areas. Ms. Bandon proposed that the HOA collaborate with the Florida Fish and Wildlife Conservation Commission (FWC) to educate residents on coexisting with alligators and other wildlife inhabiting the surrounding preserve. Ms. Streeter advised the HOA is already educating new residents regarding the local wildlife. Mr. Backes will review the existing signage and identify any gaps. Board discussion ensued. Ms. Mackie clarified that there is no legal obligation for the District to protect against wild animals, and therefore, signage is not a requirement. She emphasized the importance of raising awareness regarding the presence of alligators, particularly among those who are not native to Florida. She stated this needs to be balanced with the potential issue of over signage. She highlighted the significance of educating residents regarding the FWC and their ability to identify nuisance alligators. Ms. Bandon clarified that if a resident reports an alligator to the FWC, the organization will seek confirmation from the parcel owner regarding the removal of the alligator.

B. District Engineer

Mr. Zordan is currently finalizing the landscape areas for the RFP and will be meeting with Charlie Chaney to discuss the areas that are presently being maintained. He stated the proposal for a new monument sign at the entrance is nearing completion. He advised a structural vegetation buffer is planned to be planted on Plumwood Loop against the fence in the rear yards' conservation area. Mr. Zordan has reached out to Forestar, who confirmed via email that they will be responsible for planting this buffer. Mr. Backes mentioned that Mettauer has provided a proposal for the installation of the vegetation buffer, which will be forwarded to Mr. Zordan for his review. Mr. Zordan has inspected the wall repairs on Crosswater and noted that one wall cap repair is still pending. He pointed out the presence of debris and vegetation in the area that needs to be cleaned up and removed. Ms. Bandon identified a Brazilian pepper tree in the same area. She stated Mettauer Environmental has provided a proposal for its removal at a cost of \$875. She intends to approve this proposal to facilitate the completion of the cap replacement. Mr. Backes confirmed that Mettauer Environmental will be responsible for removing all the debris, including a dead pine tree. Mr. Zordan has announced that the final lift repairs on Plumwood Loop, Cherry Pond Drive, and Cherry Flower Court, specifically for the valley gutter repairs, will commence on April 29th. He advised the final lift paving is tentatively scheduled for May 8th. The District Engineer has planned a meeting with Chris Quarles to confirm the District

312 is adhering to the FDOT standard specification when marking out the area. Mr.
313 Zordan has noted ponding conditions on the east end of Plumwood Loop, which
314 are causing drainage issues. He stated the contractor will be conducting a survey
315 to measure the elevations in these areas. He advised a similar issue has been
316 identified near 3450 Cherry Pond Drive, close to the driveway. He advised they will
317 assess whether the road needs to be raised or lowered in these areas to prevent
318 further ponding or drainage issues once the final lift paving is completed. Mr.
319 Zordan has pointed out a couple of broken concrete sidewalk end panels at the
320 intersection of Cherry Pond Drive and Cherry Flower Court. Mr. Zordan has
321 relayed that the developer believes the District should bear the cost of the repairs,
322 attributing the damage to garbage trucks and other truck traffic, which Mr. Mayotte
323 suspects are most likely cement trucks. Ms. Blandon has emphasized that this is
324 a safety issue that needs to be addressed. She stated if it is indeed a developer
325 issue, it can be pursued further. Ms. Mackie has recommended proceeding with
326 the repairs. She clarified that there is no provision to back charge the developer.
327 She advised the District would have to pursue damages against the developer,
328 depending on the cost.
329

330 On a Motion by Ms. Streeter, seconded by Mr. McGibbon, with all in favor, the Board
331 Approved the chairman to sign off on the sidewalk repairs, for the CFM Community
332 Development District.

333
334 Mr. Zordan has received an email concerning pedestrian crossing signs at the east
335 end of Plumwood Loop. Ms. Streeter clarified that the issue is not regarding
336 signage, but rather the absence of a painted crosswalk at the west end of
337 Plumwood Loop, where the mailboxes are located and where people frequently
338 cross. The District Engineer has agreed to review the map with Ms. Streeter. He
339 informed that JEI is currently working on the work authorization and proposals for
340 the lake bank assessments. He advised the plan is to conduct these assessments
341 just before the onset of the rainy season. Mr. Zordan advised there are two
342 proposed wells for parcels F & G. He advised there is a well on Tract S that Ms.
343 Mackie was looking into. Ms. Mackie advised that the District has an easement
344 over a portion of Tract S by virtue of the plat; however, the plat indicated that
345 maintenance of Tract S was the responsibility of the Golf Course. She stated that
346 the well maintenance could be the responsibility of the current owner or the District.
347 She continued that the previous minutes need to be reviewed and any agreements
348 with the golf course will need to be verified to confirm responsibility with respect
349 to the well on Tract S. Mr. Zordan has reported that a decorative post for the stop
350 sign at the east end of Plumwood Loop is broken, with a repair quote of \$1,608.15,
351 which he forwarded to Ms. Blandon on the morning of the meeting. The Board has
352 requested an update on Forestar's progress in replacing the correct post on the
353 stop sign at the pickleball courts, and Ms. Blandon has committed to following up
354 on this. The Board requested information regarding the status of the LCEC lights,
355 to which Ms. Blandon responded that the necessary parts are on backorder until
356 August. The Board has asked Ms. Blandon to consult with the developer regarding

357 the possibility of relocating a light from another location to the one pending at the
358 mailbox location.

359
360 C. District Manager
361 Ms. Blandon has indicated that the budget season is imminent, and a budget
362 workshop is necessary. She informed the Board the next Board of Supervisors'
363 meeting is scheduled for Thursday, May 16, 2024, during which she will present
364 the proposed budget. Following a discussion, the Board has decided to conduct
365 the Budget workshop on May 9, 2024, at 11:30 am.

366
367 Ms. Blandon has highlighted the need for trimming vines along the conservation
368 areas. She had Mr. Backes review the area and he identified the vines as native.
369 She stated Mettaufer has provided a proposal for trimming these vines. Board
370 discussion ensued. Ms. Blandon informed the Board regarding a hydraulic fuel spill
371 on Cherry Palm Drive, caused by Waste Pro, which has not been cleaned up as
372 of the meeting date. She has informed the Board that the District Counsel will now
373 send a letter to place the responsible party on notice. She had Solitude Lake
374 Management review the aerator on Lake 151. She advised they found the noise to
375 be normal and comparable to the rest of the installed aeration equipment. Ms.
376 Blandon noted that the District has not received any other complaints regarding
377 this lake aerator. Ms. Blandon has asked Mr. Backes to provide a proposal for a
378 buffer around the aerator of Lake 151. Ms. Streeter has sought information from
379 Mr. Zordan regarding a request for fence encroachment. She has requested the
380 District Engineer to review this area for any potential issues that could arise from
381 the encroachment request. Ms. Streeter requested the status regarding the 'share
382 the road' signage for golf carts, particularly near the entrance and throughout the
383 community. Ms. Blandon has informed that Mr. Burford was set to review the
384 situation and determine if any such signs have been installed. Ms. Streeter has
385 asserted that no such signage has been installed at this time. Board discussion
386 ensued. Ms. Streeter requested for a street sweeper to be scheduled. Ms. Blandon
387 requested how frequent they would like this service; the Board requested for it to
388 be done monthly. Ms. Blandon will proceed to obtain a proposal for a street
389 sweeper.

390
391 **TENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience
Comments**

392
393
394 Ms. Blandon asked if there were any supervisor requests or comments. There
395 were none.

396
397 The Board took a brief recess at 1:10 p.m. to allow for audience members to sign in
398 for audience comments and was back on the record at 1:17 p.m.

399
400 Ms. Blandon advised that she would now open the floor for public comments, she
401 reminded attendees to limit public comment to three minutes per person.

402

403 Ms. Smith has proposed to the Board the addition of benches in the Chestnut
404 Ridge area. She raised concerns regarding litter in the neighborhood and the use of golf
405 carts on the roads. Ms. Smith highlighted the need for a streetlight at the main entrance,
406 emphasizing the urgency of its installation.

407
408 Mr. Hashman spoke to the Board regarding signs, the expenses from the aerator,
409 and Johnson Engineering. He emphasized the urgency of installing the streetlight.

410
411 Mr. Misik spoke to the Board regarding the traffic study. He brought attention to six
412 broken sidewalks at the corner of Magnolia Landing and landscaping personnel.

413
414 Mr. Coolidge has informed the Board that the preserve behind his home at 20587
415 Long Pond has encroached onto his property. Ms. Blandon advised Mr. Coolidge that he
416 has the right to clear anything on his property, but he is not permitted to clear anything in
417 the conservation area.

418
419 Mr. Michalski expressed his gratitude to the Board for their discussion on the main
420 entrance. He raised concerns regarding contracted workers and landscape workers with
421 their carts.

422
423 **ELEVENTH ORDER OF BUSINESS** **Adjournment**

424
425 Ms. Blandon advised there is no further business to come before the Board and
426 asked for a motion to adjourn.

427
428 On a Motion by Ms. Giles, seconded by Ms. Streeter, with all in favor, the Board Adjourned
429 the meeting at 1:32 p.m., for the CFM Community Development District.

430
431
432
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434
435 _____
436 Secretary/Assistant Secretary Chairman/Vice Chairman

Tab 2

CFM COMMUNITY DEVELOPMENT DISTRICT

District Office · Ft. Myers, Florida · (239) 936-0913
Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614
www.cfmccd.org

Operation and Maintenance Expenditures March 2024 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2024 through March 31, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$ 56,742.44**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

CFM Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2024 Through March 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Coastal Concrete Products, LLC	100312	3258	Install Fence Panels - Hurricane Ian 12/23	\$ 2,450.00
Gannett Florida LocaliQ	20240308-1	0006268838 02/01/24	Legal Advertising 02/24	\$ 235.22
Johnson Engineering, Inc.	100310	20214225-002 16	Magnolia Landing Surface Water Quality Monitoring 02/24	\$ 100.00
Johnson Engineering, Inc.	100313	20044888-001 195	General Engineering 02/24	\$ 5,112.50
Kutak Rock, LLP	100314	3355823	Monthly Legal Services 01/24	\$ 3,115.00
LCEC	20240318-1	6571809552 02/24	Electric Summary 02/24	\$ 13,633.81
Magnolia Landing Golf, LLC	100309	CL00002293	Aerator Utility Cost 04/23	\$ 1,400.00
Magnolia Landing Golf, LLC	100309	CL00002294	Aerator Agreement & Water 04/23	\$ 625.00
Magnolia Landing Golf, LLC	100309	CL00002986	Aerator Utility Cost 07/23	\$ 1,400.00
Magnolia Landing Golf, LLC	100309	CL00002987	Aerator Agreement & Water 07/23	\$ 625.00
Magnolia Landing Golf, LLC	100309	CL00002988	Aerator Utility Cost 08/23	\$ 1,400.00
Magnolia Landing Golf, LLC	100309	CL00002989	Aerator Agreement & Water 08/23	\$ 625.00
Magnolia Landing Golf, LLC	100309	CL00002990	Aerator Utility Cost 09/23	\$ 1,400.00

CFM Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2024 Through March 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Magnolia Landing Golf, LLC	100309	CL00002991	Aerator Agreement & Water 09/23	\$ 625.00
Magnolia Landing Master Association, Inc.	100315	MLM 03012024	Monthly Landscaping 03/24	\$ 16,670.00
Mettauer Environmental Inc.	100311	3154	Signage Repair 02/24	\$ 425.00
Rizzetta & Company, Inc.	100308	INV0000087917	District Management Fees 03/24	\$ 4,451.91
Solitude Lake Management, LLC	100316	PSI052483	Lake & Pond Management Services 03/24	<u>\$ 2,449.00</u>
Report Total				<u>\$ 56,742.44</u>

Tab 3



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CFM Community Development District

www.cfmccd.org

Proposed Budget for Fiscal Year 2024/2025

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Proposed Budget
CFM Community Development District
General Fund
Fiscal Year 2024/2025

Chart of Accounts Classification	Actual YTD through 03/31/24	Projected Annual Totals 2023/2024	Annual Budget for 2023/2024	Projected Budget variance for 2023/2024	Budget for 2024/2025	Budget Increase (Decrease) vs. 2023/2024	Comments
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CFM Community Development District

Debt Service

Fiscal Year 2024/2025

Chart of Accounts Classification	Series 2021	Series 2021 (Refunding)	Budget for 2024/2025
REVENUES			
Special Assessments			
Net Special Assessments ⁽¹⁾	\$584,160.00	\$584,306.53	\$1,168,466.53
TOTAL REVENUES	\$584,160.00	\$584,306.53	\$1,168,466.53
EXPENDITURES			
Administrative			
Debt Service Obligation	\$584,160.00	\$584,306.53	\$1,168,466.53
Administrative Subtotal	\$584,160.00	\$584,306.53	\$1,168,466.53
TOTAL EXPENDITURES	\$584,160.00	\$584,306.53	\$1,168,466.53
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00

Lee County Early Payment Discounts (4%):

4.0%

GROSS ASSESSMENTS

\$1,217,152.64

Notes:

⁽¹⁾ Maximum Annual Debt Service less any Prepaid Assessments Received

Tax Roll Early Payment Discount is 4.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

CFM COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2024/2025 O&M Budget:		\$1,028,303.04	2023/2024 O&M Budget	\$909,719.20
Early Payment Discounts:	4%	\$42,845.96	2024/2025 O&M Budget	\$1,028,303.04
Tax Collector Fee (\$1.84 PER PARCEL / LINE)		\$1,994.56		
2024/2025 Total		<u>\$1,073,143.56</u>	Total Difference	<u>\$118,583.84</u>

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2023/2024	2024/2025	\$	%
<i>Residential</i>	Series 2021 (Refunding) Debt Service	\$1,110.68	\$1,110.68	\$0.00	0.00%
	Operations/Maintenance	\$862.51	\$974.70	\$112.19	13.01%
	Total	\$1,973.19	\$2,085.38	\$112.19	5.69%
<i>Golf Course</i>	Series 2021 (Refunding) Debt Service	\$1,110.68	\$1,110.68	\$0.00	0.00%
	Operations/Maintenance	\$862.51	\$974.70	\$112.19	13.01%
	Total	\$1,973.19	\$2,085.38	\$112.19	5.69%
<i>35' Twin Villa</i>	Series 2021 Debt Service	\$875.00	\$875.00	\$0.00	0.00%
	Operations/Maintenance	\$862.51	\$974.70	\$112.19	13.01%
	Total	\$1,737.51	\$1,849.70	\$112.19	6.46%
<i>Single Family 50</i>	Series 2021 Debt Service	\$1,250.00	\$1,250.00	\$0.00	0.00%
	Operations/Maintenance	\$862.51	\$974.70	\$112.19	13.01%
	Total	\$2,112.51	\$2,224.70	\$112.19	5.31%
<i>Single Family 60'</i>	Series 2021 Debt Service	\$1,500.00	\$1,500.00	\$0.00	0.00%
	Operations/Maintenance	\$862.51	\$974.70	\$112.19	13.01%
	Total	\$2,362.51	\$2,474.70	\$112.19	4.75%

CFM COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$1,028,303.04
EARLY PAYMENT DISCOUNT @	4.0%	\$42,845.96
⁽⁷⁾ TAX COLLECTOR FEE (\$1.84 PER PARCEL / LINE)		\$1,994.56
TOTAL O&M ASSESSMENT		\$1,073,143.56

UNITS ASSESSED			
LOT SIZE	O&M	SERIES 2021 DEBT SERVICE ⁽¹⁾	SERIES 2021 (REFUNDING) DEBT SERVICE ⁽²⁾
35' Twin Villa	152	152	0
Single Family 50'	336	336	0
Single Family 60'	37	37	0
Residential	558	0	530
Golf Course	18	0	18
Total Community	1101	525	548

ALLOCATION OF O&M ASSESSMENT			
EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET
1.00	152.00	13.81%	\$148,154.24
1.00	336.00	30.52%	\$327,498.85
1.00	37.00	3.36%	\$36,063.86
1.00	558.00	50.68%	\$543,882.02
1.00	18.00	1.63%	\$17,544.58
	1101.00	100.00%	\$1,073,143.56

PER LOT ANNUAL ASSESSMENT			
O&M	SERIES 2021 DEBT SERVICE ⁽³⁾	SERIES 2021 (REFUNDING) DEBT SERVICE ⁽⁴⁾	TOTAL ⁽⁵⁾
\$974.70	\$875.00	\$0.00	\$1,849.70
\$974.70	\$1,250.00	\$0.00	\$2,224.70
\$974.70	\$1,500.00	\$0.00	\$2,474.70
\$974.70	\$0.00	\$1,110.68	\$2,085.38
\$974.70	\$0.00	\$1,110.68	\$2,085.38

LESS: Lee County Collection Costs (\$1.84 per parcel / line) and Early Payment Discounts (4%):

(\$44,840.52)

Net Revenue to be Collected:

\$1,028,303.04

⁽¹⁾ Reflects the number of total lots with Series 2021 debt outstanding.

⁽²⁾ Reflects the number of total lots with Series 2021 (Refunding) debt outstanding.

⁽³⁾ Annual debt service assessment per lot adopted in connection with the Series 2021 bond issue. Annual assessment includes principal, interest, and early payment discount costs (4%).

⁽⁴⁾ Annual debt service assessment per lot adopted in connection with the Series 2021 (Refunding of Series 2004A-2) bond issue. Annual assessment includes principal, interest, and early payment discount costs (4%).

⁽⁵⁾ Annual assessment that will appear on November 2024 Lee County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

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

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

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

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

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

EXPENDITURES – ADMINISTRATIVE:

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



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

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

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

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

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

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

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

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

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

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



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

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

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

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

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

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

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

EXPENDITURES - FIELD OPERATIONS:

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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



RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

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

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

EXPENDITURES:

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

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



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

EXPENDITURES – ADMINISTRATIVE:

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

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



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Tab 4

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CFM COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**Fiscal Year 2025**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the CFM Community Development District (“**District**”) prior to June 15, 2024, the proposed budget(s) attached hereto as **Exhibit A (“Proposed Budget”)**; and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING; DIRECTING PUBLICATION.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, time, and location, and District staff is directed to provide notice of the same in accordance with Florida law:

DATE: August 15, 2024
TIME: 11:30 a.m.
LOCATION: Rizzetta & Company, Inc.
9530 Marketplace Road, Suite 206
Fort Myers, Florida 33912

3. **TRANSMITTAL TO LOCAL GENERAL PURPOSE GOVERNMENT; POSTING OF PROPOSED BUDGET.** The District Manager is hereby directed to (i) submit a copy of the Proposed Budget to the applicable local general-purpose government(s) at least 60 days prior to the public hearing set above, and (ii) post the approved Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*.

4. **SEVERABILITY; EFFECTIVE DATE.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 16TH DAY OF MAY 2024.

ATTEST:

**CFM COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Proposed Budget

Tab 5

Work Authorization # 19

May 17, 2024

CFM Community Development District
11000 Prosperity Farms Road, Suite 104
Palm Beach Gardens, FL 33410
Attn: Belinda Blandon

Subject: Lake Bank Assessment

Dear Chairperson, Board of Supervisors:

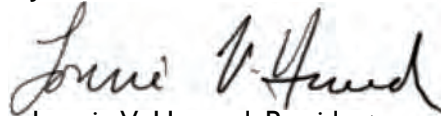
Johnson Engineering, Inc. (CONSULTANT) is pleased to submit this work authorization to provide engineering services for the CFM Community Development District (CDD/OWNER). We will provide these services pursuant to our current agreement dated May 17, 2007 ("Engineering Agreement") as follows:

- Scope of Services – CFM Community Development District hereby engages the services to Johnson Engineering, Inc., as Engineer to perform the work described in Exhibit A – Lake Bank Assessment
- Fees – CFM Community Development District will compensate Johnson Engineering, Inc. in accordance with the terms of the Engineering Agreement and in the amount of \$17,524.00 Time and Material for such services.

All other terms of the Engineering Agreement apply to this Work Authorization #19. If you wish to accept this work authorization, please sign this copy where indicated, and return it to our office. Thank you for the opportunity to be of service.

Sincerely,

JOHNSON ENGINEERING, INC.



Lonnie V. Howard, President

APPROVED AND ACCEPTED
CFM CDD

By: _____
Authorized Representative

Date: _____

EXHIBIT A

Lake Bank Assessment

Work Authorization #19 - Exhibit A, consisting of one (1) page as referred to in Article 3 of the original Professional Services Agreement between OWNER and CONSULTANT for professional services dated May 17, 2007.

Services not set forth in this Exhibit A, or not listed or described herein, are expressly excluded from the Scope of the Professional Services of the CONSULTANT. The CONSULTANT assumes no responsibility to perform any services not specifically identified and/or otherwise described in this Exhibit A.

Initial:

OWNER
CONSULTANT 

SCOPE OF SERVICES

PROFESSIONAL SERVICES OF THE CONSULTANT:

CFM Community Development District (OWNER/CDD) currently maintains the stormwater system for CFM CDD, which includes twenty-seven (27) stormwater lakes. OWNER has requested professional services from Johnson Engineering, Inc. (CONSULTANT) to provide an assessment of the stormwater lake bank erosion for the twenty-seven (27) stormwater lakes.

Task I: Lake Conditions & Recommendations Memorandum

The CONSULTANT shall conduct a site visit to visually assess and document the existing conditions of the lake banks located within the privately maintained CFM Community Development District. The CONSULTANT shall analyze and document findings and prepare a memorandum for the OWNER. The memorandum shall include suggested lake bank rehabilitation/restoration efforts and recommendations for implementation of a maintenance program for the lake banks.

Upon preparation of a draft memorandum, the CONSULTANT shall attend a meeting to discuss the findings and recommendations with the OWNER. A final memorandum shall be prepared based on these discussions. The final deliverable shall include a "Lake Bank Repair" plan set and a lake-by-lake tabulation showing the total perimeter and the linear feet of needed repairs and type of repair. The CONSULTANT shall provide the OWNER with a digital .PDF copy as a final project deliverable. Any revisions requested following the delivery of the final memorandum shall be considered in addition to the scope and fee provided herein.

The CONSULTANT will neither warranty lake bank restoration/rehabilitation efforts performed nor the life or longevity of the existing and future conditions of the lake banks. The memorandum will provide professional opinions and recommendations and shall be considered as such. The OWNER assumes all liability for the lake's current conditions and the lake bank stabilization workmanship and installation.

Services Not Provided

Topographic survey, development of engineering design plans, construction cost estimate, permitting, utility coordination, bid packages, and project management, are not included in this scope of services.

Reimbursables

Reimbursable expenses will include printing, tolls, postage, shipping, and consumable materials needed for completion of the work.

EXHIBIT B

Lake Bank Assessment

Work Authorization #19 - Exhibit B consisting of two (2) pages as referred to in the original Professional Services Agreement between OWNER and CONSULTANT for professional services dated May 17, 2007.

Initial:

OWNER _____

CONSULTANT L V H

COMPENSATION

Definitions:

Lump Sum (LS): Includes all direct and indirect labor costs, personnel related costs, overhead and administrative costs, which may pertain to the services performed, provided, and/or furnished by the CONSULTANT as may be required to complete the services in Exhibit A. The total amount of compensation to be paid the CONSULTANT shall not exceed the amount of the total Lump Sum compensation established and agreed to. The portion of the amount billed for CONSULTANT'S services which is on account of the Lump Sum will be based upon CONSULTANT's estimate of the proportion of the total services actually completed at the time of billing.

Time and Materials (T&M): For the actual hours expended by the CONSULTANT's professional and technical personnel, multiplied by the applicable hourly rates for each classification or position on the CONSULTANT's standard billing rate schedule in effect at the time the services are rendered. The current standard billing rate schedule is attached to this Exhibit B as Attachment No. 1. The amount payable for the services of CONSULTANT's Sub-Consultants engaged to perform or furnish services in Exhibit A will be the amount billed to CONSULTANT times a factor of 1.10. The amount payable for Reimbursable Expenses will be the charge actually incurred by or imputed cost allocated by CONSULTANT, therefore times a factor of 1.10.

Not-To-Exceed (NTE): For the actual hours expended by the CONSULTANT's professional and technical personnel, multiplied by the applicable hourly rates for each classification or position on the CONSULTANT's standard billing rate schedule in effect at the time the services are rendered. The current standard billing rate schedule is attached to this Exhibit B as Attachment No. 1. For the services of CONSULTANT's Sub-Consultants engaged to perform or furnish services in Exhibit A, the amount billed to CONSULTANT therefore times a factor of 1.10. The amount payable for Reimbursable Expenses will be the charge actually incurred by or imputed cost allocated by CONSULTANT, therefore times a factor of 1.10. The total amount of compensation to be paid the CONSULTANT shall not exceed the amount of the total Not-To-Exceed compensation established and agreed to.

Estimated Fees: CONSULTANT's estimate of the amount that will become payable for Services (including CONSULTANT's Sub-Consultants and reimbursable expenses) is only an estimate for planning purposes, is not binding on the parties and is not the maximum amount payable to CONSULTANT for the services under this Agreement. Notwithstanding the fact that the estimated amount for the services is exceeded, CONSULTANT shall receive compensation for all Services furnished or performed under this Agreement.

If it becomes apparent to CONSULTANT at any time before the Services to be performed or furnished under this Agreement are about eighty percent complete that the total amount of compensation to be paid to CONSULTANT on account of these Services will exceed CONSULTANT's estimate, CONSULTANT shall endeavor to give OWNER written notice thereof. Promptly thereafter OWNER and CONSULTANT shall review the matter of compensation for such Services, and either OWNER shall accede to such compensation exceeding said estimated amounts or OWNER and CONSULTANT shall agree to a reduction in the remaining services to

be rendered by CONSULTANT under this Agreement so that total compensation for such Services will not exceed said estimated amount when such services are completed. The CONSULTANT shall be paid for all services rendered if CONSULTANT exceeds the estimated amount before OWNER and CONSULTANT have agreed to an increase in the compensation due to CONSULTANT or a reduction in the remaining services. For services provided and performed by CONSULTANT for providing and performing the Task(s) set forth and enumerated in Exhibit A entitled "Scope of Services", the OWNER shall compensate the CONSULTANT as follows:

TASK I	ITEM	AMOUNT (Estimated if T&M)	FEE TYPE (LS; T&M; NTE)
I	Lake Conditions & Recommendations Memorandum	\$17,024.00	T&M
TOTAL COMPENSATION FOR CONSULTANT'S SERVICES:		\$17,024.00	T&M

For reimbursable expenses of CONSULTANT, the OWNER shall compensate the CONSULTANT as follows:

REIMBURSABLE EXPENSES	AMOUNT (Estimated if T&M)	FEE TYPE (LS; T&M; NTE)
Courier and express delivery charges, reproduction of plans and reports, photography, field supplies and costs of other materials and/or equipment specifically used for and solely applicable to this project.	\$500.00	T&M
TOTAL COMPENSATION FOR REIMBURSABLE EXPENSES:	\$500.00	T&M

TOTAL COMPENSATION, INCLUDING SUB-CONSULTANTS & REIMBURSABLE EXPENSES:	\$17,524.00	T&M
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Attachment I to Exhibit B

JOHNSON ENGINEERING, INC.
PROFESSIONAL SERVICES
HOURLY RATE SCHEDULE
September 6, 2023

Professional

9	\$330
8	\$270
7	\$248
6	\$220
5	\$193
4	\$176
3	\$165
2	\$138
1	\$127

Technician

6	\$182
5	\$154
4	\$132
3	\$110
2	\$88
1	\$77

Administrative

3	\$105
2	\$94
1	\$77

Field Crew

4-Person	\$270
3-Person	\$231
2-Person	\$182

Field Equipment

Field Equipment on Separate Schedule

Expert Witness \$440

**Reimbursable Expenses
and Sub-Consultants** Cost + 10%

**Construction Engineering and Inspection
(CEI Services)**

CEI Services Manager	\$204
CEI Senior Project Administrator	\$182
CEI Project Administrator	\$165
Contract Support Specialist	\$138
Senior Inspector	\$127
CEI Inspector III	\$116
CEI Inspector II	\$105
CEI Inspector I	\$94
Compliance Specialist	\$105
CEI Inspector's Aide	\$77

Tab 6

T.W.C. at Herons Glen L.L.C, Dba
T.W.C at Magnolia Landing

MAGNOLIA LANDING
LEE COUNTY, FLORIDA

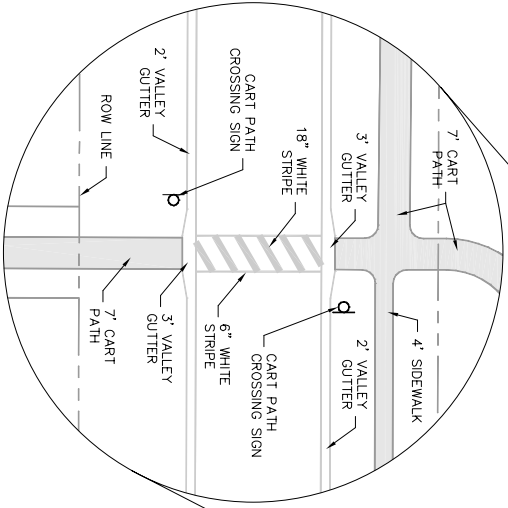
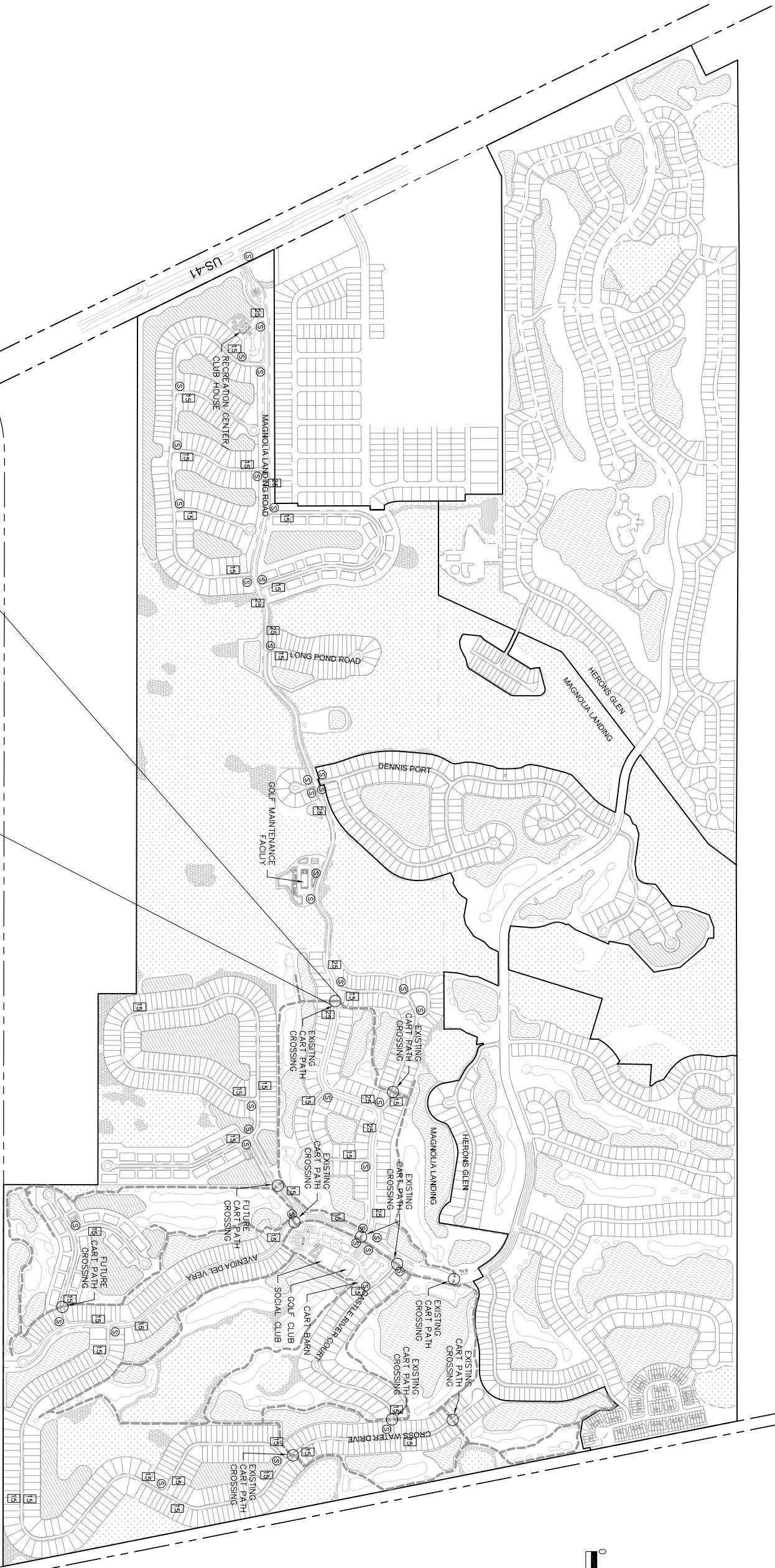
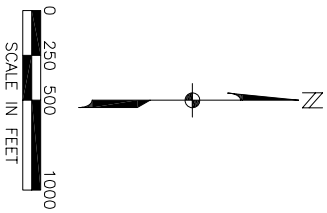
REVISIONS

NO.	DESCRIPTION	DATE

DATE: JUNE, 2008
PROJECT NO.: 20087433
FILE NO.: 2.3.4.10.11-4-24
SCALE: 1" = 500'

SIGNING &
MARKING PLAN

SHEET NUMBER
EXHIBIT
1



LEGEND	
	CART PATH
	STOP R1-1 700-1-18
	SPEED LIMIT 15 R2-1 700-1-18
	SPEED LIMIT 25 R2-1 700-1-18
	W11-11

NOTES:
CART CROSSING SIGNS ARE TO BE INSTALLED AT EVERY CART PATH CROSSING AND SPEED LIMIT SIGN LOCATION IN BOTH DIRECTIONS.

LOCATED AT EVERY SPEED LIMIT SIGN AND CART PATH CROSSING

Cherry Palm Dr #3 No sign



Crosswater Drive Potential Path 18 Tee



Tab 7



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** June 20, 2024
- **FY 2022-2023 Audit Completion Deadline:** June 2024
- **Next Election (Seats 1,2 & 5):** November 5, 2024

**District
Manager's
Report**

May 9

2024

C
F
M

C
D
D

FINANCIAL SUMMARY

3/31/2024

General Fund Cash & Investment Balance	\$1,124,333
Debt Service Fund Investment Balance	\$1,455,948
Capital Projects Fund Investment Balance	\$309
Total Cash and Investment Balances	\$2,580,590
General Fund Expense Variance:	\$81,339 Under Budget



SFWMD Notice – We have received correspondence from the Environmental Analyst for the South Florida Water Management District regarding two additional items. According to the analyst there are 2 conservation area signs. These are pending to be installed by Forestar and the vines along the conservation area. The Environmental Analyst was informed that the Board has approved the treatment of the vines which will take place at the end of the month when the preserve maintenance is conducted. Below are photos received from the SFWMD.



Tab 8

RIZZETTA & COMPANY, INC.

9530 MARKETPLACE RD #206
FORT MYERS FL 33912

Lee County – Community Development Districts
FLORIDA

04/15/2024

NAME OF COMMUNITY DEVELOPMENT DISTRICT	NUMBER OF REGISTERED VOTERS AS OF 04/15/2024
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
CFM	742
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

Tammy Lipa – Voice: 239-533-6329
Email: tlipa@lee.vote

Send to: Kari Hardwick Khardwick@Rizzetta.Com Phone: 239-936-0913
Cc: Belinda Blandon: Bblandon@Rizzetta.com
Cc: Michele Rebstock: mrebstock@rizzetta.com