



Rizzetta & Company

CFM Community Development District

**Board of Supervisors' Meeting
September 15, 2022**

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

www.cfmccd.org

CFM
COMMUNITY DEVELOPMENT DISTRICT

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

www.cfmccd.org

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

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

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

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

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

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September 8, 2022

Board of Supervisors
**CFM Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the CFM Community Development District will be held on **Thursday, September 15, 2022 at 11:30 a.m.** at the office of Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912. The following is the agenda for the workshop:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT – AGENDA ITEMS ONLY**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors’ Meeting held on August 18, 2022 Tab 1
 - B. Consideration of the Operations and Maintenance Expenditures for the Month of July 2022 Tab 2
- 4. BUSINESS ITEMS**

None
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager Tab 3
- 6. SUPERVISOR REQUESTS AND COMMENTS**
- 7. PUBLIC COMMENT**
- 8. ADJOURNMENT**

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

Very truly yours,

Belinda Blandon

Belinda Blandon
District Manager

cc: Tucker Mackie, Kutak Rock, LLP

Tab 1

MINUTES OF MEETING

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

CFM COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the CFM Community Development District was held on **Thursday, August 18, 2022 at 11:31 a.m.** at the office of Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912

Present and constituting a quorum:

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

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, Kutak Rock, LLP (via speaker phone)
Brent Burford	District Engineer, Johnson Engineering (via speaker phone)
Sonny Backes	Mettauer Environmental (via speaker phone)
Audience	

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Public Comment

Ms. Blandon opened the floor to public comment.

Mr. Hoffman addressed the Board regarding sending text or other notifications should a CDD meeting be cancelled. Ms. Blandon advised that the CDD does not maintain a phone number or email address database and so it does not have that ability. Ms. Streeter advised that she will speak with the HOA to see if they would be amenable to sending such notifications.

46 **THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the
Board of Supervisors' Meeting held on
June 16, 2022**

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Ms. Blandon presented the Minutes of the Board of Supervisors' meeting held on June 16, 2022. She asked if there were any questions related to the minutes. There were none.

On a Motion by Ms. Gile, seconded by Ms. Streeter, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on June 16, 2022, Subject to the Correction Noted on the Record, for the CFM Community Development District.

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55 **FOURTH ORDER OF BUSINESS**

**Consideration of the Operations and
Maintenance Expenditures for the
Months of May and June 2022**

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Ms. Blandon presented the operations and maintenance expenditures for the period of May 1-31, 2022, totaling \$50,320.64 and the period of June 1-30, totaling \$61,131.29 and asked if there were any questions. Ms. Blandon responded to questions from the Board.

On a Motion by Ms. Streeter, seconded by Mr. McGibbon, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Month of May 2022, Totaling \$50,320.65 and the Month of June, Totaling \$61,131.29, for the CFM Community Development District.

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65 **FIFTH ORDER OF BUSINESS**

**Ratification of Special Assessment
Bonds, Series 2021 Requisitions for
Payment 20 through 26**

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Ms. Blandon advised that requisitions 20 through 26 total \$2,505,327.95 and asked if there were any questions. There were none.

On a Motion by Ms. Streeter, seconded by Mr. McGibbon, with all in favor, the Board Ratified Payment of Special Assessment Revenue Bonds, Series 2021 Requisitions for Payment 20 through 26 Totaling \$2,505,327.95, for the CFM Community Development District.

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73 **SIXTH ORDER OF BUSINESS**

**Public Hearing to Consider the
Adoption of the Fiscal Year 2022/2023
Budget**

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Ms. Blandon provided an overview of the public hearing process and asked for a

78 motion to open the public hearing to consider the adoption of the fiscal year 2022/2023
79 budget.
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81 On a Motion by Mr. Mayotte, seconded by Ms. Gile, with all in favor, the Board Opened
82 the Public Hearing to Consider the Adoption of the Fiscal Year 2022/2023 Budget, for the
83 CFM Community Development District.

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85 **SEVENTH ORDER OF BUSINESS** **Presentation of the Proposed Final**
86 **Budget for Fiscal Year 2022/2023**
87

88 Ms. Blandon asked if there were any questions or comments from the audience.
89 There were none.
90

91 On a Motion by Ms. Gile, seconded by Ms. Streeter, with all in favor, the Board Closed the
92 Public Hearing to Consider the Adoption of the Fiscal Year 2022/2023 Budget, for the CFM
93 Community Development District.

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95 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution 2022-05,**
96 **Annual Appropriations and Adopting**
97 **the Budget for Fiscal Year 2022/2023**
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99 Ms. Blandon provided an overview of the proposed final budget for fiscal year
100 2022/2023 advising that the total general fund budget is \$707,968.00 which includes an
101 increase of \$126,970.00, and the increase to each parcel is \$120.12. Board discussion
102 ensued.
103

104 On a Motion by Ms. Streeter, seconded by Mr. Mayotte, with all in favor, the Board Adopted
105 Resolution 2022-05, Annual Appropriations and Adopting the Budget for Fiscal Year
106 2022/2023, for the CFM Community Development District.

107
108 **NINTH ORDER OF BUSINESS** **Public Hearing to Consider the**
109 **Imposition of Operations and**
110 **Maintenance Special Assessments,**
111 **Adoption of an Assessment Roll, and**
112 **the Levy, Collection, and Enforcement**
113 **of the Same**
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115 Ms. Blandon asked for a motion to open the public hearing to consider the
116 imposition of operations and maintenance special assessments, adoption of an
117 assessment roll, and the levy, collection, and enforcement of the same.
118

119 On a Motion by Mr. Allen, seconded by Ms. Streeter, with all in favor, the Board Opened
120 the Public Hearing to Consider the Imposition of Operations and Maintenance Special
121 Assessments, Adoption of an Assessment Roll, and the Levey, Collection, and
122 Enforcement of the Same, for the CFM Community Development District.

123
124 Ms. Bandon asked if there were any questions or comments from the public
125 attendees. There were none.
126

127 On a Motion by Ms. Gile, seconded by Mr. McGibbon, with all in favor, the Board Closed
128 the Public Hearing to Consider the Imposition of Operations and Maintenance Special
129 Assessments, Adoption of an Assessment Roll, and the Levey, Collection, and
130 Enforcement of the Same, for the CFM Community Development District.

131
132 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2022-06,**
133 **Makin a Determination of Benefit and**
134 **Imposing Special Assessments for**
135 **Fiscal Year 2022/2023, Providing for**
136 **the Collection and Enforcement of**
137 **Special Assessments; Certifying an**
138 **Assessment Roll**
139

140 Ms. Bandon provided and overview of the resolution and asked if there were any
141 questions. There were none.
142

143 On a Motion by Mr. Allen, seconded by Ms. Gile, with all in favor, the Board Adopted
144 Resolution 2022-06, Making a Determination of Benefit and Imposing Special
145 Assessments for Fiscal Year 2022/2023, Providing for the Collection and Enforcement of
146 Special Assessments; Certifying an Assessment Roll, for the CFM Community
147 Development District.

148
149 **ELEVENTH ORDER OF BUSINESS** **Consideration of Third Addendum to**
150 **Contract for Professional District**
151 **Services**
152

153 Ms. Bandon advised that the third addendum to the professional district services
154 contract memorialized the new budget amounts and asked if there were any questions.
155 There were none.
156

157 On a Motion by Mr. Mayotte, seconded by Ms. Streeter, with all in favor, the Board
158 Approved the Third Addendum to the Contract for Professional District Services, for the
159 CFM Community Development District.

160
161 **TWELFTH ORDER OF BUSINESS** **Consideration of Resolution 2022-07,**
162 **Adopting a Meeting Schedule for**
163 **Fiscal Year 2022/2023**
164

165 Ms. Bandon provided and overview of the resolution advising that the schedule
166 being presented is consistent with the current year schedule. She asked if there were any
167 questions. There were none.

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On a Motion by Ms. Gile, seconded by Mr. Allen, with all in favor, the Board Adopted Resolution 2022-07, Adopting a Meeting Schedule for Fiscal Year 2022/2023, for the CFM Community Development District.

THIRTEENTH ORDER OF BUSINESS Staff Reports

- A. District Counsel
Ms. Mackie advised that she had no report and would be happy to answer any questions. Ms. Mackie addressed an email sent regarding a second entrance or exit. Ms. Streeter advised that she has told the resident that sent the article to her that they can either address their concern with Forestar or bring the concern to the CDD Board. Ms. Mackie advised that this discussion has been held previously and it would be difficult for the Board and Community to pursue the Nalle Grade Road. Ms. Streeter recommended that Staff stand by or take their concern to the County. Discussion ensued. Ms. Mackie advised that she can draft something related to what steps would need to be taken in order to pursue a secondary access although that would be a cost to the Board. Ms. Streeter asked that Ms. Mackie provide a summary estimate for the necessary research, with input from the District Engineer.

- B. District Engineer
Mr. Burford reviewed the Stormwater Management System Needs Analysis memo. Ms. Gile inquired as to why plastic culverts were installed rather than concrete. Mr. Burford advised that it was the contractor’s option to use the plastic.

Mr. Mayotte inquired as to the status of the inspection of the inlet protections. Mr. Burford advised that it does appear that inlet protection is in place during construction.

Mr. Mayotte inquired as to the status of the fencing around the conservation areas. Mr. Burford advised that he continues to work on that project.

Mr. Allen inquired as to the status of the Valley Gutter review. Mr. Burford advised that he will need to get with Staff to have the report wrapped up.

Ms. Streeter inquired as to the building of the second lake, at hole six, causing the area to be excessively wet. She advised it was not this way prior to the construction of the second lake. Mr. Burford advised that he has reviewed the area and there is not much that can be done at this time. Mr. Burford advised that he will get with the Johnson Engineering Environmental group to review the area; he further advised that drainage can also be installed after the rainy season. Mr. Burford recommended telling the residents that he is working on the issue; he further

213 recommended that Solitude spray the area for mosquitos until a resolution
214 is found. Ms. Streeter asked that Mr. Burford keep this on his radar.

215
216 Ms. Streeter advised of a drainage and flooding issue at 20501 Chestnut
217 Ridge which sits immediately adjacent to the high berm. She advised that
218 Mr. Riger has recommended installation of a catch basin. Ms. Mackie
219 recommended providing an opportunity for Mr. Burford to review prior to
220 asking for his recommendation. Mr. Burford advised that he can meet onsite
221 with the resident and Ms. Streeter next week.

222
223 Mr. Mayotte recommended revisiting the road sign issue identifying
224 Magnolia Landing; he advised that CFM CDD had previously been told the
225 signage is not allowed, although the Entrada community has the same
226 signage. Mr. Mayotte asked that the issue be investigated further with
227 Forestar.

228
229 C. District Manager

230 Ms. Bandon advised that she has received correspondence related to feral
231 hogs; she advised that it is a complex issue. Ms. Bandon advised of the
232 product Hog Scram which seems to be helpful. Discussion ensued. Ms.
233 Streeter asked that Ms. Bandon reach out to the HOA representative.

234
235 Mr. Allen inquired as to flags placed along Avenida Del Vera as well as
236 spray painting on the roads. Mr. Burford advised that he is not aware of any
237 work that is being done, although it could be related to the aerator
238 installations or the recharge well installation.

239
240 Ms. Bandon advised that she sent communication to Mr. Ratz on June 23rd
241 related to the island landscaping concerns. She advised that Mr. Ratz has
242 directed Mitchell & Stark to install very large boulders on the island to
243 prevent large trucks from driving up on the island. Ms. Gile recommended
244 having the landscaping removed until construction is complete and then
245 beautifying the island. Ms. Bandon advised that Mr. Ratz has advised that
246 he will install the boulders.

247
248 Ms. Bandon advised that she received a proposal in the amount of
249 \$5,320.00 for LED holiday lighting of the guardhouse and monument sign.
250

251 On a Motion by Ms. Gile, seconded by Mr. Allen, with all in favor, the Board Approved the
252 Paradise Lights Proposal for LED Holiday Lighting, in the Amount of \$5,320.00, for the
253 CFM Community Development District.

254
255 Ms. Bandon advised that the next meeting of the Board of Supervisors' is
256 scheduled to be held on Thursday, September 15, 2022 at 11:30 a.m.
257
258

259 **FOURTEENTH ORDER OF BUSINESS** **Supervisor Requests**

260
261 Ms. Blandon opened the floor for Supervisor requests and comments.

262
263 Mr. Allen advised that the LCEC light poles installed in the original areas need to
264 be cleaned and painted.

265
266 Mr. Allen advised that there is interest from residents of Magnolia Landing and
267 Heron's Glen to be able to walk, bike, or use golf carts to between the two communities.
268 Mr. Mayotte advised that he will reach out to Heron's Glen.

269
270 **FIFTEENTH ORDER OF BUSINESS** **Audience Requests and Comments**

271
272 Ms. Blandon opened the floor for Audience requests and comments.

273
274 Mr. Hoffman advised of an issue with signage in the median; he advised that he
275 will reach out to his contacts

276
277 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**

278
279 Ms. Blandon advised there is no further business to come before the Board and
280 asked for a motion to adjourn.

281

On a Motion by Ms. Gile, seconded by Mr. McGibbon, with all in favor, the Board adjourned the meeting at 1:05 p.m., for the CFM Community Development District.

282
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284
285 _____
286 Secretary/Assistant Secretary

_____ Chairman/Vice Chairman

Tab 2

CFM COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures July 2022 For Board Approval

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

The total items being presented: **\$ 47,424.94**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

CFM Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brian McGibbon	1109	BM061622	Board of Supervisors Meeting 06/16/22	\$ 200.00
Disclosure Services, LLC	1101	7	Amortization Series 2021 06/28/22	\$ 250.00
Johnson Engineering Inc	1102	20214225-000 Inv 10	Chloride Monitoring 06/22	\$ 750.00
Johnson Engineering Inc	1102	20214225-001 2	Pumpage Monitoring 06/22	\$ 200.00
Kutak Rock, LLP	1103	3067737	Monthly Legal Services 05/22	\$ 2,079.00
LCEC	1104	6571809552 3/11	Electric Summary 06/22	\$ 5,338.24
LCEC	1118	6571809552 7/22	Electric Summary 07/22	\$ 9,797.12
Magnolia Landing Master Association, Inc.	1114	MLM 07192022	Monthly Landscaping 07/22	\$ 6,357.52
Mettauer Environmental Inc.	1115	2540	Quarterly Conservation & Bi- Annual Maintenance 07/22	\$ 10,250.75
Rizzetta & Company, Inc.	1107	INV0000069348	District Management Fees 07/22	\$ 4,106.17
Rizzetta & Company, Inc.	1110	INV0000069929	Mass Mailing 07/22	\$ 820.39
Solitude Lake Management LLC	1116	PI-A00851005	Lake & Pond Management Services 07/22	\$ 2,346.00

CFM Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Lake Management LLC	1116	PI-A00853674	Lake & Pond Management Services Amendment	\$ 281.52
Superior Waterway Services, Inc.	1117	81115	Fountain Repairs 05/22	\$ 347.30
The News-Press	1111	4744386	Legal Ad 06/08/22	\$ 260.30
U.S. Bank	1112	6567546	Trustee Fees - Series 2021 06/01/22 - 05/31/23	\$ <u>4,040.63</u>
Report Total				\$ <u>47,424.94</u>

Tab 3



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** October 15, 2022
- **FY 2020-2021 Audit Completion Deadline:** Completed and accepted
- **Next Election (Seats 3 & 4):** November 9, 2022

**District
Manager's
Report**

September 8

2022

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FINANCIAL SUMMARY

7/31/2022

General Fund Cash & Investment Balance:	\$709,335
Debt Service Fund Investment Balance:	\$1,201,153
Capital Projects Fund Investment Balance:	\$3,385,217
Total Cash and Investment Balances:	\$5,295,705
General Fund Expense Variance:	\$81,115 Under Budget



Rizzetta & Company

Street light posts maintenance – During the BOS Meeting on August 18, 2022, the Board requested for the District Manager to contact LCEC regarding the posts that require maintenance. LCEC has requested a list of the streetlight post numbers.

Holiday Lighting – A check has been processed for the District's portion. We are now looking into installing additional outlets for the tree lights.