

***SUMMER WOODS
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Board Package

***Board of Supervisors
General Meeting***

***Tuesday
July 16, 2013***

1:00 p.m.

At the Offices of:

***Neal Communities
8141 Lakewood Main Street, Suite 210
Bradenton, Florida***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Summer Woods Community Development District

Development Planning and Financing Group
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 813-374-9105

July 9, 2013

Board of Supervisors
Summer Woods Community
Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Summer Woods CDD is scheduled for **Tuesday, July 16, 2013 at 1:00 p.m.** in the offices of Neal Communities, 8141 Lakewood Main Street, Suite 210, Bradenton, Florida. *The advanced copy of the agenda for each meeting is attached.*

Enclosed for your review in the Advanced Board Package is:

- Minutes of May 14, 2013 Meeting;
- Meeting Dates for FY 2013-2014;
- Proposed FY 2013-2014 Budget;
- Resolution 2013-2, Annual Appropriations and Adoption of Budget; and
- Budget Funding Agreement.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. Any additional support material will be forwarded to you under separate cover or distributed at the meeting. If you have any questions, please contact me.

Sincerely,

Jean M. Rugg

Jean M. Rugg
District Manager

Enclosures

District: SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT
Date of Meeting: **Tuesday, July 16, 2013**
Time: **1:00 p.m.**
Location: Neal Communities
8141 Lakewood Main Street, Suite 210
Bradenton, Florida

NOTE TIME CHANGE

Business Meeting

Agenda

- I. Roll Call
- II. Administration Matters:
 - A. Approval of Minutes of May 14, 2012 Meeting
 - B. Meeting Dates FY 2013-2014
- III. Public Hearing on Budget FY 2013-2014
 - A. Open Public Hearing
 - B. Presentation
 - C. Public Comment and Discussion
 - D. Resolution 2013-2, Annual Appropriations and Adoption of Budget
 - E. Budget Funding Agreement FY 2013-2014
 - F. Close Public Hearing
- IV. General Matters:
 - A. Discussion Bond Financing Matters
 - B. Additional Matters
- V. Staff Reports
 - A. Manager
 - B. Attorney
 - C. Engineer
- VI. Audience Comments
- VII. Supervisors Requests
- VIII. Adjournment

SECTION II

Item A

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**MINUTES OF MEETING
SUMMER WOODS
COMMUNITY DEVELOPMENT DISTRICT**

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The regular meeting of the Board of Supervisors of the Summer Woods Community Development District was held on Tuesday, May 14, 2013 at 2:00 p.m. at the offices of Neal Communities, 8141 Lakewood Main Street, Suite 210, Bradenton, Florida.

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FIRST ORDER OF BUSINESS –Roll Call

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Mr. Daugirda called the meeting to order.

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The Board members introduced themselves for the record.

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Present were:

Priscilla Heim	Chairperson
Dale Weidemiller	Vice Chairperson
Karen Byrnes	Supervisor
Jolin Solie	Supervisor
Eddie Gaudette	Supervisor

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Also present were:

John Daugirda	Manager
Bruce St.Denis	DPFG
Jim Schier	Neal Communities
Cindy Wright	CMS
Pam White	CMS

Mr. Daugirda established a quorum of the Board was present.

SECOND ORDER OF BUSINESS – Administration Matters

A. Approval of Minutes of July 10, 2012 Meeting

Mr. Daugirda stated each Board member received a copy of the minutes of them

July 10, 2012 meeting, and requested any additions, corrections or deletions.

There not being any,

On MOTION by Ms. Solie, SECONDED by Ms. Byrnes, WITH ALL IN FAVOR, the Board approved the Minutes of the July 10, 2012 Meeting.

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B. Financial Statements as of March 31, 2013

Mr. Daugirda presented the financial statements and requested a motion to approve.

On MOTION by Ms. Heim, SECONDED by Ms. Byrnes, WITH ALL IN FAVOR, the Board approved the March 31, 2013 Financial Statements.

C. Report on Number of Registered Voters – 0

Mr. Daugirda stated that every year we check with the Supervisor of Elections for a registered voter count in the community and they reported there are zero in the District.

THIRD ORDER OF BUSINESS – General Matters

A. Fiscal Year 2013-2014 Budget

A.1. Presentation

Mr. Daugirda presented the budget and stated there are two typos. One is management is \$3,000 per year and the budget has \$1,000 per year so it needs to be amended. District Counsel went from \$3,000 to \$11,000 and we believe that was for bond validation so we recommend lowering that to \$9,000.

A.2. Resolution 2013-1 Approving Proposed Budget and Setting the Public Hearing

Mr. Daugirda presented Resolution 2013-1 approving the amended proposed budget and setting the public hearing for July 16, 2013 at 1:00 p.m. at Neal Communities.

On MOTION by Ms. Solie, SECONDED by Ms. Heim, WITH ALL IN FAVOR, the Board approved Resolution 2013-1 Approving the Amended Proposed Budget for Fiscal Year 2013-2014 and Setting the Public for July 16, 2013 at 1:00 p.m. at the offices of Neal Communities, 8141 Lakewood Main Street, Suite 210, Bradenton, Florida.

B. Discussion Bond Financing Matters

There not being any, the next item followed.

C. Additional Matters

There not being any, the next item followed.

1 **FOURTH ORDER OF BUSINESS – Staff Reports**

2 **A. Manager**

3 There being no report, the next item followed.

5 **B. Attorney**

6 There being no report, the next item followed.

8 **C. Engineer**

9 There being no report, the next item followed.

11 **FIFTH ORDER OF BUSINESS - Audience Comments**

12 There not being any, the next item followed.

14 **SIXTH ORDER OF BUSINESS - Supervisors Request**

15 There not being any, the next item followed.

17 **SEVENTH ORDER OF BUSINESS – Audience Comments**

18 There not being any, the next item followed.

20 **SIXTH ORDER OF BUSINESS – Supervisors Comments**

21 There not being any, the next item followed.

23 **SEVENTH ORDER OF BUSINESS – Adjournment**

24 There being no further business,

26 On MOTION by Ms. Solie, SECONDED by Ms. Heim, WITH ALL IN FAVOR, the
27 Board adjourned the meeting at 2:05 p.m.

29 **These minutes were prepared in summary format.*

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

1 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
2 publicly noticed meeting held on _____.

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Signature

Signature

Printed Name

Printed Name

Title:
 Secretary
 Assistant Secretary

Title:
 Chairman
 Vice Chairman

SECTION II

Item B

NOTICE OF MEETINGS
FOREST CREEK COMMUNITY DEVELOPMENT DISTRICT
HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT
SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT
WATER'S EDGE COMMUNITY DEVELOPMENT DISTRICT

The Boards of Supervisors of Forest Creek Community Development District, Harbourage at Braden River Community Development District, Summer Woods Community Development District and Water's Edge Community Development District will hold their meetings for Fiscal Year 2014 at the offices of Neal Communities, Inc., 8131 Lakewood Main Street, Suite 207, Bradenton, Florida, 34202 starting at 1:00 p.m. on the second Tuesday of each month as follows:

October 8, 2013
November 12, 2013
December 10, 2013
January 14, 2014
February 11, 2014
March 11, 2014
April 8, 2014
May 13, 2014
June 10, 2014
July 8, 2014
August 12, 2014
September 9, 2014

The meeting is open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meeting may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for the meetings listed above, may be obtained from Development Planning and Financing Group, 15310 Amberly Drive, Suite 175, Tampa, Florida 33647 at (813) 374-9105, one week prior to the meeting.

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

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District's Management Company, Development Planning & Financing Group at 813-374-9105. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office at least two (2) business days prior to the date of the hearing and 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 verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

John Daugirda, District Manager

NOTICE OF FINANCIAL MANAGEMENT MEETINGS

FOREST CREEK COMMUNITY DEVELOPMENT DISTRICT HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT WATER'S EDGE COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the above listed Community Development Districts for the purpose of reviewing and approving disbursements, will hold their **financial management meetings at 10:00 a.m. every Tuesday** beginning October 1, 2013 for the Fiscal Year Ending September 30, 2014 at the offices of Neal Communities, 8131 Lakewood Main Street, Suite 207, Bradenton, Florida 34202. The purpose of these meetings is to consider invoices, requisitions, financial matters, and cash flow management relating to the development of the CDDs' infrastructure.

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

A copy of the agendas may be obtained from the offices of Neal Communities (941) 328-1033.

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

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the office at (941) 328-1033 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office at least two (2) business days prior to the date of the hearing and 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.

John Daugirda, District Manager

SECTION III

Item B

***Summer Woods
Community Development District***

*Operating Budget
Fiscal Year 2014
PROPOSED*

**Summer Woods CDD
Operating Budget
For the year ended September 30, 2014**

	ADOPTED BUDGET FY 2013	PROJECTED ACTUALS THRU 9/30/13	PROPOSED BUDGET FY 2014
REVENUE			
Interest Income	-	1	-
Developer Funding	\$ 12,175	\$ 10,000	\$ 15,000
TOTAL REVENUE	12,175	10,001	15,000
EXPENDITURES			
ADMINISTRATIVE			
ProfServ-Engineering	1,000	501	1,000
ProfServ-Legal Services	3,000	10,264	11,000
ProfServ-Mgmt Consulting Serv	3,000	1,000	1,000
Legal Advertising	3,000	36	1,500
Bank Charges	2,000	203	325
Annual Filing Fee	175	175	175
TOTAL ADMINISTRATIVE	\$ 12,175	\$ 12,178	\$ 15,000
TOTAL EXPENDITURES	\$ 12,175	\$ 12,178	\$ 15,000
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	-	(2,177)	-
NET CHANGE IN FUND BALANCES	-	(2,177)	-
ESTIMATED FUND BALANCE, OCTOBER 1	-	3,529	1,352
FUND BALANCE, ENDING	\$ -	\$ 1,352	\$ 1,352

SECTION III

Item D

RESOLUTION 2013-2

THE ANNUAL APPROPRIATION RESOLUTION OF THE SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT (THE "DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013, AND ENDING SEPTEMBER 30, 2014

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2013, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year 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 annual budget (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, In accordance with Section 189.418, Florida Statutes, the District's Secretary was further directed to post this proposed budget on the District's website at least two days before the budget hearing date. If the District does not have its own website, the District's Secretary was directed to transmit this approved budget to the above listed governmental agency(s) for posting on the local governing authority's website; and

WHEREAS, the Board set July 16, 2013, as the date for 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, 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 SUMMER WOODS COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Budget

- a. That the Board of Supervisors 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, 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, 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 for Fiscal Year 2013 and/or revised projections for Fiscal Year 2014.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as "The Budget for the Summer Woods Community Development District for the Fiscal Year Ending September 30, 2014," as adopted by the Board of Supervisors on July 16, 2013.
- d. That the District's Secretary, in accordance with Section 189.418, Florida Statutes, is further directed to post this adopted budget on the District's website within thirty (30) day after its adoption. If the District does not have its own website, the District's Secretary is directed to transmit this adopted budget to the manager or administrator of the local general-purpose government or the local governmental agency(s) for posting on the local governing authority's website.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the Summer Woods Community Development District, for the fiscal year beginning October 1, 2013, and ending September 30, 2014, 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	\$ _____
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 unappropriated 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 unappropriated 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 (\$10,000) Dollars 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.

Introduced, considered favorably, and adopted this 16th day of July, 2013.

ATTEST:

**BOARD OF SUPERVISORS OF THE
SUMMER WOODS COMMUNITY
DEVELOPMENT DISTRICT**

Signature

Signature

Printed Name

Printed Name

Title:
 Secretary
 Assistant Secretary

Title:
 Chairman
 Vice Chairman

Exhibit A: FY 2013-2014 Budget

SECTION III

Item E

BUDGET FUNDING AGREEMENT FOR FISCAL YEAR 2013-2014

THIS AGREEMENT, made and entered into this 16th day of July, 2013 by and between:

Summer Woods Community Development District, created pursuant to Chapter 190, Florida Statutes, and Established by Manatee County Ordinance No. 11-13 hereinafter referred to as District;

and

Summer Woods Preservation, LLC., hereinafter referred to as Developer;

WITNESSETH:

WHEREAS, the Developer owns the majority of all lands within the District; and

WHEREAS, the District pursuant to the responsibilities and authorities vested in it by Chapter 190 F.S., desires to proceed with the discharge of its duties to include administrative, legal, and the preparation of certain plans and specifications for the Water Management, roadways and water distribution and wastewater collection facilities, hereinafter referred to as capital improvements; and

WHEREAS, the Developer recognizes that in so discharging said duties and responsibilities, certain benefits will accrue to the land; and

WHEREAS, the Developer is agreeable to funding the operations of the District as called for in the Budget, approved by the Board of Supervisors, which is attached and made a part hereof as Exhibit "A" said budget commencing October 1, 2013 and terminating September 30, 2014;

NOW, THEREFORE, BASED UPON GOOD AND VALUABLE CONSIDERATION AND MUTUAL COVENANTS OF THE PARTIES HEREINAFTER RECITED, IT IS AGREED AS FOLLOWS;

1. Developer agrees to make available to the District 90 days of working capital moneys necessary for the operation of the District as called for in the Budget, shown as Exhibit "A". Replenishment funds must be received within fifteen (15) days written request by the

District. The funds shall be placed in the District's General checking account in Orange County, Florida.

2. The parties hereto recognize that a portion of the aforementioned operating expenses are required in support of the District's effort to implement its capital improvements program which are to be financed in the form of note(s), bond(s) or future developer advances and as such may be considered to be reimbursable expenses. The District agrees that upon the issuance of its note(s) or bonds(s) that there will be included an amount sufficient to reimburse the Developer for a portion of the advances made pursuant to this agreement and such reimbursement will be made within thirty (30) days of receiving the proceeds of the note(s) or bond(s). The advances made pursuant to this agreement and reimbursement of same will not include any interest charge since it is anticipated that the District will proceed in a timely fashion to obtain its note(s) or bond(s).

Summer Woods Community Development
District

Secretary

Chairman

Attest:

Summer Woods Preservation, LLC.

Officer of the Corporation

Exhibit A: Budget Fiscal Year 2013-2014



DEVELOPMENT PLANNING & FINANCING GROUP, INC.

Real Estate Consulting Services:

Land Secured Public Financing
School District
Reimbursement and Credit
Fiscal Impact
Service Districts
Municipal District Services
Development Impact Fee
Redevelopment District
Affordable Housing Financing
Other Public Financing
Compliance
Entitlement Analysis
Cash Flow Feasibility Analysis

Disclosure Services
Engineering Services
Project Management Services
Capital Markets Group
Property Tax Appeals
CDD Management Services
Look Back Diagnostic Review
Lender Services
Asset Management Services
Portfolio Management Services
Economic Impact
Market Analysis

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