

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
Suite 100, 707 Orchid Drive
Naples, FL 34102

August 19, 2021

Board of Supervisors
Fronterra Community Development District

Dear Board Members:

The Public Hearings and Regular Meeting of the Board of Supervisors of the Fronterra Community Development District will be held on **August 19, 2021 at 1:30 p.m.**, at the Fronterra Clubhouse, 8717 Madrid Circle, Naples, FL 34104. The Public Hearings and Regular Board Meeting agenda is as follows:

GENERAL DISTRICT ITEMS

1. Call to Order/Roll Call
2. Public Comment Period

ADMINISTRATIVE MATTERS

3. Consideration of the May 27, 2021 (Continued from May 20, 2021 Meeting) Regular Meeting Minutes

Exhibit 1

BUDGETARY MATTERS

4. OPEN PUBLIC HEARINGS
5. Public Comment
6. **Consideration of Resolution 2021-2.** The Annual Appropriation Resolution of the Fronterra Community Development District (“District”) relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date.

Exhibit 2

7. Budget Letter to Collier County

Exhibit 3

8. **Consideration of Resolution 2021-3.** A Resolution of the Board of Supervisors of the Fronterra Community Development District making a determination of Benefit and Imposing Special Assessment for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, including but not limited to Penalties and Interest Theron; Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date. Exhibit 4
9. Affidavit of Publication Exhibit 5
10. CLOSE PUBLIC HEARINGS
11. Consideration of July 31, 2021 Financial Statements Exhibit 6

ORGANIZATIONAL MATTERS

1. **Consideration of Resolution 2021-4.** A resolution of the Board of Supervisors of the Fronterra Community Development District designating the officers of the District for fiscal year 2021-2022 and providing for an effective date. Exhibit 7
2. **Consideration of Resolution 2021-5.** A resolution of the Board of Supervisors of the Fronterra Community Development District adopting the annual meeting schedule for fiscal year 2021-2022; and providing for an effective date. Exhibit 8

FINANCING MATTERS

None to be considered at this time

CONSTRUCTION RELATED MATTERS

None to be considered at this time

OTHER MATTERS

3. Staff Reports
 - A. District Manager
 - B. District Counsel
 - C. District Engineer
4. Board Member Comments/Requests
5. Public Comments
6. Adjournment

EXHIBIT 1

1 **FRONTERRA COMMUNITY DEVELOPMENT DISTRICT**
2 **Suite 100, 707 Orchid Drive**
3 **Naples, FL 34102**

4
5
6 **MINUTES OF MEETING**

7
8 **Board of Supervisors Meeting**
9 **Thursday, May 27, 2021, 1:34 p.m.**

10
11
12 Present on the call and constituting a quorum were:

| | | |
|----|----------------|-------------------------|
| 13 | | |
| 14 | Brian Goguen | Board Member |
| 15 | John English | Board Member |
| 16 | David Genson | Board Member |
| 17 | Zayli Perez | Board Member (Sworn In) |
| 18 | Carlos Noguera | Board Member (Sworn In) |

19
20 Also present were:

| | | |
|----|----------------|---|
| 21 | | |
| 22 | Russ Weyer | District Manager, Real Estate Econometrics, Inc. |
| 23 | Lindsay Whalen | District Counsel, Hopping Green & Sams, P.A. (by 24 phone) |
| 25 | Sabina Hardy | Barron Collier Companies |

26
27 **Absent was:**

| | | |
|----|-------------|-------------------------|
| 28 | | |
| 29 | Jaime Lopez | Board Member (Resigned) |
| 30 | Mike Levak | Board Member (Resigned) |

31
32
33 **FIRST ORDER OF BUSINESS**

Call to Order and Roll Call

34
35 Mr. Weyer called the meeting to order and proceeded with the roll call. The members in
36 attendance are as outlined above and constituted a quorum. Mr. Weyer noted that last
37 week's scheduled meeting was continued to this date due to a lack of quorum.

38
39
40 **SECOND ORDER OF BUSINESS**

Public Comments

41
42 Mr. Weyer noted that the Florida Statutes require that there be an opportunity for Public
43 Comment.

44
45 There were no public comments

1 **THIRD ORDER OF BUSINESS**

General District Items

2
3 **Supervisor Resignations.**

4
5 Mr. Weyer presented letters of resignation from Supervisor Mike Levak and Supervisor
6 Jaime Lopez.

7
8 On MOTION by Mr. Genson and seconded by Mr. Goguen with all in favor, the Board of
9 Supervisors of the Fronterra Community Development District accepted the resignation letters
10 from former Supervisors Levak and Lopez.

11
12 **Supervisor Appointments.**

13
14 Mr. Weyer then introduced Zayli Perez and Carlos Noguera to the Board. They are both
15 residents of Fronterra. There was no further discussion.

16
17 On MOTION by Mr. Goguen and seconded by Mr. English with all in favor, the Board of
18 Supervisors of the Fronterra Community Development District appointed Supervisors Perez and
19 Noguera.

20
21 Ms. Hardy then administered the Oaths of Office to the two new Supervisors. Ms. Whalen
22 then described the supervisor responsibilities to the new members.

23
24 **FOURTH ORDER OF BUSINESS**

Administrative Matters

25
26 **Consideration of the November 19, 2020 Landowner Meeting Minutes.**

27
28 There was no discussion or changes suggested.

29
30 On MOTION by Mr. Goguen and seconded by Mr. Genson with all in favor, the Board of
31 Supervisors of the Fronterra Community Development District approved the minutes of the
32 November 19, 2019 Fronterra Community Development District Landowner Meeting.

33
34 **Consideration of the November 19, 2020 Regular Meeting Minutes.**

35
36 There was no discussion or changes suggested.

37
38 On MOTION by Mr. English and seconded by Mr. Noguera with all in favor, the Board of
39 Supervisors of the Fronterra Community Development District approved the minutes of the
40 November 19, 2019 Fronterra Community Development District Regular Meeting.

41
42
43 **FOURTH ORDER OF BUSINESS**

Organizational Matters

44
45 There were no organizational matters to be considered.

1
2
3 **FIFTH ORDER OF BUSINESS**

Budgetary Matters

4
5 **Consideration of Resolution 2021-1 A RESOLUTION OF THE BOARD OF**
6 **SUPERVISORS OF THE FRONTERRA COMMUNITY DEVELOPMENT**
7 **DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2021/2022;**
8 **AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA**
9 **LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICAITON**
10 **REQUIEMENT; ADDRESSING SEVERABILITY; AND PROVIDING AN**
11 **EFFECTIVE DATE.**

12
13 Mr. Weyer said the time and date for public hearing will be the regular August 19th meeting
14 at 1:30 p.m. at the Fronterra pool clubhouse. He pointed out that the proposed budget has
15 been reduced from last year, which is reducing the assessments by \$13.11. All of the
16 homesites have been platted so all of the assessments will be on the property tax bill as
17 special assessments. He indicated that the Board will be able to move monies within the
18 budget but we can't exceed the cap of \$62,657.

19
20 On MOTION by Mr. Goguen and seconded by Mr. English, with all in favor, the Board of
21 Supervisors of the Fronterra Community Development District approved Resolution 2021-1 which
22 approves the proposed budgets for FY 2021-2022 and sets Thursday, August 19th at 1:30 p.m. at
23 the Fronterra pool clubhouse for a public hearing to formally adopt the budget and levy
24 assessments.

25
26 **Consideration of the April 30, 2021 Financial Statements.**

27
28 Mr. Weyer presented the District financial statements through April 2020. He said that the
29 District cash flow is at \$66,000 in the account at the moment because all of the on-roll and
30 off-roll assessments have been deposited and we still have 5 months of expenses to account
31 for through fiscal year end. Current estimates indicate that the District will have almost
32 \$9,000 in the general fund at fiscal year-end.

33
34 He noted that the balance sheet is in good shape. The District will have significant assets in
35 the balance sheet once the auditors work through the valuation of those assets and generate
36 the journal entries to reflect that valuation.

37
38 There was no further discussion.

39
40 On MOTION by Mr. Genson and seconded by Ms. Perez, with all in favor, the Board of
41 Supervisors of the Fronterra Community Development District accepted the District financial
42 statements through April 30, 2021.

43
44 **SEVENTH ORDER OF BUSINESS**

Financing Matters

45
46 There were no financing matters to be considered.

1 **EIGHTH ORDER OF BUSINESS**

Staff Reports

2
3 **6. Staff Reports**

4
5 **A. Manager’s Report –**

6
7 Mr. Weyer reported that the audit was sent to the Board. There were no issues
8 with the report. The auditors noted that there were more than normal journal entries
9 and Mr. Weyer pointed out that there were 8 of which 5 were related to year end
10 journal entries which classify payments or revenues received in one fiscal year that
11 relates to another fiscal year. Those entries happen generally in September and
12 October.
13

14 On MOTION by Mr. Genson and seconded by Mr. Goguen, with all in favor, the Board of
15 Supervisors of the Fronterra Community Development District approved the FY 2019-2020 audit.

16
17 Mr. Weyer advised the Board that the number of voters in Fronterra is 135
18 according to the Collier County Supervisor of Elections. He also said that the magic
19 number for the start of putting residents on the Board is 250 registered voters.
20

21 Mr. Weyer also reported that the construction account has been totally liquidated
22 with the payment of the traffic signal.
23

24 Form-1 should be filed by July1 with the Collier County Supervisor of Elections.
25

26 **B. Attorney’s Report –**

27
28 Ms. Whelan will be heading out on maternity leave and Alyssa Wilson will be
29 filling in during her absence.
30

31 **C. Interim Engineer’s Report –**

32
33 Mr. Burford has nothing to report.
34
35

36 **NINTH ORDER OF BUSINESS**

Supervisors’ Requests

37
38 Mr. Genson has documents to be signed related to the traffic light and wants Ms.
39 Whalen to review before he signs.
40

41 Mr. English reported that we are way behind on rain thus the lake is extremely low.
42

43 **TENTH ORDER OF BUSINES**

Public Comments

44
45 There were no public comments.
46

EXHIBIT 2

RESOLUTION 2021-1

THE ANNUAL APPROPRIATION RESOLUTION OF THE FRONTERRA COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June 2021, submitted to the Board of Supervisors (“**Board**”) of the Fronterra Community Development District (“**District**”) a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”) along with an explanatory and complete financial plan for each fund of 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 a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

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

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project 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 FRONTERRA COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Budget

- a. That the Board has reviewed the 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 Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes*, (“**Adopted Budget**”) and incorporated herein by reference; 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.
- c. That the Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Fronterra Community Development District for the Fiscal Year Ending September 30, 2022.”
- d. The final Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption and shall remain on the website for at least two years.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the District, for the Fiscal Year 2021/2022, the sum of \$ 247,770 to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board 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 | \$ 62,657 |
| DEBT SERVICE FUND, SERIES 2017 | <u>\$ 185,113</u> |
| TOTAL ALL FUNDS | \$ 247,770 |

Section 3. Budget Amendments

Pursuant to Section 189.016, *Florida Statutes*, the District may, at any time within Fiscal Year 2021/2022 or within 60 days following the end of Fiscal Year 2021/2022 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish that any amendments to the budget under paragraph c. above are posed to the District's website within 5 days after adoption and remain on the website for at least two years.

Section 4. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 19TH DAY OF AUGUST 2021.

ATTEST:

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____
Chairperson / Vice Chairperson

Exhibit A: Budget Fiscal Year 2021/2022

Exhibit A

Budget Fiscal Year 2021/2022

**FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
ADOPTED FY 2020-2021 BUDGET
O&M GENERAL FUND**

| | <u>BUDGET</u> | |
|--|------------------|---|
| REVENUES | | |
| ON-ROLL ASSESSMENTS | \$ 62,657 | 154 Platted Homesites |
| DEVELOPER CONTRIBUTION | | |
| INTEREST REVENUE | | |
| MISCELLANEOUS REVENUE | | |
| TOTAL REVENUES | <u>\$ 62,657</u> | |
| EXPENDITURES | | |
| ADMINISTRATIVE | | |
| BOARD OF SUPERVISORS PAYROLL | \$ 3,000 | 3 meetings @ \$1,000 each |
| PAYROLL TAXES | 536 | 17.86% |
| PAYROLL SERVICE FEE | 336 | 11.21% |
| MANAGEMENT CONSULTING SERVICES | 15,000 | \$1,250/Month |
| ASSESSMENT ADMINISTRATION | 12,000 | Lien Book, MBS Capital, Tax Collector, U.S. Bank |
| ASSESSMENT ROLL PREPARATION | 1,250 | Assessment Roll Preparation for Tax Collector |
| MISCELLANEOUS | 250 | Office Supplies, etc. |
| STORAGE FEES | - | Offsite File Storage @ \$75/month |
| ACCOUNTING SERVICES | 3,360 | Mattice Business Services - \$250/month + \$30 Quickbooks Hosting |
| BANK CHARGES | - | |
| AUDITING | 5,000 | Audit required since Bonds are issued |
| INSURANCE (Liability, Property & Casualty) | 5,650 | DAO Insurance |
| LEGAL ADVERTISING | 2,400 | 4 Ads at \$300/each and 2 Ads at \$600/each |
| REGULATORY AND PERMIT FEES | 175 | State Filing Fee |
| LEGAL SERVICES | 10,000 | Hopping Green & Sams |
| ENGINEERING SERVICES - General | 2,500 | Johnson Engineering |
| WEBSITE DESIGN & HOSTING | 1,200 | Required by State Law |
| MISCELLANEOUS SERVICES | - | |
| TOTAL ADMINISTRATIVE EXPENDITURES | <u>\$ 62,657</u> | |
| FIELD OPERATIONS | | |
| FIELD OPERATIONS MANAGEMENT STAFF | \$ - | |
| LANDSCAPING & FIELD MAINTENANCE | - | |
| LANDSCAPE REPLACEMENT | - | |
| LANDSCAPE MULCHING | - | |
| IRRIGATION REPAIRS | - | |
| ELECTRICITY | - | |
| WATER USE MONITORING | - | |
| ENTRY MONUMENTS MAINTENANCE | - | |
| WETLAND MONITORING | - | |
| SFWMR ANNUAL REPORT | - | |
| LAKE MAINTENANCE | - | |
| TOTAL FIELD OPERATIONS EXPENDITURES | <u>\$ -</u> | |
| TOTAL EXPENDITURES | <u>\$ 62,657</u> | |
| | | |
| 154 Lots/Per Lot = | \$ 406.86 | Per Lot |
| Last FY Assessment = | <u>\$ 419.97</u> | Per Lot |
| Variance from Last FY = | \$ (13.11) | |

**Fronterra Community Development District
Debt Service Fund - Series 2017 Bonds
FY 2021-2022 Adopted Budget**

REVENUE (1)

| | |
|--|----------------------|
| Balance in Account (Estimate - November 2, 2020) | \$ 6,596.04 |
| Assessment Off-Roll | \$ - |
| Assessment On-Roll | \$ 185,112.62 |
| Capitalized Interest | \$ - |
| Discounts | \$ - |
| Total Revenue | \$ 191,708.66 |

EXPENDITURES

| | |
|---------------------------|----------------------|
| INTEREST EXPENSE | |
| May 1, 2022 | \$ 69,437.50 |
| November 1, 2022 | \$ 68,200.00 |
| PRINCIPAL | |
| May 1, 2022 | \$ 45,000.00 |
| Total Expenditures | \$ 182,637.50 |

Total Revenue over Expenditures \$ 9,071.16

Allocation of Maximum Annual Debt Service

| Single Family Land Use | Units | Net Assessment | | Total |
|-------------------------------|--------------|-----------------------|--|---------------|
| | | Per Unit | | |
| Single Family | 154 | \$ 1,202.03 | | \$ 185,112.62 |

On Roll Assessments

| Single Family Land Use | Units | Net Assessment | | Total |
|-------------------------------|--------------|-----------------------|--|---------------|
| | | Per Unit | | |
| Single Family | 154 | \$ 1,202.03 | | \$ 185,112.62 |

Total \$ 185,112.62

(1) - Following the adoption for the general fund and debt service budgets, the District will prepare an assessment roll based on the County Property Appraiser's final list of property owners as of a certain "date of record". The District will apportion assessments to property owners as of this "date of record" and will utilize the appropriate on-roll and off-roll collection methods to collect its assessments, assessments and related collection costs may vary from the adopted budgets.

EXHIBIT 3

FRONTERRA

COMMUNITY DEVELOPMENT DISTRICT

C/O Real Estate Econometrics, Inc. • 707 Orchid Drive, Suite 100 • Naples, FL 34102
(239) 269-1341 • rweyer@ree-i.com

June 10, 2021

Ms. Debbie Windsor
Operations Coordinator
Collier County Government
Office of Management and Budget
3299 Tamiami Trail E, Ste 201
Naples, FL 34112-5746

**RE: Fronterra Community Development District – Collier County, Florida
Proposed Budget – Fiscal Year 2021-2022**

Dear Ms. Windsor:

In accordance with Chapter 189 and 190.008(2)(b) of the Florida Statutes, the District is required to submit to the local governing authorities having jurisdiction over the area included in the Fronterra Community Development District (“District”), for purposes of disclosure and information only, the proposed annual budget for the ensuing fiscal year.

As such, I am pleased to enclose the District’s Proposed Budget for Fiscal Year 2021-2022, which was approved at a general meeting on May 20, 2021. A public hearing on the final budget will be held on August 19, 2021.

If you have any questions regarding this matter, please call me at (239) 269-1341.

Sincerely,



G. Russell Weyer
President
Real Estate Econometrics, Inc.
District Manager

Encl.

RESOLUTION 2021-1

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FRONTERRA COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Fronterra Community Development District (“**District**”) prior to June 15, 2021, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 19, 2021

HOUR: 1:30 p.m.

LOCATION: Fronterra Clubhouse
8717 Madrid Circle
Naples, Florida 34104

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Collier County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

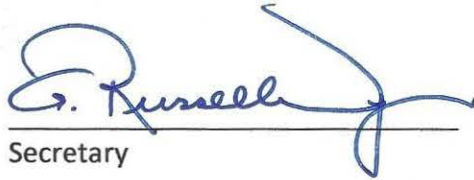
5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **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.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20th DAY OF MAY, 2021.

ATTEST:


Secretary

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**


Chairman, Board of Supervisors

Exhibit A: Fiscal Year 2021/2022 Budget

Exhibit A

Fiscal Year 2021/2022 Budget

**FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
ADOPTED FY 2021-2022 BUDGET
O&M GENERAL FUND**

| | BUDGET | |
|--|------------------|---|
| REVENUES | | |
| ON-ROLL ASSESSMENTS | \$ 62,657 | 154 Platted Homesites |
| DEVELOPER CONTRIBUTION | | |
| INTEREST REVENUE | | |
| MISCELLANEOUS REVENUE | | |
| TOTAL REVENUES | \$ 62,657 | |
| EXPENDITURES | | |
| ADMINISTRATIVE | | |
| BOARD OF SUPERVISORS PAYROLL | \$ 3,000 | 3 meetings @ \$1,000 each |
| PAYROLL TAXES | 536 | 17.86% |
| PAYROLL SERVICE FEE | 336 | 11.21% |
| MANAGEMENT CONSULTING SERVICES | 15,000 | \$1,250/Month |
| ASSESSMENT ADMINISTRATION | 12,000 | Lien Book, MBS Capital, Tax Collector, U.S. Bank |
| ASSESSMENT ROLL PREPARATION | 1,250 | Assessment Roll Preparation for Tax Collector |
| MISCELLANEOUS | 250 | Office Supplies, etc. |
| STORAGE FEES | - | Offsite File Storage @ \$75/month |
| ACCOUNTING SERVICES | 3,360 | Mattice Business Services - \$250/month + \$30 Quickbooks Hosting |
| BANK CHARGES | - | |
| AUDITING | 5,000 | Audit required since Bonds are issued |
| INSURANCE (Liability, Property & Casualty) | 5,650 | DAO Insurance |
| LEGAL ADVERTISING | 2,400 | 4 Ads at \$300/each and 2 Ads at \$600/each |
| REGULATORY AND PERMIT FEES | 175 | State Filing Fee |
| LEGAL SERVICES | 10,000 | Hopping Green & Sams |
| ENGINEERING SERVICES - General | 2,500 | Johnson Engineering |
| WEBSITE DESIGN & HOSTING | 1,200 | Required by State Law |
| MISCELLANEOUS SERVICES | - | |
| TOTAL ADMINISTRATIVE EXPENDITURES | \$ 62,657 | |
| FIELD OPERATIONS | | |
| FIELD OPERATIONS MANAGEMENT STAFF | \$ - | |
| LANDSCAPING & FIELD MAINTENANCE | - | |
| LANDSCAPE REPLACEMENT | - | |
| LANDSCAPE MULCHING | - | |
| IRRIGATION REPAIRS | - | |
| ELECTRICITY | - | |
| WATER USE MONITORING | - | |
| ENTRY MONUMENTS MAINTENANCE | - | |
| WETLAND MONITORING | - | |
| SFWMD ERP ANNUAL REPORT | - | |
| LAKE MAINTENANCE | - | |
| TOTAL FIELD OPERATIONS EXPENDITURES | \$ - | |
| TOTAL EXPENDITURES | \$ 62,657 | |
| 154 Lots/Per Lot = | \$ 406.86 | Per Lot |
| Last FY Assessment = | \$ 419.97 | Per Lot |
| Variance from Last FY = | \$ (13.11) | |

**Fronterra Community Development District
Debt Service Fund - Series 2017 Bonds
FY 2021-2022 Adopted Budget**

REVENUE (1)

| | | |
|--|-----------|-------------------|
| Balance in Account (Estimate - November 2, 2020) | \$ | 6,596.04 |
| Assessment Off-Roll | \$ | - |
| Assessment On-Roll | \$ | 185,112.62 |
| Capitalized Interest | \$ | - |
| Discounts | \$ | - |
| Total Revenue | \$ | 191,708.66 |

EXPENDITURES

| | | |
|---------------------------|-----------|-------------------|
| INTEREST EXPENSE | | |
| May 1, 2022 | \$ | 69,437.50 |
| November 1, 2022 | \$ | 68,200.00 |
| PRINCIPAL | | |
| May 1, 2022 | \$ | 45,000.00 |
| Total Expenditures | \$ | 182,637.50 |

Total Revenue over Expenditures \$ 9,071.16

Allocation of Maximum Annual Debt Service

| | | Net Assessment | | |
|------------------------|-------|-----------------------|---------------|--|
| Single Family Land Use | Units | Per Unit | Total | |
| Single Family | 154 | \$ 1,202.03 | \$ 185,112.62 | |

On Roll Assessments

| | | Net Assessment | | |
|------------------------|-------|-----------------------|---------------|--|
| Single Family Land Use | Units | Per Unit | Total | |
| Single Family | 154 | \$ 1,202.03 | \$ 185,112.62 | |

Total **\$ 185,112.62**

(1) - Following the adoption for the general fund and debt service budgets, the District will prepare an assessment roll based on the County Property Appraiser's final list of property owners as of a certain "date of record". The District will apportion assessments to property owners as of this "date of record" and will utilize the appropriate on-roll and off-roll collection methods to collect its assessments. assessments and related collection costs may vary from the adopted budgets.

EXHIBIT 4

RESOLUTION 2021-3

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FRONTERRA COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2021/2022; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Fronterra Community Development District (“**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 Collier County, Florida (“**County**”); and

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

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”), 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 Adopted 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, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2021/2022; 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 the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the assessment roll (“**Assessment Roll**”) of the District attached to this Resolution as **Exhibit “B”** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll 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, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit “A”** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibits “A” and “B,”** and is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with **Exhibits “A” and “B.”** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and 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, as indicated on **Exhibits “A” and “B.”** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit “B,”** 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 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 Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. 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 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 19th day of August 2021.

ATTEST:

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Budget
Exhibit B: Assessment Roll

Exhibit A Budget

**FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
ADOPTED FY 2020-2021 BUDGET
O&M GENERAL FUND**

| | <u>BUDGET</u> | |
|--|------------------|---|
| REVENUES | | |
| ON-ROLL ASSESSMENTS | \$ 62,657 | 154 Platted Homesites |
| DEVELOPER CONTRIBUTION | | |
| INTEREST REVENUE | | |
| MISCELLANEOUS REVENUE | | |
| TOTAL REVENUES | <u>\$ 62,657</u> | |
| EXPENDITURES | | |
| ADMINISTRATIVE | | |
| BOARD OF SUPERVISORS PAYROLL | \$ 3,000 | 3 meetings @ \$1,000 each |
| PAYROLL TAXES | 536 | 17.86% |
| PAYROLL SERVICE FEE | 336 | 11.21% |
| MANAGEMENT CONSULTING SERVICES | 15,000 | \$1,250/Month |
| ASSESSMENT ADMINISTRATION | 12,000 | Lien Book, MBS Capital, Tax Collector, U.S. Bank |
| ASSESSMENT ROLL PREPARATION | 1,250 | Assessment Roll Preparation for Tax Collector |
| MISCELLANEOUS | 250 | Office Supplies, etc. |
| STORAGE FEES | - | Offsite File Storage @ \$75/month |
| ACCOUNTING SERVICES | 3,360 | Mattice Business Services - \$250/month + \$30 Quickbooks Hosting |
| BANK CHARGES | - | |
| AUDITING | 5,000 | Audit required since Bonds are issued |
| INSURANCE (Liability, Property & Casualty) | 5,650 | DAO Insurance |
| LEGAL ADVERTISING | 2,400 | 4 Ads at \$300/each and 2 Ads at \$600/each |
| REGULATORY AND PERMIT FEES | 175 | State Filing Fee |
| LEGAL SERVICES | 10,000 | Hopping Green & Sams |
| ENGINEERING SERVICES - General | 2,500 | Johnson Engineering |
| WEBSITE DESIGN & HOSTING | 1,200 | Required by State Law |
| MISCELLANEOUS SERVICES | - | |
| TOTAL ADMINISTRATIVE EXPENDITURES | <u>\$ 62,657</u> | |
| FIELD OPERATIONS | | |
| FIELD OPERATIONS MANAGEMENT STAFF | \$ - | |
| LANDSCAPING & FIELD MAINTENANCE | - | |
| LANDSCAPE REPLACEMENT | - | |
| LANDSCAPE MULCHING | - | |
| IRRIGATION REPAIRS | - | |
| ELECTRICITY | - | |
| WATER USE MONITORING | - | |
| ENTRY MONUMENTS MAINTENANCE | - | |
| WETLAND MONITORING | - | |
| SPWMD ERP ANNUAL REPORT | - | |
| LAKE MAINTENANCE | - | |
| TOTAL FIELD OPERATIONS EXPENDITURES | <u>\$ -</u> | |
| TOTAL EXPENDITURES | <u>\$ 62,657</u> | |
| 154 Lots/Per Lot = \$ 406.86 Per Lot | | |
| Last FY Assessment = \$ 419.97 Per Lot | | |
| Variance from Last FY = \$ (13.11) | | |

**Fronterra Community Development District
Debt Service Fund - Series 2017 Bonds
FY 2021-2022 Adopted Budget**

REVENUE (1)

| | |
|--|----------------------|
| Balance in Account (Estimate - November 2, 2020) | \$ 6,596.04 |
| Assessment Off-Roll | \$ - |
| Assessment On-Roll | \$ 185,112.62 |
| Capitalized Interest | \$ - |
| Discounts | \$ - |
| Total Revenue | <u>\$ 191,708.66</u> |

EXPENDITURES

| | |
|---------------------------|----------------------|
| INTEREST EXPENSE | |
| May 1, 2022 | \$ 69,437.50 |
| November 1, 2022 | \$ 68,200.00 |
| PRINCIPAL | |
| May 1, 2022 | \$ 45,000.00 |
| Total Expenditures | <u>\$ 182,637.50</u> |

Total Revenue over Expenditures \$ 9,071.16

Allocation of Maximum Annual Debt Service

| Single Family Land Use | Units | Net Assessment | | Total |
|-------------------------------|--------------|-----------------------|--|---------------|
| | | Per Unit | | |
| Single Family | 154 | \$ 1,202.03 | | \$ 185,112.62 |

On Roll Assessments

| Single Family Land Use | Units | Net Assessment | | Total |
|-------------------------------|--------------|-----------------------|--|---------------|
| | | Per Unit | | |
| Single Family | 154 | \$ 1,202.03 | | \$ 185,112.62 |

Total **\$ 185,112.62**

(1) - Following the adoption for the general fund and debt service budgets, the District will prepare an assessment roll based on the County Property Appraiser's final list of property owners as of a certain "date of record". The District will apportion assessments to property owners as of this "date of record" and will utilize the appropriate on-roll and off-roll collection methods to collect its assessments. assessments and related collection costs may vary from the adopted budgets.

Exhibit B
Assessment Roll

| LOT NUMBER | OWNER | DEBT ASSESSMENT | O&M ASSESSMENT | TOTAL ASSESSMENT |
|-----------------------|-------------------------------|----------------------------|-------------------------------|-----------------------------|
| 1 | VILERA, EDUARDO R SILLIE | 1,299.49 | 439.85 | 1,739.34 |
| 2 | BALAN, SILVIU CORNEL | 1,299.49 | 439.85 | 1,739.34 |
| 3 | GONZALEZ, JORGE JUAN | 1,299.49 | 439.85 | 1,739.34 |
| 4 | MANERA, SALVATORE MARTINO | 1,299.49 | 439.85 | 1,739.34 |
| 5 | HAMILTON, JACQUI LYNN | 1,299.49 | 439.85 | 1,739.34 |
| 6 | MARCOTTE, MICHAEL J | 1,299.49 | 439.85 | 1,739.34 |
| 7 | KELLER, OAKLEY H=& CANDIA D | 1,299.49 | 439.85 | 1,739.34 |
| 8 | WOJTASIEWICZ, WOJCIECH | 1,299.49 | 439.85 | 1,739.34 |
| 9 | BROWN, MATTHEW LAWRENCE | 1,299.49 | 439.85 | 1,739.34 |
| 10 | GALLEGO, CARLOS A | 1,299.49 | 439.85 | 1,739.34 |
| 11 | NOLASCO, JORGE RAFAEL | 1,299.49 | 439.85 | 1,739.34 |
| 12 | HERNANDEZ, CESAR | 1,299.49 | 439.85 | 1,739.34 |
| 13 | PHAM, HAN THI | 1,299.49 | 439.85 | 1,739.34 |
| 14 | ALTAE, HALA | 1,299.49 | 439.85 | 1,739.34 |
| 15 | JONES, BRANDON H=& CHELSEA R | 1,299.49 | 439.85 | 1,739.34 |
| 16 | SIMILIEN, ANCELOT | 1,299.49 | 439.85 | 1,739.34 |
| 17 | DERA, KERRU=& CHRISLANDE | 1,299.49 | 439.85 | 1,739.34 |
| 18 | GUTIERREZ, AIDA LUZ | 1,299.49 | 439.85 | 1,739.34 |
| 19 | CRUZ, ANA BONILLA | 1,299.49 | 439.85 | 1,739.34 |
| 20 | WELCH, MICHAEL B | 1,299.49 | 439.85 | 1,739.34 |
| 21 | PRECIADO, STEPHANY K ANGARITA | 1,299.49 | 439.85 | 1,739.34 |
| 22 | PEREZ, FAUSTO GONZALEZ | 1,299.49 | 439.85 | 1,739.34 |
| 23 | NOLASCO, MARIA A | 1,299.49 | 439.85 | 1,739.34 |
| 24 | LILLION, CALVIN J | 1,299.49 | 439.85 | 1,739.34 |
| 25 | PRADO, REYNA | 1,299.49 | 439.85 | 1,739.34 |
| 26 | RODRIGUEZ, RACIEL GOMEZ | 1,299.49 | 439.85 | 1,739.34 |
| 27 | VELICHKOVA, VALERIYA | 1,299.49 | 439.85 | 1,739.34 |
| 28 | RIDGEWAY, JEFFREY | 1,299.49 | 439.85 | 1,739.34 |
| 29 | POPOV, LJUPCO | 1,299.49 | 439.85 | 1,739.34 |
| 30 | CARRIGAN, KATHLEEN MARIE | 1,299.49 | 439.85 | 1,739.34 |
| 31 | VALDEZ, BLAS AGUIRRE | 1,299.49 | 439.85 | 1,739.34 |
| 32 | LINARDICH, JASON | 1,299.49 | 439.85 | 1,739.34 |
| 33 | BALZARINI JR, WILLIAM JOSEPH | 1,299.49 | 439.85 | 1,739.34 |
| 34 | MEHMETI, VALBONA=& HELIDON | 1,299.49 | 439.85 | 1,739.34 |
| 35 | FILHO, F SALVINO DE OLIVEIRA | 1,299.49 | 439.85 | 1,739.34 |
| 36 | DE OLIVEIRA, RENATO | 1,299.49 | 439.85 | 1,739.34 |
| 37 | GONZALEZ, LESSER | 1,299.49 | 439.85 | 1,739.34 |
| 38 | HERNANDEZ, ERICK TODD | 1,299.49 | 439.85 | 1,739.34 |
| 39 | CONTRERAS, FRANKLI | 1,299.49 | 439.85 | 1,739.34 |

| | | | | |
|----|--------------------------------|----------|--------|----------|
| 40 | BELLO, DOUGLAS | 1,299.49 | 439.85 | 1,739.34 |
| 41 | J ABREU FT-41 LLC | 1,299.49 | 439.85 | 1,739.34 |
| 42 | LENDHEY, MATIN S | 1,299.49 | 439.85 | 1,739.34 |
| 43 | FEBLES, RODNEY FLORES | 1,299.49 | 439.85 | 1,739.34 |
| 44 | MCGEE, JOHN | 1,299.49 | 439.85 | 1,739.34 |
| 45 | VINCENTI, FRANCESCO | 1,299.49 | 439.85 | 1,739.34 |
| 46 | HAWES, JOE MICHAEL | 1,299.49 | 439.85 | 1,739.34 |
| 47 | SANON, RODRIGUE=& MELINA | 1,299.49 | 439.85 | 1,739.34 |
| 48 | KHAN, JASON JAVED | 1,299.49 | 439.85 | 1,739.34 |
| 49 | PRAWIRADILAGA, ABDUL=& ERNAENI | 1,299.49 | 439.85 | 1,739.34 |
| 50 | CULMER, TODD KEITH | 1,299.49 | 439.85 | 1,739.34 |
| 51 | ZURITA, TATIANA M | 1,299.49 | 439.85 | 1,739.34 |
| 52 | GONZALEZ, BELKYS | 1,299.49 | 439.85 | 1,739.34 |
| 53 | HUYNH, LOI P | 1,299.49 | 439.85 | 1,739.34 |
| 54 | CARRASCO, EDDY HORTENSIO | 1,299.49 | 439.85 | 1,739.34 |
| 55 | LUP, VIOLETA FELICIA | 1,299.49 | 439.85 | 1,739.34 |
| 56 | REHM, SHAWN W | 1,299.49 | 439.85 | 1,739.34 |
| 57 | SOLIS, RONNIE=& LILIANA SOLIS | 1,299.49 | 439.85 | 1,739.34 |
| 58 | MCAULEY, LORI | 1,299.49 | 439.85 | 1,739.34 |
| 59 | KARLSON, ROBERT F | 1,299.49 | 439.85 | 1,739.34 |
| 60 | CIRILLO, ERICA L | 1,299.49 | 439.85 | 1,739.34 |
| 61 | NGUYEN, SON | 1,299.49 | 439.85 | 1,739.34 |
| 62 | NGUYEN, JIMMY | 1,299.49 | 439.85 | 1,739.34 |
| 63 | HANNAHS, BRANDON | 1,299.49 | 439.85 | 1,739.34 |
| 64 | LANDAVAZO, LILIAM MARIE | 1,299.49 | 439.85 | 1,739.34 |
| 65 | BEACH REALTY INVESTMENT LLC | 1,299.49 | 439.85 | 1,739.34 |
| 66 | LEE, MICHAEL | 1,299.49 | 439.85 | 1,739.34 |
| 67 | ECKLES, LAWRENCE G=& HEDY Z | 1,299.49 | 439.85 | 1,739.34 |
| 68 | PANKAJ J MALIK TRUST | 1,299.49 | 439.85 | 1,739.34 |
| 69 | BEAUVAIS, ARNOLD | 1,299.49 | 439.85 | 1,739.34 |
| 70 | COLLETT, JASON FREDRICK | 1,299.49 | 439.85 | 1,739.34 |
| 71 | PANTOJA, NAILEN RODRIGUEZ | 1,299.49 | 439.85 | 1,739.34 |
| 72 | KOU, XIAONING | 1,299.49 | 439.85 | 1,739.34 |
| 73 | SAMBATARO, ANTONINO | 1,299.49 | 439.85 | 1,739.34 |
| 74 | RODRIGUEZ, WILLIAM | 1,299.49 | 439.85 | 1,739.34 |
| 75 | HWEE, YIN KAN=& KAREN DONG | 1,299.49 | 439.85 | 1,739.34 |
| 76 | GUTIERREZ, CRISTIAN GOMEZ | 1,299.49 | 439.85 | 1,739.34 |
| 77 | CLAY, MONACO DANIELLE | 1,299.49 | 439.85 | 1,739.34 |
| 78 | SANTANA, GREGORY | 1,299.49 | 439.85 | 1,739.34 |
| 79 | LOPEZ, NORMAN W SOSA | 1,299.49 | 439.85 | 1,739.34 |
| 80 | SMITH, BENNETT=& LINDSAY MARIE | 1,299.49 | 439.85 | 1,739.34 |
| 81 | MELLENDEZ-BLANCH, ANGELIQUE | 1,299.49 | 439.85 | 1,739.34 |
| 82 | KHALIL, AHMED ATTIA FARAHAT | 1,299.49 | 439.85 | 1,739.34 |
| 83 | FELL, ALLISTER GERALD GIBBONS | 1,299.49 | 439.85 | 1,739.34 |

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|-----|------------------------------|----------|--------|----------|
| 84 | SUN, DANIEL HSING NAN | 1,299.49 | 439.85 | 1,739.34 |
| 85 | VANNORTWICK, CLEO RAY | 1,299.49 | 439.85 | 1,739.34 |
| 86 | WALTERS, ALLISON MERRY | 1,299.49 | 439.85 | 1,739.34 |
| 87 | TRIEU, KIET ANH | 1,299.49 | 439.85 | 1,739.34 |
| 88 | JEAN NORTON FLEURY REV TRUST | 1,299.49 | 439.85 | 1,739.34 |
| 89 | NGUYEN, THI | 1,299.49 | 439.85 | 1,739.34 |
| 90 | OTERO, WALESKA | 1,299.49 | 439.85 | 1,739.34 |
| 91 | JIANG, YONG FENG | 1,299.49 | 439.85 | 1,739.34 |
| 92 | ESTERSON, JAY ALLEN | 1,299.49 | 439.85 | 1,739.34 |
| 93 | JASPE, JUSAN VICENTE RANGEL | 1,299.49 | 439.85 | 1,739.34 |
| 94 | MARC, KERLINE | 1,299.49 | 439.85 | 1,739.34 |
| 95 | ANTELO, FERNANDO DAVID | 1,299.49 | 439.85 | 1,739.34 |
| 96 | BIFFER, TYLER WINSTON | 1,299.49 | 439.85 | 1,739.34 |
| 97 | SENCICH, MICHAEL EDWARD | 1,299.49 | 439.85 | 1,739.34 |
| 98 | XIANG, YUANJIAN | 1,299.49 | 439.85 | 1,739.34 |
| 99 | ADALINE, TREVOR J | 1,299.49 | 439.85 | 1,739.34 |
| 100 | JAMES, SABRINA J | 1,299.49 | 439.85 | 1,739.34 |
| 101 | VANGELOVSKI, STOJAN=& LJUBA | 1,299.49 | 439.85 | 1,739.34 |
| 102 | ARNIELLA, ADRIAN | 1,299.49 | 439.85 | 1,739.34 |
| 103 | MEDINA, AMBERLIN C | 1,299.49 | 439.85 | 1,739.34 |
| 104 | CHOWDHURY, JASHIM | 1,299.49 | 439.85 | 1,739.34 |
| 105 | LONA LOPEZ, RENE A | 1,299.49 | 439.85 | 1,739.34 |
| 106 | BUSTILLO, HARVIN=& ROSANA | 1,299.49 | 439.85 | 1,739.34 |
| 107 | CCC FRONTERRA LLC | 1,299.49 | 439.85 | 1,739.34 |
| 108 | PEREZ, ZAYLI | 1,299.49 | 439.85 | 1,739.34 |
| 109 | HINESTROSA, SABRINA MARIA | 1,299.49 | 439.85 | 1,739.34 |
| 110 | BAKER JR, MARK E | 1,299.49 | 439.85 | 1,739.34 |
| 111 | EDWARDS, MEGAN E | 1,299.49 | 439.85 | 1,739.34 |
| 112 | TOME, VINCENT MICHAEL | 1,299.49 | 439.85 | 1,739.34 |
| 113 | MILES, HERMAN | 1,299.49 | 439.85 | 1,739.34 |
| 114 | GONZALEZ, NISLEIDY | 1,299.49 | 439.85 | 1,739.34 |
| 115 | STEPHAN, CHAD CLAYTON | 1,299.49 | 439.85 | 1,739.34 |
| 116 | GUERRERO, SCARLETT | 1,299.49 | 439.85 | 1,739.34 |
| 117 | LOVERA, AWILDA A | 1,299.49 | 439.85 | 1,739.34 |
| 118 | CETOUTE, SOLANGE | 1,299.49 | 439.85 | 1,739.34 |
| 119 | REID, DENMARIE=& EMILY | 1,299.49 | 439.85 | 1,739.34 |
| 120 | BERMUDEZ, CRISTIAN A | 1,299.49 | 439.85 | 1,739.34 |
| 121 | MAXWELL, CHRISTINA MARCHETTI | 1,299.49 | 439.85 | 1,739.34 |
| 122 | TAUSSIG, GREGGORY PAUL | 1,299.49 | 439.85 | 1,739.34 |
| 123 | VARIAN, JUDITH ELLEN | 1,299.49 | 439.85 | 1,739.34 |
| 124 | BUTELLI, FILIPPO | 1,299.49 | 439.85 | 1,739.34 |
| 125 | QUINTANA, DAYAN=& REBECCA | 1,299.49 | 439.85 | 1,739.34 |
| 126 | SHAMETI, SUILIAN=& ALBA | 1,299.49 | 439.85 | 1,739.34 |
| 127 | SAMANIEGO SEGOVIA, ANGEL E | 1,299.49 | 439.85 | 1,739.34 |

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|-----|-------------------------------|----------|--------|----------|
| 128 | REICHARD, JOSEPH RICHARD | 1,299.49 | 439.85 | 1,739.34 |
| 129 | LOVERA, STEFFANY A | 1,299.49 | 439.85 | 1,739.34 |
| 130 | FLYNN SR, ROBERT JAMES | 1,299.49 | 439.85 | 1,739.34 |
| 131 | ROBINSON, JOSHUA CADE | 1,299.49 | 439.85 | 1,739.34 |
| 132 | MARTINEZ, ERICK ROBERTO | 1,299.49 | 439.85 | 1,739.34 |
| 133 | ASHKIN, ALEX H=& SARA | 1,299.49 | 439.85 | 1,739.34 |
| 134 | BARTON, ELLIOT SINCLAIR | 1,299.49 | 439.85 | 1,739.34 |
| 135 | MANU, ERIC AMANKWAH | 1,299.49 | 439.85 | 1,739.34 |
| 136 | REYES, JORGE LUIS | 1,299.49 | 439.85 | 1,739.34 |
| 137 | MORA, FREDDYS ANTONIO SILVA | 1,299.49 | 439.85 | 1,739.34 |
| 138 | CCC FRONTERRA LLC | 1,299.49 | 439.85 | 1,739.34 |
| 139 | ROSA, PEDRO ENRIQUE PERALTA | 1,299.49 | 439.85 | 1,739.34 |
| 140 | MURLOWSKI, MICHAEL LEE | 1,299.49 | 439.85 | 1,739.34 |
| 141 | URREA, RAUL EDUARDO | 1,299.49 | 439.85 | 1,739.34 |
| 142 | PINEROS, JORGE ENRIQUE | 1,299.49 | 439.85 | 1,739.34 |
| 143 | ROSARIO, SUSAN KHOULY | 1,299.49 | 439.85 | 1,739.34 |
| 144 | SAGASTUME, MARVIN JEOVANNY | 1,299.49 | 439.85 | 1,739.34 |
| 145 | FUENTES, BRANDON JOSEF | 1,299.49 | 439.85 | 1,739.34 |
| 146 | CABELLO, RAFAEL BENIGNO | 1,299.49 | 439.85 | 1,739.34 |
| 147 | LORUSSO, LAURA CHRISTINE | 1,299.49 | 439.85 | 1,739.34 |
| 148 | PEREZ, RODNEY PETER | 1,299.49 | 439.85 | 1,739.34 |
| 149 | CCC FRONTERRA LLC | 1,299.49 | 439.85 | 1,739.34 |
| 150 | PINTO, ALEXANDER JESUS RENDON | 1,299.49 | 439.85 | 1,739.34 |
| 151 | AMADOR, LEONOR | 1,299.49 | 439.85 | 1,739.34 |
| 152 | NOGUERA, CARLOS=& MARLENE | 1,299.49 | 439.85 | 1,739.34 |
| 153 | ILADA, JORGE JOAQUIN GONZALEZ | 1,299.49 | 439.85 | 1,739.34 |
| 154 | VILACHA, ANA ISABEL | 1,299.49 | 439.85 | 1,739.34 |

EXHIBIT 5

Timestamp
7/23/2021 10:18:20

City
Naples

Final Publication Date
8/5/2021

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FL

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1

Customer Email
Rweyer@ree-i.com

Customer Name
Fronterra CDD

Customer Address
707 Orchid DR # 100
Naples, FL 34102

Account Number (If Known)
932270

Name
Russ Weyer

Street
707 Orchid DR # 100

Naples Daily News

PART OF THE USA TODAY NETWORK

Published Daily
Naples, FL 34110

FRONTERRA CDD
707 ORCHID DR #100
NAPLES, FL 34102
ATTN RUSS WEYER

Affidavit of Publication

STATE OF WISCONSIN
COUNTY OF BROWN

Before the undersigned they serve as the authority, personally appeared who on oath says that they serve as **legal clerk** of the Naples Daily News, a daily newspaper published at Naples, in Collier County, Florida; distributed in Collier and Lee counties of Florida; that the attached copy of the advertising was published in said newspaper on dates listed. Affiant further says that the said Naples Daily News is a newspaper published at Naples, in said Collier County, Florida, and that the said newspaper has heretofore been continuously published in said Collier County, Florida; distributed in Collier and Lee counties of Florida, each day and has been entered as second class mail matter at the post office in Naples, in said Collier County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement and affiant further says that he has neither paid nor promised any person, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

7/29/2021; 8/5/2021



Subscribed and sworn to before on August 5th, 2021



Notary, State of WI, County of Brown

My commission expires: 1-7-28

KATHLEEN ALLEN
Notary Public
State of Wisconsin

PUBLICATION COST: \$2,419.20
AD NO: GCI0696910
CUSTOMER NO: 932270
PO#: PUBLIC NOTICE

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2021/2022 BUDGET; NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

Upcoming Public Hearings and Regular Meeting

The Board of Supervisors ("Board") for the Fronterra Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: August 19, 2021
 TIME: 1:30 p.m.
 LOCATION: Fronterra Clubhouse
 8717 Madrid Circle
 Naples, Florida 34105

The first public hearing is being held pursuant to Chapter 190, *Florida Statutes*, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("Fiscal Year 2021/2022"). The second public hearing is being held pursuant to Chapters 170, 190 and 197, *Florida Statutes*, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2021/2022; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business.

Description of Assessments

The District imposes O&M Assessments on benefitted property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget and providing the funds necessary to pay debt service on outstanding bonds as reflected in the District's debt service budget. Pursuant to Section 170.07, *Florida Statutes*, a description of the services to be funded by the O&M Assessments, and the properties to be improved and benefitted from the O&M Assessments, are all set forth in the Proposed Budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The table below shows the schedule of the proposed O&M Assessments, which are subject to change at the hearing:

| Land Use | Total # of Units | ERU Factor | Proposed Annual O&M Assessment (including collection costs / early payment discounts) |
|---------------------------|------------------|------------|---|
| Single Family Residential | 154 | 1 | \$439.85 |

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which Collier County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), *Florida Statutes*, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2021/2022.

For Fiscal Year 2021/2022, the District intends to have the County tax collector collect the assessments imposed on certain developed property. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

Additional Provisions

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meeting may be obtained at the offices of the District Manager, located at Real Estate Econometrics, Inc., 707 Orchid Drive, Suite 100, Naples, Florida 34102, Ph: (239) 269-1341 ("District Manager's Office"), during normal business hours starting one week prior to the hearings. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone. Participants are encouraged to submit questions and comments to the District Manager in advance at (239) 269-1341 or rweyer@ree-i.com to facilitate the Board's consideration of such questions and comments during the meeting.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. 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), for aid in contacting the District Manager's Office.

Please note that all affected property owners have the right to appear at the public hearings and meeting, and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of 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 such appeal is to be based.

District Manager



EXHIBIT 6

Fronterra Community Development District Cash Flow

October 1, 2020 - July 31, 2021

| | <u>Total</u> |
|---|---------------------|
| Income | |
| 1361001 Interest Revenue | 155.60 |
| 1363118 Excess Commission Refund | 1,182.08 |
| 1363216 On Roll O&M Assessments | 69,382.83 |
| 1363218 O&M Assessment Discount | -2,674.60 |
| 1363220 O&M On Roll Commission | -1,323.64 |
| Total Income | \$ 66,722.27 |
| | |
| Expenses | |
| 1100000 Administrative | |
| 1511001 P/R - Board of Supervisors | 0.00 |
| 1512100 Management Consulting Services | 12,500.00 |
| 1513014 Website Hosting & Management | 749.76 |
| 1513020 Office Expense | 2.20 |
| 1513030 Bank Fees | 286.42 |
| 1513048 District Filing Fee | 175.00 |
| 1513055 Legal Advertising | 1,061.90 |
| 1513060 Assessment Administration Servi | 11,009.92 |
| 1513070 Auditing Services | 4,500.00 |
| 1513075 Accounting Services | 2,500.00 |
| 1513080 Engineering Services | 1,613.75 |
| 1513100 Insurance- General Liability | 5,650.00 |
| 1514010 Legal Services | 6,037.00 |
| 1513315 Trustee Fees | 3,708.75 |
| Total Expenses | \$ 49,794.70 |
| | |
| Net Cash Flow | \$ 16,927.57 |

Fronterra Community Development District
Actual to Budget
October 1, 2020 - July 31, 2021

| | Through 7/31/2021 | FY 2020-2021 Budget | Balance Remaining |
|---|----------------------|------------------------|----------------------|
| Income | | | |
| 1361001 Interest Revenue | \$ 155.60 | \$ - | \$ (155.60) |
| 1363118 Excess Commission Refund | 1,182.08 | \$ - | -1,182.1 |
| 1363216 On Roll O&M Assessments | 69,382.83 | \$ 64,135.00 | -5,247.8 |
| 1363218 O&M Assessment Discount | -2,674.60 | \$ - | 2,674.6 |
| 1363220 O&M On Roll Commission | -1,323.64 | \$ - | 1,323.6 |
| Total Income | \$ 66,722.27 | \$ 64,135.00 | -\$ 2,587.27 |
| Expenses | | | |
| 1100000 Administrative | | | |
| 1511001 P/R - Board of Supervisors | \$ - | \$ - | \$ - |
| 1512100 Management Consulting Services | 12,500.00 | 15,000.00 | 2,500.00 |
| 1513014 Website Hosting & Management | 749.76 | 1,200.00 | 450.24 |
| 1513020 Office Expense | 2.20 | 250.00 | 247.80 |
| 1513030 Bank Fees | 286.42 | - | (286.42) |
| 1513048 District Filing Fee | 175.00 | 175.00 | - |
| 1513055 Legal Advertising | 1,061.90 | 2,400.00 | 1,338.10 |
| 1513060 Assessment Administration Service | 11,009.92 | 11,750.00 | 740.08 |
| 1513065 Assessment Roll Preparation | - | 1,250.00 | 1,250.00 |
| 1513070 Auditing Services | 4,500.00 | 5,000.00 | 500.00 |
| 1513075 Accounting Services | 2,500.00 | 3,360.00 | 860.00 |
| 1513080 Engineering Services | 1,613.75 | 5,000.00 | 3,386.25 |
| 1513100 Insurance- General Liability | 5,650.00 | 5,650.00 | - |
| 1514010 Legal Services | 6,037.00 | 10,000.00 | 3,963.00 |
| 1513315 Trustee Fees | 3,708.75 | - | (3,708.75) |
| 1549020 Storage | - | 900.00 | 900.00 |
| Total 1100000 Administrative | \$ 49,794.70 | \$ 61,935.00 | \$ 12,140.30 |
| 1160000 Field Operations | | | |
| 1531010 Electricity - General | \$ - | 1,200.00 | \$ 1,200.00 |
| 1572044 Pressure Cleaning | - | 1,000.00 | 1,000.00 |
| Total Expenses | \$ 49,794.70 | \$ 64,135.00 | \$ 14,340.30 |
| Net Cash Flow | \$ 16,927.57 | \$ 0.00 | \$ 16,927.57 |

Fronterra Community Development District
Balance Sheet
As of July 31, 2021

| | Total |
|--|----------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1101000 1Cash | 49,399.70 |
| 1101001 2Commercial O&M Pre-Payment | 13,507.62 |
| 2151000 Revenue Trust Acct 3000 -Series 2017 | 77,630.03 |
| 2151004 Reserve Trust Fund 3004-Series 2017 | 46,278.19 |
| 2151007 Assmnt Prepayment 3007-Series 2017 | 25.46 |
| Total Bank Accounts | \$ 186,841.00 |
| Accounts Receivable | |
| 1131000 Accounts Receivable | 514.00 |
| 2121000 Assessments Receivable 201 | 1,472.00 |
| Total Accounts Receivable | \$ 1,986.00 |
| Other Current Assets | |
| 1155000 Prepaid Items | 7,195.00 |
| Total Other Current Assets | \$ 7,195.00 |
| Total Current Assets | \$ 196,022.00 |
| TOTAL ASSETS | \$ 196,022.00 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| 1223000 Unearned Revenue | 14,406.26 |
| Total Current Liabilities | \$ 14,406.26 |
| Total Liabilities | \$ 14,406.26 |
| Equity | |
| 1271000 Fund Balance- Unreserved | 12,656.20 |
| 2271000 DS Fund Balance Unreserved | 50,292.00 |
| 30001 Retained Earnings | 90,387.25 |
| 8271000 Fund Balance Unreserved | 98,537.00 |
| Net Income | -70,256.71 |
| Total Equity | \$ 181,615.74 |
| TOTAL LIABILITIES AND EQUITY | \$ 196,022.00 |

EXHIBIT 7

RESOLUTION 2021-4

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
DESIGNATING THE OFFICERS OF THE DISTRICT FOR
FISCAL YEAR 2021-2022 AND PROVIDING FOR
EFFECTIVE DATE.**

WHEREAS, the Board of Supervisors of Fronterra Community Development District desires to elect the below recited persons to the office specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

1. The following persons are appointed to the offices shown, to wit:

| | |
|----------------|---------------------|
| David Genson | Chairman |
| Brian Goguen | Vice Chairman |
| Russ Weyer | Secretary |
| Russ Weyer | Treasurer |
| John English | Assistant Secretary |
| Carlos Noguera | Assistant Secretary |

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 19th day of August, 2021.

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT 8

RESOLUTION 2021-5

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
ADOPTING THE ANNUAL MEETING SCHEDULE FOR
FISCAL YEAR 2021-2022; AND PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, Fronterra Community Development District (the “District”) is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, being situated entirely within Collier County, Florida; and

WHEREAS, the District is required by Section 189.015, Florida Statutes to file quarterly, semiannually or annually a schedule (including date, time and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semiannually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the County in which the District is located.

WHEREAS, the Board desires to adopt a Fiscal Year 2020-2021 annual meeting schedule attached as **Exhibit A**.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

1. The Fiscal Year 2021-2022 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 19th day of August, 2021.

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT “A”

**BOARD OF SUPERVISORS MEETING DATES
FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021-2022**

The Board of Supervisors of the Fronterra Community Development District will hold their regular meetings for Fiscal Year 2020-2021 at the offices of the Barron Collier Companies, 2600 Golden Gate Parkway, Naples, FL 34105 at 1:30 p.m. unless otherwise indicated as follows:

**October 21, 2021
November 18, 2021
December 16, 2021
January 20, 2022
February 17, 2022
March 17, 2022
April 21, 2022
May 19, 2022
June 16, 2022
July 21, 2022
August 18, 2022
September 15, 2022**

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at a meeting because of a disability or physical impairment should contact the District Office at (239) 269-1341 at least two calendar days prior to the meeting.

Each person who decides to appeal any action taken at these meetings 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 such appeal is to be based.

District Manager