



Rizzetta & Company

Paseo Community Development District

**Board of Supervisors' Meeting
August 19, 2020**

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

www.paseocdd.org

PASEO COMMUNITY DEVELOPMENT DISTRICT

Paseo Village Centre – Theatre, 11611 Paseo Grande Boulevard, Fort Myers, Florida 33912

Board of Supervisors	Steven Brown	Chairman
	Sharon Schulman	Vice Chairman
	Jim Heether	Assistant Secretary
	Lyle Hicks	Assistant Secretary
	James Morris	Board Supervisor
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Jan Albanese Carpenter	Latham, Luna, Eden & Beaudine, LLP
	Kristen Trucco	Latham, Luna, Eden & Beaudine, LLP
District Engineer	Carl Barraco	Barraco and Associates, Inc.

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

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

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

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

PASEO COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9530 MARKETPLACE ROAD • SUITE 206 • FORT MYERS • FL • 33912

www.paseocdd.org

August 11, 2020

Board of Supervisors
**Paseo Community
Development District**

AGENDA

Dear Board Members:

The virtual meeting of the Board of Supervisors of Paseo Community Development District will be held on **Wednesday, August 19, 2020 at 11:00 a.m.** Please be advised that the Florida Governor's Office has declared a state of emergency due to the Coronavirus (COVID-19). As a result, the meeting is being conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-114, 20-150 and 20-179 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 8, 2020, June 23, 2020 and July 29, 2020, respectively, and any extensions thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

As reported by the Center for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. These droplets may land on objects and surfaces. Other people may contract COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. Therefore, merely cleaning facilities, while extremely important and vital in this crisis, may not be enough to stop the spread of this virus.

While it is necessary to hold a meeting of the District's Board of Supervisors despite the current public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to listen and participate in the meeting can do so telephonically by attending a scheduled Zoom meeting. The information for accessing the meeting is as follows: Dial +1 929 205 6099 or +1 312 626 6799, Meeting ID: 923 4829 9220, Password: 113764. For assistance using Zoom please contact the District Manager in advance of the meeting at BBlandon@rizzetta.com or by calling 239-936-0913. Additionally, written public comments and questions can be e-mailed to the District Manager in advance of the meeting at BBlandon@rizzetta.com, or mailed to the District Manager at Rizzetta & Company, c/o Paseo CDD, 9530 Marketplace Road, Suite 206, Fort Myers, FL 33912. Comments and questions received by 2:00 p.m. the day prior to the meeting will be read into the record at the meeting and become part of the permanent record of the meeting.

The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. DISTRICT ENGINEER STAFF REPORT**
- 4. BUSINESS ITEMS**
 - A. Review of July 27, 2020 Field Inspection Report..... Tab 1
 - B. Discussion Regarding Access Control System Database
 - C. Consideration of Resolution 2020-06, Adopting a Meeting
Schedule for Fiscal Year 2020/2021..... Tab 2

- D. Public Hearing on Fiscal Year 2020/2021 Budget
 - 1. Presentation of the Proposed Final Budget for Fiscal Year 2020/2021 Tab 3
 - 2. Consideration of Resolution 2020-07, Annual Appropriations and Adopting the Final Budget for Fiscal Year 2020/2021 Tab 4
 - 3. Consideration of Resolution 2020-08, Imposing Special Assessments and certifying an Assessment Roll Tab 5
- 5. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on June 24, 2020 Tab 6
 - B. Consideration of the Operations and Maintenance Expenditures for the Month of July 2020 Tab 7
- 6. **SUPERVISOR REQUESTS/COMMENTS**
- 7. **ADJOURNMENT**

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

Sincerely,

Belinda Blandon

Belinda Blandon
District Manager

Cc: Jan Albanese Carpenter, Latham Luna, Eden & Beaudine, LLP

Tab 1

PASEO

FIELD INSPECTION REPORT

COMPLETED REPORT



July 27, 2020

Rizzetta & Company

John R. Toborg – Sr. Field Services Manager

Bryan Schaub – Field Services Manager



Rizzetta & Company
Professionals in Community Management

Summary, Penzance, Main Entrance

General Updates, Recent & Upcoming Maintenance Events, Important Notices:

- ❑ There are no fertilizer applications scheduled for the month of August. However, insect, fungicide and herbicide treatments shall be applied as required.

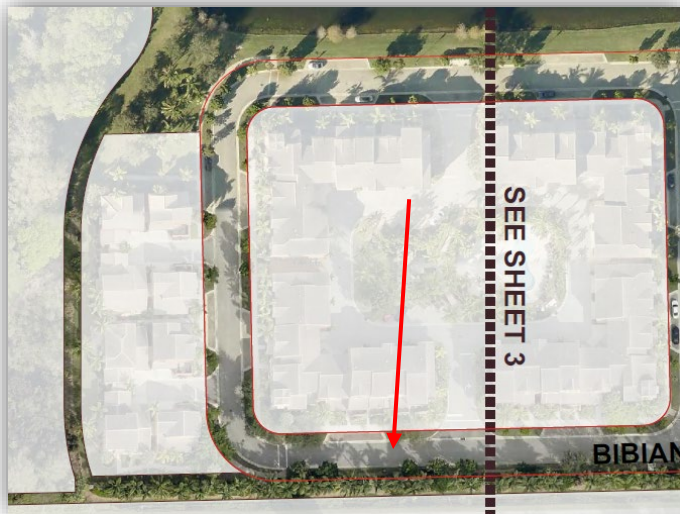
The following are action items for Pinnacle Landscapes to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** indicates an issue to be handled by Staff and **bold, underlined black** indicates an update or question for the BOS.

1. In entrance median island by water feature, remove dead leaves from the Bromeliads.

Scheduled this week 8/10

2. **Along Penzance west of the main entrance, remove hanging fronds. There are also several areas that are being overtaken with weeds. One particularly bad location just outside and west where Bibiana turns east. (see below)**

Weeds have been treated and will be removed



3. **Noted last month, several Medjool Palms have developing fruit (that is dropping and staining), please remove. (Pic 3 a b >)**

Palms will keep producing fruit even after removing existing.

4. In most palms in beds along fencing along Penzance Blvd, remove all fruit (including coconuts), seed pods and stalks.

On schedule to complete during next trim cycle

5. Along Penzance, spray Split Leaf Philodendron for insects. (Pic 5 >)

Completed

6. In all beds fronting Penzance, remove vines from shrubs and hand pull or dig out "volunteer" weed trees. Especially in Arboricola and Ixora hedges.

Next trim cycle vines and weeds will be removed



Entrance & Penzance

7. Near orange gas pipe on east side of entrance along Penzance, remove several dead Hibiscus plants. Do not replace as the area has been shaded by growing plants and cannot sustain Hibiscus in this area.

(Pic 7 >) Will remove during next trim cycle

8. Pinnacle to remove all broken, downed and hanging limbs and fronds along Penzance from storm events. Downed limbs picked up 3x's week.



11. Remove and replace dead Ixora at entrance with 3-gallon Ixora. (Pic 11) Completed



9. Vendor to remove all tall dead weeds and plants after herbicide applications.

We will continue to pull tall weeds that have died

10. Remove dead Fishtail palm in frontage bed. Flush cut and do not replace. (Pic 10)

Scheduled during next trim cycle



12. By the Guard House, vendor to remove all new shoots and suckers from Oak. (Pic 12) Completed



Main Lake & Esperanza Entrance

13. At the south end of the main lake, prune Ruellia and the Star Jasmine to achieve plant separation and healthy growth. (Pic 13)

To be completed this week. 8/10



18. Adjacent to the maintenance garage there is a patch of wild grasses and weeds. Vendor to maintain or spray out with herbicide.

Completed

19. Please remove all vines from the Arboricola on the west side of the main lake.

Completed

20. In the interior circles at both roundabouts on either side of the main lake, Pinnacle to detail beds including weeding, removing vines and dead leaves, and making a strong bed lines with edgers.

Completed

21. Prune Ruellia and Gold Mound Duranta to achieve plant separation for healthy plant developer. (Pic 21)

Next trim cycle

14. Remove all fruits, seed pods and stalks from Date Palms at the corner of Herminia and Paseo Grande. (Pic 14)

Master/Crawford



15. Along east side of main lake, remove all vines in the hedges. (Pic 15 >)

Completed

16. In all lakeside beds, continue treating Ornamental Grasses for Spider Mites.

Completed

17. Near the Esperanza monument, remove all coconut from palms as they are hanging over the roadway and can be a falling hazard.

Will start removing coconuts from palms within a week or 2



Esperanza, Provencia, Sarita & Rosalinda

22. On the west side, continue treating Ornamental Grasses for Spider Mites. (Pic 22) **Completed**



25. Vendor to detail the beds surrounding the Sarita Monument. **Completed**

26. The bed at the tip of the median at the corner of Felisa and Rosalinda is in poor shape. It maybe in the middle of an enhancement. If not, it needs to be detailed, the existing plants to be trimmed and given a fertilizer drench. (Pic 26) **Hardcut/ Weeds have been treated and pulled**



23. In all Esperanza beds prune Bougainvillea as they are growing out of control. (Pic 23) **During next trim cycle**



22. Remove vines growing on Mammy Crotons and Palms in Macario Court center island of cul-de-sac. **Completed**

23. Through out Esperanza, remove fruit, seed pods and stalks from Bismarck Palms.

During next trim cycle

24. Prune Arboricola and Ruellia to achieve plant separation that promotes healthy plant growth at the Provencia cul-de-sac. (Pic 24>)

Will be completed this week. 8/10



Tab 2

RESOLUTION 2020-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF PASEO COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Paseo Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the City of Fort Myers, Lee County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit "A".

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District's Secretary is hereby directed to file annually, with the City of Fort Myers, Lee County, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 19th DAY OF AUGUST, 2020.

ATTEST:

**PASEO COMMUNITY
DEVELOPMENT DISTRICT**

SECRETARY/ASSISTANT SECRETARY

CHAIRMAN / VICE CHAIRMAN

EXHIBIT "A"
BOARD OF SUPERVISORS MEETING DATES
PASEO COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021

October 28, 2020 @ 11:00 a.m.
December 23, 2020 @ 5:30 p.m.
January 27, 2021 @ 11:00 a.m.
February 24, 2021 @ 5:30 p.m.
March 24, 2021 @ 11:00 a.m.
April 28, 2021 @ 5:30 p.m.
May 26, 2021 @ 11:00 a.m.
June 23, 2021 @ 5:30 p.m.
July 28, 2021 @ 11:00 a.m.
August 18, 2021 @ 5:30 p.m.
September 22, 2021 @ 11:00 a.m.

All meetings will be held at the Paseo Village Centre - Theatre, located at 11611 Paseo Grande Boulevard, Fort Myers, Florida 33912.

Tab 3



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Paseo Community Development District

www.paseocdd.org

Approved Proposed Budget for Fiscal Year 2020/2021

Presented by: Rizzetta & Company, Inc.

**9530 Marketplace Road
Suite 206
Fort Myers, Florida 33912
Phone: 239-936-0913**

www.rizzetta.com

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GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

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

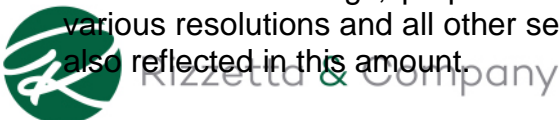
Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES – ADMINISTRATIVE:

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

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

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



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

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

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

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

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

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

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

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

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



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

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

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

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

EXPENDITURES - FIELD OPERATIONS:

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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



RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

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

EXPENDITURES:

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

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



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

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

REVENUES:

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

EXPENDITURES – ADMINISTRATIVE:

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

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



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Proposed Budget
Paseo Community Development District
General Fund
Fiscal Year 2020/2021

	Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
1								
2	REVENUES							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 5,373	\$ 7,164	\$ -	\$ 7,164	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ 1,682,095	\$ 1,682,095	\$ 1,671,278	\$ 10,817	\$ 1,664,596	\$ (6,682)	
8	Other Miscellaneous Revenues							
9	Miscellaneous Revenues	\$ 6,251	\$ 8,335	\$ -	\$ 8,335	\$ -	\$ -	
10								
11	TOTAL REVENUES	\$ 1,693,719	\$ 1,697,594	\$ 1,671,278	\$ 26,315	\$ 1,664,596	\$ (6,682)	
12								
13	Balance Forward from Prior Year	\$ -	\$ -		\$ -	\$ -	\$ -	
14								
15	TOTAL REVENUES AND BALANCE FORWARD	\$ 1,693,719	\$ 1,697,594	\$ 1,671,278	\$ 26,315	\$ 1,664,596	\$ (6,682)	
16								
17	<i>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</i>							
18								
19	EXPENDITURES - ADMINISTRATIVE							
20								
21	Legislative							
22	Supervisor Fees	\$ 6,600	\$ 8,800	\$ 12,000	\$ 3,200	\$ 12,000	\$ -	\$ 200.00 per meeting per Supervisor for 12 meetings per year.
23	Financial & Administrative							
24	Administrative Services	\$ 6,900	\$ 9,200	\$ 9,200	\$ -	\$ 9,476	\$ 276	
25	District Management	\$ 27,608	\$ 36,811	\$ 36,810	\$ (1)	\$ 37,914	\$ 1,104	
26	District Engineer	\$ 24,060	\$ 32,080	\$ 40,000	\$ 7,920	\$ 40,000	\$ -	
27	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,500	\$ 500	
28	Trustees Fees	\$ 3,367	\$ 3,367	\$ 14,000	\$ 10,633	\$ 10,000	\$ (4,000)	Trustees fees
29	Assessment Roll	\$ 5,250	\$ 5,250	\$ 5,250	\$ -	\$ 5,408	\$ 158	
30	Financial & Revenue Collections	\$ 3,938	\$ 5,251	\$ 5,250	\$ (1)	\$ 5,408	\$ 158	
31	Accounting Services	\$ 18,000	\$ 24,000	\$ 24,000	\$ -	\$ 24,720	\$ 720	
32	Auditing Services	\$ -	\$ 4,300	\$ 4,300	\$ -	\$ 3,825	\$ (475)	Berger Toombs and Allam Agreement
33	Arbitrage Rebate Calculation	\$ 450	\$ 450	\$ 1,000	\$ 550	\$ 1,300	\$ 300	
34	Miscellaneous Mailings	\$ -	\$ -	\$ 500	\$ 500	\$ 400	\$ (100)	
35	Public Officials Liability Insurance	\$ 3,331	\$ 3,250	\$ 3,413	\$ 163	\$ 3,664	\$ 251	As per Egis' estimate
36	Legal Advertising	\$ 503	\$ 671	\$ 750	\$ 79	\$ 300	\$ (450)	
37	Dues, Licenses & Fees	\$ 675	\$ 900	\$ 175	\$ (725)	\$ 175	\$ -	Department of Economic Opportunity Special District Filing Fee
38	Tax Collector /Property Appraiser Fees	\$ 1,146	\$ 1,146	\$ 1,146	\$ -	\$ 1,146	\$ -	Lee County Property Appraiser Fees \$ 1.00 per parcel.
39	Website Hosting, Maintenance, Backup (and Email)	\$ 4,509	\$ 6,012	\$ 8,180	\$ 2,168	\$ 3,680	\$ (4,500)	190.00 per month for emails and website management plus ADASC hosting and remediation fees
40	Legal Counsel							
41	District Counsel	\$ 12,369	\$ 16,492	\$ 47,000	\$ 30,508	\$ 47,000	\$ -	
42								
43	Administrative Subtotal	\$ 123,706	\$ 162,979	\$ 217,974	\$ 54,995	\$ 211,915	\$ (6,059)	
44								
45	EXPENDITURES - FIELD OPERATIONS							
46								
47	Security Operations							
48	Access System Transponders	\$ 10,374	\$ 13,832	\$ 6,000	\$ (7,832)	\$ 17,000	\$ 11,000	
49	Guard & Gate Facility Maintenance	\$ 5,523	\$ 7,364	\$ 5,600	\$ (1,764)	\$ 6,600	\$ 1,000	Cypress Access Agreement plus after hour service
50	Guardhouse Maintenance	\$ 3,555	\$ 4,740	\$ 3,700	\$ (1,040)	\$ 3,180	\$ (520)	Rodent Services \$ 40.00 per month plus cleaning services \$ 225.00 per month.
51	Misc. Operating Supplies	\$ 1,339	\$ 1,785	\$ 2,000	\$ 215	\$ 2,000	\$ -	Supplies needed for guardhouse toner, paper, etc.
52	Security Services and Patrols	\$ 109,700	\$ 146,267	\$ 140,020	\$ (6,247)	\$ 144,060	\$ 4,040	Supervisor 40 hours a week @ \$ 18.54 per hour and Officers at \$ 15.67 per hour. Total of 168 hours per week. Cost includes holiday pay estimate.
53	Electric Utility Services				\$ -			
54	Utility Entry Gate System	\$ 7,825	\$ 10,433	\$ 12,300	\$ 1,867	\$ 12,300	\$ -	Based on AVG Actual
55	Utility Trash Compactor	\$ 240	\$ 320	\$ 330	\$ 10	\$ 330	\$ -	Based on AVG Actual
56	Utility - Fountains	\$ 46,392	\$ 61,856	\$ 65,000	\$ 3,144	\$ 65,000	\$ -	Based on AVG Actual
57	Utility - Irrigation	\$ 30,253	\$ 40,337	\$ 35,000	\$ (5,337)	\$ 42,100	\$ 7,100	Based on AVG Actual
58	Street Lights	\$ 9,290	\$ 12,387	\$ 33,400	\$ 21,013	\$ 13,500	\$ (19,900)	Based on AVG Actual
59	Garbage/Solid Waste Control Services							
60	Garbage - Compactor/Recycling	\$ 40,000	\$ 53,333	\$ 54,000	\$ 667	\$ 55,600	\$ 1,600	Based on actual
61	Stormwater Control							
62	Fountain Service Repairs & Maintenance	\$ 15,405	\$ 15,405	\$ 25,000	\$ 9,595	\$ 20,000	\$ (5,000)	
63	Fountain Maintenance Contract	\$ -	\$ -	\$ 10,676	\$ 10,676	\$ 10,820	\$ 144	Quarterly Maintenance @ \$ 1325 per quarter and monthly maintenance at \$460.00 per month.
64	Aquatic Maintenance	\$ 21,783	\$ 29,044	\$ 36,252	\$ 7,208	\$ 26,492	\$ (9,760)	Solitude contract \$ 2,041.00 per month. Plus annual cost of \$ 2,000.00 for irrigation lake snail treatment.
65	Water Use/Quality Monitoring	\$ 16,392	\$ 21,856	\$ 19,840	\$ (2,016)	\$ 21,040	\$ 1,200	Johson Engineer Water Use Permit/Monitoring and Reporting includes newly accepted pump station in Esperanza.
66	Lake/Pond Bank Maintenance	\$ 8,803	\$ 11,737	\$ 180,000	\$ 168,263	\$ 10,000	\$ (170,000)	Reduced expenses to be paid out of reserves
67	Preserve/Wetland Monitoring & Maintenance							Earth Tech Environmental 2 events per year \$ 9,700.00 each. Includes Native Vegetation Trimming Once a year at \$ 15,400.00 plus Pasarella Fees for inspection.
68	Other Physical Environment	\$ 19,505	\$ 26,007	\$ 35,300	\$ 9,293	\$ 35,300	\$ -	

Proposed Budget
Paseo Community Development District
General Fund
Fiscal Year 2020/2021

	Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
69	General Liability Insurance	\$ 4,689	\$ 3,750	\$ 3,938	\$ 188	\$ 4,778	\$ 840	As per Egis' estimate
70	Property Insurance	\$ 16,908	\$ 16,197	\$ 17,007	\$ 810	\$ 18,978	\$ 1,971	As per Egis' estimate
71	Entry & Walls Maintenance	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	
72	Landscape Maintenance							As per Agreement with Pinnacle. Includes cost of servicing Pet Stations and all Esperanza CDD parcels.
		\$ 270,450	\$ 360,600	\$ 300,300	\$ (60,300)	\$ 305,711	\$ 5,411	
73	Holiday Decorations	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	\$ -	\$ (7,000)	Trimmers Holiday Lighting
74	Reserve Study	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	Reserve Study Update
75	Irrigation Repairs	\$ 50,429	\$ 67,239	\$ 30,000	\$ (37,239)	\$ 40,000	\$ 10,000	Est.
76	Landscape - Mulch	\$ 28,500	\$ 38,000	\$ 97,210	\$ 59,210	\$ 95,400	\$ (1,810)	Mulch
77	Landscape Replacement Plants, Shrubs, Trees	\$ 13,643	\$ 18,191	\$ 30,000	\$ 11,809	\$ 30,000	\$ -	
78	Landscape - Annual Flower Replacement	\$ 9,944	\$ 13,259	\$ 15,000	\$ 1,741	\$ 15,000	\$ -	
79	Landscape Pest Control	\$ 1,731	\$ 2,308	\$ 24,640	\$ 22,332	\$ 29,500	\$ 4,860	OTC Injections as per Pinnacle bid for 435 Palms.
80	Field Services	\$ 6,300	\$ 8,400	\$ 8,400	\$ -	\$ 8,400	\$ -	
81	Field Manager	\$ 45,567	\$ 60,756	\$ 67,391	\$ 6,635	\$ 68,592	\$ 1,201	Field Manager Costs Includes 3% Increase
82	Road & Street Facilities							
83	Gate Phone	\$ 5,388	\$ 7,184	\$ 6,800	\$ (384)	\$ 7,300	\$ 500	
84	Street Light Decorative Light Maintenance	\$ 305	\$ 407	\$ 10,000	\$ 9,593	\$ 2,000	\$ (8,000)	
85	Sidewalk Repair & Maintenance	\$ 20,390	\$ 27,187	\$ 15,000	\$ (12,187)	\$ 25,000	\$ -	
86	Street Sign Repair & Replacement	\$ 2,350	\$ 3,133	\$ 8,000	\$ 4,867	\$ 4,000	\$ (4,000)	
87	Roadway Repair & Maintenance	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	
88	Storm Sewer Cleaning	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 15,000	\$ 5,000	
89	Street/Sidewalk Cleaning	\$ 21,298	\$ 28,397	\$ 27,200	\$ (1,197)	\$ 27,200	\$ -	Annual pressure washing \$ 21, 000 and quarterly street sweeping \$ 7, 200.00.
90	Parks & Recreation							
91	Misc. Maintenance and Repair	\$ 408	\$ 544	\$ 4,000	\$ 3,456	\$ 2,000	\$ (2,000)	
92	Furniture Repair/Replacement	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ (4,000)	
93	Fishing Pier & Pavillion Maintenance Repairs	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ (2,000)	
94	Contingency							
95	Capital Projects - Tree and Plant Replacement	\$ -	\$ -	\$ 33,500	\$ 33,500	\$ 101,000	\$ 67,500	
96	Capital Projects - Sod Replacement	\$ -	\$ 13,500		\$ (13,500)	\$ 20,000	\$ 20,000	
97	Capital Projects - Sidewalk Installation	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 80,000	
98	Capital Projects - Asset Review Projects	\$ 53,840	\$ 71,787	\$ 50,000	\$ (21,787)	\$ 50,000	\$ -	Est.
102								
103	Field Operations Subtotal	\$ 905,519	\$ 1,204,541	\$ 1,453,304	\$ 248,763	\$ 1,452,681	\$ (10,623)	
104								
105	Contingency for County TRIM Notice							
106								
107	TOTAL EXPENDITURES	\$ 1,029,225	\$ 1,367,520	\$ 1,671,278	\$ 303,758	\$ 1,664,596	\$ (16,682)	
108								
109	EXCESS OF REVENUES OVER EXPENDITURES	\$ 664,494	\$ 330,073	\$ -	\$ 330,073	\$ (0)	\$ 10,000	

Proposed Budget
Paseo Community Development District
Reserve Fund
Fiscal Year 2020/2021

Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
REVENUES							
Interest Earnings							
Interest Earnings	\$ 3,043	\$ 4,057	0	\$ 4,057	\$ -	\$ -	
Special Assessments							
Tax Roll*	\$ 215,378	\$ 215,378	\$ 215,378	\$ -	\$ 220,763	\$ 5,385	As per Reserve Study
TOTAL REVENUES	\$ 218,421	\$ 215,378	\$ 215,378	\$ -	\$ 220,763	\$ 5,385	
TOTAL REVENUES AND BALANCE FORWARD	\$ 218,421	\$ 215,378	\$ 215,378	\$ -	\$ 220,763	\$ 5,385	
EXPENDITURES							
Contingency							
Capital Reserves	\$ 537,150	\$ 716,200	\$ 215,378	\$ (500,822)	\$ 220,763	\$ 5,385	
TOTAL EXPENDITURES	\$ 537,150	\$ 716,200	\$ 215,378	\$ (500,822)	\$ 220,763	\$ 5,385	

Budget Template
Paseo Community Development District
Debt Service
Fiscal Year 2020/2021

Chart of Accounts Classification	Series 2018	Budget for 2020/2021
REVENUES		
Special Assessments		
Net Special Assessments	\$773,670.36	\$773,670.36
TOTAL REVENUES	\$773,670.36	\$773,670.36
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$773,670.36	\$773,670.36
Administrative Subtotal	\$773,670.36	\$773,670.36
Principal Balloon Payment		
TOTAL EXPENDITURES	\$773,670.36	\$773,670.36
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Lee County Collection Early Payment Discounts (4%): 4.00%

Gross assessments \$805,906.62

Notes:

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

PASEO COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2020/2021 O&M Budget (net):	\$1,884,959.00
Early Payment Discount @ 4%	\$78,539.96
Tax Collector Fee (\$1.45 per parcel)	\$1,661.70
2020/2021 Total:	<u>\$1,965,160.66</u>

2019/2020 O&M Budget	\$1,886,656.00
2020/2021 O&M Budget	\$1,884,959.00
Total Difference:	<u>-\$1,697.00</u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease
	2019/2020	2020/2021	\$
Debt Service - Multi-Family	\$524.34	\$524.34	\$0.00
Operations/Maintenance	\$1,742.36	\$1,741.59	-\$0.77
Total	\$2,266.70	\$2,265.93	-\$0.77
Debt Service - Single Fami	\$1,048.67	\$1,048.67	\$0.00
Operations/Maintenance	\$1,667.26	\$1,664.26	-\$3.00
Total	\$2,715.93	\$2,712.93	-\$3.00
Debt Service - Villas	\$1,048.67	\$1,048.67	\$0.00
Operations/Maintenance	\$1,667.26	\$1,664.26	-\$3.00
Total	\$2,715.93	\$2,712.93	-\$3.00

PASEO COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$1,829,359.00	⁽⁴⁾ TRASH COMPACTOR ASSESSMENT	\$55,600.00
EARLY PAYMENT DISCOUNTS	4.0%	\$76,223.29	EARLY PAYMENT DISCOUNTS @ 4.0%	\$2,316.67
TAX COLLECTOR FEE (\$1.45 PER PARCEL)		\$1,661.70		
TOTAL O&M ASSESSMENT		<u>\$1,907,243.99</u>	TOTAL TRASH COMPACTOR ASSESSMENT	<u>\$57,916.67</u>

UNITS ASSESSED			ALLOCATION OF O&M ASSESSMENT				ALLOCATION OF TRASH COMPACTOR ASSESSMENT ⁽⁴⁾				PER LOT ANNUAL ASSESSMENT		
SERIES 2018											SERIES 2018		
<u>LOT SIZE</u>		<u>DEBT</u>									<u>O&M</u>	<u>DEBT SERVICE ⁽⁵⁾</u>	<u>TOTAL ^{(6) (8)}</u>
<u>PLATTED PARCELS</u>	<u>O&M</u>	<u>SERVICE ^{(1) (3)}</u>	<u>EAU FACTOR</u>	<u>EAU's</u>	<u>% TOTAL</u>	<u>O&M BUDGET</u>	<u>EAU FACTOR</u>	<u>EAU's</u>	<u>% TOTAL</u>	<u>O&M BUDGET</u>			
Multi-Family (A-1)	271	268	1.00	271.00	23.65%	\$451,014.94	1.00	271.00	36.18%	\$20,955.16	\$1,741.59	\$524.34	\$2,265.93
Multi-Family (A-2)	478	477	1.00	478.00	41.71%	\$795,517.13	1.00	478.00	63.82%	\$36,961.50	\$1,741.59	\$524.34	\$2,265.93
Single Family (A-1)	137	136	1.00	137.00	11.95%	\$228,003.86	0.00	0.00	0.00%	\$0.00	\$1,664.26	\$1,048.67	\$2,712.93
Single Family (A-2)	184	184	1.00	184.00	16.06%	\$306,224.17	0.00	0.00	0.00%	\$0.00	\$1,664.26	\$1,048.67	\$2,712.93
Villa (A-2)	76	76	1.00	76.00	6.63%	\$126,483.89	0.00	0.00	0.00%	\$0.00	\$1,664.26	\$1,048.67	\$2,712.93
	<u>1146</u>	<u>1141</u>		<u>1146.00</u>	<u>100.00%</u>	<u>\$1,907,243.99</u>		<u>749.00</u>	<u>100.00%</u>	<u>\$57,916.67</u>			
LESS: Lee County Collection Costs (\$1.45 per parcel / line) and Early Payment Discounts (4%):						<u>(\$77,884.99)</u>					<u>(\$2,316.67)</u>		
Net Revenue to be Collected:						<u>\$1,829,359.00</u>					<u>\$55,600.00</u>		

(1) Reflects 3 (three) Series 2018 Multi-Family prepayments and 1 (one) Single Family prepayment.

(2) Reflects 1 (one) Series 2018 Multi-Family prepayment.

(3) Reflects the number of total lots with Series 2018 debt outstanding.

(4) Only the Multi-Family units have access to the trash compactor, therefore are the only units benefiting from that service.

(5) Annual debt service assessment per lot adopted in connection with the Series 2018 bond issues. Annual assessment includes principal, interest, Lee County collection costs and early payment

(6) Annual assessment that will appear on November 2020 Lee County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if paid early).

(7) Certain debt service assessments may be subject to the restructuring agreement.

Tab 4

RESOLUTION 2020-07

THE ANNUAL APPROPRIATION RESOLUTION OF THE PASEO COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021

WHEREAS, Rizzetta & Company, Inc. (“District Manager”) has, prior to the fifteenth (15th) day of June, 2020, submitted to the Board of Supervisors (the “Board”) a proposed budget for the ensuing budget year (the “Proposed Budget”) along with an explanatory and complete financial plan for each fund of the Paseo Community Development District (the “District”), pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set August 19, 2020 as the date for a public hearing on the Proposed Budget, as may have been revised from time to time, and gave notice by publication of the public hearing pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget, as may have been revised from time to time, on the District’s website at least two (2) days before the public hearing or transmitted the Proposed Budget to the manager or administrator of the City of Fort Myers, Lee County for posting on its website; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1 of each year, the District Board, by passage of the Annual Appropriation Resolution, adopt a budget for the ensuing fiscal year and appropriate those sums of money that the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared the Proposed Budget projecting the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

Section 1. Budget

- a. The Board has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. That the District Manager's Proposed Budget, as amended by the Board, attached hereto as Exhibit "A", is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes*, and incorporated herein by reference (the "Adopted Budget"); provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2020 and/or revised projections for Fiscal Year 2021.
- c. That the Adopted Budget shall be maintained in the office of the District Manager and at the District's Records Office and shall be identified as "The Budget for the Paseo Community Development District for the Fiscal Year Ending September 30, 2021, as adopted by the Board of Supervisors on August 19, 2020."

Section 2. Appropriations

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2020, and ending September 30, 2021, the sum of \$_____ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
TOTAL RESERVE FUND	\$ _____
DEBT SERVICE FUND(S)	\$ _____
TOTAL ALL FUNDS	\$ _____

Section 3. Supplemental Appropriations

The Board may authorize by resolution supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the un-appropriated balance of any fund.
- c. Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the un-appropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand Dollars (\$10,000) or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred, previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

PASSED and ADOPTED this 19th day of August, 2020.

ATTEST:

**PASEO COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Print: _____
Chairman/Vice-Chairman

Exhibit "A" – Budget

EXHIBIT "A"

FISCAL YEAR 2020/2021 BUDGET

Tab 5

RESOLUTION 2020-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PASEO COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Paseo Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in the City of Fort Myers, Lee County, Florida (the “County”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors (the “Board”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for Fiscal Year 2020-2021 (the “Budget”), attached hereto as Exhibit “A” and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District’s Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“Uniform Method”); and

WHEREAS, the District has previously evidenced its intention to utilize this Uniform Method; and

WHEREAS, the District has approved an Agreement with the Property Appraiser and Tax Collector of the County to provide for the collection of the special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance on benefitted lands in the amounts contained in the Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which is also indicated in Exhibit "A"; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Paseo Community Development District, attached to this Resolution as Exhibit "B" (the "Assessment Roll") and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll (as specified herein) to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, at such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities, and operations as described in Exhibit "A" confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefitted lands is shown in Exhibits "A" and "B".

SECTION 2. ASSESSMENT IMPOSITION. A special assessment for operation and maintenance, as provided for in Chapter 190, *Florida Statutes*, is hereby imposed and levied on benefitted lands within the District in accordance with Exhibits "A" and "B". The lien of the special assessment for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. The District has previously levied an assessment for debt service, which is confirmed herein and is also indicated in Exhibits "A" and "B".

SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST. For any and all platted lots and developed lands within the District, collection of the operation and maintenance special assessments, as well as the previously levied debt service assessments, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, and as set forth in Exhibits "A" and "B".

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll, attached to this Resolution as Exhibit "B", is hereby certified. That portion of the District's Assessment Roll which includes developed lands and platted lots is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the Paseo Community Development District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates to the County property roll, at such time as authorized by Florida

law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 6. SUPPLEMENTATION OF PREVIOUS DISTRICT RESOLUTION(S). Previous District resolutions which, among other things, levied bond debt service assessments on real property within the District, are hereby supplemented by this Resolution with regard to District collection procedures for such debt service assessments. It is the intent of the District to utilize the collection methods and procedures set forth in Section 3 herein for the collection of both operation and maintenance assessments and debt service assessments.

SECTION 7. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 8. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Paseo Community Development District.

PASSED and ADOPTED this 19th day of August, 2020.

ATTEST:

**PASEO COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Print: _____
Chairman / Vice Chairman
Board of Supervisors

Exhibit "A": Fiscal Year 2020/2021 Budget
Exhibit "B": Assessment Roll

EXHIBIT "A"

Fiscal Year 2020/2021 Budget

EXHIBIT "B"

Assessment Roll

Assessment roll is maintained in the District's official records and is available upon request. Certain exempt information may be redacted prior to release in compliance with Chapter 119, *Florida Statutes*.

Tab 6

MINUTES OF MEETING

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

**PASEO
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Paseo Community Development District was held on **Wednesday, July 22, 2020 at 11:00 a.m.** held virtually via Zoom pursuant to Executive Orders 20-52, 20-69, and 20-112, 20-114 and 20-150 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 8, 2020 and June 23, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Steven Brown	Board Supervisor, Chairman
Sharon Schulman	Board Supervisor, Vice Chair
Lyle Hicks	Board Supervisor, Assistant Secretary
Jim Heather	Board Supervisor, Assistant Secretary
James Morris	Board Supervisor

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Taylor Nielson	District Manager, Rizzetta & Company, Inc.
John Toborg	Sr. Field Services Manager, Rizzetta & Company, Inc.
Brian Schaub	Field Manager, Rizzetta & Company, Inc.
Michael Lake	Field Manager, Rizzetta Amenity Services
Jan Carpenter	District Counsel, Latham, Luna, Eden & Beaudine, LLP
Kristen Trucco	District Counsel, Latham, Luna, Eden & Beaudine, LLP
Doug Tarn	District Engineer, Barraco & Associates, Inc.
Joe Fenner	Pinnacle Landscape
Audience	

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Public Comment

Ms. Blandon opened the floor for public comment on Agenda items.

Ms. Johnson advised that she Co-Chairs the Landscape Committee for the Condo Association; she spoke to agenda item 4B related to sod replacement around the condo construction areas. She advised that the Association did not receive the proposal in advance of the meeting and so she would like for the Condo Association to be provided the opportunity to review the proposal and make the necessary repairs caused by the

49 Condo construction.

50
51 **THIRD ORDER OF BUSINESS**

**Review and Consideration of Barraco
& Associates Asset Report**

52
53
54 Mr. Tarn provided a detailed overview of the Asset Report and advised that the
55 report is being revised to appear as more of a spreadsheet format. He responded to
56 questions from the Board. Discussion ensued.

57
58 **FOURTH ORDER OF BUSINESS**

District Engineer Staff Report

59
60 Mr. Tarn responded to general questions from the Board related the work
61 conducted on the lake banks as well as the outfall structure at lake 15. Mr. Tarn advised
62 that he will inspect the outfall structure and surrounding area. Mr. Tarn discussed the
63 options for repair of the street signage as the existing signs may be able to be re-covered
64 with a better quality vinyl.

65
66 **FIFTH ORDER OF BUSINESS**

**Review and Discussion of July 13,
2020 Field Inspection Report**

67
68
69 Mr. Toborg advised that there a lot of turf issues throughout the community and he
70 advised that Pinnacle is on top of the irrigation concerns. Mr. Toborg advised that several
71 proposals have been received from Pinnacle and he will be reviewing them with Ms.
72 Blandon. Mr. Hicks inquired as to proper inspection of construction related sod concerns
73 versus HotWire damaged sod issues. Mr. Fenner advised that Mr. Fay has been keeping
74 track of the sod issues related to construction.

75
76 Mr. Toborg discussed preparing the exhibit to identify existing landscape plans and
77 inquired as to the detail the Board is looking for. Discussion ensued.

78
79 **SIXTH ORDER OF BUSINESS**

**Consideration of Pinnacle Landscape
Estimates for Sod Replacement**

80
81
82 Mr. Fenner advised that the has separated the sod estimates; he advised that one
83 proposal is the annual CDD sod estimate for areas outside of the construction areas, and
84 the second proposal is for sod areas attributed to the construction in the condo areas. Mr.
85 Tarn recommended getting started on the replacement of sod during the rainy season in
86 order to not stress the irrigation system. Ms. Blandon advised that the Board had
87 previously reviewed the proposal for sod replacements and had asked that Pinnacle
88 separate the proposal into areas attributed to condo construction and areas not attributed
89 to condo construction. She advised that the Board does not have to take action today and
90 therefore allow time for the Condo Association to review the proposal related to
91 construction damage. Mr. Hicks advised that he will participate in the discussions with the
92 Condo Association. Mr. Brown advised that some of the sod areas of concern are
93 recovering as we are now in the rainy season. Ms. Blandon advised that over the last
94 three years some of the same areas have been targeted for sod replacement as they are
95 shaded and she recommended that Mr. Toborg review the areas and perhaps get a
96 recommendation from Pinnacle as to sod that can tolerate the shade. Discussion ensued.

SEVENTH ORDER OF BUSINESS

**Discussion Regarding Association
Towing Sign on CDD Property**

Ms. Blandon advised that the Board previously approved the Condo Association installation of towing signage on CDD property and there has recently been questions and concerns related to the location of the sign. She asked for input from Ms. Carpenter. Ms. Carpenter advised that if the sign is on CDD property but is related to private towing it may be best to move the sign to the private property so that the CDD does not have any assumed liability with posting something that may not be compliant. Discussion ensued. Ms. Carpenter recommended that the CDD advise the Condo Association that there may be issues with compliance and if they put additional signage up then the CDD would consider leaving the sign in place as a general advisory but it isn't compliance and we don't want to leave it there as the only sign. Discussion ensued. Ms. Carpenter provided a general overview of the signage requirement; she advised that the CDD can ask the Condo Association for indemnification due to the concerns or if the CDD feels it is not worth the effort then the CDD can ask that the sign be removed. Ms. Blandon asked for direction from the Board. Mr. Brown advised that the CDD should notify the Association that the CDD believes the sign is not appropriate and they should prove that it is appropriate, indemnify the CDD, or remove the signage. Mr. Heether recommended seeking indemnification and then leaving the sign. Ms. Carpenter recommended reaching out to the Association. Mr. Brown recommended that Ms. Carpenter provide correspondence to Ms. Blandon that can then be provided to the Association.

EIGHTH ORDER OF BUSINESS

**Discussion Regarding Homeowner /
Tenant Rental Agreements**

Mr. Brown advised that questions were raised related to transponder distribution to tenants prior to rental approval. Discussion ensued. Ms. Carpenter advised that she would prefer that the CDD not get involved with Association issues with tenants and she recommended that the CDD continue with the current process of issues transponders to tenants with a signed lease. The Board concurred.

NINTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting held on
June 24, 2020**

Ms. Blandon provided an overview of the minutes of the Board of Supervisors' meeting held on June 24, 2020 and asked if there were any questions related to the minutes. There were none.

<p>On a Motion by Mr. Brown, seconded by Mr. Heether, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on June 24, 2020, for the Paseo Community Development District.</p>

TENTH ORDER OF BUSINESS

**Consideration of the Operations and
Maintenance Expenditures for the
Month of June 2020**

Ms. Blandon provided an overview of the operations and maintenance expenditures for the period of June 1-30, 2020 totaling \$291,104.11 and asked if there were any questions. Ms. Blandon responded to questions from the Board related to various items of expenditure.

On a Motion by Mr. Hicks, seconded by Ms. Schulman, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Month of June 2020, totaling \$291,104.11, for the Paseo Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Carpenter advised that she had no report.

B. District Manager

Ms. Blandon advised that the next meeting of the Board of Supervisors' is scheduled for Wednesday, August 19, 2020 at 11:00 a.m.; she reminded the Board that the budget public hearing would be held during the August 19th meeting.

Ms. Blandon advised that the entry system software is outdated and so she is reaching out to vendors to obtain proposals and demonstrations for new entry software; she advised that she expects to have those for the next meeting.

Ms. Blandon advised that Metro PSI was onsite reviewing the irrigation pump systems and further advised that Metro PSI will provide the CDD with their recommendations.

Ms. Blandon advised that she has prepared a standard operating procedure for reprogramming of the transponders but is waiting until the Board determines which entry system they would like to utilize; she further advised that the process will take place during season in an attempt to capture all transponders at the same time.

Mr. Morris inquired as to the software update for the guardhouse. Ms. Blandon reviewed the data that is collected for the issuance of transponders and advised that the software is outdated and difficult to retrieve the data and so she is researching better, upgraded, software systems available which will increase efficiency.

Mr. Heather inquired as to whether Mr. Lake has reviewed the time clocks. Ms. Blandon advised that she sent an email to Mr. Heather outlining the available options. Ms. Blandon advised that she will research the options and review those with Mr. Lake and will then follow up with Mr. Heather.

TWELFTH ORDER OF BUSINESS

Supervisor Requests and Audience Questions

Ms. Blandon opened the floor to Supervisor requests.

Mr. Brown advised that the Condos have done an excellent job of cleaning up the area of Tulio and Herminia.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

On a Motion by Mr. Hicks, seconded by Mr. Brown, with all in favor, the Board adjourned the meeting at 12:35 p.m., for the Paseo Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 7

PASEO COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 150 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures July 2020 For Board Approval

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

The total items being presented: **\$127,958.22**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Paseo Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Barraco and Associates, Inc.	006633	20957	Engineering Services 06/20	\$ 4,738.00
CenturyLink	2020070720-1	311416420 06/20	Telephone Service 06/20	\$ 593.19
City of Fort Myers	006634	1-015317-00 07/20	Compactor 11604 Paseo Grande Blvd 07/20	\$ 5,572.36
Crystal Clean Inc.	006635	2166	Gatehouse Janitorial Services 07/20	\$ 225.00
Cypress Access Systems, Inc.	006642	12450	Repair Resident Gate Arm 07/20	\$ 275.00
Cypress Access Systems, Inc.	006642	12475	Monthly Service 07/20	\$ 269.20
Cypress Access Systems, Inc.	006642	12519	E-GO Plate Tags 07/20	\$ 117.94
Cypress Access Systems, Inc.	006642	12551	Checkpoint Scanner 07/20	\$ 175.00
Florida Department of Revenue	006636	071520-FL Tax	46-8015667667-8 Sales Tax 04/20-06/20	\$ 65.93
Florida Power & Light Company	006637	Electric Summary 06/20	FPL Electric Summary 06/20	\$ 10,477.94

Paseo Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
James A. Heether	006626	JH062420	Board of Supervisors Meeting 06/24/20	\$ 200.00
James A. Heether	006643	JH072220	Board of Supervisors Meeting 07/22/20	\$ 200.00
James J Morris	006629	JM062420	Board of Supervisors Meeting 06/24/20	\$ 200.00
James J Morris	006645	JM072220	Board of Supervisors Meeting 07/22/20	\$ 200.00
Johnson Engineering, Inc.	006627	20097877-019 INV # 12	WUP Compliance Monitoring Svcs Through 06/14/20	\$ 400.00
Latham, Luna, Edan & Beaudine, LLP	006621	92094	Professional Services 05/20	\$ 1,884.94
Lyle L. Hicks	006628	LH062420	Board of Supervisors Meeting 06/24/20	\$ 200.00
Lyle L. Hicks	006644	LH072220	Board of Supervisors Meeting 07/22/20	\$ 200.00
Pinnacle Landscapes, Inc.	006649	12115	Winter Mulch 04/20	\$ 42,576.00
Pinnacle Landscapes, Inc.	006631	12226	General Monthly Maintenance 06/20	\$ 20,017.58

Paseo Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pinnacle Landscapes, Inc.	006631	12227	Pest Control 06/20	\$ 881.00
Pinnacle Landscapes, Inc.	006631	12271	Installed 15 Gallon Gardenia 06/20	\$ 245.00
Pinnacle Landscapes, Inc.	006631	12272	Install Spring Annuals 06/20	\$ 2,865.00
Pinnacle Landscapes, Inc.	006631	12277	Irrigation Repairs 06/20	\$ 3,702.90
Pinnacle Pest Management Services, Inc.	006650	4374	Rodent Service 07/20	\$ 210.00
Rizzetta & Company, Inc.	006623	INV0000050738	District Management Fee 07/20	\$ 6,971.67
Rizzetta Amenity Services, Inc.	006622	INV0000000007675	Actual Bi-Weekly Payroll 06/26/20	\$ 2,046.07
Rizzetta Amenity Services, Inc.	006638	INV0000000007707	Actual Bi-Weekly Payroll 07/10/20	\$ 2,896.07
Rizzetta Amenity Services, Inc.	006646	INV0000000007737	Cell Phone 06/20	\$ 50.00
Rizzetta Amenity Services, Inc.	006646	INV0000000007769	Actual Bi-Weekly Payroll 07/24/20	\$ 2,047.30

Paseo Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Technology Services, LLC	006624	INV0000005981	Website Email & Hosting Services 07/20	\$ 190.00
Sharon E. Schulman	006632	SS062420	Board of Supervisors Meeting 06/24/20	\$ 200.00
Sharon E. Schulman	006647	SS072220	Board of Supervisors Meeting 07/22/20	\$ 200.00
Solitude Lake Management, LLC	006648	PI-A00439252	Lake & Pond Management Services 07/20	\$ 2,041.00
Solitude Lake Management, LLC	006648	PI-A00442153	Fountain Repair 07/20	\$ 172.36
Steven A. Brown-Cestero	006625	SB062420	Board of Supervisors Meeting 06/24/20	\$ 200.00
Steven A. Brown-Cestero	006641	SB072220	Board of Supervisors Meeting 07/22/20	\$ 200.00
The Daily Breeze	006620	117399 06/17/20	Legal Advertising AD#114354 06/20	\$ 83.00
The Daily Breeze	006640	117635 07/15/20	Legal Advertising AD#114354 07/20	\$ 80.50
The News-Press - Fort Myers	006630	0003360793	Legal AD 42414 05/20	\$ 203.26

Paseo Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Universal Protection Service, LP	006619	10162852	Security Services 06/12/20-06/18/20	\$ 2,747.36
Universal Protection Service, LP	006639	10179512	Security Services 06/19/20-06/25/20	\$ 2,747.36
Universal Protection Service, LP	006639	10210414	Security Services 06/26/20-07/02/20	\$ 2,750.23
Universal Protection Service, LP	006639	10236641	Security Services 07/3/20-07/09/20	\$ 2,892.70
Universal Protection Service, LP	006639	10256353	Security Services 07/10/20-07/16/20	<u>\$ 2,747.36</u>
Report Total				<u>\$ 127,958.22</u>