



Rizzetta & Company

CFM **Community Development District**

Board of Supervisors' Meeting June 05, 2025

**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.cfmcd.org

Board of Supervisors	Sue Streeter Todd Gile James Keneth Pate Brian McGibbon Mary Lieberman	Chair Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Tucker Mackie	Kutak Rock, LLP
District Engineer	Mark Zordan	Johnson Engineering, Inc.

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

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

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

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

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May 28, 2025

**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, June 05, 2025, at 11:30 a.m.** at the office of Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912. The following is the agenda for the meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENT – AGENDA ITEMS ONLY**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on May 15, 2025 Tab 1
4. **BUSINESS ITEMS**
 - A. Presentation of the Proposed Budget for Fiscal Year 2025-2026 Tab 2
 1. Consideration of Resolution 2025-04, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Tab 3
 - B. Consideration of Rizzetta & Company Proposal for Landscape Inspection Services Tab 4
5. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager (Under Separate Cover)
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, May 15, 2025, 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:

Sue Streeter	Board Supervisor, Chair
Todd Gile	Board Supervisor, Vice Chair
Brian McGibbon	Board Supervisor, Assistant Secretary
James "Ken" Pate	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Coordinator, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, Kutak Rock, LLP (via Teams)
Mark Zordan	District Engineer, Johnson Engineering

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Public Comment

Ms. Blandon advised that she now would open the floor for public comment.

Mr. Sisler addressed the ongoing irrigation issue frequently mentioned on social media. He expressed hope that the measures implemented thus far will remain in place and that the project will continue to move forward.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting held
on April 17, 2025**

Ms. Blandon presented the Minutes of the Board of Supervisors' meeting held on April 17, 2025, and asked if there were any questions, comments, or changes to the minutes.

On a Motion by Mr. Streeter, seconded by Mr. McGibbon, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on April 17, 2025, for the CFM Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of the Operations and
Maintenance Expenditures for the
Months of March and April 2025**

Ms. Blandon advised that operations and maintenance expenditures for the period of March 1-31, 2025 totaled \$89,996.80, and the operations and maintenance expenditures for the period of April 1-30, 2025 totaled \$95,820.25. Ms. Blandon asked if there were any questions, comments related to the presented expenditures. There were none.

On a Motion by Mr. Gile, seconded by Mr. McGibbon, with all in favor, the Board Ratified the Operations and Maintenance Expenditures for the Month of March, 2025 totaling \$89,996.80, and for the Month of April, 2025 totaling \$95,820.25 for the CFM Community Development District.

FIFTH ORDER OF BUSINESS

**Fiscal Year 2025/2026 Budget
Workshop**

Prior to commencing the discussion on the Budget Workshop, Ms. Blandon informed the Board that the June meeting would need to be rescheduled to an earlier date. Following a brief discussion, the Board agreed to hold the meeting on June 5, 2025.

Ms. Blandon began the presentation of the Proposed Budget by inviting questions from the Board. The Board briefly discussed Bank United serving as their trustee. It was noted that attorney fees had not increased, which was confirmed by Ms. Mackie.

Ms. Blandon informed the Board that she had prepared a 13-month trend report to assist in analyzing patterns across various budget line items.

Ms. Streeter inquired about potential changes to engineering fees. Ms. Blandon responded that she anticipates a decrease once all parcels are acquired, and related work is completed and certified. The Board engaged in a short discussion on this topic, which included a review of the number of homes still listed for sale.

Ms. Blandon then provided detailed remarks on the landscape maintenance line items, noting the upcoming transition between landscape vendors. Following discussion, the Board agreed to retain the amount she included in the proposed budget.

She continued to review various other line items in the proposed budget, including but not limited to mulch proposals, property insurance, curb pressure washing, street

signage and parking lot sweeping, monument cleaning, and fountain maintenance.

SIXTH ORDER OF BUSINESS

**Consideration of SchoolStatus
Proposal for Website Setup and
Hosting Services**

Ms. Bandon presented a proposal from SchoolStatus for website setup and hosting services. She outlined the challenges encountered with the current vendor and recommended that the Board consider transitioning to a new provider.

In response to a question from Ms. Streeter regarding the cost, Ms. Bandon acknowledged that the proposed service is slightly more expensive than the current one. When another Supervisor inquired whether other districts were utilizing SchoolStatus, Ms. Bandon listed several districts currently using their services.

Following the discussion, the Board approved the change in website service vendors.

On a Motion by Mr. Pate, seconded by Ms. Streeter, with all in favor, the Board Approved the SchoolStatus Proposal for Website Setup and Hosting Services for the CFM Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Mackie informed the Board that she had no items to report but was available to answer any questions. No questions were raised by the Board.

B. District Engineer

Mr. Zordan addressed a resident complaint regarding a repaired valley gutter, which prompted him to compile a report detailing the condition of all valley and curb gutters throughout the district.

According to his report, 88 linear feet of curb gutter and 926 linear feet of valley gutter were identified as needing repair, representing a total of 178 distinct repair points.

Ms. Streeter inquired whether the current budget could accommodate the repairs. Ms. Bandon responded that due to the scale of the project, funding would need to come from the District's reserve funds.

Mr. Zordan informed the Board that he had already contacted Paramount, which provided an estimate of \$40.00 per linear foot, plus a mobilization fee. He noted that this pricing is considered highly competitive compared to other vendors.

Following discussion, the District Engineer was asked to compile a prioritized list of repair locations.

The Board also engaged on a conversation related to a streetlight issue that had been the subject of a resident complaint. Ms. Streeter stated that she would personally visit the area one evening to assess the brightness of the streetlight in question. Mr. Zordan confirmed that he is actively working to resolve the matter.

C. District Manager

Ms. Blandon began her report by stating that, as of April 15, 2025, there were 1,248 registered voters within the District.

She also confirmed that, according to the Board's prior discussion, the next Board of Supervisors meeting has been rescheduled for June 5, 2025, at 11:30 a.m. This update will be posted on the District's website, and a notification will be sent accordingly.

EIGHTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Ms. Blandon asked if there were any supervisor requests or comments.

Ms. Streeter addressed Mr. Sisler's concerns regarding the irrigation issue. She explained that the District operates a single irrigation system that serves both the residential areas and CDD property. As a result, the new irrigation vendor will need to coordinate with the current vendor to complete necessary repairs. She further clarified that the residential area in question falls under the jurisdiction of the golf course; however, efforts are underway in collaboration with an irrigation vendor to resolve the issue.

Ms. Deramo raised a concern regarding an irrigation issue in her backyard, which she stated was caused by work done by a vendor. Ms. Blandon clarified that this matter falls under the jurisdiction of the HOA and, therefore, is not within the scope of the District Board's responsibilities or discussion.

Ms. Deramo was also asked about the pump station placed on CDD property. In response, Ms. Blandon requested that Mr. Zordan explain the purpose and functionality of the system.

Mr. Zordan clarified that the installation in question is a recharge system, not a pump station. He explained that, in accordance with South Florida Water Management District (SFWMD) regulations, any water extracted must be returned to the lake. The system is currently undergoing testing, and certification is expected soon, at which point the recharge system will be fully operational.

Ms. Streeter reiterated that the recharge system is still undergoing testing and, according to the project timeline, it is expected to become operational by the end of May or early June.

NINTH ORDER OF BUSINESS

Adjournment

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

On a Motion by Mr. McGibbon, seconded by Mr. Gile, with all in favor, the Board Adjourned the meeting at 12:24 p.m., for the CFM Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2



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Proposed Budget Fiscal Year 2025/2026

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Proposed Budget CFM Community Development District General Fund Fiscal Year 2025/2026								Comments
Chart of Accounts Classification		Actual YTD through 03/31/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs. 2024/2025	
1								
2	ASSESSMENT REVENUES							
3								
4	Special Assessments							
5	Tax Roll*	\$ 1,021,075	\$ 1,021,075	\$ 1,018,303	\$ 2,772	\$ 1,099,132	\$ 80,829	
6								
7	Assessment Revenue Subtotal	\$ 1,021,075	\$ 1,021,075	\$ 1,018,303	\$ 2,772	\$ 1,099,132	\$ 80,829	
8								
9	OTHER REVENUES							
10								
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12	Interest Earnings	\$ 19,976	\$ 39,952	\$ -	\$ 39,952	\$ 30,000	\$ 30,000	
13								
14	Other Revenue Subtotal	\$ 19,976	\$ 39,952	\$ -	\$ 39,952	\$ 30,000	\$ 30,000	
15								
16	TOTAL REVENUES	\$ 1,041,051	\$ 1,061,027	\$ 1,018,303	\$ 42,724	\$ 1,129,132	\$ 110,829	
17	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.							
18								
19	EXPENDITURES - ADMINISTRATIVE							
20								
21	Legislative							
22	Supervisor Fees	\$ 3,400	\$ 6,800	\$ 10,000	\$ 3,200	\$ 10,000	\$ -	
23	Financial & Administrative							
24	Accounting Services	\$ 10,327	\$ 20,654	\$ 20,655	\$ 1	\$ 20,765	\$ 110	
25	Administrative Services	\$ 3,098	\$ 6,196	\$ 6,196	\$ -	\$ 6,444	\$ 248	
26	Arbitrage Rebate Calculation	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
27	Assessment Roll	\$ 5,737	\$ 5,737	\$ 5,737	\$ -	\$ 5,966	\$ 229	
28	Auditing Services	\$ -	\$ -	\$ 4,120	\$ 4,120	\$ 4,120	\$ -	
29	Bank Fees	\$ 217	\$ 217	\$ -	\$ (217)	\$ -	\$ -	
30	Disclosure Report	\$ 6,500	\$ 13,000	\$ 6,500	\$ (6,500)	\$ 6,500	\$ -	
31	District Engineer	\$ 43,062	\$ 86,124	\$ 60,000	\$ (26,124)	\$ 60,000	\$ -	
32	District Management	\$ 9,983	\$ 19,966	\$ 19,966	\$ -	\$ 20,765	\$ 799	
33	Dues, Licenses & Fees	\$ 735	\$ 1,470	\$ 735	\$ (735)	\$ 735	\$ -	
34	Financial & Revenue Collections	\$ 2,868	\$ 5,736	\$ 5,737	\$ 1	\$ 5,966	\$ 229	
35	Legal Advertising	\$ 1,976	\$ 3,952	\$ 2,600	\$ (1,352)	\$ 2,600	\$ -	
35	Miscellaneous Fees	\$ 1,000	\$ 2,000	\$ -	\$ (2,000)	\$ -	\$ -	
36	Miscellaneous Mailings	\$ -	\$ -	\$ 400	\$ 400	\$ 400	\$ -	
37	Property Taxes	\$ 23	\$ 46	\$ 22	\$ (24)	\$ 22	\$ -	
38	Public Officials Liability Insurance	\$ 3,700	\$ 3,700	\$ 3,804	\$ 104	\$ 4,163	\$ 359	
39	Tax Collector /Property Appraiser Fees	\$ 1,084	\$ 1,084	\$ 1,084	\$ -	\$ 1,084	\$ -	
40	Trustees Fees	\$ 6,734	\$ 6,734	\$ 8,082	\$ 1,348	\$ 8,082	\$ -	
41	Website Hosting, Maintenance, Backup (and Email)	\$ 1,200	\$ 2,400	\$ 3,699	\$ 1,299	\$ 4,013	\$ 314	
42	Legal Counsel							
43	District Counsel	\$ 9,932	\$ 19,864	\$ 30,000	\$ 10,136	\$ 30,000	\$ -	
44								
45	Administrative Subtotal	\$ 111,576	\$ 205,680	\$ 190,337	\$ (15,343)	\$ 192,625	\$ 2,288	
46								
47	EXPENDITURES - FIELD OPERATIONS							

CFM Community Development District			
Debt Service			
Fiscal Year 2025/2026			
Chart of Accounts Classification	Series 2021	Series 2021 (Refunding)	Budget for 2025/2026
REVENUES			
Special Assessments			
Net Special Assessments ⁽¹⁾	\$584,160.00	\$583,240.28	\$1,167,400.28
TOTAL REVENUES	\$584,160.00	\$583,240.28	\$1,167,400.28
EXPENDITURES			
Administrative			
Debt Service Obligation	\$584,160.00	\$583,240.28	\$1,167,400.28
Administrative Subtotal	\$584,160.00	\$583,240.28	\$1,167,400.28
TOTAL EXPENDITURES	\$584,160.00	\$583,240.28	\$1,167,400.28
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00

Lee County Early Payment Discounts (4%):

4.0%

GROSS ASSESSMENTS	\$1,216,041.96
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Notes:

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

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

CFM COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2025/2026 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2025/2026 O&M Budget:		\$1,099,132.00	2024/2025 O&M Budget	\$1,018,303.00
Early Payment Discounts:	4%	\$45,797.17	2025/2026 O&M Budget	\$1,099,132.00
Tax Collector Fee (\$1.84 PER PARCEL / LINE):		\$1,994.56		
2025/2026 Total:		\$1,146,923.73	Total Difference	\$80,829.00

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2024/2025	2025/2026	\$	%
Residential	Series 2021 (Refunding) Debt Service	\$1,110.68	\$1,110.68	\$0.00	0.00%
	Operations/Maintenance	\$965.24	\$1,041.71	\$76.47	7.92%
	Total	\$2,075.92	\$2,152.39	\$76.47	3.68%
Golf Course	Series 2021 (Refunding) Debt Service	\$1,110.68	\$1,110.68	\$0.00	0.00%
	Operations/Maintenance	\$965.24	\$1,041.71	\$76.47	7.92%
	Total	\$2,075.92	\$2,152.39	\$76.47	3.68%
35' Twin Villa	Series 2021 Debt Service	\$875.00	\$875.00	\$0.00	0.00%
	Operations/Maintenance	\$965.24	\$1,041.71	\$76.47	7.92%
	Total	\$1,840.24	\$1,916.71	\$76.47	4.16%
Single Family 50	Series 2021 Debt Service	\$1,250.00	\$1,250.00	\$0.00	0.00%
	Operations/Maintenance	\$965.24	\$1,041.71	\$76.47	7.92%
	Total	\$2,215.24	\$2,291.71	\$76.47	3.45%
Single Family 60'	Series 2021 Debt Service	\$1,500.00	\$1,500.00	\$0.00	0.00%
	Operations/Maintenance	\$965.24	\$1,041.71	\$76.47	7.92%
	Total	\$2,465.24	\$2,541.71	\$76.47	3.10%

FISCAL YEAR 2025/2026 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET	\$1,099,132.00
EARLY PAYMENT DISCOUNT @ 4.0%	\$45,797.17
(7) TAX COLLECTOR FEE (\$1.84 PER PARCEL / LINE)	\$1,994.56
TOTAL O&M ASSESSMENT	\$1,146,923.73

UNITS ASSESSED			
LOT SIZE	O&M	SERIES 2021	SERIES 2021 (REFUNDING)
		DEBT SERVICE ⁽¹⁾	DEBT SERVICE ⁽²⁾
35' Twin Villa	152	152	0
Single Family 50'	336	336	0
Single Family 60'	37	37	0
Residential	558	0	529
Golf Course	18	0	18
Total Community	1101	525	547

Allocation of O&M Assessment			
EAU Factor	Total EAU's	% Total EAU's	Total O&M Budget
1.00	152.00	13.81%	\$158,340.06
1.00	336.00	30.52%	\$350,014.87
1.00	37.00	3.36%	\$38,543.30
1.00	558.00	50.68%	\$581,274.70
1.00	18.00	1.63%	\$18,750.80
	1101.00	100.00%	\$1,146,923.73

PER LOT ANNUAL ASSESSMENT			
O&M	SERIES 2021	SERIES 2021 (REFUNDING)	TOTAL ⁽⁵⁾
	DEBT SERVICE ⁽³⁾	DEBT SERVICE ⁽⁴⁾	
\$1,041.71	\$875.00	\$0.00	\$1,916.71
\$1,041.71	\$1,250.00	\$0.00	\$2,291.71
\$1,041.71	\$1,500.00	\$0.00	\$2,541.71
\$1,041.71	\$0.00	\$1,110.68	\$2,152.39
\$1,041.71	\$0.00	\$1,110.68	\$2,152.39

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

Net Revenue to be Collected:	\$1,099,132.00
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(1) Reflects the number of total lots with Series 2021 debt outstanding.

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

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

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

⁽⁵⁾ Annual assessment that will appear on November 2025 Lee County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

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

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

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

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

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

EXPENDITURES – ADMINISTRATIVE:

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



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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

EXPENDITURES - FIELD OPERATIONS:

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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



RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

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

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

EXPENDITURES:

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

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



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

EXPENDITURES – ADMINISTRATIVE:

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

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



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Tab 3

RESOLUTION 2025-04
[FY 2026 BUDGET APPROVAL RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CFM COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FY 2026; SETTING A PUBLIC HEARING THEREON AND DIRECTING PUBLICATION; ADDRESSING TRANSMITTAL AND POSTING REQUIREMENTS; ADDRESSING SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**FY 2026**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the CFM Community Development District (“**District**”) prior to June 15, 2025, the proposed budget(s) attached hereto as **Exhibit A (“Proposed Budget”)**; and

WHEREAS, the Board now desires to set the required public hearing on the Proposed Budget.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget attached hereto as **Exhibit A** is hereby approved preliminarily.

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

DATE: August 21, 2025
TIME: 11:30 a.m.
LOCATION: Rizzetta & Company, Inc.
9530 Marketplace Blvd., Suite 206
Fort Myers, Florida 33912

3. **TRANSMITTAL TO LOCAL GENERAL PURPOSE GOVERNMENTS; POSTING OF PROPOSED BUDGET.** The District Manager is hereby directed to (i) submit a copy of the Proposed Budget to the applicable local general-purpose government(s) at least 60 days prior to its adoption, and (ii) post the approved Proposed Budget on the District’s website in accordance with Chapter 189, Florida Statutes.

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

PASSED AND ADOPTED THIS 5TH DAY OF JUNE 2025.

ATTEST:

CFM COMMUNITY DEVELOPMENT DISTRICT

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A
Proposed Budget

Tab 4



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Professionals in Community Management



PROPOSAL

LANDSCAPE INSPECTION SERVICES

Prepared for: CFM Community Development District (Magnolia Landing)



COMMITTED TO PRESERVING
AND ENHANCING THE
COMMUNITY LANDSCAPE



LANDSCAPE INSPECTION SERVICES

One of the largest expenses in any planned community is landscape maintenance. Why not have a professional, experienced landscape manager ensuring it is thriving and beautifully framing the community as it was intended to be?

Our Landscape Inspection Services team includes a Landscape Designer, a former commercial landscape maintenance company account manager, a prior owner of a multi-dimensional landscape service firm and others. Rizzetta & Company's Landscape Inspection Services team has a combined total of more than 100 years serving Florida community landscapes!

Each of our Landscape Specialists is Best Management Practices (BMP) certified in the state of Florida. Our team is committed to elevating the landscape maintenance in your community with detailed inspections, formal reporting, landscape planning, and effective vendor management strategies.

The first thing noticed in any community is its landscaping. It can convey a "Wow" factor to visitors, set a welcoming tone for residents, and help to increase home values within the community. Rizzetta & Company Landscape Inspection Services team provides the expertise needed for a well-planned, well-maintained community landscape now and for the future.





Community Asset Management Plan: Upon request and following fee agreement, perform a complete inventory of the community landscape assets and provide an inventory report to the board.

Landscape & Irrigation Specification Development: Upon request and following fee agreement, develop a Request for Proposal (RFP) document to include a customized set of standards and specifications based on the community needs and budget. We will conduct the bidding process, review, and prepare bid tabulation documents for the board and assist the board with reviewing the bid tabulation and other pertinent information.

Landscape Turnover Inspections: Attend landscape turnover meeting and participate in the inspection on behalf of the board. Follow up report provided.

Master Task Project Plan for Mature Communities: Upon request and following fee agreement, develop a project plan specific to landscape replacement and enhancement for the common areas. Emphasis is on maturing landscape in the community and budgeting accordingly.

The collage displays several landscape inspection reports from Greyhawk Landing. The reports are titled with locations such as "Brambling Fenirig", "Gutterford Well, Cudmore", "Riverside Chubbuck", "Hawthorn, Manager Car North", "Power, Riverside Park", "St. C's, Astor Ave.", and "Gutterford Well, Cudmore". Each report includes a cover page with the "GREYHAWK LANDING" logo, a date, and a title. The reports feature photographs of various landscape features like trees, lawns, and garden beds, along with handwritten notes and diagrams. The reports are numbered 1 through 10.



SCOPE OF SERVICES

Rizzetta & Company is pleased to provide this proposal for professional Landscape Inspection Services. These services will be provided on a recurring basis, with a detailed description provided below.

Landscape Inspection Services Management

- Perform one (1) monthly landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape and irrigation maintenance contracts.
- Provide the District with one (1) monthly landscape inspection report, which shall be included in the District's agenda package and may contain, among other things, recommended action items.
- Upon request of the District, attend up to six (6) District meetings in person or electronically, per fiscal year, to review landscape inspection report or discuss other landscape-related issues.
- Notify landscape maintenance contractors of deficiencies in service or the need for additional care.
- Monitor the progress of landscape maintenance contractors, in accordance with the scope of work provided in maintenance contracts with the District.
- Upon request, provide input for preparation of the District's annual budget.
- Upon request and following fee agreement, prepare and develop a scope of services for landscape & irrigation maintenance proposals and oversee the entire bidding process. This service is provided once per floating 12-month period.
- Obtain additional competitive landscape maintenance/enhancement proposals for incidental work as requested by the District and provide them to the District Manager.



LANDSCAPE INSPECTION

SERVICES FEE

Based on the Scope of Services, Rizzetta & Company proposes the following Landscape Inspection Services fee:

☐ – **Scope of Services as presented (service fee will be billed monthly):**

- **\$1000/mt.**

☐ – **Scope of Services as amended (service fee will be billed bi-monthly – every other month):**

- Perform one (1) bi-monthly landscape maintenance inspection
- Provide the District with one (1) bi-monthly landscape inspection report.
- Upon request of the District, attend up to three (3) District meetings in person or electronically, per fiscal year.
- **\$1100/bi-monthly**

Submitted

By: _____

Lucianno Mastrionni

Vice President, Corporate Services
Rizzetta & Company

Date: _____

Accepted

By: _____

Print: _____

For: CFM Community Development District
Magnolia Landing

Date: _____

WE BUILD

PARTNERSHIPS

THAT LAST



Rizzetta & Company

Professionals in Community Management

CORPORATE OFFICE

3434 Colwell Avenue, Suite 200, Tampa, FL 33614

888-208-5008 | rizzetta.com