



Rizzetta & Company

# **Catalina at Winkler Preserve Community Development District**

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## **Board of Supervisors' Meeting August 9, 2022**

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

**[www.catalinacdd.org](http://www.catalinacdd.org)**

## **CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912

<b>Board of Supervisors</b>	Keith Sherman John Kirkbride Butch Johnston Dick Bonito Joseph Molon	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Belinda Blandon	Rizzetta & Company, Inc.
<b>District Counsel</b>	Lauren Gentry	KE Law Group, PLLC
<b>District Engineer</b>	Carl Barraco	Barraco and Associates, 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.

# CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT

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

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

[www.catalinacdd.org](http://www.catalinacdd.org)

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August 1, 2022

Board of Supervisors  
**Catalina at Winkler Preserve**  
**Community Development District**

## AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Catalina at Winkler Preserve Community Development District will be held on **Tuesday, August 09, 2022 at 2:30 p.m.** at the office of Rizzetta & Company, Inc., located at 9530 Marketplace Road, Suite 206, Fort Myers, FL 33912. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on May 10, 2022 ..... Tab 1
  - B. Consideration of the Operation and Maintenance Expenditures for the Months of April, May, and June 2022 ..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Public Hearing to Consider the Adoption of the Fiscal Year 2022/2023 Budget
    1. Presentation of the Proposed Final Budget for Fiscal Year 2022/2023 ..... Tab 3
    2. Consideration of Resolution 2022-07, Relating to Annual Appropriations and Adopting the Budget(s) for Fiscal Year 2022/2023 ..... Tab 4
    3. Consideration of Resolution 2022-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessment; Certifying an Assessment Roll ..... Tab 5
  - B. Consideration of Resolution 2022-09, Adopting a Meeting Schedule for Fiscal Year 2022/2023 ..... Tab 6
  - C. Consideration of Fourth Addendum to Rizzetta & Company Contract for Professional District Services ..... Tab 7
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager ..... Tab 8
- 6. SUPERVISOR REQUESTS AND COMMENTS**
- 7. ADJOURNMENT**

August 1, 2022

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: Lauren Gentry, KE Law Group

# Tab 1

**MINUTES OF MEETING**

**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Catalina at Winkler Preserve Community Development District was held on **Tuesday, May 10, 2022, 2021 at 2:30 p.m.** at the office of Rizzetta & Company, Inc., located at 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912.

Present and constituting a quorum:

Keith Sherman	<b>Board Supervisor, Chairman</b>
John Kirkbride	<b>Board Supervisor, Vice Chairman</b>
Dick Bonito	<b>Board Supervisor, Assistant Secretary</b>
Butch Johnston	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Belinda Blandon	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Lauren Gentry	<b>District Counsel, KE Law Group</b>
Grace Kobitter	<b>Associate, KE Law Group</b>
Wes Kayne	<b>District Engineer, Barraco &amp; Associates, Inc.</b>
Erick Peterson	<b>Barraco &amp; Associates</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Public Comment**

Ms. Blandon opened the floor to public comment.

Ms. Knecht, of 17012 Clemente Court, addressed the Board regarding concerns related to erosion behind her home; she advised that during the re-sloping of the bank some trees were removed from her back yard. Mr. Kayne will review the bank behind the home and report back.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Meeting held  
on February 8, 2022**

Ms. Blandon presented the minutes of the Board of Supervisors' Meeting held on February 8, 2022 and asked if there were any questions, comments, or changes to the minutes as presented. There were none.

On a Motion by Mr. Sherman, seconded by Mr. Bonito, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on February 8, 2022, for the Catalina at Winkler Preserve Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Operations and Maintenance Expenditures for the Months of January, February, and March 2022**

Ms. Blandon presented the operations and maintenance expenditures for the period of January 1-31, 2022 which totaled \$9,420.59, the period of February 1-28, 2022 which totaled \$6,731.25, and the period of March 1-31, 2022 which totaled \$11,090.84. She asked if there were any questions. There were none.

On a Motion by Mr. Johnston, seconded by Mr. Kirkbride, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Month of January 2022 which totaled \$9,420.59, the Month of February 2022 which totaled \$6,731.25, and the Month of March 2022 which totaled \$11,090.84, for the Catalina at Winkler Preserve Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Audit for Fiscal Year End September 30, 2021 as Prepared by Berger, Toombs, Elam, Gaines & Frank**

Ms. Blandon presented the audit for fiscal year end September 30, 2021 as prepared by Berger, Toombs, Elam, Gaines & Frank and asked if there were any questions.

On a Motion by Mr. Sherman, seconded by Mr. Bonito, with all in favor, the Board Accepted the Audit for Fiscal Year End September 30, 2021, as Prepared by Berger, Toombs, Elam, Gaines & Frank, for the Catalina at Winkler Preserve Community Development District.

**SIXTH ORDER OF BUSINESS**

**Presentation of Registered Voter Count**

Ms. Blandon advised that the number of registered voters residing within the Catalina at Winkler Preserve CDD as of April 15, 2022 is 530, per the Lee County Supervisor of Elections

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-05, Implementing Section 190.006(3)(A)(2)(C), Florida Statutes**

and Instructing the Lee County  
Supervisor of Elections to Conduct  
the District's General Elections

Ms. Gentry provided an overview of the resolution, advising that seats 3 and 4 will be a part of the general election for 2022.

On a Motion by Mr. Kirkbride, seconded by Mr. Johnston, with all in favor, the Board Adopted Resolution 2022-05, Implementing Section 190.006(3)(A)(2)(C), Florida Statutes and Instructing the Lee County Supervisor of Elections to Conduct the District's General Elections, for the Catalina at Winkler Preserve Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Solitude Lake  
Management Fee Increase**

Ms. Blandon provided an overview of the fee increase request as received from Solitude Lake Management advising that the aquatics contract would increase from \$435.00 per month to \$465.45, the fountain maintenance would increase from \$129.00 per quarter to \$132.87 and the aeration maintenance would increase from \$264.00 per quarter to \$271.92. She asked if there were any questions.

On a Motion by Mr. Sherman, seconded by Mr. Kirkbride, with all in favor, the Board Approved the Fee Increase for Solitude Lake Management, Subject to Preparation of a Contract Addendum by Counsel, for the Catalina at Winkler Preserve Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of EarthBalance  
Proposal for Spartina Remediation**

Ms. Blandon advised that the EarthBalance proposal for Spartina remediation has two options: one gallon plantings at 175 plants would be \$1,998.50 and the three gallon plantings at 175 plants would be \$2,493.75. Ms. Blandon recommended the three gallon plantings based on the history and concerns related to the one gallon plantings. Discussion ensued.

On a Motion by Mr. Sherman, seconded by Mr. Johnston, with all in favor, the Board Approved the EarthBalance Proposal for Spartina Remediation, with Three Gallon Plantings, at a cost of \$2,493.75, for the Catalina at Winkler Preserve Community Development District.

**TENTH ORDER OF BUSINESS**

**Presentation of Proposed Budget for  
Fiscal Year 2022/2023**

Ms. Gentry reviewed the two-step budget process. Ms. Blandon provided a



137 detailed overview of the proposed budget for fiscal year 2022/2023, outlining the line  
138 items experiencing a change from the current year; she advised that there is no  
139 increase to assessments based on the proposed budget as presented.

140  
141 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-06,  
Approving a Proposed Budget for  
Fiscal Year 2022/2023 and Setting a  
Public Hearing Thereon.**

142  
143  
144  
145  
146 Ms. Gentry provided an overview of the resolution and asked if there were any  
147 questions. Ms. Blandon advised that the public hearing is scheduled for Tuesday,  
148 August 9, 2022 at 2:30 p.m. and asked if that date worked for the Board as a quorum is  
149 needed on this date to adopt the final budget.

150  
151 The Board asked that Staff obtain pricing for aerator and fountain parts from  
152 Solitude.

153  
154 On a Motion by Mr. Kirkbride, seconded by Mr. Johnston, with all in favor, the Board  
155 Adopted Resolution 2022-06, Approving a Proposed Budget for Fiscal Year 2022/2023  
156 and Setting a Public Hearing Thereon for Tuesday, August 9, 2022 at 2:30 p.m. to be  
157 held at the Office of Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort  
158 Myers, Florida 33912, for the Catalina at Winkler Preserve Community Development  
159 District.

160  
161 **TWELFTH ORDER OF BUSINESS**

**Staff Reports**

162  
163 A. District Counsel

164 Ms. Gentry advised that she had no report but would be happy to answer  
165 any questions.

166  
167 B. District Engineer

168 Mr. Kayne advised that the NPDES inspection was completed in April. He  
169 further advised that storm drainage was inspected as well as the lake banks;  
170 he advised that there was noted erosion at the east side control structure as  
171 well as a few erosion areas noted at lake #1 and lake #3. Mr. Kayne advised  
172 that those items may need to be addressed. The Board asked that Staff  
173 reach out to Crocker Land Development to obtain a proposal for necessary  
174 work. Mr. Sherman advised that he will review the Clemente Court request  
175 and will report back to Mr. Kayne. Mr. Kayne further advised that he will be  
176 working on the twenty year need analysis to be submitted. Discussion  
177 ensued. Mr. Sherman spoke regarding homes that are building pools; and  
178 one that is on the lake has disrupted the bank. Ms. Blandon recommended  
179 having Mr. Kayne review the areas of concern and following up with an  
180 additional letter from Counsel. Mr. Sherman recommended reviewing the  
181 pool being constructed along the preserve as well. Mr. Sherman inquired as  
182 to charging the resident for the inspection. Ms. Gentry recommended waiting

183           until such time as all charges can be placed in one demand.

184  
185       C.     District Manager

186           Ms. Bandon advised that per the Solitude inspection, there were no  
187           littorals damaged at 8489 Sumner, there are gaps where there was gulf  
188           spike rush, and the area has not grown in.

189  
190           Ms. Bandon reviewed the District's financial standing and recommended  
191           that the Board transfer \$130,000.00 from the General Fund to the Reserve  
192           account.

193  
194   On a Motion by Mr. Johnston, seconded by Mr. Bonito, with all in favor, the Board  
195   Directed Staff to Transfer \$130,000.00 from the District's General Fund to the Reserve  
196   Account, for the Catalina at Winkler Preserve Community Development District.

197  
198   **THIRTEENTH ORDER OF BUSINESS**

198           **Supervisor Requests and Comments**

199  
200           Ms. Bandon opened the floor to Supervisor requests and comments.

201  
202           Mr. Sherman recommended that Mr. Joe Molon be appointed to fill seat #4, with  
203           a term to expire November 2022. This item was opened to public comment. There were  
204           no public comments.

205  
206   On a Motion by Mr. Sherman, seconded by Mr. Bonito, with all in favor, the Board  
207   Appointed Mr. Joseph Molon to Seat #4, with a Term to Expire November 2022, for the  
208   Catalina at Winkler Preserve Community Development District.

209  
210           Ms. Bandon administered the Oath of Office to Mr. Molon and provided him with  
211           a form 1 along with instructions for filing of the form 1. Mr. Molon elected to receive  
212           Supervisor Compensation. Ms. Bandon provided Mr. Molon with a form W9.

213  
214           Ms. Gentry welcomed Mr. Molon and provided an overview of the Sunshine law,  
215           Ethics laws, and public records considerations.

216  
217           Discussion was held regarding CDD email. Ms. Gentry recommended that Mr.  
218           Molon qualify with the Supervisor of Elections should he wish to continue to serve after  
219           his term expired.

220  
221           Discussion ensued regarding whether there were before and after pictures of the  
222           lake bank remediation.

223  
224           Discussion ensued regarding the Special Districts being dissolved by the State of  
225           Florida. Ms. Gentry advised that because this district was established by Chapter 190 it  
226           is not subject to the recent legislation.

227

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Blandon stated there are no other agenda items to come before the Board and asked for a motion to adjourn the meeting.

On a Motion by Mr. Johnston, seconded by Mr. Bonito, with all in favor, the Board adjourned the meeting at 3:31 p.m. for the Catalina at Winkler Preserve Community Development District.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

# Tab 2

# **CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

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## **Operation and Maintenance Expenditures April 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2022 through April 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:           **\$8,845.43**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Catalina at Winkler Preserve Community Development District

### Paid Operation & Maintenance Expenditures

April 1, 2022 Through April 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Barraco and Associates, Inc.	1526	23818	Engineering Services 03/22	\$ 1,200.00
Florida Power and Light Company	1523	09846-68343 03/22	17043 Tremont St #Aerator 03/22	\$ 102.04
Florida Power and Light Company	1523	11246-08348 03/22	17213 Wrigley Cir #Aerator 03/22	\$ 83.72
KE Law Group, PLLC	1524	1810	Legal Service 03/22	\$ 96.00
Rizzetta & Company, Inc.	1522	INV0000067055	District Management Fees 04/22	\$ 4,106.83
Rizzetta Technology Services, LLC	1527	INV0000007672	Website & Email Hosting Services 07/21	\$ 175.00
Solitude Lake Management, LLC	1525	PI-A00782680	Install New Motor Cable For Fountain 03/22	\$ 2,616.39
Solitude Lake Management, LLC	1528	PI-A00790123	Lake & Pond Management Services 04/22	\$ 465.45
<b>Report Total</b>				<b><u>\$ 8,845.43</u></b>

# **CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

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## **Operation and Maintenance Expenditures May 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2022 through May 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:               **\$10,039.36**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Catalina at Winkler Preserve Community Development District

### Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount	
EarthBalance Corporation	1531	44738	Preserve Maintenance 04/22	\$	3,850.00
Florida Power and Light Company	1532	09846-68343 04/22	17043 Tremont St #Aerator 04/22	\$	93.07
Florida Power and Light Company	1532	11246-08348 04/22	17213 Wrigley Cir #Aerator 04/22	\$	75.86
Floyd Johnston	1533	BJ051022	Board of Supervisors Meeting 05/10/22	\$	200.00
John E. Kirkbride	1535	JK051022	Board of Supervisors Meeting 05/10/22	\$	200.00
Joseph Molon	1536	JM051022	Board of Supervisors Meeting 05/10/22	\$	200.00
KE Law Group, PLLC	1534	2125	Legal Service 04/22	\$	55.15
Keith Sherman	1538	KS051022	Board of Supervisors Meeting 05/10/22	\$	200.00
Richard Bonito	1530	RB051022	Board of Supervisors Meeting 05/10/22	\$	200.00
Rizzetta & Company, Inc.	1537	INV0000067847	District Management Fees 05/22	\$	4,106.83
Solitude Lake Management, LLC	1540	PI-A00806179	Lake & Pond Monthly- Fountain Maint 05/01/22- 07/31/22	\$	129.00
Solitude Lake Management, LLC	1540	PI-A00806180	Aerator Maintenance 05/01/22-07/31/22	\$	264.00
Solitude Lake Management, LLC	1540	PI-A00809600	Lake & Pond Management Services 05/22	\$	465.45
<b>Report Total</b>				<b>\$</b>	<b><u>10,039.36</u></b>



# **CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

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## **Operation and Maintenance Expenditures June 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2022 through June 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:               **\$9,189.64**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Catalina at Winkler Preserve Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2022 Through June 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Barraco and Associates, Inc.	1541	24070	Engineering Services 05/22	\$ 4,300.00
Florida Power and Light Company	1542	09846-68343 05/22	17043 Tremont St #Aerator 05/22	\$ 69.42
Florida Power and Light Company	1542	11246-08348 05/22	17213 Wrigley Cir #Aerator 05/22	\$ 72.51
Rizzetta & Company, Inc.	1543	INV0000068690	District Management Fees 06/22	\$ 4,106.83
Solitude Lake Management, LLC	1547	PI-A00828311	Lake & Pond Management Services 06/22	\$ 465.45
The News-Press	1546	4669777 5/22	Legal Advertising 05/22	<u>\$ 175.43</u>

<b>Report Total</b>				<b><u>\$ 9,189.64</u></b>
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# Tab 3



Rizzetta & Company

# **Catalina at Winkler Preserve Community Development District**

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## **Approved Proposed Budget for Fiscal Year 2022/2023**

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Rizzetta & Company

**Proposed Budget**  
**Catalina at Winkler Preserve Community Development District**  
**General Fund**  
**Fiscal Year 2022/2023**

	Chart of Accounts Classification	Actual YTD through 06/30/22	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022	Comments
1								
2	<b>REVENUES</b>							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 70	\$ 93	\$ -	\$ 93	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ 152,010	\$ 152,010	\$ 151,932	\$ (78)	\$ 151,203	\$ (729)	
8								
9	<b>TOTAL REVENUES</b>	<b>\$ 152,080</b>	<b>\$ 152,103</b>	<b>\$ 151,932</b>	<b>\$ 15</b>	<b>\$ 151,203</b>	<b>\$ (729)</b>	
10								
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12								
13	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 152,080</b>	<b>\$ 152,103</b>	<b>\$ 151,932</b>	<b>\$ 15</b>	<b>\$ 151,203</b>	<b>\$ (729)</b>	
14								
15	<b>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</b>							
16								
17	<b>EXPENDITURES - ADMINISTRATIVE</b>							
18								
19	Legislative							
20	Supervisor Fees	\$ 2,600	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -	4 meetings per year. \$ 200.00 per Supervisor.
21	Financial & Administrative							
22	Administrative Services	\$ 4,255	\$ 5,672	\$ 5,673	\$ 1	\$ 5,900	\$ 227	COL Increase
23	District Management	\$ 15,759	\$ 21,012	\$ 21,012	\$ -	\$ 21,852	\$ 840	COL Increase
24	District Engineer	\$ 9,350	\$ 12,467	\$ 13,500	\$ 1,033	\$ 13,500	\$ -	
25	Trustees Fees	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	\$ 3,500	\$ -	As per Hancock
26	Assessment Roll	\$ 5,253	\$ 5,253	\$ 5,253	\$ -	\$ 5,463	\$ 210	COL Increase
27	Financial & Revenue Collections	\$ 3,940	\$ 5,252	\$ 5,253	\$ 1	\$ 5,463	\$ 210	COL Increase
28	Accounting Services	\$ 11,433	\$ 15,244	\$ 15,244	\$ -	\$ 15,854	\$ 610	COL Increase
29	Auditing Services							
30	Miscellaneous Mailings	\$ 3,285	\$ 3,285	\$ 3,500	\$ 215	\$ 3,400	\$ (100)	As per agreement with BTEGF
31	Public Officials Liability Insurance	\$ 55	\$ 73	\$ 400	\$ 327	\$ 300	\$ (100)	Est.
32	Legal Advertising	\$ 2,542	\$ 2,542	\$ 2,663	\$ 121	\$ 3,050	\$ 387	As per estimate provided by Egis
33	Bank Fees	\$ 299	\$ 399	\$ 400	\$ 1	\$ 400	\$ -	
34	Dues, Licenses & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Lee County Storm Sewer Permit (NPDES) \$ 560.00 & Florida Department of Economic Opportunity
35								
36	Tax Collector /Property Appraiser Fees	\$ 207	\$ 735	\$ 735	\$ -	\$ 735	\$ -	Lee County Property Appraiser Fees \$ 1.00 per parcel
37	Website Hosting, Maintenance, Backup (and Email)	\$ 282	\$ 282	\$ 282	\$ -	\$ 282	\$ -	Per contract costs \$ 175.00 per month plus ADASC costs \$ 900.00
38	Legal Counsel	\$ 1,750	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ -	
39	District Counsel							
40		\$ 5,263	\$ 7,017	\$ 10,000	\$ 2,983	\$ 10,000	\$ -	Lauren to confirm
41	<b>Administrative Subtotal</b>	<b>\$ 69,773</b>	<b>\$ 89,734</b>	<b>\$ 94,415</b>	<b>\$ 4,681</b>	<b>\$ 96,699</b>	<b>\$ 2,284</b>	
42								
43	<b>EXPENDITURES - FIELD OPERATIONS</b>							
44								
45	Electric Utility Services							
46	Utility-Fountains	\$ 2,329	\$ 3,105	\$ 3,900	\$ 795	\$ 4,800	\$ 900	
47	Stormwater Control							
48	Aquatic Maintenance	\$ 4,502	\$ 6,003	\$ 5,220	\$ (783)	\$ 5,585	\$ 365	Solitude Lake Management Increase Included
49	Fountain Service Repairs & Maintenance	\$ 4,711	\$ 6,281	\$ 1,592	\$ (4,689)	\$ 5,840	\$ 4,248	Solitude Lake Management Increase Included plus \$ 4,000 for repairs
50	Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 20,000	\$ (5,000)	To be discussed with Supevisors
51	Mitigation Area Monitoring & Maintenance							4 Maintenance Events @ \$ 2, 495.00 each. Plus allowance for buffer plantings \$ 3, 300.00.
52	Aquatic Plant Replacement	\$ 7,700	\$ 10,267	\$ 13,280	\$ 3,013	\$ 13,280	\$ -	Included in Lake Bank Maintenance
53	Stormwater System Maintenance	\$ 2,494	\$ 3,325	\$ 700	\$ (2,625)	\$ -	\$ (700)	
54	Other Physical Environment	\$ 560	\$ 747	\$ 5,000	\$ 4,253	\$ 1,764	\$ (3,236)	
55	General Liability Insurance	\$ 2,542	\$ 2,542	\$ 2,663	\$ 121	\$ 3,050	\$ 387	As per estimate provided by Egis
56	Property Insurance	\$ 154	\$ 1,554	\$ 162	\$ (1,392)	\$ 185	\$ 23	As per estimate provided by Egis
57								
58	<b>Field Operations Subtotal</b>	<b>\$ 24,992</b>	<b>\$ 33,824</b>	<b>\$ 57,517</b>	<b>\$ 23,693</b>	<b>\$ 54,504</b>	<b>\$ (3,013)</b>	
59								
60	<b>Contingency for County TRIM Notice</b>							
61								
62	<b>TOTAL EXPENDITURES</b>	<b>\$ 94,763</b>	<b>\$ 123,558</b>	<b>\$ 151,932</b>	<b>\$ 28,374</b>	<b>\$ 151,203</b>	<b>\$ (729)</b>	
63								
64	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 57,317</b>	<b>\$ 28,546</b>	<b>\$ -</b>	<b>\$ 28,390</b>	<b>\$ -</b>	<b>\$ -</b>	

**Proposed Budget**  
**Catalina at Winkler Preserve Community Development District**  
**Reserve Fund**  
**Fiscal Year 2022/2023**

	Chart of Accounts Classification	Actual YTD through 06/30/22	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for	Budget for 2022/2023	Budget Increase (Decrease) vs	Comments
1								
2	<b>REVENUES</b>							
3								
5	Interest Earnings	\$ 6	\$ 8	\$ -	\$ 8	\$ -	\$ -	
6	Special Assessments						\$ -	
7	Tax Roll*	\$ 29,184	\$ 29,184	\$ 29,184	\$ -	\$ 29,913	\$ 729	Increase as per Reserve Study Recommendations
8							\$ -	
9	<b>TOTAL REVENUES</b>	<b>\$ 29,190</b>	<b>\$ 29,184</b>	<b>\$ 29,184</b>	<b>\$ 8</b>	<b>\$ 29,913</b>	<b>\$ 729</b>	
10								
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12								
13	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 29,190</b>	<b>\$ 29,184</b>	<b>\$ 29,184</b>	<b>\$ 8</b>	<b>\$ 29,913</b>	<b>\$ 729</b>	
14								
15	<b>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</b>							
16								
17	<b>EXPENDITURES</b>							
18								
19	Contingency							
20	Capital Reserves	\$ -	\$ -	\$ 29,184	\$ (29,184)	\$ 29,913	\$ 729	
21								
22	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 29,184</b>	<b>\$ (29,184)</b>	<b>\$ 29,913</b>	<b>\$ 729</b>	
23								
24	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 29,190</b>	<b>\$ 29,184</b>	<b>\$ -</b>	<b>\$ 29,192</b>	<b>\$ -</b>	<b>\$ -</b>	

**Catalina at Winkler Preserve Community Development District**  
**Debt Service**  
**Fiscal Year 2022/2023**

Chart of Accounts Classification	Series 2017	Budget for 2022/2023
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments <sup>(1)</sup>	\$209,035.20	\$209,035.20
<b>TOTAL REVENUES</b>	<b>\$209,035.20</b>	<b>\$209,035.20</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Debt Service Obligation	\$209,035.20	\$209,035.20
<b>Administrative Subtotal</b>	<b>\$209,035.20</b>	<b>\$209,035.20</b>
<b>TOTAL EXPENDITURES</b>	<b>\$209,035.20</b>	<b>\$209,035.20</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>

Lee County Early Payment Discounts: 4.0%

**Gross assessments \$217,745.00**

**Notes:**

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

<sup>(1)</sup> Maximum Annual Debt Service less Prepaid Assessments received.



**CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2022/2023 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2022/2023 O&M Budget		\$181,116.00
Lee County Collection Cost @:	4%	\$7,546.50
Tax Collector Fee (\$1.45 PER PARCEL / LINE)		\$408.90
2022/2023 Total:		<u><u>\$189,071.40</u></u>

2021/2022 O&M Budget	\$181,116.00
2022/2023 O&M Budget	\$181,116.00
Total Difference:	<u><u>\$0.00</u></u>

	<b><u>PER UNIT ANNUAL ASSESSMENT</u></b>		<b><u>Proposed Increase / Decrease</u></b>	
	<b><u>2021/2022</u></b>	<b><u>2022/2023</u></b>	<b><u>\$</u></b>	<b><u>%</u></b>
Series 2017 Debt Service - Single Family	\$791.80	\$791.80	\$0.00	0.00%
Operations/Maintenance - Single Family	\$670.47	\$670.47	\$0.00	0.00%
<b>Total</b>	<b>\$1,462.27</b>	<b>\$1,462.27</b>	<b>\$0.00</b>	<b>0.00%</b>

**CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2022/2023 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

TOTAL O&M BUDGET		\$181,116.00
EARLY PAYMENT DISCOUNT	4.0%	\$7,546.50
TAX COLLECTOR FEE (\$1.45 PER PARCEL / LINE)		\$408.90
TOTAL O&M ASSESSMENT		<u>\$189,071.40</u>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>		<u>EAU FACTOR</u>	<u>ALLOCATION OF O&amp;M ASSESSMENT</u>		
	<u>O&amp;M</u>	<u>SERIES 2017 DEBT SERVICE</u> <sup>(1) (2)</sup>		<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&amp;M BUDGET</u>
SINGLE FAMILY	282	275	1.00	282.00	100.00%	\$189,071.40
	<u>282</u>	<u>275</u>		<u>282.00</u>	<u>100.00%</u>	<u>\$189,071.40</u>

<u>PER LOT ANNUAL ASSESSMENT</u>		
<u>O&amp;M</u>	<u>DEBT SERVICE</u> <sup>(3)</sup>	<u>TOTAL</u> <sup>(4)</sup>
\$670.47	\$791.80	\$1,462.27

LESS: Lee County Collection Costs (\$1.45 per parcel / line) and Early Payment Discounts (4%):

**(\$7,955.40)**

**Net Revenue to be Collected**

**\$181,116.00**

<sup>(1)</sup> Reflects seven (7) Series 2017 prepayments.

<sup>(2)</sup> Reflects the number of total lots with Series 2017 debt outstanding.

<sup>(3)</sup> Annual debt service assessment per lot adopted in connection with the Series 2017 bond issue. Annual assessment includes principal, interest, Lee County collection costs and early payment discounts.

<sup>(4)</sup> Annual assessment that will appear on November 2022 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.



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**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.

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### 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.

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### EXPENDITURES – ADMINISTRATIVE:

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

**Debt Service Obligation:** This would be 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 2022-07

### THE ANNUAL APPROPRIATION RESOLUTION OF THE CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2022, submitted to the Board of Supervisors ("**Board**") of the Catalina at Winkler Preserve Community Development District ("**District**") proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2022, and ending September 30, 2023 ("**Fiscal Year 2022/2023**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District's website at least two (2) days before the public hearing; and

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

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

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT:

#### SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, has considered any proposed amendments thereto, and approves the appropriations reflected in the Proposed Budget, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, if applicable, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be

subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.

- c. The Adopted Budget, as amended (if applicable), shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Catalina at Winkler Preserve Community Development District for the Fiscal Year Ending September 30, 2023."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least two (2) years.

## **SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2022/2023, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
TOTAL RESERVE FUND	\$_____
DEBT SERVICE FUND (SERIES 2017)	\$_____
TOTAL ALL FUNDS	\$_____

## **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2022/2023 or within sixty (60) days following the end of the Fiscal Year 2022/2023 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within five (5) days after adoption and remain on the website for at least two (2) years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF AUGUST, 2022.**

ATTEST:

**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

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

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

Exhibit A: Fiscal Year 2022/2023 Adopted Budget

Exhibit A  
Fiscal Year 2022/2023 Adopted Budget

# Tab 5



## RESOLUTION 2022-08

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2022/2023; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

**WHEREAS**, the District is located in Lee County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("**Fiscal Year 2022/2023**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

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

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

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2022/2023; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Catalina at

Winkler Preserve Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit “B”** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

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

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

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit “A”** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits “A” and “B”**, is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits “A” and “B”**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits “A” and “B”**. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

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

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

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

**PASSED AND ADOPTED this 9<sup>th</sup> DAY of AUGUST, 2022.**

ATTEST:

**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

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

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

**Exhibit A:** Budget  
**Exhibit B:** Assessment Roll

**Exhibit A**

Fiscal Year 2022/2023 Adopted Budget

**Exhibit B**  
Assessment Roll

Assessment roll is maintained in the District's official records and is available upon request. Certain exempt information may be redacted prior to release in compliance with Chapter 119, Florida Statutes.

# Tab 6

**RESOLUTION 2022-09**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2022/2023, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Catalina at Winkler Preserve Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the Lee County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District's meetings.

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

Section 1. The Fiscal Year 2022/2023 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.

Section 2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF AUGUST, 2022.**

**ATTEST:**

**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT  
DISTRICT**

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**SECRETARY / ASST. SECRETARY**

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**CHAIRMAN / VICE CHAIRMAN**

**EXHIBIT "A"**  
**BOARD OF SUPERVISORS MEETING DATES**  
**CATALINA AT WINKLER PRESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2022/2023**

November 8, 2022  
February 14, 2023  
May 9, 2023  
August 8, 2023

All meetings will convene at 2:30 p.m. and will be held at the office of Rizzetta & Company Inc., located at 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912.



# Tab 7

## FOURTH ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

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This Fourth Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1<sup>st</sup> day of October, 2022 (the “**Effective Date**”), by and between **Catalina at Winkler Preserve Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Lee County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

### RECITALS

**WHEREAS**, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2018 (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

**WHEREAS**, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Addendum as of the Effective Date.

*(Remainder of this page is left blank intentionally)*

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

**ACCEPTED BY:**

**RIZZETTA & COMPANY, INC.**

BY: \_\_\_\_\_

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: \_\_\_\_\_

**CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

BY: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: Chairman/Vice Chairman

DATE: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Vice Chairman/Assistant Secretary  
Board of Supervisors

\_\_\_\_\_  
Print Name

**Exhibit B – Schedule of Fees**

**EXHIBIT B**  
Schedule of Fees

**STANDARD ON-GOING SERVICES:**

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	MONTHLY	ANNUALLY
Management:	\$1,821.00	\$21,852
Administrative:	\$491.67	\$5,900
Accounting:	\$1,321.17	\$15,854
Financial & Revenue Collections:	\$455.25	\$5,463
Assessment Roll <sup>(1)</sup>	<u>          </u>	<u>\$5,463</u>
<b>Total Standard On-Going Services:</b>	<b>\$4,089.08</b>	<b>\$54,532</b>

(1) Assessment Roll is paid in one lump-sum after the time the roll is completed (October).

<b>ADDITIONAL SERVICES:</b>	<b>FREQUENCY</b>	<b>RATE</b>
Extended and Continued Meetings	Hourly	\$ 175
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 175
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 100
Two+ Lots (on tax roll)	Per Occurrence	\$ 125
One Lot (direct billed by the District)	Per Occurrence	\$ 100
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 150
Six-Nine Lots (direct billed by the District)	Per Occurrence	\$ 200
Ten+ Lots (direct billed by the District)	Per Occurrence	\$ 250
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 100/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests &		
Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 125
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

### **PUBLIC RECORDS REQUESTS FEES:**

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

<b>JOB TITLE:</b>	<b>HOURLY RATE:</b>
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

# Tab 8



Rizzetta & Company

**UPCOMING DATES TO REMEMBER**

- **Next Meeting:** November 8, 2022
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022 \* Completed
- **Next Election (Seats 3 & 4):** November 8, 2022

**District  
Manager's  
Report**

August 1

**2022**

**FINANCIAL SUMMARY**

**6/30/2022**

General Fund Cash & Investment Balance:	\$153,498
Reserve Fund Investment Balance:	\$269,089
Debt Service Fund Investment Balance:	\$117,459
<b>Total Cash and Investment Balances:</b>	<b>\$540,046</b>
<b>General Fund Expense Variance:</b>	<b>\$23,873 Under Budget</b>

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**Additional Plantings** – Earth Balance completed the new planting installation on June 10, 2022.

**Wrigley Preserve Boundary Complaints** - We received a complaint with video of the preserve boundary. DM notified the homeowner that the quarterly maintenance will be conducted in August. There were complaints about native trees being dead and DM advised the homeowner that native vegetation is not removed from the preserve as it becomes a sanctuary and food for the wildlife that lives within the preserve.

**Bank Erosion Notices** – As per the request of the Board after inspection by the District Engineer. DM sent notices to 17115 and 17160 Wrigley Circle.

**17143 Wrigley Circle Silt Fence and Lake Tree Removal** – The homeowner did not respond to the demand made.