

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**



JANUARY 23, 2020
BOARD OF SUPERVISORS MEETING
AGENDA PACKET



CLEARWATER CAY COMMUNITY DEVELOPMENT DISTRICT

PREMIER DISTRICT MANAGEMENT, LLC
3820 Colonial Blvd. Suite 101 ▪ Fort Myers ▪ FL 33966
Telephone: (239) 690-7100

Board of Supervisors
Clearwater Cay CDD

January 16, 2020

Dear Supervisors:

The regular meeting of the Clearwater Cay CDD Board of Supervisors will be held on January 23, 2020 at 5:30 PM at the Grand Venezia at Baywatch Clubhouse at 2704 Via Murano in Clearwater, FL 33764. The Agenda is included in Section Two and some points of interest are as follows:

- Included are the financials for the period ending December 31, 2019, and the regular Meeting Minutes for December 19, 2019
- The Attorney will address Debt Service Validation, review of suggested legal representation in potential malpractice suit, and other legal issues clarifications
- Updates on the various landscaping maintenance projects and upgrades, including a request by RedTree for more compensation
- There will be more discussion on the stormwater improvements
- Included is the FY2020 Budget Schedule for discussion

Board members will be receiving Agenda Packets electronically. Additionally, the District Manager will bring copies to distribute to Board members at the meeting. Any supporting documents not enclosed will be brought to the meeting. The **next meeting is scheduled for February 27, 2020**. If there are any questions or requests prior to the meeting, feel free to contact me.

Respectfully,



Calvin Teague
District Manager

Clearwater Cay Community Development District Meeting Agenda

January 23, 2020 at 5:30 PM

1. Call to Order and Roll Call
2. Approval of the Agenda
3. Audience Comments on Agenda Items
4. Approval of Meeting Minutes
 - A. Regular Meeting Minutes from December 19, 2019
5. Old Business
 - A. Stormwater Improvements Update
 - B. Disabled Parking Concerns
 - C. Landscape Efforts and Updates
 - i. Mulch Installation
 - ii. Community Sod Replacement
 - iii. Building 3 Circle Enhancements
 - iv. Gazebo Area Landscape
 - v. Pruning & Weeding: Cleanup
6. New Business
 - A. FY2021 Budget Schedule
 - B. Project List for 2021
 - C. CDD Board Inspection Schedule
7. District Manager
 - A. Financial Statements for Period Ending December 31, 2019
 - B. Biannual Field Report
8. Attorney
 - A. Debt Assessment Validation
 - B. Review of Suggested Legal Representation Regarding Filing Malpractice Charges Against Gray Robinson
 - C. Legal Issues Clarifications
9. Supervisor Requests and/or Comments
10. Audience Comments
11. Adjournment

Next Regular Meeting: February 27, 2020 at 5:30 PM

**DRAFT
MINUTES OF MEETING**

The following is a summary of the discussions and actions taken at the Clearwater Cay Community Development District (CDD) Board of Supervisors meeting.

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Clearwater Cay Community Development District was held on Thursday December 19, 2019 at 5:30 p.m. at the Grand Venezia Baywatch Clubhouse on 2704 Via Murano in Clearwater, Florida 33764.

Present and constituting a quorum were:

Michael Herd	Chairman
Pat O'Malley	Vice Chair
Alan Glidden	Assistant Secretary
Jeff Wilson	Assistant Secretary
Don Dwyer	Assistant Secretary

Also present were:

Cal Teague	District Manager
Dan Molloy	District Attorney
Residents	

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and the District Manager called the roll. All were present for today's meeting. Also present was District Attorney Dan Molloy.

On MOTION by Chairman Herd, seconded by Vice Supervisor Glidden, with all in favor, the Board voted to limit discussion to three minutes per Board member per topic.

SECOND ORDER OF BUSINESS

Approval of the Agenda

The Agenda was presented and amended to add 6. C. FY 2021 Assessments.

On MOTION by Supervisor Dwyer, seconded by Vice Chairman O'Malley, with all in favor, the Agenda was approved as amended.

46 **THIRD ORDER OF BUSINESS** **Audience Comments on Agenda**
 47 **Items**

48
 49 There being none, the next Order of Business followed.

50
 51 **FOURTH ORDER OF BUSINESS** **Approval of Meeting Minutes**

52
 53 **A. Regular Meeting Minutes from November 21, 2019**

54
 55 The Meeting Minutes were presented and approved.

56
 57 On MOTION by Supervisor Dwyer, seconded by
 58 Supervisor Wilson, with all in favor, the Meeting
 59 Minutes from November 21, 2019 were approved
 60 as presented.

61
 62 **FIFTH ORDER OF BUSINESS** **Old Business**

63
 64 **A. Mangrove Trimming Issues**

65
 66 The District Manager stated that he has not received anything from the County in this
 67 regard. He has also tried to contact the County and has not received a response.
 68 Therefore, the Board agreed to remove this topic from the Agenda until the County
 69 contacts them.

70
 71 **B. Stormwater Improvements Update**

72
 73 The District Manager updated the Board that the contract has been signed and he is
 74 waiting for a start date for the project. Supervisor Dwyer stated that the contractor and the
 75 District Engineer will be meeting at the community tomorrow to confirm that the contractor
 76 is familiar with the expectations and parameters of the project.

77
 78 **C. Road Updates**

79
 80 **i. Disabled Parking**

81
 82 This project is complete. However, the Board is concerned that non-handicapped
 83 vehicles are now parking there. The Board discussed options for regulating the
 84 use of this space which included placing stickers on cars with warnings and if this
 85 illegal parking still occurred, violators would be towed. Along with the stickers,
 86 pictures would be taken of the cars that are in violation.

87
 88 **ii. Asphalt Repairs**

89
 90 It was reported that this project is complete.

91
 92
 93

94 **D. Landscape Efforts and Updates**

95

96 **i. Mulch Installation**

97

98 The District Manager reported that this project will be complete in early January.

99

100

101 **ii. Palm Tree Pruning**

102

103 The District Manager stated that this project is complete.

104

105 **iii. Community Sod Replacement**

106

107 The District Manager reported that this project is on hold until the irrigation is back up and running.

108

109

110 **iv. Building 3 Circle Enhancements**

111

112 The District Manager reported that this project is on hold until the irrigation is back up and running.

113

114 **v. Gazebo Area Landscape**

115

116 The District Manager reported that this project is on hold until the irrigation is back up and running.

117

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119 **SIXTH ORDER OF BUSINESS**

New Business

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121 **A. Security Concerns**

122

123 Supervisor Dwyer reported that on Monday, December 23rd the security company will begin to replace and repair the defective components in the access system. Then on January 2nd they will return to install the gate for the exit lane.

126

127 **B. Annual Attorney Fee Review**

128

129 The Attorney fees were discussed briefly, and the District Manager made suggestions to lower the fees in the near future. A handout with several questions was presented and it was determined that the Vice Chairman O'Malley is going to meet with the District Attorney to answer the questions for further discussion at the next Board meeting.

133

134 **C. FY 2021 Assessments**

135

136 Supervisor Dwyer discussed his feelings that the debt assessments for the past four years were overpaid by the residents by approximately \$900,000. The Board discussed having a consultant conduct an analysis of the numbers for the hearing in March so they can be presented to the judge.

139

140

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On MOTION by Supervisor Dwyer, seconded by Vice Chairman O'Malley, with all in favor, the Board voted to have a consultant draw up a plan to adjust the debt assessments to be presented at the assessment validation hearing in March.

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147

SEVENTH ORDER OF BUSINESS **District Manager**

148
149

A. Financial Statements for Period Ending November 30, 2019

150
151

The financial statements were presented and accepted.

152
153

On MOTION by Supervisor Wilson, seconded by Supervisor Dwyer, with all in favor, the financial statements for November were accepted as presented.

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155
156

157

B. FY 2018 Audit Submittal

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159

The District Manager stated that the audit has been submitted and accepted. He presented a letter from the State saying that no further actions will be taken.

160
161
162

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EIGHTH ORDER OF BUSINESS **Attorney**

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166

A. Bankruptcy Update

The District Attorney stated that the bankruptcy was dismissed.

167
168

B. Debt Assessment Validation

The District Attorney stated that there is a hearing March 2nd for the debt assessments.

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171

C. Review of Suggested Legal Representation Regarding Filing Malpractice Charges Against Gray Robinson

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The District Attorney received several recommendations for Attorneys to take on this case.

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NINTH ORDER OF BUSINESS **Supervisor's Requests and/or Comments**

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Supervisor Glidden asked about lights being out on the palm trees. Chairman Herd stated that the contractor has been working on fixing them.

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182

Chairman Herd commented that the Grand Bellagio Condominiums has approved placing lights in the four palm trees around the fountain.

183
184

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189 **TENTH ORDER OF BUSINESS** **Audience Comments**

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191 Bruce Barnes commented on the legal fees and commented on what a great job the
192 District Attorney is doing for the CDD.

193
194 **ELEVENTH ORDER OF BUSINESS** **Adjournment**

195
196 There being no further Orders of Business and,

197
198 On MOTION by Supervisor Dwyer,
199 seconded by Supervisor Wilson, with all in
200 favor, the meeting was adjourned at 6:32
201 p.m.

202
203
204 **Next Regular Meeting: January 23, 2020 at 5:30 PM**

205
206
207 _____
208 Secretary/Assistant Secretary Chair/Vice Chair

Thanks for the information Mr. Teague. Please keep me advised as to the response from the CDD.

Mr. Teague, Mr. Dwyer and Board, I already met with the contractor and he and I both know the issues with the current scope. Based on 2 years of owning unit 119 in Building 1, the drainage swale has been full and water over spilling within 3 feet of our back porch. The water sits in the ditch for long periods of time and is unacceptable. I think the best solution is to pipe the water out or building a substantial retaining wall to increase the capacity of holding water without endangering the ground floor units in Building 1. The existing retaining wall a few feet to the south of our ditch acts as a dam thereby filling our short length and shallow ditch with only a small amount of rainfall.

Thanks,
 Ron and Raine Schulte,
 Ronald J. Schulte / Sales Director Marc Rutenberg Homes
 Cell: 727-403-5055
 10113 Milano Drive, Trinity FL 34655
Early and late appointments welcome daily:
Weekdays, Weekends and Holidays



From: Cal Teague <CTeague@cddmanagement.com>
Sent: Monday, January 6, 2020 9:36 AM
To: donhdwyer@gmail.com; ron@marcrutenberg.com; Chris <c.dausch@verizon.net>; Michael Herd <michaelherd22@yahoo.com>
Cc: Christopher Dudak <cdudak@cddmanagement.com>
Subject: RE: FW: Drainage behind building 1 is not being corrected.

Hello Mr. Schulte, as you noticed work on the drainage area is being completed and with completion it should perform as originally designed. In response to the concerns you have expressed and those raised by Supervisor Dwyer, we are looking at presenting a request to the Board for additional funding to have the area surveyed to verify proper drainage exists and have soil samples taken and analyzed to ensure proper percolation is being obtained during rain events. Proposals for this extra analysis is being sought and once received they will be presented to the Board for their consideration.

Hopefully this will help with the questions you raised.

Cal Teague

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 3820 Colonial Blvd., Suite 101
 Fort Myers, FL 33966
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 O: 239-690-7100 ext. 101
 C: 239-850-0992
 F: 239-214-6074

From: Peter Lucadano <peteluke@redtreelandscape.systems>
Sent: Monday, January 6, 2020 4:35 PM
To: Cal Teague <CTeague@cddmanagement.com>
Subject: Fwd: Clearwater Cay CDD

Hello Cal! Thank you for speaking with me on the phone today. As per your request, below is a follow-up to the e-mail regarding a clean-up fee for the detail at Clearwater Cay CDD - Happy New Year!

1) SHRUB PRUNING & WEEDING CLEAN-UP: Alexander's did leave the property in a state of unreasonable maintenance. It was clear that they did not do any shrub pruning or weeding for at least the last two months of the contract. As a result, I have dedicated extra crew power to the property for the duration of the month and we just "completed" the first rotation of shrub pruning and weeding yesterday. As per previous discussions on the matter, it would be fair to be compensated an additional \$3,000.00 for the clean-up fees for what Alexander's did not properly do. Would compensation for this clean-up from Alexander's funds be possible?



Peter Lucadano

CEO / Owner
727-919-3915
peteluke@redtreelandscape.systems

CLEARWATER CAY COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021 BUDGET SCHEDULE

January 23, 2020 - Budget Schedule is distributed and will be discussed and goals requested.

February 27, 2020 - Budget goals and objectives will be discussed. Scheduling of Special Workshops will also be considered.

March 26, 2020 - Draft Budget will be distributed and any special workshops established.

April 23, 2020 - Working on any changes needed for the Budget.

May 28, 2020 - Tentative Budget approved and Public Hearing set. The Proposed Budget must be approved before June 15th. The June meeting (06/25) is after the deadline. Therefore, if not approved at this meeting a special meeting must be set. It can be a continuation of the meeting but must occur **no later than June 15th**. The Budget Public Hearing must be at least 60 days after the approval of the Proposed Budget. After the Proposed Budget is approved, it can be adjusted at the Public Hearing. However, the assessment rate can't be increased, only lowered. If increased, we will need to do a mailed notice to every property owner in the community explaining the increase and that there will be a Public Hearing to discuss the need for the increase.

June 25, 2020 - The Budget can be discussed, and suggested changes can be prepared for the Public Hearing in August.

July 23, 2020 - The Budget can be discussed, and suggested changes can be prepared for the Public Hearing in August.

August 27, 2020 - This is the date we are proposing for adoption of the Budget. The Public Hearing will be held and after comments from the community the Board will consider adoption of your Financial Planning Document for Fiscal Year 2021. If needed, the adoption can be later but has to be before September 10th.

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Financial Report

December 31, 2019

unaudited

Prepared by:
Premier District Management

Balance Sheet
Clearwater Cay Community Development District
December 31, 2019

	<u>GENERAL FUND</u>	<u>SERIES 2006A DEBT SERVICE FUND</u>	<u>SERIES 2006A CAPITAL PROJECTS FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>				
Checking Account	217,982.00	0.00	0.00	217,982.00
Cash	0.00	0.00	94.66	94.66
Due To/From	(97,676.07)	0.00	0.00	(97,676.07)
Due To/From 001/202/203	0.00	97,676.07	0.00	97,676.07
Money Market Account	10,214.72	0.00	0.00	10,214.72
Interest/Dividend Receivables	0.00	2,431.40	0.00	2,431.40
Investments-Reserve Fund	0.00	383,505.07	0.00	383,505.07
Investments-Revenue Fund	0.00	1,787,062.58	0.00	1,787,062.58
Investments-Construction Fund	0.00	0.00	15,292.34	15,292.34
Investments-Working Capital Fund	0.00	0.00	57,382.19	57,382.19
Prepaid Items	7,177.19	0.00	0.00	7,177.19
TOTAL ASSETS	137,697.84	2,270,675.12	72,769.19	2,481,142.15
<u>LIABILITIES AND FUND BALANCES</u>				
LIABILITIES				
Accounts Payable	250.00	0.00	0.00	250.00
Accrued Accounts Payable	52,807.14	0.00	0.00	52,807.14
Due to Bond Holders	0.00	1,439,500.00	0.00	1,439,500.00
TOTAL LIABILITIES	53,057.14	1,439,500.00	0.00	1,492,557.14
FUND BALANCES				
Nonspendable				
Prepaid Items	7,177.19	0.00	0.00	7,177.19
Restricted				
Debt Service	0.00	831,175.12	0.00	831,175.12
Restricted				
Capital Projects	0.00	0.00	72,769.19	72,769.19
Assigned				
Unassigned				
Unassigned	77,463.51	0.00	0.00	77,463.51
TOTAL FUND BALANCES	84,640.70	831,175.12	72,769.19	988,585.01
TOTAL LIABILITIES AND FUND BALANCES	137,697.84	2,270,675.12	72,769.19	2,481,142.15

Statement of Revenues, Expenditures and Changes in Fund Balance
Clearwater Cay Community Development District
For the Period Ending December 31, 2019

Operating Fund

	<u>ANNUAL BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$)</u>	<u>YTD ACTUAL % OF BUDGET</u>	<u>DEC 31, 2019 ACTUAL</u>
Revenues						
Interest - Investments	500	125	129	4	(26)0	120
Special Assmnts- Tax Collector	226,107	107,000	120,456	13,456	(53)	88,342
Special Assmnts-Off Roll	272,068	68,017	0	(68,017)	0	0
Special Assmnts- Discounts	0	0	(4,775)	(4,775)	0	(3,485)
Other Miscellaneous Revenues	0	0	5,487	5,487	0	0
Total Revenues	498,675	175,142	121,297	(53,845)	(24)0	84,8690
Expenses						
Administration						
P/R-Board Of Supervisors	12,000	3,000	3,000	0	25	1,000
Payroll-Processing Fees	600	150	325	(175)0	540	115
Supervisor Expenses	500	125	28	97	6	28
Payroll Taxes	840	210	248	(38)	29	83
Profserv-Dissemination Agent	1,000	250	0	250	0	0
Profserv-Engineering	5,000	1,250	250	1,000	5	250
Profserv-Legal Services	35,000	8,750	32,725	(23,975)	94	3,273
Profserv-Litigation Expenses	65,000	16,250	17,191	(941)	26	4,386
Legal Expenses-Bond Trustee	50,000	12,500	0	12,500	0	0
Profserv-Mgmt Consulting Serv	49,934	12,484	15,617	(3,134)	31	7,416
Profserv-Property Appraiser	50	13	50	(37)	100	0
Profserv-Special Assessment	8,652	2,163	2,142	21	25	721
Auditing Services	6,000	1,500	10,683	(9,183)	178	10,683
Telephone	400	100	0	100	0	0
Postage And Shipping	250	62	26	36	11	0
Insurance - General Liability	5,900	1,475	1,401	74	24	467
Printing & Copying	450	113	0	113	0	0
Legal Advertising	4,750	1,187	255	932	5	0
Assessment Collection Costs	0	0	2,314	(2,314)	0	1,697
Website	1,200	300	270	30	23	90
Annual District Filing Fee	175	44	175	(131)	100	0
Total Administration	247,701	61,926	86,700	(24,775)	35	30,209
Flood Control/Stormwater Mgmt						
R&M-General	15,000	3,750	0	3,750	0	0
Total Flood Control/Stormwater Mgmt	15,000	3,750	0	3,750	0	0
Operations & Maintenance						
R&M-Grounds	45,000	11,250	25,213	(13,963)	56	1,332
R&M-Roads	15,000	3,750	0	3,750	0	0
Field Inspection Services	1,300	325	612	(287)	47	206
Maintenance - Grand Venezia	0	0	15,311	(15,311)	0	5,031
Common Area Maintenance	15,000	3,750	14,175	(10,425)	95	14,155
Hurricane Related Expenses	100	25	0	250	0	0

Statement of Revenues, Expenditures and Changes in Fund Balance
Clearwater Cay Community Development District
For the Period Ending December 31, 2019

Operating Fund

	<u>ANNUAL BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$)</u>	<u>YTD ACTUAL % OF BUDGET</u>	<u>DEC 31,2019 ACTUAL</u>
Miscellaneous Contingency	30,000	7,500	0	7,500	0	0
Operations & Maintenance	106,400	26,600	55,311	(28,711)	52	20,724
Capital Expenditures & Projects						
Capital Expenditures & Projects	0	0	0	0	0	0
Other Sources/Uses						
Total Other Sources/Uses	0	0	0	0	0	0
Reserves						
Reserves	0	0	0	0	0	0
Total Expenses	369,101	92,276	142,011	(49,736)	38	50,933
Excess Revenue Over (Under) Expenditures	129,574	82,866	(20,714)	(4,109)	16	33,936

Statement of Revenues, Expenditures and Changes in Fund Balance
Clearwater Cay Community Development District
For the Period Ending December 31, 2019

Series 2006A - Debt Service Fund

	<u>ANNUAL BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$)</u>	<u>YTD/ACTUAL % OF BUDGET</u>	<u>DEC 31, 2019 ACTUAL</u>
Revenues						
Interest - Investments	0	0	9,762	9,762	0	2,855
Special Assmnts- Tax Collector	589,896	266,000	148,900	(117,100)	(25)	109,203
Special Assmnts- Discounts	0	0	(5,903)	(5,903)	0	(4,308)
Total Revenues	589,896	266,000	152,759	(113,241)	(26)0	107,750
Expenses						
Administration						
Profserv-Arbitrage Rebate	0	0	0	0	0	0
Profserv-Dissemination Agent	0	0	0	0	0	0
Profserv-Legal Services	0	0	0	0	0	0
Profserv-Litigation Expenses	0	0	0	0	0	0
Profserv-Property Appraiser	0	0	0	0	0	0
Legal Fees	0	0	0	0	0	0
Profserv-Trustee Fees	0	0	0	0	0	0
Bank Charge	0	0	203,617	(203,617)	0	73,824
Assessment Collection Costs	0	0	2,860	(2,860)	0	2,098
Administration	0	0	206,477	(206,477)	0	75,922
Debt Service						
Principal Debt Retirement	0	0	0	0	0	0
Principal Prepayments	0	0	0	0	0	0
Interest Expense	589,896	147,474	0	147,474	0	0
Total Debt Service	589,896	147,474	0	147,474	0	0
Other Sources/Uses						
Operating Transfers-Out	0	0	0	0	0	0
Proceeds from SPE Land Sales	0	0	0	0	0	0
Gain from Cancellation of Debt	0	0	0	0	0	0
Total Other Sources/Uses	0	0	0	0	0	0
Total Expenses	589,896	147,474	206,477	(59,003)	35	75,922
Excess Revenue Over (Under) Expenditures	0	118,526	(53,718)	(54,238)	0	31,828

Statement of Revenues, Expenditures and Changes in Fund Balance
Clearwater Cay Community Development District
For the Period Ending December 31, 2019

Series 2006A - Capital Projects Fund

	<u>ANNUAL BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$)</u>	<u>YTD ACTUAL % OF BUDGET</u>	<u>DEC 31,2019 ACTUAL</u>
Revenues						
Interest - Investments	0	0	310	310	0	92
Total Revenues	0	0	310	310	0	92
Expenses						
Administration						
Bank Charge	0	0	0	0	0	0
Total Administration	0	0	0	0	0	0
Capital Expenditures & Projects						
Capital Outlay	0	0	0	0	0	0
Capital Expenditures & Projects	0	0	0	0	0	0
Other Sources/Uses						
Operating Transfers-Out	0	0	0	0	0	0
Total Other Sources/Uses	0	0	0	0	0	0
Total Expenses	0	0	0	0	0	0
Excess Revenue Over (Under) Expenditures	0	0	310	310	0	92

Statement of Revenues, Expenditures and Changes in Fund Balance
Clearwater Cay Community Development District
For the Fiscal Year Ending September 30, 2020

Operating Fund - Trend Report

	<u>October</u> <u>Actual</u>	<u>November</u> <u>Actual</u>	<u>December</u> <u>Actual</u>	<u>January</u> <u>Budget</u>	<u>February</u> <u>Budget</u>	<u>March</u> <u>Budget</u>	<u>April</u> <u>Budget</u>	<u>May</u> <u>Budget</u>	<u>June</u> <u>Budget</u>	<u>July</u> <u>Budget</u>	<u>August</u> <u>Budget</u>	<u>September</u> <u>Budget</u>	<u>Annual</u> <u>Budget</u>	<u>Year to</u> <u>Date</u> <u>Actual</u>
Revenues														
Interest - Investments	78	39	12	42	42	42	42	42	42	42	42	42	500	129
Special Assmnts- Tax Collector	0	32,113	88,342	22,000	12,000	2,500	70,000	1,800	10,807	0	0	0	226,107	120,456
Special Assmnts-Off Roll	0	0	0	0	0	68,017	0	0	68,017	0	0	68,017	272,068	0
Special Assmnts- Discounts	0	(1,290)	(3,485)	0	0	0	0	0	0	0	0	0	0	(4,775)
Other Miscellaneous Revenues	255	5,232	0	0	0	0	0	0	0	0	0	0	0	5,487
Total Revenues	333	36,094	84,869	22,042	12,042	70,559	70,042	1,842	78,866	42	42	68,059	498,675	121,297
Expenses														
Administrative														
2/R-Board Of Supervisors	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	3,000
2ayroll-Processing Fees	105	105	115	50	50	50	50	50	50	50	50	50	600	325
Supervisor Expenses	0	0	28	42	42	42	42	42	420	42	42	42	500	28
2ayroll Taxes	83	83	83	70	70	70	70	70	70	70	70	70	840	248
2rofserv-Dissemination Agent	0	0	0	83	83	83	83	83	83	83	83	83	1,000	0
2rofserv-Engineering	0	0	250	417	417	417	417	417	417	417	417	417	5,000	250
2rofserv-Legal Services	12,513	16,940	3,273	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	35,000	32,725
2rofserv-Litigation Expenses	5,407	7,398	4,386	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	65,000	17,191
Legal Expenses-Bond Trustee	0	0	0	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	50,000	0
2rofserv-Mgmt Consulting Serv	4,040	4,161	7,416	4,161	4,161	4,161	4,161	4,161	4,161	4,161	4,161	4,161	49,934	15,617
2rofserv-Property Appraiser	0	50	0	4	4	4	4	4	4	4	4	4	50	50
2rofserv-Special Assessment	700	721	721	721	721	721	721	721	721	721	721	721	8,652	2,142
Auditing Services	0	0	10,683	500	500	500	500	500	500	500	500	500	6,000	10,683
Telephone	0	0	0	33	33	33	33	33	33	33	33	33	400	0
2ostage And Shipping	26	0	0	21	21	21	21	21	210	21	21	21	250	26
nsurance - General Liability	467	467	467	492	492	492	492	492	492	492	492	492	5,900	1,401
2rinting & Copying	0	0	0	38	38	38	38	38	38	38	38	38	450	0
Legal Advertising	255	0	0	396	396	396	396	396	396	396	396	396	4,750	255
Assessment Collection Costs	0	616	1,697	0	0	0	0	0	0	0	0	0	0	2,314
Website	0	180	90	100	100	100	100	100	100	100	100	100	1,200	270
Annual District Filing Fee	0	175	0	15	15	15	15	15	15	15	15	15	175	175
Total Administrative	24,596	31,896	30,209	20,644	20,644	20,644	20,644	20,644	20,644	20,644	20,644	20,644	247,701	86,700
Flood Control/Stormwater Mgmt														
R&M-General	0	0	0	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	0
Total Flood Control/Stormwater Mgmt	0	0	0	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	0
Operations & Maintenance														
R&M-Grounds	0	23,881	1,332	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	45,000	25,213
R&M-Roads	0	0	0	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	0
Field Inspection Services	200	206	206	108	108	108	108	108	108	108	108	108	1,300	612
Maintenance - Grand Venezia	10,280	0	5,031	0	0	0	0	0	0	0	0	0	0	15,311
Common Area Maintenance	0	21	14,155	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	14,175

Statement of Revenues, Expenditures and Changes in Fund Balance
Clearwater Cay Community Development District
For the Fiscal Year Ending September 30, 2020

Operating Fund - Trend Report

	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>Annual</u>	<u>Year to</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Date</u>
Hurricane Related Expenses	0	0	0	8	8	8	8	8	8	8	8	8	100	0
Miscellaneous Contingency	0	0	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000	0
Operations & Maintenance	10,480	24,108	20,724	8,866	8,866	8,866	8,866	8,866	8,866	8,866	8,866	8,866	106,400	55,311
Capital Expenditures														
Total Capital Expenditures	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Sources/Uses														
Total Other Sources/Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reserves														
Total Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expenses	35,076	56,004	50,933	30,760	30,760	30,760	30,760	30,760	30,760	30,760	30,760	30,760	369,101	142,011
Excess Revenue Over (Under) Expenditures	(34,743)	(19,910)	33,936	(8,718)	(18,718)	39,799	39,282	(28,918)	48,106	(30,718)	(30,718)	37,299	129,574	(20,714)

CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT

Non-Ad Valorem Special Assessments
(Pinellas County Tax Collector - Monthly Collection Distributions)
Fiscal Year Ending September 30, 2020

GROSS ASSESSMENTS LEVIED					\$ 240,539	\$ 297,291
					44.72%	55.28%
Distribution	Gross Amount Received	Discounts/ (Penalties)	Collection Cost	Net Amount Received	ALLOCATION (gross amt)	
					General Fund	Debt Fund
October	-	-	-	-	-	-
November	4,312	(186)	(83)	4,043	1,928	2,384
	67,498	(2,700)	(1,296)	63,503	30,185	37,313
December	74,623	(2,985)	(1,433)	70,205	33,371	41,252
	46,585	(1,863)	(894)	43,827	20,833	25,752
	40,414	(1,617)	(32)	38,765	18,073	22,341
	35,923	(1,328)	(692)	33,903	16,065	19,858
January	-	-	-	-	-	-
February	-	-	-	-	-	-
March	-	-	-	-	-	-
April	-	-	-	-	-	-
May	-	-	-	-	-	-
June	-	-	-	-	-	-
July	-	-	-	-	-	-
August	-	-	-	-	-	-
September	-	-	-	-	-	-
TOTAL	269,355.17	(10,678.54)	(4,429.91)	254,246.72	120,455.63	148,899.54
BALANCE REMAINING					\$ 120,083	\$ 148,392

TOTAL ASSESSMENTS	\$	537,830	PERCENT COLLECTED	50.08%
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CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT

Cash and Investment Report

December 31, 2019

Account Name		Bank	Yield	Balance
GENERAL FUND				
Checking Account - Operating		Valley Bank	0.00%	222,368.00
Money Market Account		Valley Bank	1.34%	<u>10,214.72</u>
			Subtotal	232,582.72
DEBT SERVICE FUND				
Series 2006A - Construction Fund	4001	US Bank	1.32%	15,292.34
Series 2006A - Reserve Fund	4009	US Bank	1.32%	383,505.07
Series 2006A - Revenue Fund	4000	US Bank	1.32%	1,787,062.58
Series 2006A - Working Capital Fund	4011	US Bank	1.32%	<u>57,382.19</u>
			Subtotal	2,243,242.18
			Total	<u>2,475,824.90</u>

**Clearwater Cay Community Development District
Reconciliation - Valley Bank 0924 - Checking**

Run: 1/14/2020 @ 11:21 AM

Page: 1

Closing Balance from Previous Statement.....	11/29/2019	108,292.77
4 Deposits and Other Additions Totaling.....		185,957.14
20 Checks and Other Withdrawals Totaling.....		71,881.91
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....		0.00
Closing Balance for this Statement.....	12/31/2019	222,368.00
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2019	217,982.00
Open Activity from Bank Register.....		(4,386.00)
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		222,368.00

Date	Reference	Deposit Description	Amount
✓ 12/11/2019	DEP	FY 2020 Assessment Distribution 03	70,205.40
✓ 12/17/2019	DEP	FY 2020 Assessment Distribution 04	43,826.88
✓ 12/23/2019	DEP	FY 2020 Assessment Distribution 05	38,021.85
✓ 12/27/2019	DEP	FY 2020 Assessment Distribution 06	33,903.01
Total Deposits:			185,957.14

Date	Check	To	Check Description	Amount
✓ 11/15/2019	0001318	Alexander's Property Maintenance	Lawn & Grounds Maintenance, Monthly Irrigation Service, Pest Control, Fertilization and Ground Control	5,380.65
✓ 11/15/2019	0001322	Soriano Law, P.A.	Legal Services	6,845.35
✓ 11/27/2019	0001326	Florida Department of Economic Opportunity	Special District Annual Fee - FY 19/20	175.00
✓ 11/27/2019	0001327	Molloy & James	General Legal Services	6,050.00
✓ 11/27/2019	0001328	Pinellas County Property Appraiser	Non Ad Valorem Special Assessment	50.00
✓ 11/27/2019	0001329	RedTree Landscape Systems	Mangrove Trimming - Second Half	9,250.00
✓ 12/03/2019	0001330	RedTree Landscape Systems	Monthly Ground Maintenance - DEC 2019	5,530.65
✓ 12/03/2019	0001331	VGlobalTech	Website Maintenance	90.00
✓ 12/04/2019	0001332	Alexander's Property Maintenance	Invoices 25207, 25518	731.00
✓ 12/06/2019	EFT	ADP	Payroll Processing Fees	95.00
✓ 12/16/2019	0001333	Alexander's Property Maintenance	Irrigation Repair Services	601.13
✓ 12/16/2019	0001335	Wiand Guerra King P.A.	Legal Services	382.50
✓ 12/19/2019	0001336	Florida U.C. Fund	Reimburse Unemployment Compensation for Claimant	27.93
✓ 12/19/2019	0001337	GRAU & ASSOCIATES	Audit Services FYE 9/30/18	10,300.00
✓ 12/19/2019	0001338	RedTree Landscape Systems	Palm Tree Booting and Trimming	6,525.00
✓ 12/19/2019	0001339	Premier District Management	District Management & Field Services - DEC 2019	8,343.20
✓ 12/23/2019	0001340	Molloy & James	General Legal Services	3,272.50
✓ 12/23/2019	0001341	RedTree Landscape Systems	Pump Repair - 5hp Motor and Liquid End Replacement	7,129.50
✓ 12/23/2019	EFT	ADP	Payroll Taxes - DEC 2019, Payroll - DEC 2019	1,092.50
✓ 12/27/2019	EFT	ADP	Payroll Processing Fees	10.00
Total Checks:			71,881.91	

Run: 1/15/2020 at 8:33 AM

Clearwater Cay Community Development District

Check Register from 12/01/2019 to 12/31/2019

Valley Bank 0924 - Checking

Page: 1

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0001330	12/03/2019	[REDTREE] RedTree Landscape Systems (Monthly Ground Maintenance - DEC 2019)	5,530.65
0001331	12/03/2019	[VGLOBAL] VGlobalTech (Website Maintenance)	90.00
0001332	12/04/2019	[ALEXANDERS] Alexander's Property Maintenance (Invoices 25207, 25518)	731.00
EFT	12/06/2019	[ADP] ADP (Payroll Processing Fees)	95.00
0001333	12/16/2019	[ALEXANDERS] Alexander's Property Maintenance (Irrigation Repair Services)	601.13
0001334	12/16/2019	[SORIANO] Soriano Law, P.A. (Legal Services)	4,386.00
0001335	12/16/2019	[WIAND] Wiand Guerra King P.A. (Legal Services)	382.50
0001336	12/19/2019	[FLORIDA DOR] Florida U.C. Fund - Florida Department of Revenue (Reimburse Unemployment Compensation for Claimant)	27.93
0001337	12/19/2019	[GRAU] GRAU & ASSOCIATES (Audit Services FYE 9/30/18)	10,300.00
0001338	12/19/2019	[REDTREE] RedTree Landscape Systems (Palm Tree Booting and Trimming)	6,525.00
0001339	12/19/2019	[PREMIER] Premier District Management (District Management & Field Services - DEC 2019).	8,343.20
0001340	12/23/2019	[MOLLOY] Molloy & James (General Legal Services).	3,272.50
0001341	12/23/2019	[REDTREE] RedTree Landscape Systems (Pump Repair - 5hp Motor and Liquid. End Replacement).	7,129.50
EFT	12/23/2019	[ADP] ADP (Payroll Taxes - DEC 2019, Payroll - DEC 2019).	1,092.50
EFT	12/27/2019	[ADP] ADP (Payroll Processing Fees).	10.00
<u>Total Checks:</u>			<u>48,516.91</u>

Closing Balance from Previous Statement.....	11/29/2019	10,202.83
0 Deposits and Other Additions Totaling.....		0.00
0 Checks and Other Withdrawals Totaling.....		0.00
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/31/2019	11.89
Closing Balance for this Statement.....	12/31/2019	10,214.72
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2019	10,214.72
Open Activity from Bank Register.....		0.00
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		10,214.72

Date	Reference	Adjustment Description	Amount
✓ 12/31/2019		Interest Earned	11.89
Total Adjustments:			11.89

Run: 1/14/2020 @ 11:20 AM	Clearwater Cay Community Development District Reconciliation - US Bank 4000 - Revenue	Page: 1
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Closing Balance from Previous Statement.....	11/30/2019	1,858,518.74
0 Deposits and Other Additions Totaling.....		0.00
4 Checks and Other Withdrawals Totaling.....		73,823.50
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/02/2019	2,367.34
Closing Balance for this Statement.....	12/31/2019	1,787,062.58
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2019	1,787,062.58
Open Activity from Bank Register.....		0.00
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		1,787,062.58

Date	Check	To	Check Description	Amount
✓ 12/02/2019	EFT.	Holland & Knight	Legal and Professional Fees	24,623.00
✓ 12/02/2019	EFT	Holland & Knight	Legal and Professional Fees	25,473.50
✓ 12/18/2019	EFT.	Holland & Knight	Legal and Professional Fees	9,421.50
✓ 12/24/2019	EFT.	US Bank	Trustee Fees	14,305.50
Total Checks:				73,823.50

Date	Reference	Adjustment Description	Amount
✓ 12/02/2019		Interest Earned	2,367.34
Total Adjustments:			2,367.34

Closing Balance from Previous Statement.....	11/30/2019	15,272.89
0 Deposits and Other Additions Totaling.....		0.00
0 Checks and Other Withdrawals Totaling.....		0.00
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/02/2019	19.45
Closing Balance for this Statement.....	12/31/2019	15,292.34
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2019	15,292.34
Open Activity from Bank Register.....		0.00
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		15,292.34

Date	Reference	Adjustment Description	Amount
✓ 12/02/2019		Interest Earned	19.45
Total Adjustments:			19.45

**Clearwater Cay Community Development District
Reconciliation - US Bank 4009 - Reserve**

Run: 1/14/2020 @ 11:21 AM

Page: 1

Closing Balance from Previous Statement.....	11/30/2019	383,017.19
0 Deposits and Other Additions Totaling.....		0.00
0 Checks and Other Withdrawals Totaling.....		0.00
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/02/2019	487.88
Closing Balance for this Statement.....	12/31/2019	383,505.07
Difference.....		0.00
<hr/>		
Cash Balance from General Ledger.....	12/31/2019	383,505.07
Open Activity from Bank Register.....		0.00
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		383,505.07

Date	Reference	Adjustment Description	Amount
✓ 12/02/2019		Interest Earned	487.88
Total Adjustments:			487.88

Closing Balance from Previous Statement.....	11/30/2019	57,309.19
0 Deposits and Other Additions Totaling.....		0.00
0 Checks and Other Withdrawals Totaling.....		0.00
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/02/2019	73.00
Closing Balance for this Statement.....	12/31/2019	57,382.19
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2019	57,382.19
Open Activity from Bank Register.....		56,034.65
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		1,347.54

Date	Reference	Adjustment Description	Amount
✓ 12/02/2019		Interest Earned	73.00
Total Adjustments:			73.00



Clearwater Cay CDD

FIELD MANAGEMENT REPORT FOR JANUARY 2020

Clearwater Cay CDD

Community Field Services – Field Management Report Site Inspection on 1/15/20

1. Roadways: Via Capri & Via Murano - concerns observed during this inspection included:

a. Asphalt:

- i. Several small sized potholes were observed again along Via Capri & Via Murano. Holes should be temporally filled in with asphalt patch to help prevent them from getting any worse.
- ii. Low severity alligating was observed along both roadways. Crack sealant may be applied to extend the life of the asphalt.

b. Street Signage:

- i. No stop signs between Buildings: Building 2/3, 3/4, 5/6, Clubhouse/7, 11/12 & both ends of the maintenance facility.
- ii. Stop sign replaced between buildings: 10 & 11.
- iii. Issues with the handicap parking signs observed included:
 1. The handicap sign in front of Building 1 next to parking space #9 is missing and needs to be replaced.
 2. The handicap sign in front of Building 6 is broken in the top right-hand corner.
 3. The handicap signpost on front of Building 3 is missing the fine verbiage sign.
 4. The handicap sign between Buildings 7 & 8 is rotting out and should be replaced. Fine verbiage also missing.
 5. The handicap sign for Building 8 is rotting out and should be replaced. Signpost is leaning forward and is missing the fine verbiage. Signpost is located next to parking space 258.
 6. The handicap signs for Building 9 are rotting out and should be replaced. The verbiage for the fines on both signposts is also missing. Posts are next to parking spaces 287 and 303.
 7. The handicap sign for Building 10 is rotting out and should be replaced. Signpost is also leaning next to parking space 362.
 8. Clubhouse Parking: The handicap sign next to parking space 181 is damaged and needs to be replaced. The fine verbiage is missing from the handicap signpost next to parking space 206.

iv. Other sign issues included:

1. Stop sign is faded and the foam border around it in front of the clubhouse is deteriorating.
2. The stop sign on the west side of Building 6 has mold growing on it which needs to be cleaned. The signpost frame is also slightly damaged.
3. The “Keep Right” sign at the entrance to the community is beginning to deteriorate.
4. The “Car Care Center” sign is beginning to deteriorate.
5. The border of the “Right Lane Must Turn Right” sign outside the guardhouse is broken in the lower left-hand corner. Top section is deteriorating.
6. The Via Capri roadway sign at the roadway entrance is beginning to deteriorate.
7. The Via Murano roadway sign is beginning to deteriorate.
8. The signpost for the Via Murano & Via Capri roadway signs is covered in moss and should be pressure cleaned.
9. In front of the clubhouse the crosswalk sign is in poor condition.

#2 Stop Sign West of Building 6



#8 Moss on Signpost



- c. Landscaping:** Brazilian Pepper was observed growing within the cocoplums near the main entrance round-a-bout. The pepper should be removed by the landscapers.

d. Lighting:

- i. One of the street posts is missing a light fixture as you turn onto Belleair Road from US 19.
- ii. One of the streetlight fixtures on Belleair Road is missing a light fixture cover.

- iii. The smaller landscape lights as you leave the community need to be adjusted, they are facing all different directions. One of these light fixtures is also broken and needs to be replaced. This might not be a CDD responsibility.

Broken Landscape Light



Landscape Light needs Adjustment



- e. **Curbing / Gutters:** No major concerns; only moderate cracks and chips were observed along both roadways.
- f. **Gates:** No concerns observed with the gates.
- g. **Garages:**
 - i. Garage unit G137 has a broken window which should be replaced.
 - ii. The beehive that was observed on the side of the garage building unit G144 during the last inspection has been removed.

Broken Window



Be Hive Location



h. Car Care Center:

- i. The collection system appears to be non-functional. Water was pooling around it and a cone was placed on top of it.
- ii. Weeds are growing on top of the pergola and should be removed.
- iii. Green algae is growing on the pergola which needs to be pressure cleaned.



2. Sidewalks: Concerns observed this inspection included:

a. Sidewalk Pavers:

- i. Weeds are growing within the paver sidewalk behind all buildings. Weeds should be treated on a regular basis.
- ii. Potential trip hazards were observed behind Buildings 1, 2, 8 and 9 thru 12. Potential trip hazards include missing pavers, pavers that have shifted or uplifted and damaged pavers. Major tripping hazards observed next to parking spaces 31 & 451.

Building #1 - Parking #31



Building #12 - Parking # 451



b. Lighting:

- i. Most of the light fixture grates within the retaining wall are peeling and need to be repainted.
- ii. The light fixture within the retaining wall on the side of Building 12 is missing its grate.

Peeling Paint on Light Grate



No Grate on Light Fixture



- iii. The green light fixture behind Building 4 is missing its light cover.
- iv. The green light fixture behind Build 7 was on during the day.
- v. The green light fixture behind Building 12 is missing its light bulb and cover.

c. Retaining Walls:

- i. Most of the retaining walls behind the buildings need to be pressure cleaned.



- ii. Damaged wall caps were observed behind Buildings: 2, 3, 4, 5, 7, 8, 10 & 12.
- iii. As we inspected the retaining wall, we found again many loose wall caps behind all the buildings. All retaining walls should be checked and any loose caps should be secured with construction adhesive.

d. Seawall / Mangroves:

- i. Large crack remains on seawall cap behind Building 4.
- ii. Brazilian Pepper and Rosary Pea (both Category 1 Exotics) were observed growing in front of the seawall behind Buildings 2 thru 5. Being Category 1 exotics, the plants should be removed.

Brazilian Pepper



Rosary Pea



- iii. Three washouts were found again behind the seawall around Building #12. All washouts were between 1 to 1.5 feet deep. The holes should be filled in with compacted soil before they get any worst.



- iv. The washout behind the seawall / at the outfall pipe from Inlet 4B is eroding away again and needs to be repaired.
 - v. One washout was observed again behind the seawall adjacent to the parking lot for Building 12. The washout is 1.25 feet deep. The hole should be filled in with compacted soil.
 - vi. Heavy presence of trash was observed in front of the seawall behind Buildings 2 thru 5.
- e. Palm Tree Islands:** Multiple broken pavers were observed around the palm tree islands behind Buildings 3, 4 & 8 and in front of Building 8.
- f. Guardhouse Gate:** The sidewalk access gates on the entrance side of the guardhouse is functioning. During the last inspection the system was down.

3. Storm Water Management System:

a. **Water Control Structures (WCS):** No concerns observed.

b. **Catch Basins:**

- i. All the skimmers that were reported with issues in the Storm Water Management System Inspection Report by MSA Engineering have been either repaired or dug out to allow water to flow underneath them. The new sod around the skimmers is doing well except around the skimmer next to Building 8. The sod at this location is dying and needs additional water.

New Grading around Catch Basin



Sod Dying around Catch Basin



New grading along the side of Building 2



- ii. A large cut out hole remains in the pvc pipe that the catch basin next to the wooden bridge is connected to.



c. **Roadway Catch Basins:** All roadway catch basins were visually inspected and probed for silt build up. No concerns found.

d. Culverts:

- i. Culverts running underneath the stairways to the sidewalk between Buildings 8 & 9 and 9 & 10 appear to have been recently cleaned out however they are currently filled 10% with silt and debris. The culverts should be cleaned out again prior to the rainy season.



- ii. Inlets to the large culvert / drainpipe (ID #61) running behind Building 11 currently has 10 inches of silt in front of it. The silt should be removed prior to the rainy season.
- iii. The outflow culvert (ID #57) between Buildings 11 & 12 currently has over 12 inches of silt in front of it. The silt should be removed prior to the rainy season.

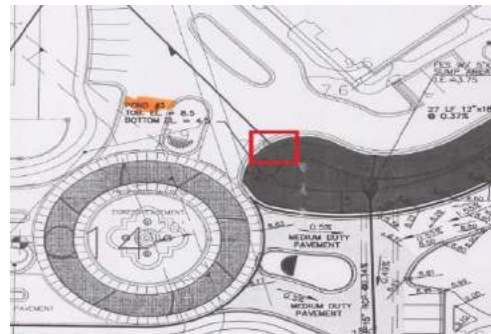
Culvert #61



Culvert #57



- iv. The main outflow culvert for the community has a large palm frond in it. The frond should be removed before it enters further into the drainpipe.

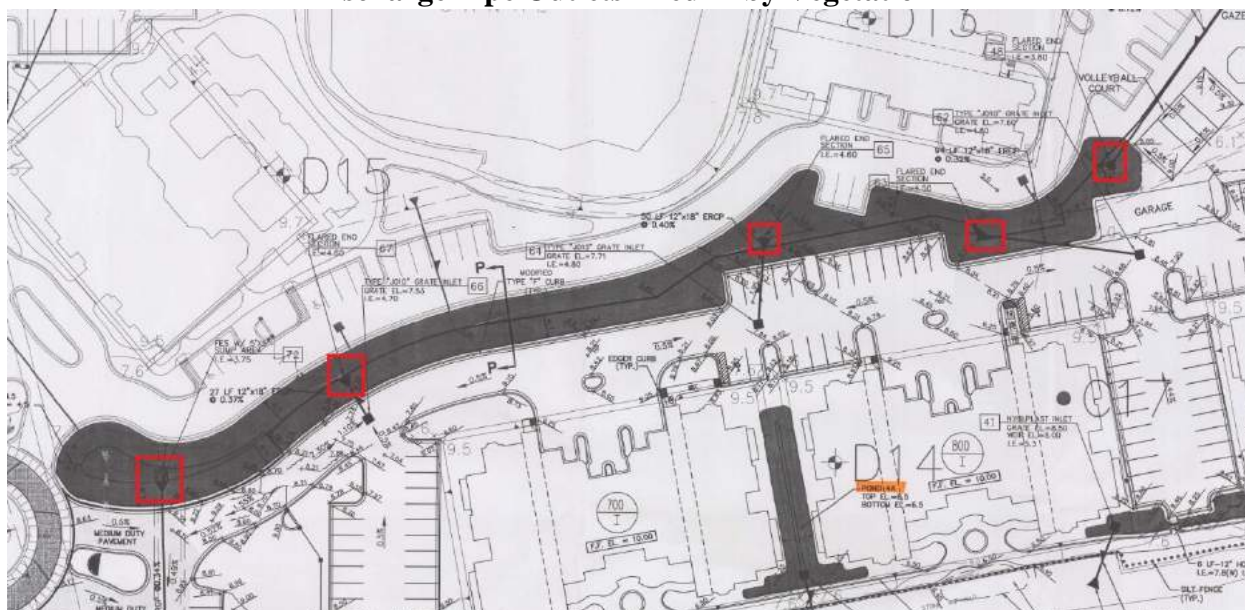


- e. **Canals:** N/A.
- f. **Inter-Connect Pipes:** No concerns observed.
- g. **Drainage Swales / Detention Ponds:** We observed the following concerns with the main drainage swale between Via Capri & Via Tivoli.
 - i. Soil remains built up in several locations along the swale which is making some areas hold water. The Board may want to have a contractor come in and excavate the swale and make sure the land is properly pitched to direct water to the main drainage culvert.
 - ii. Multiple discharge pipes (ID #s 48, 63, 65, 67 & 72 along the drainage swale remain completely filled in by vegetation and silt. The discharge outlets should be cleared of debris to allow optimal water flow.

Discharge Pipes within the Drainage Swale



Discharge Pipe Outlets filled in by Vegetation



- iii. Cattails and other nuisance vegetation were observed again growing in the drainage swale behind Garage Units 161 thru 166. The swale should be kept open to allow for optimal water flow. The drainage pipe inlet (ID#46) within the same swale facing the tennis courts is also filled with 12 inches of silt which needs to be cleaned out. The yellow probe in the picture below is standing on its own due to silt within the pipe inlet.



- h. **Illicit Discharges:** No issues observed.
- i. **Spill Prevention:** No issues observed.
4. **Recreational Amenities:**
- a. **Picnic Tables:** No concerns observed with the picnic tables during this site visit.
- b. **Grills:** All grills appeared to have been painted within the past few months. Grills behind Buildings 3, 7 & 12 are starting to rust again.
- c. **Metal Benches:**
- i. The bench behind Building 5 is continuing to rust out and should be replaced.



d. Pavilion:

- i. The pavilion roof needs pressure cleaning.
- ii. The inside of the pavilion needs to be dusted; many cobwebs observed around the light.
- iii. The benches inside the pavilion could be painted.



e. Kayak Staging Area: No concerns observed with the staircase or kayak rack.



f. Wooden Bridge: The wooden bridge behind Building 12 has recently been rebuilt and painted. No concerns observed with the workmanship however we did find a large washout underneath the boardwalk closest to the building.



5. Non CDD Issues / Concerns Observed: No concerns observed.

6. Fish/Wildlife Observations:

<input type="checkbox"/> Bass	<input checked="" type="checkbox"/> Bream	<input type="checkbox"/> Catfish	<input type="checkbox"/> Gambusia
<input checked="" type="checkbox"/> Egrets	<input checked="" type="checkbox"/> Herons	<input type="checkbox"/> Coots	<input type="checkbox"/> Gallinules
<input checked="" type="checkbox"/> Anhinga	<input type="checkbox"/> Cormorant	<input checked="" type="checkbox"/> Osprey	<input checked="" type="checkbox"/> Ibis
<input type="checkbox"/> Woodstork	<input type="checkbox"/> Otter	<input type="checkbox"/> Alligators	<input type="checkbox"/> Snakes
<input type="checkbox"/> Turtles	<input checked="" type="checkbox"/> Other Species: <u>Ducks</u>		

7. Maintenance Task List:

<u>Task</u>	<u>Status</u>
Fill in the potholes along Via Capri & Via Murano.	Remain
Replace the missing stop signs between Building 2/3, 3/4, 5/6, Clubhouse/7, 11/12 & at both ends of the maintenance building.	Remain
Address all roadway sign concerns.	Remain
Remove the Brazilian Pepper from the cocoplums near the main entrance round-a-bout.	New
Remove the rusty screws from the front entrance palm trees.	Remain
Have the 2 broken landscaping lights at the entrance of Via Capri repaired.	Completed
Adjust the landscaping lights outside the guard house along the exit lane.	Remain
Remove the beehive in the Garage Building Unit G144.	Removed
Replace the electrical outlet cover next to the car care collection system.	Completed
Remove the weeds growing on top of the car care pergola & pressure wash.	Remain
Treat the weeds that are growing within the sidewalk behind the buildings.	Remain
Address potential tripping hazards along the sidewalk behind Buildings 1, 2, 8, 9 thru 12.	Remain
Paint the light fixture grates along the sidewalk. (Retaining Wall)	Remain
Replace the missing green light fixture cover and bulb on the side of Building 12.	Remain
Replace the missing light fixture grate behind Building 12.	Remain
The retaining wall behind all the buildings need to be pressure cleaned.	Remain
Damaged wall caps behind Buildings 2, 3, 4, 5, 7, 8, 10 & 12 should be replaced.	Remain
All wall caps should be inspected, and any loose ones should be secured in place with construction adhesive.	Remain
Remove the Brazilian Pepper & Rosery Pea (Category 1 Exotics) growing in front of the seawall behind Buildings 2 thru 5.	Remain
Have the trash removed along the seawall (ocean side). Large amount of trash present.	Remain
Fill in the three washouts behind the seawall around Building #12.	Remain
Fill in the washout behind the seawall adjacent to the parking lot for Building 12.	
Fill in the washout behind the seawall / at the outfall pipe from Inlet 4B.	Remain
Have the broken pavers around the palm tree islands replaced. Broken pavers were observed behind Buildings 3, 4, 8 and in front of Building 8.	Remain
The skimmers for the catch basins between the buildings are buried and need to be fully exposed to function properly.	Completed
Replace the damaged green grate for the catch basin behind Building 5.	Completed

Remove the survey stake in the catch basin behind Building 6.	Completed
Vegetation around the partially covered catch basin behind Building 6 should be cut back.	Completed
Clean out the catch basin in front of the trash container behind the maintenance facility.	Remain
Culverts between Buildings 8 & 9 and 9 & 10 need to be cleaned out.	New
The large culvert / drainpipe running behind Buildings 11 & 12 needs to be cleaned out. Structure ID 61. Structure 57 between Buildings 11 & 12 also needs to be cleaned out.	Remain
Clean out the discharge pipe for the catch basin between Buildings 1 & 2. Structure ID 89A.	Remain
Have the main drainage swale along Via Capri looked at by a contractor to remove excess silt and to ensure the system is properly pitched to direct the water to the drainage culvert. All discharge pipes along the drainage swale also need to be dug out. Remove palm frond from main culvert.	Remain
Remove the cattails and other nuisance vegetation within the swale behind Garages 161 to 166.	Remain
Sand down and give the rusting out grills a fresh coat of high heat black paint.	Completed
Replace the rusting out bench behind Buildings 5.	Remain
Remove cobwebs from inside the pavilion and paint the benches.	Remain
Replace rotting out handrails & deck boards along the wooden bridge behind Building 12.	Completed
Repair the washout underneath the wooden bridge behind Building 12.	New
Replace the broken window for Garage Unit G137.	New