



Rizzetta & Company

Catalina at Winkler Preserve Community Development District

Board of Supervisors' Meeting November 10, 2020

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

www.catalinacdd.org

CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT

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

Board of Supervisors	Keith Sherman John Kirkbride Butch Johnston Dick Bonito Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Board Supervisor
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Lauren Gentry	Hopping Green & Sams, P.A.
District Engineer	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 • 9530 MARKETPLACE ROAD, SUITE 206 • FORT MYERS, FL 33912

www.catalinacdd.org

November 2, 2020

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, November 10, 2020 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 tentative 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 August 11, 2020 Tab 1
 - B. Consideration of the Operation and Maintenance Expenditures for the Months of July, August and September 2020 Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of Addendum to District Services Contract Tab 3
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 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: Lauren Gentry, Hopping Green & Sams, PA

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, August 11, 2020 at 2:35 p.m.** by means of Zoom communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-114, 20-150 and 20-179 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 8, 2020, June 23, 2020, and July 29, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Keith Sherman	Board Supervisor, Chairman
John Kirkbride	Board Supervisor, Vice Chairman
Dick Bonito	Board Supervisor, Assistant Secretary
Butch Johnston	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Lauren Gentry	District Counsel, Hopping Green & Sams, P.A.
Doug Tarn	District Engineer, Barraco & Associates, Inc.
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 called on each virtual attendee for public comment.

Mr. Lai introduced himself and expressed his interest in serving on the Board.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting held
on May 12, 2020**

Ms. Blandon presented the minutes of the Board of Supervisors' Meeting held on May 12, 2020 and asked if there were any questions, comments, or changes to the minutes as presented. There were none.

On a Motion by Mr. Kirkbride, seconded by Mr. Johnston, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on May 12, 2020, for the Catalina at Winkler Preserve Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Operations and
Maintenance Expenditures for the
Months of April, May and June 2020**

Ms. Bandon presented the operations and maintenance expenditures for the period of April 1-30, 2020 which totaled \$5,245.09, the period of May 1-31, 2020 which totaled \$10,381.72 and the period of June 1-30, 2020 which totaled \$4,744.76. She asked if there were any questions regarding any item of expenditure. There were none.

On a Motion by Mr. Sherman, seconded by Mr. Bonito, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Month of April 2020 which totaled \$5,245.09, the Month of May 2020 which totaled \$10,381.72, and the Month of June 2020 which totaled \$4,744.76, for the Catalina at Winkler Preserve Community Development District.

FIFTH ORDER OF BUSINESS

Declaration of Vacancy in Seat 4

Ms. Bandon advised that she received a resignation from Mr. Sanchez and asked for a motion to accept.

On a Motion by Mr. Kirkbride, seconded by Mr. Sherman, with all in favor, the Board Accepted the Resignation of Mr. Sanchez, for the Catalina at Winkler Preserve Community Development District.

Ms. Gentry reviewed the vacancy and explained the requirements for serving on the Board. Mr. Sherman recommended waiting until the next meeting to make any appointments to allow time so that others who may be interested can express their interest. The Board concurred.

Mr. Lai provided a brief introduction of himself.

Ms. Gentry advised that should the Board choose; they may ask that interested parties send a brief resume to the District Manager to be considered at the next meeting.

On a Motion by Mr. Sherman, seconded by Mr. Bonito, with all in favor, the Board Deferred Consideration of Interested Candidates to Fill Seat 4 Until the November Meeting, for the Catalina at Winkler Preserve Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2020-07,
Adopting a Meeting Schedule for
Fiscal Year 2020/2021**

Ms. Bandon provided an overview of the resolution advising that the schedule being presented is consistent with the current year meeting schedule. She further advised that the resolution contains language related to the need for virtual meetings,

dependent upon Executive Orders issued by the Governor. She asked if there were any questions. There were none.

On a Motion by Mr. Kirkbride, seconded by Mr. Bonito, with all in favor, the Board Adopted Resolution 2020-07, Adopting a Meeting Schedule for Fiscal Year 2020/2021, for the Catalina at Winkler Preserve Community Development District.

SEVENTH ORDER OF BUSINESS

Public Hearing Related to Fiscal Year 2020/2021 Budget

Ms. Bandon provided an overview of the public hearing process and asked for a motion to open the public hearing.

On a Motion by Mr. Sherman, seconded by Mr. Johnston, with all in favor, the Board Opened the Public Hearing Related to the Fiscal Year 2020/2021 Budget, for the Catalina at Winkler Preserve Community Development District.

EIGHTH ORDER OF BUSINESS

Presentation of the Proposed Final Budget for Fiscal Year 2020/2021

Ms. Bandon provided an overview of the proposed final budget advising that no changes have been made since the Board approved the proposed budget, she advised that the budget does not have an increase to assessments.

Ms. Bandon asked each virtual attendee if they had any questions or comments related to the fiscal year 2020/2021 budget. There were none.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2020-08, Annual Appropriations and Adopting the Final Budget for Fiscal Year 2020/2021

Ms. Bandon provided an overview of the resolution that would formally adopt the Budget for Fiscal Year 2020/2021 advising that section two of the resolution would be completed as follows: total general fund amount of \$169,229.00, total debt service series 2017 amount of \$209,035.20, total reserve fund amount of \$28,472.00, for a total budget of \$406,736.20. 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 Adopted Resolution 2020-08, Annual Appropriations and Adopting the Budget for Fiscal Year 2020/2021, for the Catalina at Winkler Preserve Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2020-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2020/2021

Ms. Gentry provided an overview of the resolution and asked if there were any questions. There were none.

On a Motion by Mr. Sherman, seconded by Mr. Bonito, with all in favor, the Board Adopted Resolution 2020-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2020/2021, for the Catalina at Winkler Preserve Community Development District.

Ms. Blandon advised that there was no further business to be conducted during the public hearing and asked for a motion to close the public hearing.

On a Motion by Mr. Johnston, seconded by Mr. Kirkbride, with all in favor, the Board Closed the Public Hearing Related to the Fiscal Year 2020/2021 Budget, for the Catalina at Winkler Preserve Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-10, Declaring Vacancies for Seat 2 and Seat 5

Ms. Gentry provided an overview of the resolution advising that no residents qualified for seat 2 and 5 for the general election and those would be declared vacant as of November 17, 2020.

Mr. Sherman asked if those two seats could be filled now, utilizing the two gentlemen who are currently in those seats. Ms. Gentry recommended waiting until the November meeting to make any appointments.

On a Motion by Mr. Sherman, seconded by Mr. Kirkbride, with all in favor, the Board Adopted Resolution 2020-10, Declaring Vacancies for Seat 2 and Seat 5, Effective November 17, 2020, for the Catalina at Winkler Preserve Community Development District.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Gentry advised that her firm continues to monitor executive orders that allow for virtual meetings and the current order expires on September 1st.

B. District Engineer

Mr. Tarn advised that the catch basins have been cleaned by Sewer Viewer. Mr. Johnston inquired as to the clean outs for the back portion of the community. Mr. Sherman advised that there are no catch basins in the back area. Discussion ensued.

186 C. District Manager

187 Ms. Blandon announced that the next regular meeting of the Board of
188 Supervisors is scheduled for Tuesday, November 10, 2020 at 2:30 pm.
189

190 Ms. Blandon advised that she will be working with Mr. Sherman and Earth
191 Balance to determine the areas for new plantings; she advised that Earth
192 Balance will also be reviewing the areas where the plantings are not
193 healthy. Mr. Sherman advised that the sage brush has flourished whereas
194 the plants behind them are not doing well. He further advised that Earth
195 Balance is doing a great job with weed control.
196

197 **THIRTEENTH ORDER OF BUSINESS**

Supervisor Requests and Comments

198
199 Ms. Blandon opened the floor to Supervisor requests and comments.
200

201 Mr. Sherman advised that the safety issue with the weir on the second lake has
202 been remedied and it is now safe. He advised that he cannot see any water movement
203 from the aerators on lake #3. Ms. Blandon advised that she will open a service ticket.
204

205 Mr. Kirkbride thanked Mr. Lai for coming to the meeting today and he asked that
206 Mr. Lai send a resume to Ms. Blandon.
207

208 **FOURTEENTH ORDER OF BUSINESS**

Adjournment

209
210 Ms. Blandon stated there are no other agenda items to come before the Board and
211 asked for a motion to adjourn the meeting.
212

<p>On a Motion by Mr. Johnston, seconded by Mr. Bonito, with all in favor, the Board adjourned the meeting at 3:08 p.m. for the Catalina at Winkler Preserve Community Development District.</p>

213
214
215
216 _____
Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures July 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2020 through July 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,348.76**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Catalina at Winkler Preserve Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Barraco and Associates, Inc.	001309	20959	Engineering Services 06/20	\$ 5,445.00
Catalina at Winkler Homeowner's Association, Inc.	001314	July 2020	Reimb HOA for Electric Service Pool 07/20	\$ 140.00
Florida Power and Light Company	001310	09846-68343 06/20	17043 Tremont St #Aerator 05/27/20-06/26/20	\$ 83.49
Florida Power and Light Company	001310	11246-08348 06/20	17213 Wrigley Cir #Aerator 05/27/20-06/26/20	\$ 54.51
Grau & Associates P.A.	001313	U3474108	Audit FYE 09/19	\$ 23.00
Hopping Green & Sams	001306	115474	General/Monthly Legal Services Billed Through 05/31/20	\$ 759.00
Hopping Green & Sams	001315	115978	General/Monthly Legal Services Billed Through 06/30/20	\$ 259.50
Rizzetta & Company, Inc.	001307	INV0000050744	District Management Services 07/20	\$ 3,742.51
Rizzetta Technology Services, LLC	001308	INV0000005987	Website & Email Hosting Services 07/20	\$ 175.00
Solitude Lake Management, LLC	001316	PI-A00438842	Lake & Pond Monthly 07/20	\$ 435.00
Solitude Lake Management, LLC	001316	PI-A00443699	Replace Bulbs In Fountain 07/20	\$ 23.11
The News-Press	001311	33360930	Acct # 159965 Legal Advertising 05/20	\$ 208.64

Catalina at Winkler Preserve Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
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Report Total				<u>\$ 11,348.76</u>
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CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures August 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2020 through August 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$14,305.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Catalina at Winkler Preserve Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Barraco and Associates, Inc.	001328	21149	Engineering Services 08/20	\$ 973.00
Catalina at Winkler Homeowner's Association, Inc.	001329	August 2020	Reimbursement HOA for Electric Service Aerator System 08/20	\$ 140.00
EarthBalance Corporation	001321	43412	Quarterly Maintenance-07/20	\$ 2,495.00
Florida Power and Light Company	001322	09846-68343 07/20	17043 Tremont St #Aerator 06/26/20- 07/28/20	\$ 98.19
Florida Power and Light Company	001322	11246-08348 07/20	17213 Wrigley Cir #Aerator 06/26/20- 07/28/20	\$ 62.63
Floyd Johnston	001324	BJ081120	Board of Supervisors Meeting 08/11/20	\$ 200.00
John E. Kirkbride	001325	JK081120	Board of Supervisors Meeting 08/11/20	\$ 200.00
Keith Sherman	001327	KS081120	Board of Supervisors Meeting 08/11/20	\$ 200.00
Louis G. Sanchez	001326	LS081120	Board of Supervisors Meeting 08/11/20	\$ 200.00
Richard Bonito	001323	RB081120	Board of Supervisors Meeting 08/11/20	\$ 200.00
Rizzetta & Company, Inc.	001317	INV0000051755	District Management Services 08/20	\$ 3,742.51
Rizzetta Technology Services, LLC	001318	INV0000006088	Website & Email Hosting Services 08/20	\$ 175.00

Catalina at Winkler Preserve Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sewer Viewer, Inc.	001319	22007068	Storm Drain Cleaning 07/20	\$ 4,625.00
Solitude Lake Management, LLC	001330	PI-A00454811	Fountain Maintenance Service 08/01/20-10/31/20	\$ 129.00
Solitude Lake Management, LLC	001330	PI-A00454812	Aerator Maintenance 08/01/20-10/31/20	\$ 264.00
Solitude Lake Management, LLC	001330	PI-A00457431	Lake & Pond Monthly 08/20	\$ 435.00
The Breeze Corporation	001320	117700 07/22/20	Legal AD ref# 116132 04/20	<u>\$ 166.13</u>
Report Total				<u>\$ 14,305.46</u>

CATALINA AT WINKLER PRESERVE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures September 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2020 through September 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,540.21**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Catalina at Winkler Preserve Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Catalina at Winkler Homeowner's Association, Inc.	001337	Sept 2020	Reimb HOA for Electric Service Aerator System 09/20	\$ 140.00
Egis Insurance Advisors, LLC	001335	11316	FL Insurance Package 10/01/2020-10/01/2021	\$ 4,989.00
Florida Power and Light Company	001336	09846-68343 08/20	17043 Tremont St #Aerator 07/28/20-08/27/20	\$ 91.79
Florida Power and Light Company	001336	11246-08348 08/20	17213 Wrigley Cir #Aerator 07/28/20-08/27/20	\$ 39.56
Hopping Green & Sams	001331	116593	General/Monthly Legal Services Billed 07/20	\$ 608.00
Rizzetta & Company, Inc.	001332	INV00000552545	District Management Services 09/20	\$ 3,742.51
Rizzetta Technology Services, LLC	001333	INV0000006188	Website & Email Hosting Services 09/20	\$ 175.00
Solitude Lake Management, LLC	001334	PI-A00463508	Fountain Repair 08/20	\$ 226.33
Solitude Lake Management, LLC	001338	PI-A00470648	Lake & Pond Monthly 09/20	\$ 435.00
Solitude Lake Management, LLC	001338	PI-A00474067	Install New Aeration Compressor 09/20	<u>\$ 1,093.02</u>
Report Total				<u>\$ 11,540.21</u>

Tab 3

SECOND ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

This Second Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the _____, 2020 (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 1st, 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.



Rizzetta & Company

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: _____

WITNESS: _____
Signature

Print Name

**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



Rizzetta & Company

EXHIBIT B
Schedule of Fees

STANDARD ON-GOING SERVICES:

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

ANNUALLY	MONTHLY	
Management:	\$ 1,716.67	\$20,600
Administrative:	\$ 463.50	\$ 5,562
Accounting:	\$ 1,245.44	\$14,945
Financial & Revenue Collections:	\$ 429.17	\$ 5,150
Assessment Roll (1):		\$ 5,150
Total Standard On-Going Services:	\$ 3,854.78	\$51,407

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



ADDITIONAL SERVICES:

Extended and Continued Meetings	Hourly	\$ 180.25
Special/Additional Meetings	Per Occurrence	Upon Request
Modifications and Certifications to		
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
Special Assessment Allocation Report	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

PUBLIC RECORDS REQUESTS FEES:

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

JOB TITLE:	HOURLY RATE:
Senior Manager	\$ 54.00
District Manager	\$ 42.00
Accounting & Finance Staff	\$ 29.00
Administrative Support Staff	\$ 25.00

LITIGATION SUPPORT SERVICES:	Hourly	Upon Request
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ADDITIONAL THIRD-PARTY SERVICES:

Pre-Payment Collections/Estoppel/Lien Releases:

Lot/ Homeowner	Per Occurrence	Upon Request
Bulk Parcel(s)	Per Occurrence	Upon Request



Rizzetta & Company