



**SUMMERVILLE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
APRIL 23, 2019  
10:45 A.M.**

Special District Services, Inc.  
6625 Miami Lakes Drive, Suite 374  
Miami Lakes, FL 33014

[www.summervillecdd.org](http://www.summervillecdd.org)  
305.777.0761 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
Crexent Business Center - Third Floor Conference Room  
6625 Miami Lakes Drive  
Miami Lakes, Florida 33014  
**REGULAR BOARD MEETING**  
April 23, 2019  
10:45 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. January 30, 2019 Special Board Meeting.....Page 2
  - 2. March 26, 2019 Regular Board Meeting – (Meeting Cancelled; Therefore No Minutes)
- G. Old Business
  - 1. Staff Report; As Required
- H. New Business
  - 1. Discussion Regarding Community Parking and Alternatives.....Page 4
  - 2. Discussion Regarding Reimbursement of Service Costs to the Summerville HOA
  - 3. Consider Resolution No. 2019-01 Adopting a Fiscal Year 2019-2020 Proposed Budget.....Page 5
- I. Administrative & Operational Matters
  - 1. Staff Report: As Required
- J. Board Member and Staff Closing Comments
- K. Adjourn

## MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and  
Legal Holidays  
Miami, Miami-Dade County, Florida

### STATE OF FLORIDA COUNTY OF MIAMI-DADE:

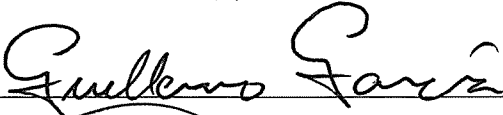
Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

### SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT - FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

in the XXXX Court,  
was published in said newspaper in the issues of

10/12/2018

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade 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 or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Sworn to and subscribed before me this  
12 day of OCTOBER, A.D. 2018

(SEAL)

GUILLERMO GARCIA personally known to me



MARIA I. MESA  
Notary Public - State of Florida  
Commission # FF 935208  
My Commission Expires Mar 4, 2020  
Bonded through National Notary Assn.

### SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Summerville Community Development District (the "District") will hold Regular Meetings in the Third Floor Conference Room of the Cravant Business Center located at 6625 Miami Lakes Drive, Miami Lakes, Florida 33014 at 10:45 a.m. on the following dates:

October 23, 2018  
November 6, 2018  
November 27, 2018  
February 26, 2019  
March 26, 2019  
April 23, 2019  
May 28, 2019  
June 25, 2019  
July 23, 2019  
September 24, 2019

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be canceled from time to time with no advertised notice.

SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT

www.summervilleccdd.org  
10/12

18-97/0000352994M

**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JANUARY 30, 2019**

**A. CALL TO ORDER**

The January 30, 2019, Special Board Meeting of the Summerville Community Development District was called to order at 1:20 p.m. in the Crexent Business Center 3<sup>rd</sup> Floor Conference Room located at 6625 Miami Lakes Drive, Miami Lakes, Florida 33014.

**B. PROOF OF PUBLICATION**

Mr. Kalin presented proof of publication that notice of the Special Board Meeting had been published in the *Miami Daily Business Review* on January 22, 2019, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Kalin determined that the attendance of Chairman Karl Albertson, Vice Chairman Eradio Abreu and Supervisors Logan Bell and Ravi Latchman constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance: District Manager Neil Kalin of Special District Services, Inc.; and General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. November 6, 2018, Regular Board Meeting**

Mr. Kalin presented the minutes of the November 6, 2018, Regular Board Meeting and asked if there were any changes. There being no changes, a **MOTION** was made by Mr. Bell, seconded by Mr. Latchman and passed unanimously approving the minutes of the November 6, 2018, Regular Board Meeting, *as presented*.

**G. OLD BUSINESS**

**1. Status of Lift Station Tract (Phase II)**

See New Business Item 1 below.

**H. NEW BUSINESS**

**1. Consider Addendum Number One to Agreement for Water and Sanitary Sewer Facilities**

Mr. Kalin and Mr. Albertson advised that since the District was named on the Summerville Villas recorded plat, Miami-Dade County, Florida (the “County”), the County required the District to join in the Assumption and Acceptance of Agreement Rights Agreement and the Addendum Number One to the Agreement for Water and Sewer Facilities (the “Addendum”) related to certain lots located in the Summerville Villas Plat. The purpose of the joinder is such that the water and sewer improvements have been substantially completed and constructed; however, the improvements have not been conveyed as of yet to the County. The Developer (including the District) has an obligation to meet all County requirements to ensure that the water and sewer assets can be placed into service to fulfil the needs of the end users within the Summerville Villas Plat. In addition, the Addendum provides guidelines related to reimbursement of construction connection charges, if required. A discussion ensued after which;

Ms. Wald recommended approval, in succession, the agreement and addendum, as presented.

1) A **motion** was made by Mr. Bell, seconded by Mr. Latchman and unanimously passed to approve and accept, as *presented*, the Assumption and Acceptance of Agreement Rights agreement between Arc Summerville Lots, LLC, D.R. Horton, Inc. and the Summerville Community Development District and Miami-Dade County; and authorizes District officials to execute the referenced document, as required.

2) A **motion** was made by Mr. Latchman, seconded by Mr. Bell and unanimously passed to approve and accept, as *presented*, the Addendum Number One to the Agreement for Water and Sewer Facilities agreement between Arc Summerville Lots, LLC, D.R. Horton, Inc. and the Summerville Community Development District and Miami-Dade County; and authorizes District officials to execute the referenced document, as required.

## **I. ADMINISTRATIVE & OPERATIONAL MATTERS**

### **1. Staff Report, as Required**

Mr. Kalin advised that he planned to present the Fiscal Year 2019/2020 Proposed Budget at the meeting scheduled for February.

## **J. BOARD MEMBER & STAFF CLOSING COMMENTS**

It was noted that the next meeting was scheduled for February 26, 2019.

## **K. ADJOURNMENT**

There being no further business to come before the Board, a **MOTION** was made by Mr. Albertson, seconded by Mr. Latchman and unanimously passed to adjourn the Regular Board Meeting at 1:39 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson



**RESOLUTION NO. 2019-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2019/2020; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (“Board”) of the Summerville Community Development District (“District”) is required by Section 190.008(2)(a), *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

**WHEREAS**, the Proposed Budget including the Assessments for Fiscal Year 2019/2020 has been prepared and considered by the Board.

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

**Section 1.** The Proposed Budget including the Assessments for Fiscal Year 2019/2020 attached hereto as Exhibit “A” is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for June 25, 2019 at 10:45 a.m. in the 3<sup>rd</sup> Floor Conference Room located at 6625 Miami Lakes Drive, Miami Lakes, Florida 33014, for the purpose of receiving public comments on the Proposed Fiscal Year 2019/2020 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 23<sup>rd</sup> day of April, 2019.

**ATTEST:**

**SUMMERVILLE  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

# Summerville Community Development District

**Proposed Budget For  
Fiscal Year 2019/2020  
October 1, 2019 - September 30, 2020**



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**PROPOSED BUDGET**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2019/2020**  
**OCTOBER 1, 2019 - SEPTEMBER 30, 2020**

	FISCAL YEAR 2019/2020 BUDGET
<b>REVENUES</b>	
ADMINISTRATIVE ASSESSMENTS	53,727
MAINTENANCE ASSESSMENTS	12,446
DEBT ASSESSMENTS	235,878
OTHER REVENUES	0
INTEREST INCOME	300
<b>TOTAL REVENUES</b>	<b>\$ 302,351</b>
<b>EXPENDITURES</b>	
<b>MAINTENANCE EXPENDITURES</b>	
OPEN SPACE TRACT MAINTENANCE	4,980
FIELD OPERATIONS MANAGEMENT	720
ENGINEERING/ANNUAL REPORT/INSPECTIONS	1,200
MAINTENANCE/CONTINGENCY	4,800
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 11,700</b>
<b>ADMINISTRATIVE EXPENDITURES</b>	
SUPERVISOR FEES	0
PAYROLL TAXES (EMPLOYER)	0
MANAGEMENT	26,388
SECRETARIAL	4,200
LEGAL	9,000
ASSESSMENT ROLL	7,500
AUDIT FEES	3,500
INSURANCE	6,500
LEGAL ADVERTISING	720
MISCELLANEOUS	900
POSTAGE	150
OFFICE SUPPLIES	400
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	3,000
CONTINUING DISCLOSURE FEE	500
WEBSITE MANAGEMENT	2,000
ADMINISTRATIVE CONTINGENCY	1,200
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 66,133</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 77,833</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 224,518</b>
BOND PAYMENTS	(221,725)
<b>BALANCE</b>	<b>\$ 2,793</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(6,041)
DISCOUNTS FOR EARLY PAYMENTS	(12,082)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (15,330)</b>
CARRYOVER FROM PRIOR YEAR	15,330
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2019/2020**  
**OCTOBER 1, 2019 - SEPTEMBER 30, 2020**

	FISCAL YEAR 2017/2018 ACTUAL	FISCAL YEAR 2018/2019 BUDGET	FISCAL YEAR 2019/2020 BUDGET	COMMENTS
<b>REVENUES</b>				
ADMINISTRATIVE ASSESSMENTS	57,648	56,124	53,727	Expenditures Less Interest & Carryover/.94
MAINTENANCE ASSESSMENTS	8,298	9,702	12,446	Expenditures/.94
DEBT ASSESSMENTS	236,356	236,263	235,878	Bond Payments/.94
OTHER REVENUES	0	0	0	
INTEREST INCOME	514	180	300	Projected At \$25 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 302,816</b>	<b>\$ 302,269</b>	<b>\$ 302,351</b>	
<b>EXPENDITURES</b>				
<b>MAINTENANCE EXPENDITURES</b>				
OPEN SPACE TRACT MAINTENANCE	0	4,800	4,980	\$180 Increase From 2018/2019 Budget
FIELD OPERATIONS MANAGEMENT	0	720	720	No Change From 2018/2019 Budget
ENGINEERING/ANNUAL REPORT/INSPECTIONS	850	1,200	1,200	No Change From 2018/2019 Budget
MAINTENANCE/CONTINGENCY	617	2,400	4,800	\$2,400 Increase From 2018/2019 Budget
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 1,467</b>	<b>\$ 9,120</b>	<b>\$ 11,700</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>				
SUPERVISOR FEES	0	0	0	Supervisor Fees
PAYROLL TAXES (EMPLOYER)	0	0	0	Supervisor Fees * 7.65%
MANAGEMENT	25,368	25,896	26,388	CPI Adjustment
SECRETARIAL	4,500	4,200	4,200	Field Operations Split From Line Item
LEGAL	6,966	9,000	9,000	No Change From 2018/2019 Budget
ASSESSMENT ROLL	7,500	7,500	7,500	As Per Contract
AUDIT FEES	3,700	3,800	3,500	Accepted Amount Of 2018/2019 Audit
INSURANCE	5,750	6,500	6,500	Insurance Estimate
LEGAL ADVERTISING	375	720	720	No Change From 2018/2019 Budget
MISCELLANEOUS	338	900	900	No Change From 2018/2019 Budget
POSTAGE	90	150	150	No Change From 2018/2019 Budget
OFFICE SUPPLIES	313	400	400	No Change From 2018/2019 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2018/2019 Budget
TRUSTEE FEES	3,000	3,000	3,000	No Change From 2018/2019 Budget
CONTINUING DISCLOSURE FEE	500	500	500	No Change From 2018/2019 Budget
WEBSITE MANAGEMENT	1,500	1,500	2,000	\$500 Increase From 2018/2019 Budget
ADMINISTRATIVE CONTINGENCY	0	1,200	1,200	Administrative Contingency
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 60,075</b>	<b>\$ 65,441</b>	<b>\$ 66,133</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 61,542</b>	<b>\$ 74,561</b>	<b>\$ 77,833</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 241,274</b>	<b>\$ 227,708</b>	<b>\$ 224,518</b>	
BOND PAYMENTS	(224,824)	(222,088)	(221,725)	2020 P&I Payments Less Interest
<b>BALANCE</b>	<b>\$ 16,450</b>	<b>\$ 5,620</b>	<b>\$ 2,793</b>	
COUNTY APPRAISER & TAX COLLECTOR FEE	(2,903)	(6,042)	(6,041)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(11,838)	(12,083)	(12,082)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 1,709</b>	<b>\$ (12,505)</b>	<b>\$ (15,330)</b>	
CARRYOVER FROM PRIOR YEAR	0	12,505	15,330	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 1,709</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED PROPOSED DEBT SERVICE FUND BUDGET**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2019/2020**  
**OCTOBER 1, 2019 - SEPTEMBER 30, 2020**

	FISCAL YEAR 2017/2018 ACTUAL	FISCAL YEAR 2018/2019 BUDGET	FISCAL YEAR 2019/2020 BUDGET	COMMENTS
<b>REVENUES</b>				
Interest Income	3,964	100	200	Projected Interest For 2019/2020
NAV Tax Collection	224,824	222,088	221,725	2020 P & I Payments Less Earned Interest
<b>Total Revenues</b>	<b>\$ 228,788</b>	<b>\$ 222,188</b>	<b>\$ 221,925</b>	
<b>EXPENDITURES</b>				
Principal Payments	90,000	85,000	90,000	Principal Payment Due In 2020
Interest Payments	144,100	137,088	131,725	Interest Payments Due In 2020
Transfer To Construction Fund	8,576	100	200	Transfer To Construction Fund
<b>Total Expenditures</b>	<b>\$ 242,676</b>	<b>\$ 222,188</b>	<b>\$ 221,925</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ (13,888)</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2006 Bond Information**

Original Par Amount =	\$3,335,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.50%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	January 2006		
Maturity Date =	May 2036		

Par Amount As Of 1/1/19 = \$2,525,000

# Summerville Community Development District Assessment Comparison

	Fiscal Year 2016/2017 Assessment Before Discount*	Fiscal Year 2017/2018 Assessment Before Discount*	Fiscal Year 2018/2019 Assessment Before Discount*	Fiscal Year 2019/2020 Projected Assessment Before Discount*
Administrative	\$ 200.82	\$ 215.13	\$ 210.20	\$ 201.23
Maintenance	\$ 23.91	\$ 31.08	\$ 36.34	\$ 46.62
<u>Debt</u>	<u>\$ 907.14</u>	<u>\$ 885.23</u>	<u>\$ 884.88</u>	<u>\$ 883.44</u>
<b>Total</b>	<b>\$ 1,131.87</b>	<b>\$ 1,131.44</b>	<b>\$ 1,131.42</b>	<b>\$ 1,131.29</b>

\* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units 267