



Rizzetta & Company

# Catalina at Winkler Preserve Community Development District

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## Board of Supervisors' Meeting May 9, 2017

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 AGENDA May 9, 2017 at 2:30 p.m.

At the office Rizzetta & Company, Inc., located at 9530 Marketplace Rd., Ste. 206, Ft. Myers, FL 33912

<b>District Board of Supervisors</b>	J. Keith Sherman John Kirkbride Floyd "Butch" Johnston Richard Bonito Louis Sanchez	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Belinda Blandon	Rizzetta & Company, Inc.
<b>District Counsel</b>	Gregory Pierson	Hopping Green & Sams, P.A.
<b>District Engineer</b>	Carl Barraco	Barraco & Associates, Inc.

**All Cellular phones and pagers must be turned off while in the meeting room.**

### **The District Agenda is comprised of five different sections:**

The meeting will begin promptly at **2:30 p.m.** with the first section which is called **Public Comment**. The Public Comment portion of the agenda is where individuals may comment on matters for which the Board may be taking action or that may otherwise concern the District. Each individual is limited to three **(3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. The fourth section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. Agendas can be reviewed by contacting the Manager's office at (239) 936-0913 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

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

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 • 9530 MARKETPLACE ROAD, SUITE 206 • FORT MYERS, FL 33912**

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

May 1, 2017

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, May 09, 2017 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 advance agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Special Board of Supervisor's Meeting held on April 12, 2017..... Tab 1
  - B. Consideration of the Operation and Maintenance Expenditures For the Month of March 2017..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Presentation of the Proposed Budget for Fiscal Year 2017/2018 ..... Tab 3
    1. Consideration of Resolution 2017-05, Approving a Proposed Budget for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon ..... Tab 4
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    1. Presentation of the Registered Voter Count as of April 15, 2017 ..... Tab 5
- 6. SUPERVISOR REQUESTS AND COMMENTS**
- 7. 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: Gregory Pierson, Hopping Green & Sams, PA

# Tab 1

**MINUTES OF MEETING**

**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

The special meeting of the Board of Supervisors of Catalina at Winkler Preserve Community Development District was held on **Wednesday, April 12, 2017 at 2:04 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>
Butch Johnston	<b>Board Supervisor, Assistant Secretary</b>
Dick Bonito	<b>Board Supervisor, Assistant Secretary</b>
Louis Sanchez	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Belinda Blandon	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jere Earlywine	<b>District Counsel, Hopping Green &amp; Sams, P.A. (via speaker phone)</b>
Gregory Pierson	<b>District Counsel, Hopping Green &amp; Sams, P.A. (via speaker phone)</b>
Wes Kayne	<b>District Engineer, Barraco &amp; Associates, Inc.</b>

**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 stated for the record that no members of the public were present.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Meeting held on  
February 14, 2017**

Ms. Blandon presented the minutes of the Board of Supervisors' Meeting held on February 14, 2017 and asked if there were any additions, deletions, or revisions to the minutes. There were none.

On a Motion by Mr. Johnston, seconded by Mr. Bonito, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on February 14, 2017, for the Catalina at Winkler Preserve Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of the Operations and  
Maintenance Expenditures for the  
Months of January and February 2017**

Ms. Blandon presented the operations and maintenance expenditures for the period of January 1-31, 2017 (\$11,006.32) and the period of February 1-28, 2017 (13,754.97). She asked if there were any questions regarding any item of expenditure.

On a Motion by Mr. Kirkbride, seconded by Mr. Sherman, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Months of January 2017 (\$11,006.32) and February 2017 (\$13,754.97), for the Catalina at Winkler Preserve Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Barraco & Associates  
Proposal for Updating the Public  
Facilities Report**

Ms. Blandon advised the updated Public Facilities Report is required by Section 189.08 of the Florida Statutes which requires the report to be updated every seven years. She advised the report was last updated on August 22, 2007. Ms. Blandon advised the estimate includes a not-to-exceed amount of \$5,000.00. Mr. Kayne advised the report contains information pertinent to the CDD, which includes permits in the District's name, as well as items owned and operated by the CDD. Mr. Earlywine provided an overview on the requirements and contents of the report. Mr. Kayne provided an overview of the cost of the report.

On a Motion by Mr. Sherman, seconded by Mr. Sanchez, with all in favor, the Board Approved the Proposal from Barraco & Associates for Updating of the Public Facilities Report, in an amount not to exceed \$5,000.00, for the Catalina at Winkler Preserve Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals for Lake #2  
Bank Repairs**

Ms. Blandon advised proposals for Lake #2 Bank Repairs were received from Copeland Southern Enterprises and Crocker Land Development. She advised each contractor provided for two options: the proposals for Option 1 were \$124,775.00 from Copeland Southern Enterprises, and \$72,400.00 from Crocker Land Development; the proposals for Option 2 were \$107,775.00 from Copeland Southern Enterprises and \$49,250.00 from Crocker Land Development. Mr. Kayne provided an overview of the exhibits and differences between Options 1 and 2 as well as the proposals received. Discussion ensued. Questions were entertained regarding phasing of the work and timing of the work. Discussion ensued regarding the budget and funding for the repairs. Mr. Earlywine discussed the possibility of requesting a performance bond from the selected contractor. Mr. Earlywine also suggested obtaining licenses from homeowners for staging areas if the staging areas are on homeowner property. Mr. Sherman advised he has the paperwork used for the repairs completed on Lake #1. Discussion ensued regarding the construction methods provided in the proposals.

On a Motion by Mr. Sherman, seconded by Mr. Johnston, with all in favor, the Board Approved the Proposal from Crocker Land Development, in an amount not to exceed \$59,100.00 which includes a contingency amount of \$9,850.00, for Lake #2 Bank Repairs, without a payment and performance bond, for the Catalina at Winkler Preserve Community Development District.

On a Motion by Mr. Sherman, seconded by Mr. Kirkbride, with all in favor, the Board Directed District Management to prepare an Amended Budget to be presented at the next meeting, for the Catalina at Winkler Preserve Community Development District.

On a Motion by Mr. Johnston, seconded by Mr. Sanchez, with all in favor, the Board Directed District Counsel to Proceed to Prepare a Contract with Crocker Land Development for Lake Bank Repairs, for the Catalina at Winkler Preserve Community Development District.

#### **SEVENTH ORDER OF BUSINESS**

#### **Staff Reports**

A. District Counsel

Mr. Pierson provided a follow up regarding the signage wording for the no trespassing signs at the preserve. He provided the specific language and advised the statutory requirements, including that signs are required to be posted not more than 500 feet apart. Mr. Sherman thanked Mr. Pierson for his guidance.

Mr. Pierson advised that, regarding the proposed eagle perch, a permit is not required unless the perch is within 660 feet of any activities. He further discussed the differences between new activities and existing uses, as well as the different analysis for new activities. He advised his recommendation, if the Board still wished to install the perch, is to move forward with installation of the perch provided that it is not within 660 feet of any activity. The Board decided to not move forward with the perch at this time.

B. District Engineer

Mr. Kayne advised he had no report but would take questions from the Board. Mr. Bonito inquired regarding the 4" to 6" PVC pipe behind a home leading in to the middle lake. Mr. Kayne advised he will follow up with Mr. Tarn regarding this pipe.

C. District Manager

Ms. Blandon announced that the next meeting of the Board of Supervisors is scheduled for Tuesday, May 09, 2017 at 2:30pm.

#### **EIGHTH ORDER OF BUSINESS**

#### **Supervisor Requests and Comments**

Ms. Blandon opened the floor to Supervisor requests and comments.

Mr. Sherman inquired with Mr. Kayne regarding tree trimming of trees around the lake. He asked who should be the responsible party for trimming of the trees. Mr. Kayne advised there is a 5 foot tract that is owned by the CDD and a 15 foot easement for access for maintenance. Mr. Earlywine advised if the trees are in the easement area, the tree is probably owned by the homeowner. He suggested looking to the HOA to determine its position. Mr. Earlywine further advised this is not a CDD issue. Discussion ensued.

Mr. Sherman inquired regarding the preserve. He advised he has been told by a resident that the District is not properly maintaining the preserve area. He asked that Staff obtain proposals from a qualified vendor to provide a written assessment of the preserve. Ms. Blandon advised she has provided Mr. Sherman with a copy of the preserve management plan that was agreed to with the South Florida Water Management District, and what is required of the CDD. She advised not all species are a part of that plan. Ms. Blandon advised Mettauer Environmental is currently conducting the maintenance of the preserve. She advised she can reach out to Earth Tech Environmental, as well as Passarella & Associates, and ask them to review the preserve areas and provide a report. Mr. Earlywine explained that when preserves are first established, they go through a maintenance and monitoring period that is regulated by the South Florida Water Management District. He explained that reports are also created to ensure the proper maintenance is conducted until the preserve is in the proper shape to be signed off by the South Florida Water Management District, and then going forward, it is in maintenance mode. Earth Tech Environmental, who is required to comply with specific requirements conducts that type of work. Ms. Blandon advised she will research the concern and report back to the Board.

Mr. Sherman advised he received feedback that the CDD's website is well put together.

**NINTH 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 2:58 p.m. for the Catalina at Winkler Preserve Community Development District.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

# Tab 2

**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

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DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FT. MYERS, FLORIDA 33912

**Operation and Maintenance Expenditures  
March 2017  
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2017 through March 31, 2017. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$5,378.94**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# Catalina at Winkler Preserve Community Development District

## Paid Operation & Maintenance Expenditures

March 1, 2017 Through March 31, 2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc.	000284	0000366424	Quarterly Aerator Maintenance 2/17	\$ 250.00
Aquatic Systems, Inc.	000284	0000366425	Quarterly Fountain Maintenance 2/17	\$ 115.00
Catalina at Winkler Homeowner's Association, Inc.	000290	Feb-17	Reimb HOA for Electric Service for Aerator System 2/17	\$ 140.00
FastSigns	000291	34851815	No Swimming/Boating/Fishing Sign Danger Alligator Sign	\$ 75.95
Florida Power and Light Company	000288	11246-08348 2/17	17213 Wrigley Cir #Aerator 2/17	\$ 59.32
Grau & Associates P.A.	000292	3.27.17	Reimbursement for US Bank Fee for Audit Confirmation	\$ 23.00
Lake Masters Aquatic Weed Control, Inc.	000286	17-01002	Monthly Aquatic Weed Control 2/17	\$ 435.00
Lake Masters Aquatic Weed Control, Inc.	000293	17-01857	Monthly Aquatic Weed Control 3/17	\$ 435.00
Richard Bonito	000285	RB21417	Board of Supervisors Meeting 2/14/17	\$ 200.00
Rizzetta & Company, Inc.	000287	18035	District Management Fees 3/17	\$ 3,470.67
Rizzetta Technology Services, LLC	000289	INV0000002134	Website & Email Hosting Services 3/17	\$ <u>175.00</u>
<b>Report Total</b>				<b>\$ <u>5,378.94</u></b>



# Aquatic Systems, Inc.

LAKE & WETLAND MANAGEMENT SERVICES

2100 NW 33rd Street Pompano Beach, FL 33069

1-800-432-4302 - Fax (954) 977-7877

## Invoice

INVOICE DATE:	2/1/2017
INVOICE NUMBER:	0000366424
CUSTOMER NUMBER:	0590680
PO NUMBER:	
PAYMENT TERMS:	Net 30

Catalina@Winkler CDD-AM  
 C/O Rizzetta & Company  
 3434 Colwell Ave., Suite 200  
 Tampa, FL 33614

QTY ORD	ITEM DESCRIPTION	U/M	UNIT PRICE	EXT PRICE
1	Quarterly Aerator Maintenance - February		250.00	250.00

Date Rec'd Dist Office FEB 03 2017  
 DM Approval [Signature] Date 2-6-17  
 Date Entered FEB 03 2017  
 Fund 001 GL 53800 OC 4601  
 Check # \_\_\_\_\_

SALES TAX: (0.0%)	\$0.00
LESS PAYMENT:	\$0.00
<b>TOTAL DUE:</b>	<b>\$250.00</b>

*A 1.5% FINANCE CHARGE IS ADDED TO BALANCES 31 OR MORE DAYS PAST DUE*

PLEASE RETURN THIS PORTION WITH PAYMENT.  
 MAKE CHECKS PAYABLE TO: **Aquatic Systems, Inc.**

Address Changes (Note on Back of this Slip)  
 \*Please include contact name and phone number\*

DATE:	2/1/2017
INVOICE NUMBER:	0000366424
CUSTOMER NUMBER:	0590680
<b>TOTAL AMOUNT DUE:</b>	<b>\$250.00</b>

Aquatic Systems, Inc.  
 2100 NW 33rd Street  
 Pompano Beach, FL 33069

AMOUNT PAID:
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THANK YOU FOR YOUR BUSINESS!



# Aquatic Systems, Inc.

LAKE & WETLAND MANAGEMENT SERVICES

2100 NW 33rd Street Pompano Beach, FL 33069

1-800-432-4302 - Fax (954) 977-7877

## Invoice

INVOICE DATE:	2/1/2017
INVOICE NUMBER:	0000366425
CUSTOMER NUMBER:	0590780
PO NUMBER:	
PAYMENT TERMS:	Net 30

Catalina@Winkler CDD-FM  
 C/O Rizzetta & Company  
 3434 Colwell Ave., Suite 200  
 Tampa, FL 33614

QTY ORD	ITEM DESCRIPTION	U/M	UNIT PRICE	EXT PRICE
1	Quarterly Fountain Maintenance - February		115.00	115.00

Date Rec'd Dist Office FEB 03 2017  
 DM Approval [Signature] Date 2-6-17  
 Date Entered FEB 03 2017  
 Fund 001 GL 53800 OC 4601  
 Check # \_\_\_\_\_

SALES TAX: (0.0%)	\$0.00
LESS PAYMENT:	\$0.00
<b>TOTAL DUE:</b>	<b>\$115.00</b>

*A 1.5% FINANCE CHARGE IS ADDED TO BALANCES 31 OR MORE DAYS PAST DUE*

PLEASE RETURN THIS PORTION WITH PAYMENT.  
MAKE CHECKS PAYABLE TO: **Aquatic Systems, Inc.**

Address Changes (Note on Back of this Slip)  
 \*Please include contact name and phone number\*

DATE:	2/1/2017
INVOICE NUMBER:	0000366425
CUSTOMER NUMBER:	0590780
TOTAL AMOUNT DUE:	\$115.00

Aquatic Systems, Inc.  
 2100 NW 33rd Street  
 Pompano Beach, FL 33069

AMOUNT PAID:
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THANK YOU FOR YOUR BUSINESS!

# INVOICE

Catalina at Winkler  
12650 Whitehall Drive  
Fort Myers, FL 33907

DATE: February 28, 2017  
INVOICE # Feb-17  
FOR: Electric Service

email to: dmurphy@rizzetta.com

**Bill To:**  
Catalina at Winkler Preserve CDD  
9428 Camden Field Parkway  
Riverview FL 33578

DESCRIPTION	AMOUNT
<p>Feb - Aerator electrical service running of pool electric at Catalina</p> <p>Date Rec'd Dist Office <u>MAR 09 2017</u> DM Approval <u>[Signature]</u> Date <u>3-13-17</u> Date Entered <u>MAR 10 2017</u> Fund <u>001</u> GL <u>53100</u> OC <u>4311</u> Check # _____</p> <p>Please make check payable to: Catalina at Winkler 12650 Whitehall Drive Ft Myers, FL 33907</p>	<p>\$140.00</p>
<p>TOTAL</p>	<p>\$140.00</p>

## Invoice:

**348 51815**

**FASTSIGNS**

12211 S. Cleveland Ave.  
 Ft. Myers, FL 33907  
 Phone 239-274-0744  
 Fax. 239-274-3151  
 Email: 348@fastsigns.com

Customer: **Catalina @ Winkler Preserve Community**  
 Contact: Belinda Blandon  
 Description: No Swimming sign and Alligators Signs  
 Sales Person: Paul Hill  
 Clerk: Paul Hill

ph: (239) 989-0303

Email: [bblandon@rizzetta.com](mailto:bblandon@rizzetta.com)

	Product	Qty	Sides	H x W	Unit Cost	Item Total
1	Aluminum .080	1	1	18 x 12	\$42.95	\$42.95
	<b>Color:</b> Red on White <b>Description:</b> Aluminum .080 with printed vinyl applied and laminated <b>Text:</b> NO SWIMMING BOATING FISHING					

2	Aluminum .080	1	1	18 x 12	\$33.00	\$33.00
	<b>Color:</b> Red & Black on White <b>Description:</b> Aluminum .080 with cut or printed vinyl applied. <b>Text:</b> DANGER ALLIGATORS AND SNAKES IN AREA STAY AWAY FROM THE WATER DO NOT FEED THE WILDLIFE					

Date Rec'd Dist Office MAR 07 2017  
 DM Approved [Signature] Date 3-13-17  
 Date Entered MAR 10 2017  
 Fund 001 GL 53800 OC 4610  
 Check # \_\_\_\_\_

Other Payments: \_\_\_\_\_  
 Shipping Notes: Form of Payment / Amount / Initials

Ordered: 12/1/2016 2:10:31PM  
 Due: 12/5/2016 4:00:00PM  
 Printed: 3/7/2017 12:00:18PM  
 Picked Up: 12/7/2016 3:15:42PM

Notes:

Line Item Total:	\$75.95
Tax Exempt Amt:	\$75.95
Subtotal:	\$75.95
Taxes:	\$0.00
Total:	\$75.95
Total Payments:	\$0.00
Balance Due:	\$75.95

Payment due upon order placement.

ATTN: Belinda Blandon  
 Catalina @ Winkler Preserve Community  
 8437 Sumner Ave  
 Ft. Myers, FL 33908

Received/Accepted By: \_\_\_\_\_



/ 27

5319112460834802395000000

Please request changes on the back. Notes on the front will not be detected.

B 5,7,8 5319 0

AUTO \*\*R2 1280 078560



CATALINA AT WINKLER PRESERVE CDD 9530 MARKETPLACE RD STE 206 FORT MYERS FL 33912-0393

Make check payable to FPL in U.S. funds and mail along with this coupon to:



FPL GENERAL MAIL FACILITY MIAMI FL 33188-0001

Account number	Total amount you owe	New charges due by	Amount enclosed
11246-08348	\$59.32	Mar 17 2017	\$

Your electric statement

Account number: 11246-08348

For: Jan 27 2017 to Feb 24 2017 (28 days)

Customer name: CATALINA AT WINKLER

Statement date: Feb 24 2017

Service address: 17213 WRIGLEY CIR # AERATOR

Next meter reading: Mar 28 2017

Amount of your last bill	Payments (-)	Additional activity (+ or -)	Balance before new charges (=)	New charges (+)	Total amount you owe (=)	New charges due by
64.05	64.05 CR	0.00	0.00	59.32	\$59.32	Mar 17 2017

Meter reading - Meter ACD7626

Current reading 30463 Previous reading - 29960 kWh used 503

Amount of your last bill 64.05 Payment received - Thank you 64.05 CR Balance before new charges \$0.00

Energy usage

Last Year This Year kWh this month 311 503 Service days 29 28 kWh per day 11 18

New charges (Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS) Electric service amount 54.80\*\* Storm charge 0.52 Gross receipts tax 1.42 Franchise charge 2.58 Total new charges \$59.32

\*\*The electric service amount includes the following charges:

Customer charge: \$10.00 Fuel: \$14.18 Non-fuel: \$30.62

Total amount you owe \$59.32

- Payment received after May 17, 2017 is considered LATE; a late payment charge of 1% will apply. - The number of days included in your bill can vary month to month. So even if you use the same amount of energy per day, your bill may be higher next month due to greater number of service days. Visit www.FPL.com for more information. - The Florida Public Service Commission is reviewing a routine storm charge adjustment as well as a hurricane recovery cost surcharge that would apply to your bill beginning in March. To learn more about your energy bill, visit FPL.com/rates.

Date Rec'd Dist Office MAR 03 2017 DM Approval [Signature] Date 3-6-17 Date Entered MAR 03 2017 Fund 001 653100 004311 Check #

Please have your account number ready when contacting FPL. Customer service: 1-800-375-2434 Outside Florida: 1-800-226-3545 To report power outages: 1-800-4OUTAGE (468-8243) Hearing/speech impaired: 711 (Relay Service) Online at: www.FPL.com



**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

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DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FT. MYERS, FLORIDA 33912

**Check Request**

Amount: \$23.00

Date: March 27, 2017

Payable to: Graue & Associates  
2700 N. Military Trail  
Suite 350  
Boca Raton, Fl. 33431

Reason: Reimbursement for fee charged by US Bank for confirmation of trust account activity

Requester:



Scott Brizendine, Mgr. District Financial Services

Date Rec'd Dist Office MAR 27 2017  
DM Approval [Signature] Date 3-28-17  
Date Entered MAR 27 2017  
Fund 001 GL 51300 OC 3202  
Check # \_\_\_\_\_

Directions for check: Mail to address above

# Invoice

Lake Masters Aquatic Weed Control, LLC.  
 P.O. Box 2300  
 Palm City, FL 34991  
 Toll Free: 1-877-745-5729

DATE	INVOICE #
2/1/2017	17-01002

Bill To:
CATALINA AT WINKLER PRESERVE CDD C/O RIZZETTA 9530 MARKET PLACE ROAD STE. 206 FT. MYERS, FL 33912

susan.oraczewski@lakemasters.com	P.O. NO.	TERMS	REP	PROJECT
		Net 30	JLM	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	MONTHLY SERVICE - AQUATIC WEED CONTROL	435.00	435.00
	6.00% SALES TAX	6.00%	0.00

Date Rec'd Dist Office **FEB 03 2017**  
 DM Approval *[Signature]* Date **2-6-17**  
 Date Entered **FEB 03 2017**  
 Fund **001** GL **53800** OC **41605**  
 Check # \_\_\_\_\_

THIS INVOICE AND SERVICE IS FOR THE MONTH INDICATED IN THE DATE SECTION ABOVE.	<b>Total</b>	\$435.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$435.00

# Invoice

Lake Masters Aquatic Weed Control, LLC.  
 P.O. Box 2300  
 Palm City, FL 34991  
 Toll Free: 1-877-745-5729

DATE	INVOICE #
3/1/2017	17-01857

Bill To:
CATALINA AT WINKLER PRESERVE CDD C/O RIZZETTA 9530 MARKET PLACE ROAD STE. 206 FT. MYERS, FL 33912

susan.oraczewski@lakemasters.com	P.O. NO.	TERMS	REP	PROJECT
		Net 30	JLM	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	MONTHLY SERVICE - AQUATIC WEED CONTROL	435.00	435.00
	6.00% SALES TAX	6.00%	0.00

Date Rec'd Dist Office MAR 01 2017  
 DM Approval [Signature] Date 3-6-17  
 Date Entered MAR 03 2017  
 Fund 001 GL 53800 OC 4605  
 Check # \_\_\_\_\_

THIS INVOICE AND SERVICE IS FOR THE MONTH INDICATED IN THE DATE SECTION ABOVE.	<b>Total</b>	\$435.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$435.00

**Catalina at Winkler Preserve CDD**  
Meeting Date: February 14, 2017

**SUPERVISOR PAY REQUEST**

Name of Board Supervisor	Check if present	Check if paid	
Keith Sherman	✓	X	KS 21417
John Kirkbride	✓	X	JK 21417
Butch Johnston	✓	X	BJ 21417
Richard Bonito	✓	X	RB 21417
Louis Sanchez	✓	X	LS 21417

(\*) Does not get paid

**EXTENDED MEETING TIMECARD**

Meeting Start Time:	2:32 PM
Meeting End Time:	3:32 PM
Total Meeting Time:	1 hr

Time Over \_\_\_\_\_ () Hours: \_\_\_\_\_

Total at \$175 per Hour: \_\_\_\_\_

Date Rec'd Dist Office FEB 15 2017  
 DM Approval [Signature] Date 2-17-17  
 Date Entered FEB 17 2017  
 Fund 001 GL 51100 OC 1101  
 Check # \_\_\_\_\_

**PRINTING OF AGENDA BOOKS**

Total # of books printed	<b>5</b>
Cost per book	<b>\$ 28.50</b>
Total cost	<b>\$ 142.50</b>

DM Signature: [Signature]

**RIZZETTA & COMPANY, INC.**

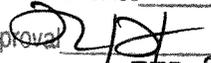
Suite 200  
 3434 Colwell Avenue  
 Tampa, FL 33614

**Invoice**

DATE	INVOICE NO.
3/1/2017	18035

BILL TO
CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	327 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	<b>PROFESSIONAL FEES:</b>			
DM	District Management Services 3101		1,604.00	1,604.00
ADMIN	Administrative Services 3100		450.00	450.00
ACTG	Accounting Services 3201		1,000.00	1,000.00
FC	Financial Consulting Services 3111		416.67	416.67
	<b>Services for the period March 1, 2017              through March 31, 2017</b>			
	Date Rec'd Dist Office FEB 24 2017			
	DM Approval  Date 2-27-17			
	Date Entered FEB 24 2017			
	Fund 000 GL 51300 00 VARIOUS			
	Check # _____			

<b>Total</b>	<b>\$3,470.67</b>
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**Rizzetta Technology Services**

3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
3/1/2017	INV0000002134

**Bill To:**

CATALINA AT WINKLER PRESERVE CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
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Services for the month of	Terms	Client Number
March		00327

Description	Qty	Rate	Amount
EEmail Hosting	5	\$15.00	\$75.00
Website Hosting Services	1	\$100.00	\$100.00
<p>                             Date Rec'd Dist Office <u>FEB 28 2017</u>                              DM Approval <u>[Signature]</u> Date <u>3-6-17</u>                              Date Entered <u>MAR 03 2017</u>                              Fund <u>001</u> GL <u>51300</u> OC <u>5103</u>                              Check # _____                         </p>			

<b>Subtotal</b>	\$175.00
<b>Total</b>	\$175.00

# Tab 3



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# Catalina at Winkler Preserve Community Development District

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

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**Proposed Budget for Fiscal Year 2017/2018**

**Presented by: Rizzetta & Company, Inc.**

9530 Marketplace Road  
Suite 206  
Fort Myers, Florida 33912  
Phone: 239-936-0913

[rizzetta.com](http://rizzetta.com)





**Budget Template**  
**Catalina at Winkler Preserve Community Development District**  
**Debt Service**  
**Fiscal Year 2017/2018**

<b>Chart of Accounts Classification</b>	<b>Series 2005A</b>	<b>Budget for</b>
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments <sup>(1)</sup>	\$243,151.93	\$243,151.93
<b>TOTAL REVENUES</b>	<b>\$243,151.93</b>	<b>\$243,151.93</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Bank Fees		\$0.00
Debt Service Obligation	\$243,151.93	\$243,151.93
<b>Administrative Subtotal</b>	<b>\$243,151.93</b>	<b>\$243,151.93</b>
<b>TOTAL EXPENDITURES</b>	<b>\$243,151.93</b>	<b>\$243,151.93</b>
<b>EXCESS OF REVENUES OVER EXPENDITURE</b>	<b>\$0.00</b>	<b>\$0.00</b>

<sup>(2)</sup> Lee County Collection Costs and Early Payment Discounts: 4.0%

**Gross assessments** **\$253,283.26**

**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.

<sup>(2)</sup> Lee County collection costs changed from 0.5% to \$1.42 per parcel/line.

**CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2017/2018 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2017/2018 O&M Budget	\$176,860.00
( <sup>1</sup> ) Lee County 4.0% Collection Cost:	\$7,369.17
( <sup>1</sup> ) Tax Collector Fee (\$1.42 PER PARCEL / LINE)	\$400.44
2017/2018 Total:	<u><u>\$184,629.61</u></u>

2016/2017	\$176,860.00
2017/2018	\$176,860.00
Total Difference:	<u><u>\$0.00</u></u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2016/2017	2017/2018	\$	%
Series 2005A Debt Service - Single Family	\$919.16	\$914.38	-\$4.78	-0.52%
Operations/Maintenance - Single Family	\$656.72	\$654.71	-\$2.01	-0.31%
<b>Total</b>	<u><u>\$1,575.88</u></u>	<u><u>\$1,569.09</u></u>	<u><u>-\$6.79</u></u>	<u><u>-0.43%</u></u>

(<sup>1</sup>) Lee County collection costs changed from 0.5% to \$1.42 per parcel/line.

**CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2017/2018 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

TOTAL O&M BUDGET		\$176,860.00
COLLECTION COSTS @	4.0%	\$7,369.17
<sup>(5)</sup> TAX COLLECTOR FEE (\$1.42 PER PARCEL / LINE)		\$400.44
<b>TOTAL O&amp;M ASSESSMENT</b>		<b><u>\$184,629.61</u></b>

<u>LOT SIZE</u>	<u>UNITS ASSESSED <sup>(1)</sup></u>		<u>EAU FACTOR</u>	<u>ALLOCATION OF O&amp;M ASSESSMENT</u>			<u>TOTAL SERIES 2005A DEBT SERVICE ASSESSMENT</u>	<u>PER LOT ANNUAL ASSESSMENT</u>		
	<u>O&amp;M</u>	<u>SERIES 2005A DEBT SERVICE <sup>(2)</sup></u>		<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&amp;M BUDGET</u>		<u>O&amp;M</u>	<u>DEBT SERVICE <sup>(3)</sup></u>	<u>TOTAL <sup>(4) (5)</sup></u>
SINGLE FAMILY	282	277	1.00	282.00	100.00%	\$184,629.61	\$253,283.26	\$654.71	\$914.38	\$1,569.09
	<u>282</u>	<u>277</u>		<u>282.00</u>	<u>100.00%</u>	<u>\$184,629.61</u>	<u>\$253,283.26</u>			
LESS: Lee County Collection Costs and Early Payment Discounts:						<u>(\$7,769.61)</u>	<u>(\$10,131.33)</u>			
<b>Net Revenue to be Collected</b>						<b><u>\$176,860.00</u></b>	<b><u>\$243,151.93</u></b>			

<sup>(1)</sup> Reflects five (5) Series 2005A prepayments.

<sup>(2)</sup> Reflects the number of total lots with Series 2005A debt outstanding.

<sup>(3)</sup> Annual debt service assessment per lot adopted in connection with the Series 2005A 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 2017 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.

<sup>(5)</sup> Lee County collection costs changed from 0.5% to \$1.42 per parcel/line.

**The following are enclosed in this Proposed Budget Packet:**

- ❖ General Fund Budget Account Category Descriptions
- ❖ Debt Service Fund Budget Account Category Descriptions
- ❖ Proposed General Fund Budget worksheets for Fiscal Year 2017/2018
- ❖ Proposed Debt Service Fund Budget worksheets for Fiscal Year 2017/2018
- ❖ Current Fiscal Year versus Proposed Fiscal Year Assessment Charts
- ❖ Proposed Assessments Charts for Fiscal Year 2017/2018

**THE BUDGET PROPOSAL PACKET FOR FISCAL YEAR 2017/2018 IS SIMPLY A PROPOSED BUDGET AND PROPOSED LEVEL OF ASSESSMENTS WHICH ARE DONE AS PART OF THE BUDGET PROCESS. THESE ARE NOT FINAL AND SHOULD NOT BE CONSTRUED AS FINAL, UNTIL AFTER THE BOARD OF SUPERVISORS HAS HELD A PUBLIC HEARING ON THE BUDGET AND ADOPTED THE FINAL BUDGET AND LEVIED ASSESSMENTS.**



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## GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

### REVENUES:

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

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

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

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### EXPENDITURES – ADMINISTRATIVE:

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

**Administrative Services:** The District will incur expenditures for the day to today operation of District matters. These items include but are not limited to mailing and preparation of agenda packages, overnight deliveries, facsimiles and long distance phone calls. Also, each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8). Finally, this line item also includes a cost for the storage of all the District's official records, supplies and files.

**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 administrative needs. The cost to maintain the minutes of all Board meetings, 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.



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

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

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

**Financial & Revenue Collections:** Services include, but are not limited to responding to bondholder questions, prepayment analysis, long term pay-offs and true-up analysis. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Accounting Services:** The District has contracted for maintenance of accounting records. These services include, but are not limited to accounts payable, accounts receivable and preparation of financial reports for the district. This also includes all preparations necessary for the fiscal year end audits to be done.

**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.

**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

**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.

**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:

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

**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.

**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

## 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.

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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 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 2017-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2017/2018 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Catalina at Winkler Preserve Community Development District (“**District**”) prior to June 15, 2017, a proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2017 and ending September 30, 2018 (“**Fiscal Year 2017/2018**”); 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 CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2017/2018 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.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 8, 2017  
HOUR: 2:30 p.m.  
LOCATION: Rizzetta & Company, Inc.  
9530 Marketplace Road, Suite 206  
Fort Myers, Florida 33912

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Lee County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

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

**PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF MAY, 2017.**

ATTEST:

**CATALINA AT WINKLER PRESERVE  
COMMUNITY DEVELOPMENT  
DISTRICT**

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

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

Exhibit A

Fiscal Year 2017/2018 Proposed Budget

# Tab 5

# RIZZETTA & COMPANY, INC.

9530 MARKETPLACE RD #230

FORT MYERS FL 33912

Lee County – Community Development Districts  
FLORIDA

04/15/2017

2017 PRECINCT	NAME OF CDD	# REG VOTERS
[REDACTED]	[REDACTED]	[REDACTED]
72	Catalina @ Winkler Preserve	523
[REDACTED]	[REDACTED]	[REDACTED]

Tammy Lipa – Voice: 239-533-6329

Email: [tlipa@lee.vote](mailto:tlipa@lee.vote)

Send to: Kari Hardwick [Khardwick@Rizzetta.Com](mailto:Khardwick@Rizzetta.Com) Phone: 239-936-0913