

Clearwater Cay Community Development District

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www.clearwatercaycdd.com

The next Meeting of the Board of Supervisors of the Clearwater Cay Community Development District is scheduled for **Wednesday, November 14, 2018 at 5:00 p.m.** at the **Main Library, 100 N. Osceola Avenue, Clearwater, FL 33755**. The proposed agenda for this Board Meeting is found below.

For those unable to attend in person, the call-in information for the meeting is as follows:

Number: 1-866-398-2885 (New)

Passcode: 275521 (New)

BOARD OF SUPERVISOR'S MEETING AGENDA

A. Organizational Matters

- Call to Order
- Roll Call
- Public Comment Period (*Where members of the public desiring to speak on a specific agenda item may address the Board. The public will also be permitted to address the Board during any public hearing(s) scheduled, as well as at the conclusion of the Board Meeting's regular agenda.*)
- 1. Swearing in Newly Elected Board Member
- 2. Consideration of the Minutes of the October 17, 2018 Board of Supervisors' Meeting (*provided under separate cover*)
- 3. Consideration of Resolution 2019-01, Canvassing and Certifying the Results of the Landowners' Election
- 4. Consideration of Resolution 2019-02, Election of Officers

B. Business Matters

- Discussion of Status of District Litigation
- 5. Consideration of Resolution 2019-03, Amending the Fiscal Year 2017-2018 Budget
- 6. Consideration of District Management Proposals
- 7. Consideration of Fiscal Year 2017 Audit Draft (*provided under separate cover*)
- 8. Consideration of Fiscal Year 2018 Audit Engagement Letter
- 9. Consideration of Payment Authorization No. 130 & *131 (**provided under separate cover*)
- 10. Review of Statements of the District's Financial Position and Budget-to-Actual

C. Staff Reports

- Attorney
- Manager – Library is not available for December 12th meeting

D. Supervisor Requests and/or Audience Comments

E. Adjournment

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Oath of Office

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF CLEARWATER CAY COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF PINELLAS

The foregoing oath was administered before me this 14th day of November, 2018, by _____, who personally appeared before me, and is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of Clearwater Cay Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Minutes of the October 17, 2018 Board of
Supervisors' Meeting

(provided under separate cover)

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Resolution 2019-01,
Canvassing and Certifying the Results of the
Landowners' Election

RESOLUTION 2019-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
CLEARWATER CAY COMMUNITY DEVELOPMENT DISTRICT
CANVASSING AND CERTIFYING THE RESULTS OF
LANDOWNERS ELECTION OF SUPERVISORS HELD
PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES.**

WHEREAS, the Clearwater Cay Community Development District ("District") is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, following proper publication and notice thereof, on November 14, 2018, the owners of land within the District held a meeting for the purpose of electing a supervisor to the District's Board of Supervisors ("Board"); and

WHEREAS, at the November 14, 2018 meeting the below recited person was duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board by means of this Resolution desires to canvas the votes and declare and certify the results of said election;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE CLEARWATER CAY COMMUNITY
DEVELOPMENT DISTRICT:**

1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown, to wit:

_____ Votes _____

2. In accordance with said statute, and by virtue of the number of votes cast for the respective Supervisor, he/she is declared to have been elected for the following term of office:

_____ serving 4 Year Term

3. Said terms of office commenced on November 14, 2018.

PASSED AND ADOPTED THIS 14th DAY of NOVEMBER, 2018.

Chairman/Vice-Chairman

Secretary/Assistant Secretary

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Resolution 2019-02,
Election of Officers

RESOLUTION 2019-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
CLEARWATER CAY COMMUNITY DEVELOPMENT DISTRICT
ELECTING THE OFFICERS OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Clearwater Cay Community Development District ("District") is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, pursuant to Section 190.006(6), Florida Statutes, as soon as practicable after each election or appointment to the Board of Supervisors (the "Board"), the Board shall organize by electing one of its members as chair and by electing a secretary, and such other officers as the Board may deem necessary.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE CLEARWATER CAY COMMUNITY
DEVELOPMENT DISTRICT:**

- Section 1. _____ is elected Chairman.
- Section 2. _____ is elected Vice Chairman.
- Section 3. _____ is elected Secretary.
- _____ is elected Assistant Secretary.
- _____ is elected Assistant Secretary.
- _____ is elected Assistant Secretary.
- _____ is elected Assistant Secretary.
- Section 4. _____ is elected Treasurer.
- Section 5. _____ is elected as Assistant Treasurer.
- Section 6. All Resolutions or parts of Resolutions in conflict herewith
 are hereby repealed to the extent of such conflict.
- Section 7. This Resolution shall become effective immediately upon its
 adoption.

PASSED AND ADOPTED THIS 14th DAY of NOVEMBER, 2018.

ATTEST:

**CLEARWATER CAY
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice-Chairman

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Resolution 2019-03,
Amending the Fiscal Year 2017-2018 Budget

RESOLUTION 2019-03

**A RESOLUTION AMENDING THE CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT GENERAL
FUND BUDGET FOR THE FISCAL YEAR BEGINNING
OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018.**

WHEREAS, the Clearwater Cay Community Development District's ("District") Board of Supervisors ("Board"), previously adopted a general fund budget for the District's fiscal year running from October 1, 2017 through September 30, 2018 ("Fiscal Year 2017-2018"), and

WHEREAS, the Board desires to reallocate funds budgeted to reflect actual revenues and expenses incurred during the Fiscal Year.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE CLEARWATER CAY COMMUNITY DEVELOPMENT
DISTRICT:**

1. The general fund budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 14th day of November, 2018 and be reflected in the monthly and Fiscal Year 2017-2018 financial statements and audit report of the District.
3. That the adopted budget shall be maintained in the office of the District Manager and at the District's Records Office and identified as "The Revised Budget for the Clearwater Cay Community Development District for the Fiscal Year Beginning October 1, 2017 and Ending September 30, 2018", as adopted by the Boards of Supervisors on November 14, 2018.

ATTEST:

**THE CLEARWATER CAY
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chairman / Vice Chairman

Clearwater Cay Community Development District
Adopted Fiscal Year 2017-2018 Annual Operations & Maintenance Budget

EXHIBIT A

	Proposed Revised FY 2018 Budget	Adopted FY 2018 Budget
<u>Revenues</u>		
General O&M Assessments	\$429,089.77	\$420,175.00
Carry Forward	100,000.00	75,000.00
Grand Venezia-Specific Assessment	78,000.00	78,000.00
Net Revenues	\$607,089.77	\$573,175.00
<u>General O&M Expenses</u>		
First Quarter Operating Reserve	\$0.00	\$8,000.00
Supervisor Fees	5,650.00	9,000.00
Travel	837.01	0.00
Management	25,000.00	50,000.00
Engineering	0.00	2,500.00
Dissemination Agent	1,000.00	1,000.00
Property Appraiser	50.00	50.00
General District Counsel	12,819.22	70,000.00
Legal Counsel - Litigation	482,747.51	275,000.00
Trustee Legal Fees, FY 2015-2016	49,725.00	0.00
Audit	6,500.00	6,000.00
Other Professional Fees	10,000.00	0.00
Telephone	239.62	400.00
Postage & Shipping	642.13	250.00
Copies	901.20	450.00
Website Maintenance	900.00	1,000.00
Legal Advertising	8,290.44	4,750.00
Landscaping Maintenance & Material	400.30	0.00
Roadway & Other Capital Repair Reserve	2,980.00	58,000.00
Common Area Maintenance	0.00	3,500.00
Office Supplies	230.57	0.00
Dues, Licenses & Fees	175.00	175.00
Security	640.00	0.00
General Insurance	5,096.00	5,100.00
Total General Expenses	\$614,824.00	\$495,175.00
<u>Grand Venezia Expenses</u>		
Maintenance of CDD-Owned Property with Grand Venezia	\$78,000.00	\$78,000.00
Total Grand Venezia Expenses	\$78,000.00	\$78,000.00
Grand Total Expenses	\$692,824.00	\$573,175.00
Net Income (Loss)	\$(85,734.23)	\$0.00

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

District Management Proposals



**PROPOSAL FOR DISTRICT
MANAGEMENT SERVICES**

GMS
CENTRAL FLORIDA LLC

**PREPARED FOR CLEARWATER CAY CDD
NOVEMBER 6, 2018**

ABOUT

Governmental Management Services (GMS) is a family of limited liability companies that was established on November 26, 2004 for the purpose of providing special district management services to Community Development Districts (CDD).

With encouragement from CDD industry professionals and the development community, GMS was created to provide an alternative to the existing district management companies. GMS currently has offices in Tampa, Orlando, St. Cloud, Sunrise, St. Augustine, and Jacksonville, Florida, and Knoxville, Tennessee.

The staff providing services is generally determined by geography of the District and required services. However, everyone at GMS works together to provide the most efficient, effective and comprehensive management services possible.

GMS currently manages 150 Community Development Districts across the state of Florida and fully understands the requirements of Chapter 190. The majority of the staff has worked with Investment Bankers, Bond Counsels, District Counsels, Engineers, Developers, and Boards of Supervisors across the state of Florida.

GMS was established to provide the most efficient, effective, and comprehensive management services for Community Development Districts in the State of Florida. Our greatest strength is our ability to respond to individual client needs quickly, efficiently, and professionally.

GMS is prepared to provide all services directly and does not contemplate the need to subcontract services. If awarded this contract, GMS is prepared to commence work immediately.

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CONTACT & ORGANIZATION INFORMATION

Governmental Management Services (GMS)

Corporate Office:
1001 Bradford Way
Kingston, Tennessee 37763
www.govmgtsvc.com

GMS – Central Florida
Contact Jill Burns, District Manager
135 W. Central Blvd, Suite 320
Orlando, FL 32801
(407)841-5524
16 employees

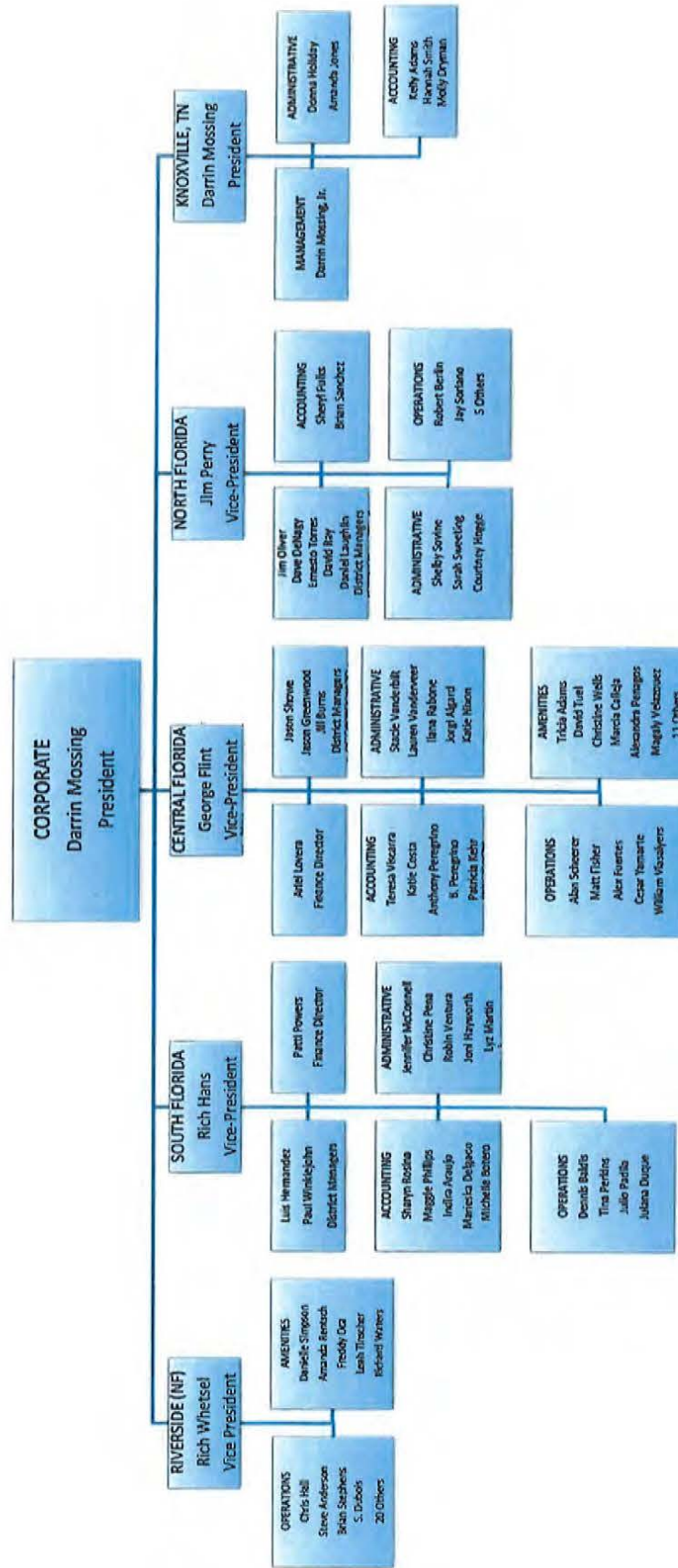
9145 Narcoossee Rd. Ste. A-206
Orlando, FL 32827
(407) 841-5524
4 employees

GMS – South Florida
5385 Nob Hill Road
Sunrise, FL 33351
(954) 721-8681
18 employees

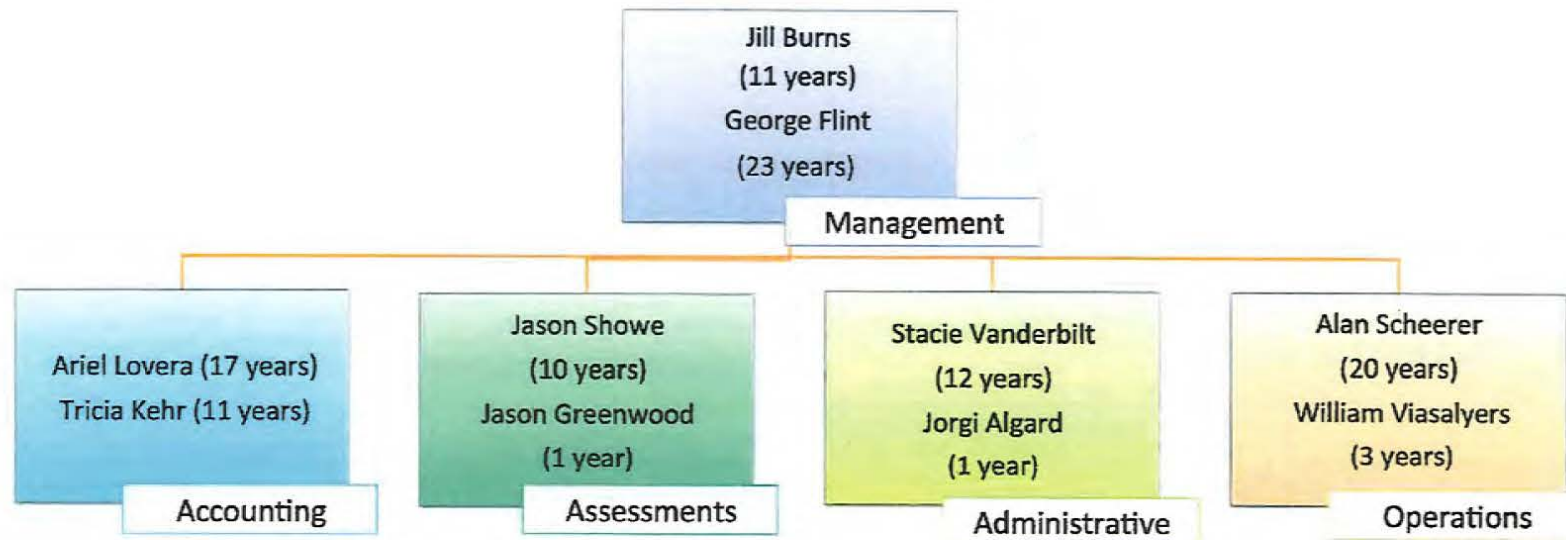
GMS – North Florida
475 West Town Place, Suite 114
St. Augustine, FL 32092
(904) 940-5850
9 employees

GMS – Tampa
2647 Marina Way
Land O' Lakes, FL 34639
(321) 284-8626
1 employee

FAMILY OF COMPANIES



YOUR INITIAL DISTRICT TEAM



OVER 100 YEARS COMBINED SPECIAL DISTRICT EXPERIENCE

Qualifications

Established on November 26, 2004, Governmental Management Services and its affiliated companies have quickly grown to over 90 employees and opened five offices across the State of Florida. Services are provided by seasoned professionals with well over 200 years of combined Community Development District management experience. Our commitment to serving our clients and providing the most efficient, effective and comprehensive management services for Community Development Districts continues to fuel our growth.



Services are provided by seasoned professionals with well over 200 years of combined Community Development District Management experience.

Statement of Qualifications

GMS is the best-qualified provider of district management services because of the experience of the personnel who will be providing the management services for the District. GMS brings a wealth of experience in the administrative, accounting and financial reporting and assessment certifications.

GMS focuses exclusively on the services necessary for the proper management of Community Development Districts. Our staff includes managers, accountants, financial analysts, recording secretaries and operations managers all with experience with Community Development Districts and other special districts. We offer integrated CDD management services including:

- General Management
- Recording Secretary Services
- Accounting and Financial Reporting
- Assessment Roll Administration
- Investment Management
- Operations Management
- Utility billing
- Other Services

These management services are provided by the principals of GMS to over 130 community development districts across the State of Florida.

Approach

This section describes the categories of services that GMS proposes to provide along with the team members that will be providing the services. We have also enumerated the activities that GMS often performs within each category to ensure compliance with all applicable statutes, laws, rules and regulations. GMS is structured to take a regional approach to serving its clients but this structure does not preclude us from assigning the most talented and qualified individuals, regardless of their location, to appropriate roles.



Management Services

Jill Burns will serve as the district manager. She has a Bachelor's Degree in Liberal Studies from the University of Central Florida. She has over ten years of experience in the establishing, financing, and managing of special districts across the state of Florida. Jill is dedicated to working with residents, the Developer, and the Board of Supervisors in order to bring the highest level of service to each District she manages. Ms. Burns has been responsible for overseeing and managing over 30 CDDs across Florida including Districts in Manatee, Sarasota, Polk, St. Johns, Duval, Nassau, Flagler, Volusia, Alachua, and Orange Counties.





Ms. Burns will be assisted by George Flint. Mr. Flint is a shareholder in GMS and oversees the district management, administrative and field services operations for the Central Florida office. Mr. Flint manages numerous special districts in the Central Florida region.

George graduated from Princeton University with a Bachelor's Degree in Politics/Economics and holds a Master's in Public Administration from Florida State University with a focus of public budgeting and financial management.

He has an extensive background in the public and private sectors. Prior to opening GMS's Central Florida office in 2005, George served as an Assistant County Administrator, Budget Officer, Water and Sewer Authority Executive Director, and Management Consultant/Regional Manager for an environmental engineering firm.

- Attend, record and conduct all regularly scheduled Board of Supervisors' Meetings including landowners meetings, continued meetings and workshops.

- Present the District's annual budget in accordance with Chapter 190, Florida Statutes.

- Ensure District is in compliance with administrative and financial reporting for CDDs.

- Correspond and communicate with Board of Supervisors and Staff to respond to the various needs of the District and Community.

- Review and approve agendas for circulation to the Board of Supervisors.

- Review and approve annual budget, annual audit, and monthly disbursements.

- Review annual insurance policy to ensure District maintains proper insurance coverage.



Accounting Services

Ariel Lovera manages the accounting and financial reporting for our clients. He has a four-year degree in accounting and a Master's in Business Administration along with 17+ years of accounting experience for Community Development Districts and homeowner associations. His experience includes accounts payable, payroll, utility billing, budget preparation, preparation of annual audit reports, statutory and bond compliance. Mr. Lovera will be assisted by Tricia Kehr.

The following Financial Services are typically provided to ensure the District operates in accordance with all applicable statutes, laws, and rules and regulations:

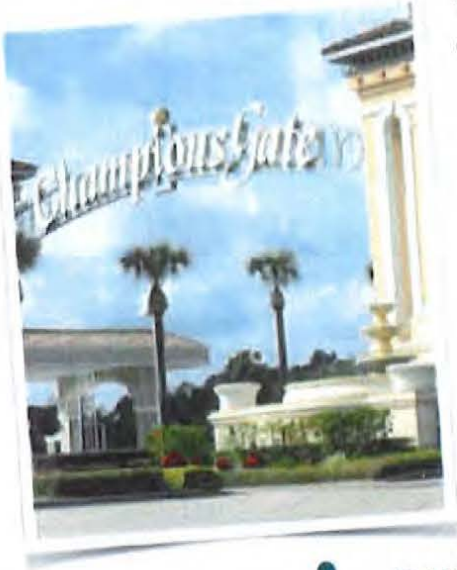
- Establish Governmental Fund Accounting System in accordance with the Uniform Accounting System prescribed by the Florida Department of Financial Services for Government Accounting. This system includes preparing monthly balance sheet and income statement(s) with budget to actual variances.
- Prepare accounts payable and present to Board of Supervisors for approval or ratification.
- Prepare annual budget for review and approval by the Board of Supervisors.
- Transmit proposed budget to local governing authorities 60 days prior to adoption.
- Prepare year-end adjusting journal entries in preparation for annual audit by Independent Certified Public Accounting Firm.
- Maintain checking accounts with qualified public depository selected by the Board of Supervisors.

- Ensure compliance with financial and accounting statutes affecting the District which include but are not limited to:

- Complete annual financial audit report within 9 months after the fiscal year end.
- Circulate annual financial audit report and annual financial report to appropriate governmental agencies.
- Prepare annual public depository report.
- Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting, etc.
- Transmit Public Facilities Report to the appropriate agencies
- Bind necessary insurance for the District, which includes liability, property, workers' compensation, etc.

Administrative Services

Stacie Vanderbilt will prepare agenda packages, meeting notices, public records administration, statutory compliance and various other required administrative services. Ms. Vanderbilt has a Bachelor's of Science in Business Administration. She has over 12 years of experience providing administrative services to Community Development Districts, and an excellent reputation in the industry for providing timely, accurate and professional administrative services. Ms. Vanderbilt will be assisted by Jorgi Algard.



The following Administrative Services are typically provided to ensure the District operates in accordance with all applicable statutes, laws, and rules and regulations

- Prepare agenda packages for transmittal to Board of Supervisors and staff seven days prior to Board of Supervisors' Meeting.
- Provide minutes for all Board of Supervisors' Meetings, including landowners meetings
- Ensure compliance with all administrative statutes affecting the District which include but are not limited to:
 - Publish and circulate annual meeting notice.
 - Report annually the number of registered voters in the District by June 1 of each year.
 - Maintain "Record of Proceedings" for the District within the County that the District is located which includes meeting minutes, agreements, resolutions and other required records.
 - Transmit Registered Agent information to DCA and local governing authorities.
 - File Ordinance or Rule establishing the District to DCA within 30 Days after creation.
 - Properly notice all public meetings, in accordance with the appropriate Florida Statutes, in the newspaper of general circulation published in the area in which the District is located, including but not limited to:



- Organizational Meeting
- Annual Meeting
- Landowners Meeting within 90 days of creation and as required for future elections
- Public Hearing on Assessments
- Request for Proposal for engineering services
- Public Hearing to adopt general and procedural rules
- Public Hearing on Chapter 197, Uniform Method of Collection
- All other statutorily required meetings and hearings

Amenity Management & Lifestyle Programming

If contracted, Tricia Adams coordinates amenity management and lifestyle programming. Mrs. Adams has significant business experience including directing visitor services for Central Florida attractions including entrance gate operations, welcome center operations, interpretive materials and schedules, exhibits, introduction films, wayfinding maps, shuttle service, signage, special events, and education.

She has over ten years of amenity management experience at premier Central Florida communities including contract compliance, managing facilities, programs, amenities, and lifestyle experiences. She is adept at research, gathering feedback, and preparing reports. Mrs. Adams is well-versed in all phases of communication including Internet, direct mail, community information meetings and public speaking, local access cable channels, and print publications such as newsletters. Her education includes a Bachelor's Degree in Management and Marketing, as well as a graduate degree in Public Administration. During graduate coursework, she researched emerging issues related to Community Development Districts in Florida.

GMS has significant experience with highly amenitized CDD communities and is flexible regarding the approach taken to staffing, managing, and operating amenities. We typically see one of three approaches taken to amenity management:



- 1) District contracts with GMS for operations
- 2) District contracts with a third party company for operations
- 3) District directly employs staff for operations

Under the first approach, the following services are typically provided by GMS to ensure a first class, amenity centered community:



- Recruit, hire, train, and monitor Clubhouse and Facilities staff.
- Assume responsibility to manage a vibrant schedule of activities, events and lifestyle programming. GMS is structured to take a regional approach to serving its clients but this structure does not preclude us from assigning the most talented and qualified individuals, regardless of their location, to appropriate roles.
- Communicate lifestyle opportunities and residential services information to owners and potential residents.
- Promote voluntary compliance with District rules, regulations and policies by communicating with residents.
- Maintain excellent level of customer service.
- Monitor the use of the amenities including resident barcode passes, security cameras, and other means of safeguarding the District.
- Maintain excellent level of customer service.
- Coordinate with vendors, contractors, internal and external stakeholders to ensure smooth operations of day to day and special activities.
- Maintain all relevant records of incidents, inspections, revenue, and other information as required by the District.
- Assist with budget preparation and reports, policy recommendations and enforcement, safety and/or security recommendations, collection of rental fees, maintaining records as needed.



Under the second and third approach, although the above services would not be provided directly by GMS, we would work to ensure that the contractor or direct employees were performing these and other necessary services.



Field Management Services

As a company, GMS provides field management services to 30 Districts throughout Florida.

Alan Scheerer and William Viasalyers will be available, if contracted, to provide field management services for the CDD.

Mr. Scheerer currently provides field services management for 11 Community Development Districts. He has over 25 years of business experience including 15 years as a chief engineer for several resorts and hotels in the Central Florida area.

Prior to coming to GMS in 2006, Scheerer managed a number of Homeowners Associations (HOA). As a licensed Community Association Manager, his responsibilities were to ensure that the Homeowners Associations were in compliance with the Florida Statutes and the governing documents for each community.

Field Services provided to ensure the proper operation of the Districts include:

- Administer and manage maintenance contracts for landscaping, water, wastewater and reuse systems management
- Respond to resident and Board of Supervisors inquiries regarding Maintenance Operations
- Coordinate and implement maintenance projects throughout the community with vendors
- Conduct site visits (day and night time) to ensure satisfactory operation of the district and prepare a monthly report to the Board.
- If structured as recommended in Exhibit B, review and approve construction contracts, change orders, payment request, etc. during construction phase



Assessment Roll Certifications & Administration

Jason Showe provides assessment administration services which includes certifying annual assessment rolls with the County Property Appraiser and Tax Collector, calculation of true-up payments, collection of prepaid assessments and preparation of necessary releases of lien. He is presently responsible for the preparation and execution of all CDD assessment rolls for the Central Florida division.

Miscellaneous Services

Ms. Burns will coordinate any miscellaneous services and ensure that the proper personnel are assigned.

Experience

GMS's current clients are listed in Table 2-1 on the following pages. Table 2-1 reflects a portion of the myriad of services provided to our clients. We are currently serving 150 districts statewide.

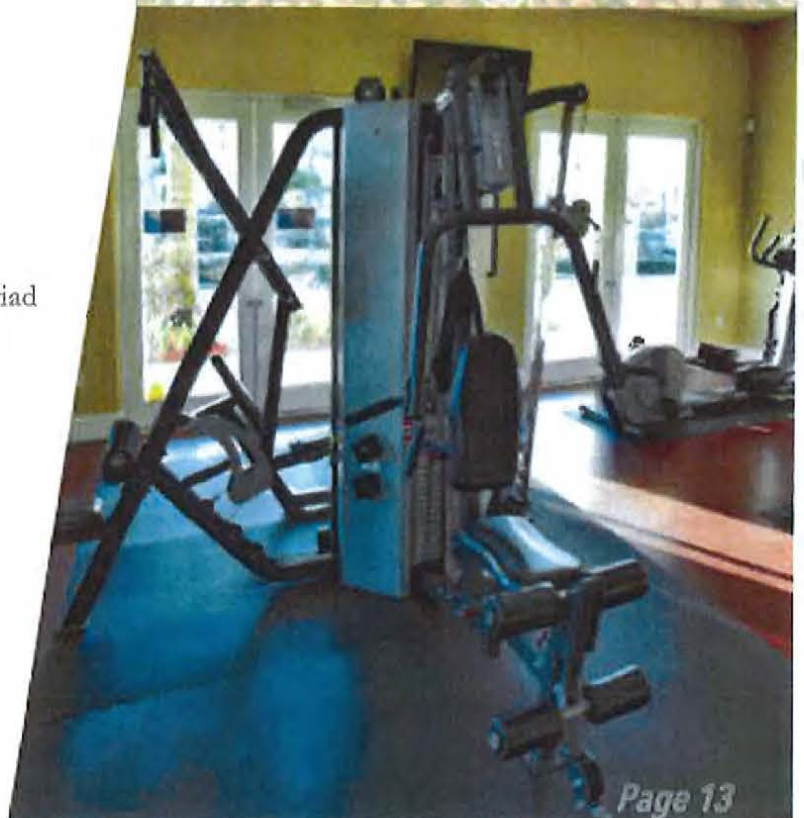
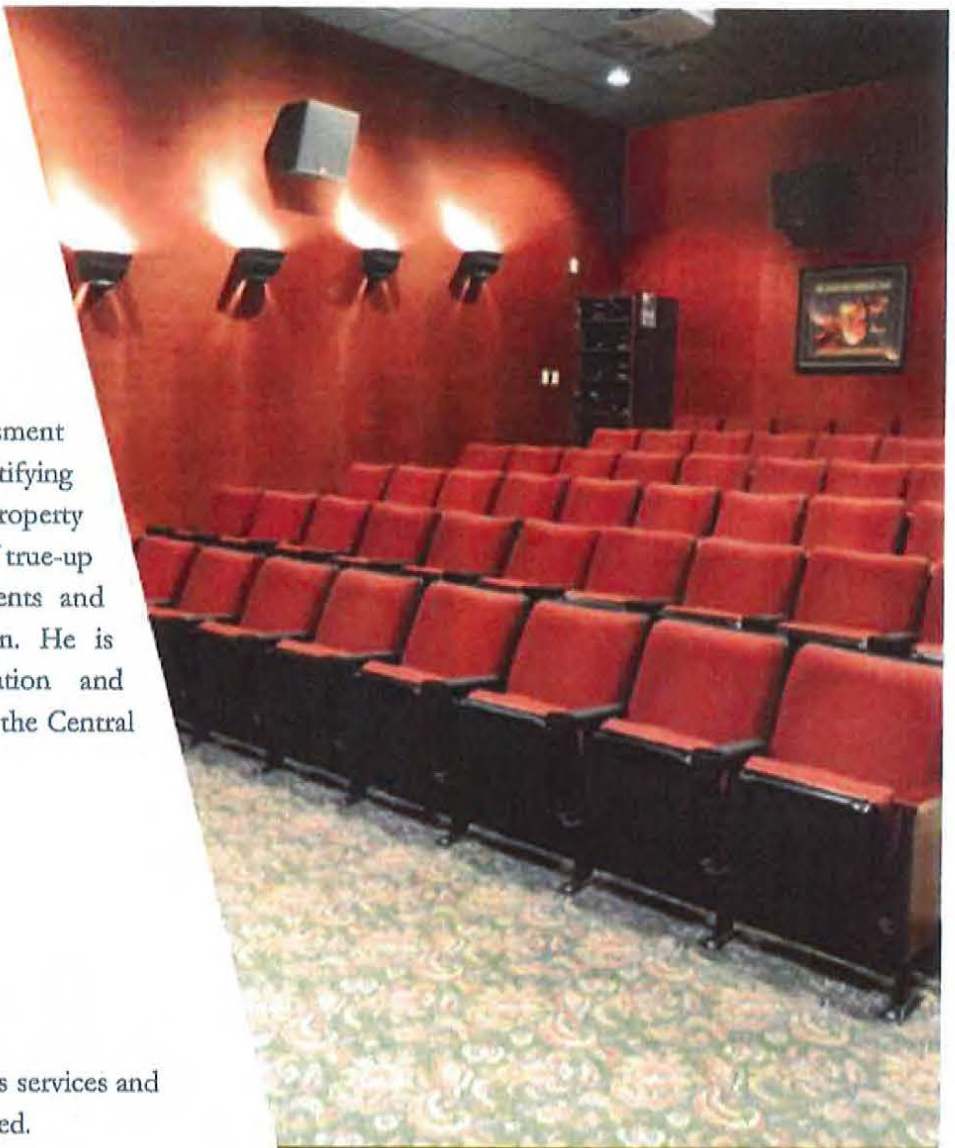


Table 2-1. District Management Experience Summary

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/ Wastewater Utility	Operations Management
1	Aberdeen	St. Johns
2	Amelia Concourse	Nassau	.	.	.		
3	Amelia Walk	Nassau
4	Antigua Of St. Augustine	St. Johns	.	.	.		
5	Arlington Ridge	Lake	.	.	.		
6	Armstrong	Miami-Dade	.	.	.		
7	Bannon Lakes	St. Johns	.	.	.		
8	Bartram Park	Duval	.	.	.		
9	Bartram Springs	Duval
10	Bay Laurel Center	Marion	
11	Baytree	Brevard
12	Baywinds	Miami-Dade
13	Beacon Tradeport	Miami-Dade	.	.	.		
14	Bellagio	Miami-Dade					
15	Bella Collina	Lake
16	Bonita Village	Lee	.	.	.		
17	Bonnet Creek Resort	Orange	.	.	.		
18	Bonterra	Miami-Dade	.	.	.		
19	Brandy Creek	St. Johns	.	.	.		
20	Candler Hills	Marion	.	.	.		
21	Canopy	Clay
22	Capital Region	Leon
23	Celebration Pointe	St. Lucie	.	.	.		
24	Centre Lake	Miami-Dade	.	.	.		
25	Central Lake	Lake	
26	ChampionsGate CDD	Osceola	.	.	.		
27	ChampionsGate POA	Osceola		.			
28	City of Coral Gables	Miami-Dade		.			
29	Coconut Cay	Miami-Dade	.	.	.		
30	Copper Creek	St. Lucie	.	.	.		
31	Copper Oaks	Lee	.	.	.		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/ Wastewater Utility	Operations Management
32	Coral Bay	Broward	•	•	•		•
33	Coral Keys Homes	Miami-Dade	•	•	•		
34	Creekside	St. Lucie	•	•	•		
35	Cypress Bluff	Duval	•	•	•		
36	Deer Island	Lake	•	•	•		
37	Deer Run	Flagler	•	•	•		
38	Dove Pond	Leon	•	•	•		
39	Dowden West	Orange	•	•	•		
40	Downtown Doral	Miami-Dade	•	•	•		
41	Downtown Doral South	Miami-Dade	•	•	•		
42	Dunes	Flagler	•	•	•	•	
43	Dupree Lakes	Pasco	•	•	•		
44	Durbin Crossing	St. Johns	•	•	•		•
45	East Homestead	Miami-Dade	•	•	•		•
46	Enclave @ Black Point Marina	Miami-Dade	•	•	•		
47	Falcon Trace	Orange	•	•	•		•
48	Founders Ridge	Lake	•	•	•		
49	Gardens at Hammock Beach	Flagler	•	•	•		
50	Greene Corridor	Multiple	•	•	•		
51	Hemingway Point	Broward	•	•	•		
52	Heritage Park	St. Johns	•	•	•		•
53	Heron Isles	Nassau	•	•	•		
54	Highland Meadows II	Polk	•	•	•		
55	Highland Meadows West	Polk	•	•	•		
56	Hollywood Beach	Broward	•	•	•		
57	Homestead 50	Miami-Dade	•	•	•		
58	Indigo	Volusia	•	•	•		
59	Indigo East	Marion	•	•	•		
60	Interlaken	Broward	•	•	•		
61	Islands at Doral III	Miami-Dade	•	•	•		
62	Islands at Doral TH	Miami-Dade	•	•	•		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/ Wastewater Utility	Operations Management
63	Isles of Bartram Park	St. Johns	•	•	•		
64	Lake Ashton I	Polk	•	•	•		•
65	Lake Ashton II	Polk	•	•	•		
66	Lakeside Plantation	Sarasota	•	•	•		
67	Lakes by Bay South	Miami-Dade	•	•	•		•
68	Lucerne Park	Polk	•	•	•		
69	Meadow View at Twin Creeks	St. Johns	•	•	•		
70	Mediterranea	Palm Beach	•	•	•		
71	Middle Village	Clay	•	•	•		•
72	Mirada	Lee	•	•	•		
73	Montecito	Brevard	•	•	•		
74	Narcoossee	Orange	•	•	•		•
75	Nob Hill Condo Association	Miami-Dade	•	•	•		
76	North Dade	Miami-Dade	•	•	•		
77	Northern Riverwalk	Palm Beach	•	•	•		
78	North Powerline Road	Polk	•	•	•		
79	North Springs Improvement Dist	Broward	•	•	•		
80	Oakridge	Broward	•	•	•		
81	Oleta River	Miami-Dade	•	•	•		
82	Old Palm	Palm Beach	•	•	•		
83	Orchid Grove	Broward	•	•	•		
84	Osceola County Housing Finance Authority	Osceola		•			
85	Palm Glades	Miami-Dade	•	•	•		•
86	Pine Air Lakes	Collier	•	•	•		
87	Pine Ridge Plantation	Clay	•	•	•		
88	Poinciana	Polk	•	•	•		
89	Poinciana West	Polk	•	•	•		
90	Portofino Cove	St. Lucie	•	•	•		
91	Portofino Isles	St. Lucie	•	•	•		
92	Portofino Landings	St. Lucie	•	•	•		

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/Wastewater Utility	Operations Management
93	Portofino Shores	St. Lucie	•	•	•		
94	Portofino Springs	Lee	•	•	•		
95	Portofino Vineyards	Lee	•	•	•		
96	Portofino Vista	Osceola	•	•	•		
97	Randal Park	Orange	•	•	•		
98	Randal Park POA	Orange	•	•			
99	Remington	Osceola	•	•	•		•
100	Reserve	St. Lucie	•	•	•	•	•
101	Reserve #2	St. Lucie	•	•	•		
102	Reunion East	Osceola	•	•	•		•
103	Reunion West	Osceola	•	•	•		•
104	Ridgewood Trails	Clay	•	•	•		
105	River Place	St. Lucie	•	•	•		
106	Rivers Edge	St. Johns	•	•	•		
107	Rivers Edge II	St. Johns	•	•	•		
108	Rolling Hills	Clay	•	•	•		
109	Rolling Oaks	Osceola	•	•	•		
110	Sabal Palm	Broward	•	•	•		
111	Sampson Creek	St. Johns	•	•	•		•
112	Shingle Creek	Osceola		•	•		
113	South Dade Venture	Miami-Dade	•	•	•		•
114	South Kendall	Miami-Dade	•	•	•		
115	South Village	Clay	•	•	•		
116	Stoneybrook South	Osceola	•	•	•	•	
117	Stoneybrook South @ChampionsGate	Osceola	•	•	•	•	
118	Storey Park	Orange	•	•	•		
119	Sweetwater Creek	St. Johns	•	•	•		
120	Tamarac Village	Broward	•	•	•		
121	Tapestry	Osceola	•	•	•		
122	Tesoro	St. Lucie	•	•	•		•
123	TIFA, LLC	Brevard	•	•			
124	The Crossings at Fleming Island	Clay	•	•	•	•	

	District	County	General Management	Accounting & Financial Reporting	Recording Secretary	Water/ Wastewater Utility	Operations Management
125	Tison's Landing	Duval	•	•	•		•
126	Tolomato	St. Johns	•	•	•		
127	Treeline Preserve	Lee	•	•	•		
128	Treaty Oaks	St. Johns	•	•	•		
129	Turnbull Creek	St. Johns	•	•	•		
130	Turtle Run	Broward	•	•	•		•
131	Talis Park	Collier	•	•	•		
132	Tohoqua	Osceola	•	•	•		
133	TSR	Pasco	•	•	•		
134	Valencia Water Control District	Orange		•	•		
135	Verano Center	St. Lucie	•	•	•		
136	Verano #1	St. Lucie	•	•	•		
137	Verano #2	St. Lucie	•	•	•		
138	Verano #3	St. Lucie	•	•	•		
139	Verano #4	St. Lucie	•	•	•		
140	Verano #5	St. Lucie	•	•	•		
141	Viera East	Brevard	•	•	•		
142	Village of Biscayne Park	Miami-Dade		•			
143	Villages of Bloomingdale	Hillsborough	•	•	•		
144	Villa Portofino East	Miami-Dade	•	•	•		•
145	Villa Portofino West	Miami-Dade	•	•	•		
146	Villa Vizcaya	St. Lucie	•	•	•		
147	Vizcaya in Kendall	Miami-Dade	•	•	•		
148	Waterford Estates	Charlotte	•	•	•		
149	Waterstone	St. Lucie	•	•	•		
150	Westside	Osceola	•	•	•		•
151	Windsor at Westside	Osceola	•	•	•		
152	Windward	Osceola	•	•	•		
153	Wynnfield Lakes	Duval	•	•	•		•

References

GMS prides itself on the timely delivery of quality services to its clients. As a result, our clients as well as the other CDD industry professionals have come to recognize and appreciate the quality of the services we provide. GMS encourages its prospective clients to call our references and learn what other district supervisors, developers, attorneys, engineers and financial professionals are saying about us. Just a few of the clients and professionals that are pleased to serve as our references are listed within.

Zenzi Rogers, Chair
Sweetwater Creek CDD
9440 Phillips Highway, Suite 7
Jacksonville, FL 32256
(904) 380-0853
zenz.rogers@lennar.com

Ken Brown, Chairman
Remington CDD
212 Cornwall Court
Kissimmee, FL 34744
(407) 344-1685
brown_bk@hotmail.com

Sarah Hurst, Chair
Falcon Trace CDD
1549 Nestlewood Trail
Orlando, FL 32837
(407) 812- 7304
sara.hurst@disney.com

Keith Trace, Vice Chairman
Randal Park, Westside, Tapestry,
Dowden West CDDs
1900 Summit Tower Boulevard, Suite
500 Orlando, FL 32810
(321) 624-3126
keith.trace@mattamycorp.com

Carol Pontious, Chair
Lake Ashton CDD
4147 Aberdeen Lane
Lake Wales, FL 33859
(863) 875-0873
clpkash@gmail.com



Cost of Services

Management, Administrative, and Accounting Services

Management, administrative, and accounting services, as described on pages 7-10, will be provided for a fixed annual fee of \$45,000, paid in equal monthly payments. Reimbursable expenses such as copies, postage, courier services, printing and binding will be billed on a monthly basis. Management fees are invoiced at the beginning of each month and due within 30 days of invoice date. Subsequent management fees will be established based upon the adoption of annual operating budget, which will be adjusted to reflect ongoing level of services.

Assessment Administration Services

Assessment roll certification and administration, as described on page 13, will be provided for a fixed annual fee of \$7,500 billed upon certification of the assessment roll.

Other Services

Other services such as those listed below are available from GMS upon request. These services may or may not be applicable to the District, and a service package can be tailored to the District's specific needs.



Public Records Requests	\$75 per hour
Litigation Support	\$200 per hour
Field Management	available upon request
Amenity Management	available upon request
Dissemination Agent Fee (per bond issue)	\$5,000

OTHER SERVICES

Website Administration (annually)	\$1,500*
Bond Issuance	\$15,000
Assessment Methodology	\$15,000
SERC Preparation	\$2,500
Annual Construction Accounting (per bond issue during construction)	\$5,000
Estoppel Letter (per lot).....	\$150

*may be subject to increase as a result of ADA compliance requirements

EXHIBIT A:

Reimbursable Fees

	Item	Cost (\$)
1	Agenda package	\$2.50 per book
2	Tapes/CS	N/A
3	Binders	\$5.98
4	# 10 envelope	\$0.03
5	9 x 12 envelope	\$0.15
6	10 x 13 envelope	\$0.15
7	Storage box	N/A
8	Copy	\$0.15
9	USPS	Cost will vary
10	Fed Ex	Cost will vary
11	Conference calls	\$0.07 per minute
12	Offsite storage	none

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Fiscal Year 2017 Audit Draft

(provided under separate cover)

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Fiscal Year 2018 Audit Engagement Letter



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

October 15, 2018

To Board of Supervisors
Clearwater Cay Community Development District
12051 Corporate Blvd.
Orlando, FL 32817

We are pleased to confirm our understanding of the services we are to provide Clearwater Cay Community Development District, Pinellas County, Florida ("the District") for the fiscal year ended September 30, 2018. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Clearwater Cay Community Development District as of and for the fiscal year ended September 30, 2018. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2018 audit.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the

parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Our fee for these services will not exceed \$6,600 for the September 30, 2018 audit. The fee for each annual renewal will be agreed upon separately.

We will complete the audit within prescribed statutory deadlines, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement is automatically renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Clearwater Cay Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Clearwater Cay Community Development District.

By: _____

Title: _____

Date: _____



PEER REVIEW PROGRAM

is proud to present this
Certificate of Recognition
to

Grau & Associates

For having a system of quality control for its accounting and auditing practice in effect for the year ended June 30, 2016 which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

A handwritten signature in black ink, reading "Anita Ford", written over a horizontal line.

Anita Ford, Chair
AICPA Peer Review Board
2016

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 130 & *131

*(*provided under separate cover)*

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization # 130
10/29/2018

Item No.	Payee		General Fund FY18	General Fund FY19
1	Clearwater Board Members			
	Wilson, Jeff. Supervisor Fee	10/17/2018 Meeting		\$200.00
	Glidden, Alan. Supervisor Fee	10/17/2018 Meeting		\$200.00
	Lancaster, Jerry. Supervisor Fee	10/17/2018 Meeting		\$200.00
	Mies, Joel. Supervisor Fee	10/17/2018 Meeting		\$200.00
	Accetta, Nino. Supervisor Fee	10/17/2018 Meeting		\$200.00
2	Fishkind & Associates			
	District Management October & Reimbursables	23503	\$437.21	\$2,575.00
	ADA Website Compliance	23518		\$500.00
3	Gray Robinson			
	GVCOA vs CCCDD	10816994	\$14,587.50	
	General File	10816979	\$3,272.50	
4	Pinellas County PA			
	Non Ad Valorem Special Assessment 2018	2296		\$50.00
5	Times Publishing Company			
	Legal Advertising 10/10/18			\$325.00
	Legal Advertising 10/31/18			\$937.00
6	Florida Department of Economic Opportunity			
	FY19 Special District Fee	72572		\$175.00
7	Grau			
	FY17 Audit	17271	\$1,000.00	
8	Fieldstone Landscape Services			
	September 2018 Clean up	21969	\$400.30	
9	Regency Reporting Service			
	10/17/18 Transcript	11790		\$333.25
TOTAL			\$19,697.51	\$5,895.25
				\$25,592.76

Secretary / Assistant Secretary

Chairman / Vice Chairman

Clearwater Cay Community Development District

cyra

10/29/18

PA130

001-051-1000-13-01

Date of Meeting: October 17, 2018

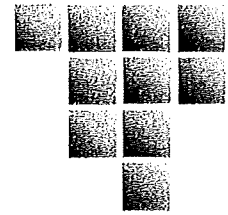
Board Members:

	Attendance	Fee
1. Jeff Wilson 2723 Via Capri, Unit 810 Clearwater, FL 33764	<u>x</u>	<u>\$ 200.00</u> 101718
2. Alan Glidden 2747 Via Capri Unit 1128 Clearwater, FL 33764	<u>x</u>	<u>\$ 200.00</u> 101718
3. Jerry Lancaster 2755 Via Capri, Unit 1228 Clearwater, FL 33764	<u>x</u>	<u>\$ 200.00</u> 101718
4. Joel Mies 67 Dolphin Drive Treasure Island, FL 33706	<u>x</u>	<u>\$ 200.00</u> 101718
5. Nino Accetta 2717 Via Cipriani, Unit 614B Clearwater, FL 33764	<u>x</u>	<u>\$ 200.00</u> 101718
	TOTAL	\$ 1,000.00

RECEIVED OCT 23 2018

Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817

FISHKIND
& ASSOCIATES



RECEIVED OCT 16 2018

Clearwater Cay
Community Development District
12051 Corporate Blvd.
Orlando, FL 32817

ayma
PA130

Invoice

Invoice #:	23503
10/11/2018	

File: Clearw21DM
District Management

Services:	Amount	
District Management Fee: Oct 2018 001-051-3000-31-02	2,500.00	Fy19
Website Fee 001-051-3000-49-01	75.00	Fy19
Travel 001-051-1000-40-01	218.00	Fy18
Copies 001-051-3000-47-01	48.90	Fy18
Conference Calls 001-051-3000-41-01	99.58	Fy18
Postage > 001-051-3000-42-01	8.45	Fy18
UPS	62.28	Fy18

Please include the invoice
number on your remittance
and submit to:

Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817
Ph: 407-382-3256
Fax: 407-382-3254
www.fishkind.com

Balance Due

\$3,012.21

Holdings, Inc.

INVOICE

DATE: September 2018

Bill To:

Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, Florida
407-382-3256

DESCRIPTION					AMOUNT	
Flight Date	Transport From	Transport To	Client	Client Acct #	Transportation Fee	Mileage
9/5/2018	Sanford	Naples	Marshall Law Office	MarshallLaw02H Loos v Loos	\$4,000	372
9/7/2018	Naples	Sanford				
9/11/2018	Sanford	Stuart	Tradition	TraditionDM	\$4,000	254
	Stuart	Sanford				
9/13/2018	Sanford	Sarasota	Univesity Park Recreation District	UniversityPark02H Meetings	\$4,000	254
	Sarasota	Sanford				
9/17/2018	Sanford	Sarasota	Univesity Park Recreation District	UniversityPark02H Meetings	\$4,000	254
	Sarasota	Sanford				
9/19/2018	Sanford	Clearwater	Clearwater Cay CDD	ClearW21DM	\$4,000	218
	Clearwater	Sanford				
9/26/2018	Sanford	Naples	Big Cypress Stewardship Distric	BigCypressDM	\$4,000	186
	Naples	Sarasota	Univesity Park Recreation District	UniversityPark02H Meetings		221
	Sarasota	Sanford				
Total					\$24,000	

Copy Count

Account: Clearwater Cay

Amount of Copies: 326

Total \$: 48.90

Month: September

MODERATOR 4751862 - Carol Harris

LOCATION Orlando, FL

BILLING REF# 1

BILLING REF# 2

BILLING REF# 3 ✓

BILLING REF# 4

CONF. NO	COST CENTER	CONF. DATE	CONF. TITLE / NAME / ANI	TIME	SERVICE	ACCESS TYPE	PERSONS	UNITS	RATE	CHARGE	TAX	CALL TOTAL
9008903		08/07/2018	18502227500	3:43PM - 3:46PM	GLOBALMEET® AUDIO	TOLL FREE	1	3	0.09/MIN	0.27	0.06	0.33
9008903		08/07/2018	14072562503	3:57PM - 4:21PM	GLOBALMEET® AUDIO	TOLL FREE	1	24	0.09/MIN	2.16	0.52	
		08/07/2018	18502227500	3:58PM - 4:21PM	GLOBALMEET® AUDIO	TOLL FREE	1	23	0.09/MIN	2.07	0.49	5.24
9008903		08/14/2018	18505670558	9:52AM - 10:24AM	GLOBALMEET® AUDIO	TOLL FREE	1	32	0.09/MIN	2.88	0.68	
		08/14/2018	18504252357	9:54AM - 10:24AM	GLOBALMEET® AUDIO	TOLL FREE	1	30	0.09/MIN	2.70	0.64	
		08/14/2018	14072806807	9:55AM - 10:24AM	GLOBALMEET® AUDIO	TOLL FREE	1	29	0.09/MIN	2.61	0.62	
		08/14/2018	14075457500	9:59AM - 10:24AM	GLOBALMEET® AUDIO	TOLL FREE	1	25	0.09/MIN	2.25	0.53	
		08/14/2018	18632266863	9:59AM - 10:24AM	GLOBALMEET® AUDIO	TOLL FREE	1	25	0.09/MIN	2.25	0.53	15.69
9008903		08/15/2018	14072342952	4:41PM - 6:22PM	GLOBALMEET® AUDIO	TOLL FREE	1	101	0.09/MIN	9.09	2.16	
		08/15/2018	12313578041	4:51PM - 4:55PM	GLOBALMEET® AUDIO	TOLL FREE	1	4	0.09/MIN	0.36	0.09	

BILLING REF# 4

CONF. NO	COST CENTER	CONF. DATE	CONF. TITLE / NAME / ANI	TIME	SERVICE	ACCESS TYPE	PERSONS	UNITS	RATE	CHARGE	TAX	CALL TOTAL
		08/15/2018	12313578041	4:53PM - 6:24PM	GLOBALMEET® AUDIO	TOLL FREE	1	91	0.09/MIN	8.19	1.95	
		08/15/2018	17607058888	4:53PM - 5:03PM	GLOBALMEET® AUDIO	TOLL FREE	1	10	0.09/MIN	0.90	0.21	
		08/15/2018	17276145427	4:54PM - 5:21PM	GLOBALMEET® AUDIO	TOLL FREE	1	27	0.09/MIN	2.43	0.58	
		08/15/2018	16478845774	4:56PM - 6:23PM	GLOBALMEET® AUDIO	TOLL FREE CANADA	1	87	0.14/MIN	12.18	2.89	
		08/15/2018	17275300830	4:57PM - 5:55PM	GLOBALMEET® AUDIO	TOLL FREE	1	58	0.09/MIN	5.22	1.24	
		08/15/2018	18135000100	4:58PM - 6:26PM	GLOBALMEET® AUDIO	TOLL FREE	1	88	0.09/MIN	7.92	1.88	
		08/15/2018	16175260363	4:59PM - 6:24PM	GLOBALMEET® AUDIO	TOLL FREE	1	85	0.09/MIN	7.65	1.82	
		08/15/2018	16308656799	5:00PM - 6:23PM	GLOBALMEET® AUDIO	TOLL FREE	1	83	0.09/MIN	7.47	1.77	
		08/15/2018	17039281982	5:01PM - 5:05PM	GLOBALMEET® AUDIO	TOLL FREE	1	4	0.09/MIN	0.36	0.09	
		08/15/2018	18136042133	5:18PM - 6:23PM	GLOBALMEET® AUDIO	TOLL FREE	1	65	0.09/MIN	5.85	1.39	
		08/15/2018	17274805470	5:52PM - 6:22PM	GLOBALMEET® AUDIO	TOLL FREE	1	30	0.09/MIN	2.70	0.64	
		08/15/2018	17277766900	6:00PM - 6:23PM	GLOBALMEET® AUDIO	TOLL FREE	1	23	0.09/MIN	2.07	0.49	
		08/15/2018	18136042133	6:21PM - 6:24PM	GLOBALMEET® AUDIO	TOLL FREE	1	3	0.09/MIN	0.27	0.06	
		08/15/2018	18132443292	6:22PM - 7:25PM	GLOBALMEET® AUDIO	TOLL FREE	1	63	0.09/MIN	5.67	1.35	
		08/15/2018	18136042133	6:24PM - 6:26PM	GLOBALMEET® AUDIO	TOLL FREE	1	2	0.09/MIN	0.18	0.04	
		08/15/2018	16175260363	6:24PM - 6:27PM	GLOBALMEET® AUDIO	TOLL FREE	1	3	0.09/MIN	0.27	0.06	
		08/15/2018	16175260363	6:25PM - 6:30PM	GLOBALMEET® AUDIO	TOLL FREE	1	5	0.09/MIN	0.45	0.10	
		08/15/2018	16308656799	6:27PM - 6:32PM	GLOBALMEET® AUDIO	TOLL FREE	1	5	0.09/MIN	0.45	0.10	
		08/15/2018	17276145427	6:32PM - 6:35PM	GLOBALMEET® AUDIO	TOLL FREE	1	3	0.09/MIN	0.27	0.06	
		08/15/2018	17276145427	6:35PM - 6:38PM	GLOBALMEET® AUDIO	TOLL FREE	1	3	0.09/MIN	0.27	0.06	
		08/15/2018	16175260363	6:36PM - 6:39PM	GLOBALMEET® AUDIO	TOLL FREE	1	3	0.09/MIN	0.27	0.06	99.58
9008903		08/30/2018	18132239400	9:56AM - 10:32AM	GLOBALMEET® AUDIO	TOLL FREE	1	36	0.09/MIN	3.24	0.77	
		08/30/2018	14073823256	9:56AM - 10:29AM	GLOBALMEET® AUDIO	TOLL FREE	1	33	0.09/MIN	2.97	0.71	
		08/30/2018	18504252371	9:57AM - 10:29AM	GLOBALMEET® AUDIO	TOLL FREE	1	32	0.09/MIN	2.88	0.68	
		08/30/2018	14075295890	9:58AM - 10:29AM	GLOBALMEET® AUDIO	TOLL FREE	1	31	0.09/MIN	2.79	0.66	14.70
		08/31/2018		7:59PM	IMEET PLUS - MONTHLY			1	29.00/EACH	29.00	0.00	29.00

TOTAL PRE-TAX 138.56

TOTAL USF/OTHER 25.98

TOTAL STATE TAX/OTHER 0.00

TOTAL MODERATOR CHARGES

USD\$164.54

Account Summary Report

Date Range: Sept 1, 2018 to Sept 30, 2018

Meter Group: All Meters

Meter 1W00 - 1376538 OLD at ORLANDO, FL

Meter 4W00 - 0347354 at ORLANDO, FL

Meter Details

Location	Meter Name	Serial Number	PbP Account Number
ORLANDO, FL	4W00 - 0347354	0347354	24978470
ORLANDO, FL	1W00 - 1376538 OLD	1376538	24978470

Account Summary

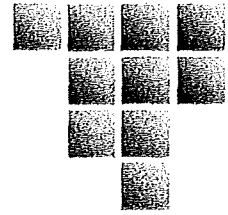
Account	Sub Account	Pieces	Total Charged
Clearwater Cay CDD		7	\$8.450
Grand Total			\$8.450

UPS No: 1Z1Y9R280391263866	Shipper	Receiver	Freight	9.94	7.95
Pickup Date 09/12/2018	FISHKIND & ASSOCIATES	CLEARWATER POLICE	Fuel Surcharge	0.73	0.58
Service Level Commercial Ground	12051 CORPORATE BOULEVARD	DEPARTMENT			
Weight 1 lb	ORLANDO	645 PIERCE STREET			
Zone 002	FL 32817	CLEARWATER			
Payer Shipper		FL 33756			
	CLEARWATER CAY CDD	SUPPORT SERVICES/EXT			
Bill Reference: Clearwater Cay CDD			Total	10.67	8.53
	Clearwater Cay CDD 17	1 count	Sub Total	10.67	8.53

UPS No: 1Z1Y9R280191319765		Shipper	Receiver	Freight	33.88	27.10
Pickup Date	08/27/2018	FISHKIND & ASSOCIATES	GRAY ROBINSON	Fuel Surcharge	2.71	2.17
Service Level	Next Day Air	12051 CORPORATE BLVD	401 EAST JACKSON STREET			
Weight	1 lb	ORLANDO	SUITE 2700			
Zone	102	FL 32817	TAMPA			
Payer	Shipper	JENNIFER WALDEN	FL 33602			
Bill Reference: Clearwater Cay			ROBERT E. JOHNSON	Total	36.59	29.27
UPS No: 1Z1Y9R280192377772		Shipper	Receiver	Freight	28.33	22.66
Pickup Date	08/27/2018	FISHKIND & ASSOCIATES	GRAY ROBINSON	Fuel Surcharge	2.28	1.82
Service Level	Next Day Air	12051 CORPORATE BLVD	301 EAST PINE STREET			
Weight	Letter	ORLANDO	SUITE 1400			
Zone	102	FL 32817	ORLANDO			
Payer	Shipper	JENNIFER WALDEN	FL 32801			
Bill Reference: Clearwater Cay			THOMAS CLOUD	Total	30.61	24.48
Clearwater Cay 2			2 count	Sub Total	67.20	53.75

Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817

FISHKIND
& ASSOCIATES



Invoice

Invoice #:	23518
10/12/2018	

RECEIVED OCT 16 2018

Clearwater Cay
Community Development District
12051 Corporate Blvd.
Orlando, FL 32817

File: Clearw21DM
District Management

Services:	Amount
ADA Website Compliance Fee	500.00
<p><i>cyna</i> <i>PA#130</i> <i>001-051-3000-49-11</i></p>	

Please include the invoice
number on your remittance
and submit to:

Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817
Ph: 407-382-3256
Fax: 407-382-3254
www.fishkind.com

Balance Due

\$500.00

GRAY ROBINSON

Attorneys At Law
Post Office Box 3068
Orlando, Florida 32802

Telephone (407) 843-8880
Federal ID # 59-1300132

Cyrena
PA#130

001-051-3000-31-11

Clearwater Cay Club CDD
Attn: Dr. Hank Fishkind
Fishkind & Associates
12051 Corporate Blvd.
Orlando, FL 32817

October 4, 2018
FILE # 40525 - 9

Invoice # 10816994
Re: Grand Venezia COA, Inc. vs. Clearwater Cay CDD

This summary includes all transactions on the above matter processed up to and including the date of the last transaction shown on this invoice. Any transactions, including credits or receipts processed after that date will be reflected on a future statement.

PRIOR BALANCE:	\$ 44,287.35
CURRENT FEES:	\$ 14,514.50
CURRENT DISBURSEMENTS:	\$ 73.00
CURRENT BALANCE DUE:	\$ 14,587.50
TOTAL BALANCE DUE: (Prior balance included)	\$ 58,874.85

0077

REMITTANCE COPY

Please return this remittance copy with your payment for proper allocation.
PAYMENT IS DUE UPON RECEIPT

GRAY ROBINSON

Attorneys At Law
Post Office Box 3068
Orlando, Florida 32802

Telephone (407) 843-8880
Federal ID # 59-1300132

Clearwater Cay Club CDD
Attn: Dr. Hank Fishkind
Fishkind & Associates
12051 Corporate Blvd.
Orlando, FL 32817

October 4, 2018
FILE # 40525 - 9

Invoice # 10816994
Re: Grand Venezia COA, Inc. vs. Clearwater Cay CDD

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TOTAL BALANCE DUE: (Prior balance included)	\$ 58,874.85

0077

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PAYMENT IS DUE UPON RECEIPT

Professional Services:

09/01/18	DLS	Review email from R. Johnson regarding request for emergency hearing and judicial practice preferences; Review response by Attorney Barnes; Review additional follow-up emails.	0.20
09/03/18	RJ	Conference with counsel regarding Notice of Violation; review notice	0.30
09/04/18	DLS	Review letter to Judge Jirotko regarding need for an emergency hearing and form of proposed Final Judgment.	0.20
09/04/18	RJ	Letter to Judge Jirotko; prepare proposed Final Judgment; letter to the Board of Supervisors; research	1.90
09/05/18	DLS	Review email from D. Taylor regarding another letter from Attorney Barnes to Judge Jirotko.	0.20
09/05/18	RJ	Review correspondence from client; review correspondence to Judge Jirotko	0.90
09/06/18	TAC	Reviewing Order, correspondence, and related emails; conferring by phone with David Smith	1.00
09/06/18	DLS	Review email from R. Johnson and litigation update letter to board and Barnes' letter to Judge Jirotko regarding Amended Complaint; Review email from B. Crumbaker regarding filing motion for immediate final hearing.	0.30
09/06/18	RJ	Review Order denying request for emergency hearing; conference with counsel; letter to counsel; letter to the Board of Supervisors; review correspondence from client; review correspondence from counsel; review correspondence from Jerry Lancaster	2.50
09/07/18	RJ	Letter to Jerry Lancaster; conference with counsel	0.30
09/10/18	DLS	Review email from B. Barnes regarding Motion to Tax Costs; Prepare email in response.	0.20
09/10/18	RJ	Review Motion to Tax Costs; research regarding Motion to Tax Costs; conference with counsel	1.40
09/11/18	DLS	Conference regarding strategy on final order; Review email from J. Walden regarding potential board meeting; Review emails from J. Walden and R. Johnson.	0.40
09/11/18	RJ	Conference with counsel; conference with client; review correspondence from Hank Fishkind; letter to Hank Fishkind	0.90
09/12/18	RJ	Review correspondence from Benjamin Bridwell; review correspondence from client; conference with	0.50

		counsel	
09/13/18	DLS	Review email from R. Johnson regarding shade meeting; Telephone conference with T. Cloud regarding response; Exchange additional emails regarding pending litigation; Telephone conference with R. Johnson regarding shade session process; Review email from J. Walden regarding agenda change; Review email on Court Reporter; Review R. Johnson response.	0.50
09/13/18	RJ	Review proposed agenda; conference with counsel; review agenda; conference with client; conference with counsel; prepare for meeting; research; conference with counsel regarding costs motion	4.80
09/14/18	DLS	Review email from J. Walden with updated agenda; Review due process issues; Prepare internal notes on same.	0.90
09/14/18	RJ	Review revised agenda; conference with counsel	0.60
09/17/18	RJ	Conference with counsel; telephone client	0.90
09/18/18	JCM	Prepare memorandum regarding litigation issues.	0.50
09/18/18	DLS	Review emails about transmitting the Assessment Roll and Final Judgment; Conference on pending Closed Session; Review summary for R. Johnson at hearing.	0.40
09/18/18	RJ	Review correspondence from client; letter to client; review correspondence from client; research	2.40
09/19/18	DLS	Conference with R. Johnson regarding issues for board hearing and closed session; Telephone conference with R. Johnson about board meeting processes.	0.30
09/19/18	RJ	Conference with counsel; conference with client; prepare for Board meeting; attend Board meeting	4.80
09/21/18	DLS	Telephone conference with R. Johnson about pending issues for closed session; Conference with R. Johnson regarding issues to discuss at closed session; Conference regarding continued representation.	0.50
09/21/18	RJ	Research; conference with counsel; telephone client; letter to Hank Fishkind; review correspondence from client; review correspondence from Jennifer Walden; review insurance policy	2.30
09/25/18	DLS	Review filing of certified copies of the minutes; Review email on bondholders' Motion on Standard to attack Board assessment adoption; Review Minutes.	0.50
09/25/18	RJ	Review correspondence; telephone client; review documents; draft Notice of Filing; letter to client; review correspondence from client; letter to client; review correspondence from Jennifer Walden	1.70

10816994

Grand Venezia COA, Inc. vs. Clearwater Cay CDD

		regarding the Executive Session	
09/27/18	TAC	Preparing for and participating in conference call on number of issues	1.00
09/27/18	RJ	Conference with client and counsel; review correspondence from client; research; letter to Hank Fishkind; letter to Jennfier Walden	2.60
09/27/18	DLS	Review files preparatory to conference call on Closed Session and litigation matters pending; Prepare internal notes to identify necessary follow up; Telephone conference with H. Fishkind, T. Cloud and R. Johnson on all pending issues and Closed Session; Review multiple additional emails on all pending issues.	1.30
09/30/18	RJ	Review correspondence from client; conference with counsel; letter to client	0.50

Current Fees:

\$ 14,514.50

<u>NAME</u>	<u>HOURS</u>	<u>AMOUNT</u>
Cloud, Thomas A.	2.00	\$ 770.00
Smith, David L	5.90	\$ 2,271.50
Johnson, Robert	29.30	\$ 11,280.50
Mandell, Julia	0.50	\$ 192.50
	<u>37.70</u>	<u>\$ 14,514.50</u>

Disbursements:

09/08/18	Courier Service	\$ 36.50
09/08/18	Courier Service	\$ 36.50

Current Disbursements:

\$ 73.00

GRAYROBINSON

Attorneys At Law
Post Office Box 3068
Orlando, Florida 32802

Telephone (407) 843-8880
Federal ID # 59-1300132

Cyng
PA#130

001-051-3000-31-08

Clearwater Cay Club CDD
Attn: Dr. Hank Fishkind
Fishkind & Associates
12051 Corporate Blvd.
Orlando, FL 32817

October 4, 2018
FILE # 40525 - 1

Invoice # 10816979
Re: General File

This summary includes all transactions on the above matter processed up to and including the date of the last transaction shown on this invoice. Any transactions, including credits or receipts processed after that date will be reflected on a future statement.

PRIOR BALANCE:	\$ 885.50
CURRENT FEES:	\$ 3,272.50
CURRENT DISBURSEMENTS:	\$ 0.00
CURRENT BALANCE DUE:	\$ 3,272.50
TOTAL BALANCE DUE: (Prior balance included)	\$ 4,158.00

0077

REMITTANCE COPY

Please return this remittance copy with your payment for proper allocation.
PAYMENT IS DUE UPON RECEIPT

GRAY ROBINSON

Attorneys At Law
Post Office Box 3068
Orlando, Florida 32802

Telephone (407) 843-8880
Federal ID # 59-1300132

Clearwater Cay Club CDD
Attn: Dr. Hank Fishkind
Fishkind & Associates
12051 Corporate Blvd.
Orlando, FL 32817

October 4, 2018
FILE # 40525 - 1

Invoice # 10816979
Re: General File

This summary includes all transactions on the above matter processed up to and including the date of the last transaction shown on this invoice. Any transactions, including credits or receipts processed after that date will be reflected on a future statement.

PRIOR BALANCE:	\$ 885.50
CURRENT FEES:	\$ 3,272.50
CURRENT DISBURSEMENTS:	\$ 0.00
CURRENT BALANCE DUE:	\$ 3,272.50
TOTAL BALANCE DUE: (Prior balance included)	\$ 4,158.00

0077

CLIENT COPY
PAYMENT IS DUE UPON RECEIPT

Professional Services:

09/01/18	DLS	Exchange emails on Harbourside Temporary Construction Easement.	0.20
09/04/18	DLS	Review email from T. Cloud on pending matters; Review City of Clearwater Notice of Violation; Review Attendant Easement Agreement; Review Amendment; Reviewed multiple emails regarding same; Review email from J. Mandell regarding resolution of same.	0.40
09/04/18	JCM	Review with Tom Cloud regarding notice of violation; telephone conference with Jennifer Walden regarding code enforcement issue; review of documents and respond to Tom Cloud.	0.90
09/05/18	JCM	Telephone conference with Jennifer Walden and review email regarding City of Clearwater code enforcement citation.	0.60
09/06/18	DLS	Review email from J. Gaynor regarding parking issue; Telephone conference on same; Review follow-up email; Review Sullivan - on pending issues; Telephone conference with B. Crumbaker regarding parking and private use issues; Telephone conference with T. Cloud on pending agreement; Prepare notes on all; Telephone conference follow-up on uses; Review file regarding agreement; Telephone conference with J. Gaynor regarding response from related parties; Telephone conference with attorney J. Gaynor regarding status; Prepare Internal Notes; Review email from J. Gaynor's office and respond; Telephone conference with Attorney J. Gaynor on status and possible solution.	1.50
09/11/18	TAC	Reviewing and responding to question regarding holding meeting of Board	0.50
09/11/18	DLS	Review email from K. Christensen regarding back parking lot; Prepare email in response; Review T. Cloud's concerns and forward to District Manager and District Counsel -- issues on landscaping citation.	0.30
09/12/18	DLS	Review email from B. Bridwell regarding use of District property; Prepare email in response; Review email from J. Walden on exercise license request and code violation; Review multiple emails on Agenda items.	0.40
09/18/18	DLS	Review email from J. Gaynor regarding response from D. McComas; Prepare email in response.	0.20
09/20/18	TAC	Conferring with co-counsel on meetings; reviewing	1.00

10816979
General File

		materials	
09/21/18	DLS	Review email from D. McComas regarding exercise class approval; Prepare email in response and prepare email to R. Johnson; Review email in response on insurance; Review email from W. Rullo regarding commencement of activity; Review file and review and revise Temporary Construction Consent and Covered Parking License Agreement; Review email from J. Walden regarding proof of insurance; Review corrected insurance certificate.	0.80
09/24/18	DLS	Proof and revise Temporary Construction and Consent Agreement; Proof changes; Revise; Prepare transmittal; Telephone conference regarding same.	0.50
09/25/18	DLS	Exchange emails with Attorney J. Gaynor regarding Construction Easement.	0.10
09/27/18	DLS	Review email about seating time frame of new board; Review related emails on board elections and succession; Conference regarding same; Review email from J. Gaynor regarding Parking Agreement and revise Consent Agreement; Review notes on prior issues put in abeyance due to litigation; Prepare internal notes on question about follow up now.	1.10

Current Fees:

\$ 3,272.50

<u>NAME</u>	<u>HOURS</u>	<u>AMOUNT</u>
Cloud, Thomas A.	1.50	\$ 577.50
Smith, David L	5.50	\$ 2,117.50
Mandell, Julia	1.50	\$ 577.50
	<u>8.50</u>	<u>\$ 3,272.50</u>

INVOICE

Pinellas County Property Appraiser
P.O. Box 1957
Clearwater, FL 33757-1957
Telephone (727) 464-3207

INVOICE NUMBER: 2296

INVOICE DATE: 10/19/2018

PAGE: 1

SOLD TO

Fishkind & Associates
Joe MacLaren
12051 Corporate Blvd
Orlando, Florida 32817

SHIP TO

Joe MacLaren
Fishkind & Associates
12051 Corporate Blvd
Orlando, Florida 32817

Cymer

PA#130

001-051-3000-31-12

CUSTOMER ID		CUSTOMER PO		PAYMENT TERMS	
CLWCAYDEV				Net 30	
SALES REP ID		SHIPPING METHOD		SHIP DATE	DUE DATE
					11/18/2018
QUANTITY	ITEM NUMBER	DESCRIPTION		UNIT PRICE	EXTENSION
1.0000		Non Ad Valorem Special Assesment 2018		\$50.00	\$50.00

RECEIVED OCT 22 2018

Subtotal: \$50.00
Freight: \$0.00
Tax: \$0.00
Balance: \$50.00



Times Publishing Company
P.O. Box 175
St. Petersburg, FL 33731-0175
Toll Free Phone: 1 (877) 321-7355
Fed Tax ID 59-0482470

AD SALES HOURS

M - TH 7:30 - 6:30

FRI 7:30-5:30

CUSTOMER SERVICE HOURS

M-F 8:00 - 5:00

ADVERTISING INVOICE

Advertising Run Dates	Advertiser/Client Name
10/03/18 - 10/03/18	CLEARWATER CAY CDD
Billing Date	Customer Account
10/03/18	78917
Total Amount Due	Ad Number
\$342.00	692775

PAYMENT DUE UPON RECEIPT

PA#129
001-051-3000-48-01
10/8/18

Start	Stop	Ad Number	Class	Description PO Number	Insertions	Size	Net Amount
10/03/18	10/03/18	692775	405	Clearwater Cay CDD	2	14.53IN	342.00

RECEIVED OCT 05 2018



Times Publishing Company
P.O. Box 175
St. Petersburg, FL 33731-0175
Toll Free Phone: 1 (877) 321-7355
Fed Tax ID 59-0482470

AD SALES HOURS

M - TH 7:30 - 6:30

FRI 7:30-5:30

CUSTOMER SERVICE HOURS

M-F 8:00 - 5:00

ADVERTISING INVOICE

Advertising Run Dates	Advertiser/Client Name
10/10/18 - 10/10/18	CLEARWATER CAY CDD
Billing Date	Customer Account
10/10/18	78917
Total Amount Due	Ad Number
\$325.00	693002

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Class	Description PO Number	Insertions	Size	Net Amount
10/10/18	10/10/18	693002	405	Clearwater Cay CDD	2	14IN	325.00

PA#130

001-051-3000-48-D1

RECEIVED OCT 15 2018

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2018/2019 Special District Fee Invoice and Update Form
Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 72572			Date Invoiced: 10/01/2018
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/03/2018: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



Clearwater Cay Community Development District
Mr. Tom Cloud
Gray Robinson, P.A.
301 E. Pine St. Suite 1400
Orlando, FL 32801

2. Telephone: (407) 843-8880
3. Fax: (407) 244-5690
4. Email: tcloud@gray-robinson.com
5. Status: Independent
6. Governing Body: Elected
7. Website Address: clearwatercaycdd.com
8. County(ies): Pinellas
9. Function(s): Community Development
10. Boundary Map on File: 08/18/2006
11. Creation Document on File: 08/18/2006
12. Date Established: 09/15/2005
13. Creation Method: Local Ordinance
14. Local Governing Authority: City of Clearwater
15. Creation Document(s): City Ordinance 7515-05
16. Statutory Authority: Chapter 190, Florida Statutes
17. Authority to Issue Bonds: Yes
18. Revenue Source(s): Assessments
19. Most Recent Update: 11/02/2017

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature:  Date 10/15/2018

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. ☐ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. ☐ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. ☐ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2016/2017 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: ☐ Denied: ☐ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

Rick Scott
GOVERNOR



Cissy Proctor
EXECUTIVE DIRECTOR

To: All Special District Registered Agents
From: Jack Gaskins Jr., Special District Accountability Program
Date: October 1, 2018
Subject: Fiscal Year 2018/2019 Annual State Fee and Update Requirement
Post-Marked Due Date is December 3, 2018

Cynda
PA/30
001-051-3000-54-01

This memo contains the instructions for complying with the annual state fee and update requirement using the enclosed *Fiscal Year 2018/2019 Annual Special District Fee Invoice and Update Form* (form). The fee remains at \$175 per special district, unless the special district certifies that it is eligible for a zero fee. To avoid a \$25 late fee, the fee must be post-marked or paid online by **December 3, 2018**.

The Purpose of the Annual State Fee

Chapter 189, Florida Statutes, the Uniform Special District Accountability Act (Act), assigns duties to the Special District Accountability Program within the Florida Department of Economic Opportunity (DEO) and requires DEO to annually collect a state fee from each special district to cover the costs of administering the Act. For more information, see www.FloridaJobs.org/SDAP.

The Purpose of Reviewing the Special District's Profile

The Act, along with Rule Chapter 73C-24, Florida Administrative Code, requires each special district to maintain specific information with DEO and requires DEO to make that information available through the *Official List of Special Districts* (www.FloridaJobs.org/OfficialList). The Florida Legislature, state agencies and local government officials use that information to monitor special districts, coordinate activities, collect and compile financial and other information and make informed policy decisions. Therefore, it is important for each special district's registered agent to annually review the information on file with DEO and let DEO know if anything needs to be corrected or updated.

Reminders

Each newly created special district must have an official website by the end of the first full fiscal year after its creation. All other special districts should already have an official website that contains specific information (see www.FloridaJobs.org/SDWebsites#offwebsite). If the special district's official website address is not listed on the form, the special district must provide it.

The recently updated *Florida Special District Handbook* (www.FloridaJobs.org/SpecialDistrictHandbook) covers general operating procedures for special districts. DEO encourages all special district staff and governing body members to review this handbook to help ensure compliance with state requirements.

(TURN OVER FOR INSTRUCTIONS)

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
850.245.7105 | www.floridajobs.org
www.twitter.com/FLDEO | www.facebook.com/FLDEO

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Clearwater Bay Community Development District
12051 Corporate Boulevard
Orlando, FL 32817

Invoice No. 17271
Date 10/01/2018

SERVICE	AMOUNT
Audit FYE 09/30/2017	\$ 1,000.00
Current Amount Due	\$ 1,000.00

Clyma
PA130
001-051-3000-32.01

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
1,000.00	0.00	0.00	0.00	0.00	1,000.00

Payment due upon receipt.



4801 122nd Avenue N
Clearwater, FL 33762
Tel 727-822-7866
Fax 727-269-5490

Invoice		
Purchase Order	Invoice #	Date
	21969	9/8/2018
Job	Job #	Terms
Clearwater Cay Community Dev	24350	

Clearwater Cay Community Dev
12051 Corporate Blvd
Orlando, FL 32817

Description	Amount
BRUSH BLADE OVERGROWN AREAS, REMOVE WEEDS	400.30
Total	\$400.30

cyfma
PA130
001-053-9000-46-09

RECEIVED NOV 01 2018



500 East Kennedy Boulevard
#100-B
Tampa, FL 33602

Invoice

Date	Invoice #
11/2/2018	11790

Bill To
Robert Johnson, Esquire c/o Fishkind & Associates, Inc. Attn: Hank Fishkind, Ph.D. 12051 Corporate Blvd. Orlando, FL 32817

Tax ID: 59-3458503

RECEIVED NOV 05 2018

Terms	Job:
Due on receipt	Clearwater Cay Community Dev.

Description	Qty	Rate	Amount
Clearwater Cay Community Development District Meeting Board of Supervisors Meeting held on 10/17/2018 in Clearwater, FL Original - Meeting - Regular ASCII / pdf / E-Transcript Condensed Copy Word Index	43	7.75 0.00 0.00 0.00	333.25 0.00 0.00 0.00
CV Clyma PA130 001-051-3000-31-17			

Thank you for using Regency Reporting Service, Inc.	
Phone #	(813) 224-0224

Charges of 1.5% on balances over 30 days from the invoice date.

Total	\$333.25
Payments/Credits	\$0.00
Balance Due	\$333.25

**CLEARWATER CAY
COMMUNITY DEVELOPMENT DISTRICT**

District's Financial Position and Budget-to-Actual

Clearwater Cay CDD
Statement of Activities (YTD) (Columnar, By SubType Landscape)
As of 10/31/2018

	General Fund	Debt Service Fund Series A	Capital Projects Fund	General Fixed Assets Group	Long Term Debt Group	Total
<u>Revenues</u>						
On-Roll Assessments	\$0.00					\$0.00
Total Revenues	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
<u>Expenses</u>						
Supervisor Fees	\$1,000.00					\$1,000.00
Insurance	\$5,096.00					\$5,096.00
Management	\$2,500.00					\$2,500.00
Property Appraiser	\$50.00					\$50.00
Assessment Administration	\$7,500.00					\$7,500.00
Legal Advertising	\$1,604.00					\$1,604.00
Web Site Maintenance	\$575.00					\$575.00
Dues, Licenses and Fees	\$175.00					\$175.00
Total Expenses	<u>\$18,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$18,500.00</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>						
Interest Income	\$0.00					\$2.90
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2.90</u>
Change In Net Assets	(\$18,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$18,497.10)
Net Assets At Beginning Of Year	<u>(\$70,085.86)</u>	<u>(\$11,680,961.91)</u>	<u>\$71,062.54</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$11,679,988.13)</u>
Net Assets At End Of Year	<u>(\$88,585.86)</u>	<u>(\$11,680,961.91)</u>	<u>\$71,062.54</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$11,698,485.23)</u>

Clearwater Cav CDD
Statement of Financial Position
As of 10/31/2018

	General Fund	Debt Service Fund Series A	Capital Projects Fund	General Fixed Assets Group	Long Term Debt Group	Total
<u>Assets</u>						
<u>Current Assets</u>						
General Checking Account	\$1,962.91					\$1,962.91
Accounts Receivable	5,265.39					5,265.39
Assessments Receivable	10,778.98					10,778.98
Assessments Receivable		\$4,895.32				4,895.32
Debt Service Reserve 2006 A Bond		374,998.49				374,998.49
Revenue 2006 A Bond		1,450,264.28				1,450,264.28
Acquisition/Construction 2006 A Bond			\$14,953.15			14,953.15
Working Capital 2006 A Bond			56,109.39			56,109.39
Total Current Assets	<u>\$18,007.28</u>	<u>\$1,830,158.09</u>	<u>\$71,062.54</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,919,227.91</u>
<u>Investments</u>						
Amount Available in Debt Service Funds					\$1,825,262.77	\$1,825,262.77
Amount To Be Provided					12,074,737.23	12,074,737.23
Total Investments		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$13,900,000.00</u>	<u>\$13,900,000.00</u>
Total Assets	<u><u>\$18,007.28</u></u>	<u><u>\$1,830,158.09</u></u>	<u><u>\$71,062.54</u></u>	<u><u>\$0.00</u></u>	<u><u>\$13,900,000.00</u></u>	<u><u>\$15,819,227.91</u></u>
<u>Liabilities and Net Assets</u>						
<u>Current Liabilities</u>						
Accounts Payable	\$106,593.14					\$106,593.14
Due to Bondholders		\$13,511,120.00				13,511,120.00
Total Current Liabilities	<u>\$106,593.14</u>	<u>\$13,511,120.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$13,617,713.14</u>
<u>Long Term Liabilities</u>						
Revenue Bonds Payable - Long-Term					\$13,900,000.00	\$13,900,000.00
Total Long Term Liabilities		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$13,900,000.00</u>	<u>\$13,900,000.00</u>
Total Liabilities	<u><u>\$106,593.14</u></u>	<u><u>\$13,511,120.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$13,900,000.00</u></u>	<u><u>\$27,517,713.14</u></u>

Clearwater Cav CDD
Statement of Financial Position
As of 10/31/2018

	General Fund	Debt Service Fund Series A	Capital Projects Fund	General Fixed Assets Group	Long Term Debt Group	Total
<u>Net Assets</u>						
Net Assets - General Government	(\$70,085.86)					(\$70,085.86)
Current Year Net Assets - General Government	(18,500.00)					(18,500.00)
Net Assets, Unrestricted		(\$11,680,961.91)				(11,680,961.91)
Net Assets - General Government			\$71,062.54			71,062.54
Total Net Assets	<u>(\$88,585.86)</u>	<u>(\$11,680,961.91)</u>	<u>\$71,062.54</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$11,698,485.23)</u>
Total Liabilities and Net Assets	<u>\$18,007.28</u>	<u>\$1,830,158.09</u>	<u>\$71,062.54</u>	<u>\$0.00</u>	<u>\$13,900,000.00</u>	<u>\$15,819,227.91</u>

Clearwater Cay Community Development District
Budget to Actual
For the Period Ended 10/31/2018

	Actual	Year To Date Budget	Variance	Adopted FY 2019 Budget
<u>Revenues</u>				
General O&M Assessments	\$0.00	\$35,014.58	(\$35,014.58)	\$420,175.00
Carry Forward	\$0.00	\$6,250.00	(\$6,250.00)	\$75,000.00
Grand Venezia-Specific Assessment	\$0.00	\$6,500.00	(\$6,500.00)	\$78,000.00
Net Revenues	\$0.00	\$47,764.58	\$(47,764.58)	\$573,175.00
<u>General O&M Expenses</u>				
First Quarter Operating Reserve	\$0.00	\$666.67	(\$666.67)	\$8,000.00
Supervisor Fees	\$1,000.00	\$750.00	\$250.00	\$9,000.00
Management	\$2,500.00	\$2,500.00	\$0.00	\$30,000.00
Engineering	\$0.00	\$208.33	(\$208.33)	\$2,500.00
Dissemination Agent	\$0.00	\$83.33	(\$83.33)	\$1,000.00
Property Appraiser	\$50.00	\$4.17	\$45.83	\$50.00
Assessment Administration	\$7,500.00	\$625.00	\$6,875.00	\$7,500.00
General District Counsel	\$0.00	\$1,666.67	(\$1,666.67)	\$20,000.00
Legal Counsel - Litigation	\$0.00	\$16,666.67	(\$16,666.67)	\$200,000.00
Bond Trustee - Litigation	\$0.00	\$14,316.67	(\$14,316.67)	\$171,800.00
Audit	\$0.00	\$500.00	(\$500.00)	\$6,000.00
Telephone	\$0.00	\$33.33	(\$33.33)	\$400.00
Postage & Shipping	\$0.00	\$20.83	(\$20.83)	\$250.00
Copies	\$0.00	\$37.50	(\$37.50)	\$450.00
Website Maintenance	\$575.00	\$75.00	\$500.00	\$900.00
Legal Advertising	\$1,604.00	\$395.83	\$1,208.17	\$4,750.00
Roadway & Other Capital Repair Reserve	\$0.00	\$666.67	(\$666.67)	\$8,000.00
Common Area Maintenance	\$0.00	\$291.67	(\$291.67)	\$3,500.00
Hurricane Clean up	\$0.00	\$416.67	(\$416.67)	\$5,000.00
Dues, Licenses & Fees	\$175.00	\$14.58	\$160.42	\$175.00
Miscellaneous	\$0.00	\$833.33	(\$833.33)	\$10,000.00
General Insurance	\$5,096.00	\$491.67	\$4,604.33	\$5,900.00
Total General Expenses	\$18,500.00	\$41,264.58	\$(22,764.58)	\$495,175.00
<u>Grand Venezia Expenses</u>				
Maintenance of CDD-Owned Property with Grand Venezia	\$0.00	\$6,500.00	(\$6,500.00)	\$78,000.00
Total Grand Venezia Expenses	\$0.00	\$6,500.00	\$(6,500.00)	\$78,000.00
Grand Total Expenses	\$18,500.00	\$47,764.58	\$(29,264.58)	\$573,175.00
Net Income (Loss)	\$(18,500.00)	\$0.00	\$(18,500.00)	\$0.00