



**SUMMERVILLE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
FEBRUARY 2, 2022  
9:00 A.M.**

Special District Services, Inc.  
8785 SW 165<sup>th</sup> Avenue, Suite 200  
Miami, FL 33193

[www.summervillecdd.org](http://www.summervillecdd.org)  
561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**

Kendall Executive Center  
8785 SW 165<sup>th</sup> Avenue, Suite 200  
Miami, Florida 33193  
Call-In: 877-402-9753 Access ID: 8338134

**REGULAR BOARD MEETING**

**February 2, 2022**

**9:00 a.m.**

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Appointment of Officer to Vacant Seat (Seat #3)
- E. Administer Oath of Office and Review New Board Member Duties and Responsibilities
- F. Election of Officers
  - Chairperson
  - Vice Chairperson
  - Secretary/Treasurer
  - Assistant Secretary
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
  - 1. November 3, 2021 Regular Board Meeting.....Page 2
- J. Old Business
  - 1. Update Regarding Additional Street Lighting Poles Project
  - 2. Update Regarding Palm Tree Fertilization.....Page 5
  - 3. Discussion Regarding Sidewalk Trip Hazards.....Page 6
- K. New Business
  - 1. Discussion Regarding Grass in Open Tract (Phase 1).....Page 24
  - 2. Discussion Regarding Fiscal Year 2022/2023 Budget.....Page 25
- L. Administrative & Operational Matters
  - 1. Consider Resolution No. 2022-01 – Authorizing Electronic Approvals & Check Signers.....Page 27
- M. Board Member and Staff Closing Comments
- N. 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:

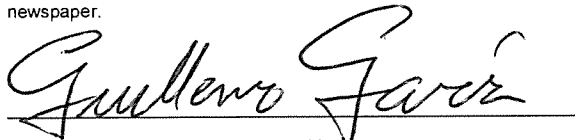
Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County,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

SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT -  
FISCAL YEAR 2021/2022 REGULAR MEETING SCHEDULE

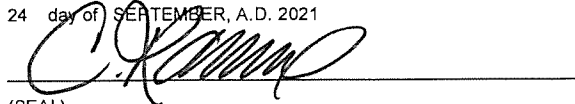
in the XXXX Court,  
was published in said newspaper in the issues of

09/24/2021

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.

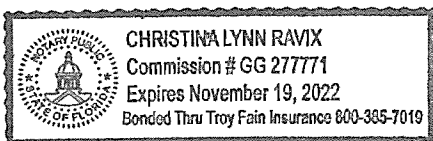


Sworn to and subscribed before me this  
24 day of SEPTEMBER, A.D. 2021



(SEAL)

GUILLERMO GARCIA personally known to me



### SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2021/2022 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 Kendall Executive Center located at 8785 SW 165th Avenue, Suite 200, Miami, Florida 33193 at 9:00 a.m. on the following dates:

October 6, 2021  
November 3, 2021  
February 2, 2022  
March 2, 2022  
April 6, 2022  
May 4, 2022  
June 1, 2022  
July 6, 2022  
September 7, 2022

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 305-778-8331 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 305-778-8331 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 cancelled from time to time with no advertised notice.

SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT

[www.summervillecdd.org](http://www.summervillecdd.org)

9/24

21-25/0000552764M

**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 3, 2021**

**A. CALL TO ORDER**

The November 3, 2021, Regular Board Meeting of the Summerville Community Development District (the “District”) was called to order at 9:00 a.m. in the Kendall Executive Center located at 8785 SW 165 Avenue, Suite 200, Miami, Florida 33193.

**B. PROOF OF PUBLICATION**

Ms. Nguyen presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on September 24, 2021, as part of the District’s Fiscal Year 2021/2022 Regular Meeting Schedule, *as legally required*.

**C. ESTABLISH A QUORUM**

Ms. Nguyen determined that the attendance of Chairman Eradio Abreu, Vice Chairman Lazaro Gonzalez and Supervisors Barbara Tomas, Bryan Rosales and Salvador Kalil constituted a quorum and it was in order to proceed with the meeting.

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

Also in attendance was Larry Gordon (via phone), of Miami, Florida.

**D. ADITIONS 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. October 6, 2021, Regular Board Meeting**

Ms. Nguyen presented the minutes of the October 6, 2021, Regular Board Meeting and asked if there were any changes.

There being no changes, a **motion** was made by Mr. Gonzalez, seconded by Mr. Abreu and passed unanimously approving the minutes of the October 6, 2021, Regular Board Meeting, *as presented*.

**G. OLD BUSINESS**

**1. Update Regarding Fence Encroachments (Phase 2)**

Ms. Nguyen presented images showing the condition of the grass in Phase 2 (Tracts “V” and “X”). The images reflected that the grass on these tracts was growing back, but some additional time was

needed for the area return to its original condition. The Board consensus was to allow more time for the grass to grow back.

## **2. Update Regarding Additional Street Lighting Poles**

Ms. Nguyen stated that Florida Power and Light (FPL) informed her that the additional light pole project was expected to commence in mid-December. Due to the holiday season, FPL would like to know if the District would like to delay the project until January. The Board consensus was to have FPL commence the project as soon as practically possible. Ms. Nguyen acknowledged the Board's request and informed them that she would relay the information to FPL. The Board was reminded that upon commencement of the project, the Agreement between the District and Summerville Homeowner's Association (the "Association") would be amended to include the \$12,000 contribution from the District to the Association for the additional light poles. Additionally, once the engineering plans were received from FPL with the locations of the additional light poles, the District will enter into a License Agreement with the Association which will allow them to install the poles on District owned land.

More information regarding this item will be provided at a future meeting.

## **3. Discussion Regarding Palm Tree Fertilization**

Ms. Nguyen explained that she was in receipt of an email from the Summerville Homeowner's Association (the "Association") Manager with concerns from residents regarding that state of the royal palms in Phase I of the community. Ms. Nguyen stated that the images provided in the email reflected that some of the royal palms in Phase I of the community were indeed showing signs of deterioration. She further explained that she requested a proposal from Nicoya Landscaping for the fertilization of the royal palm trees in Phase I and Phase II. The proposal received is in the amount of \$2,792.50 per application and it is suggested that two (2) – three (3) applications be conducted per year.

Ms. Nguyen informed the Board that the Summerville Homeowner's Association (the "Association") decided that at this time they are not in a financial position to share the cost of the royal palm tree fertilization applications with the District. Ms. Nguyen presented a proposal from Nicoya Landscaping for the fertilization of the royal palm trees in the amount of \$2,792.50 per application. Ms. Nguyen stated that it is suggested that two (2) – three (3) applications be conducted per year. The Board requested that Ms. Nguyen request proposals from additional contractors. A discussion ensued, after which:

A **motion** was made by Mr. Gonzalez, seconded by Ms. Tomas and unanimously passed to set a not to exceed amount of \$2,800 per royal palm tree fertilization application and further authorized Ms. Nguyen to contract the most qualified contractor for the fertilization.

## **H. NEW BUSINESS**

### **1. Discussion Regarding Construction Adjacent to Phase 2**

Ms. Nguyen explained that this item was added at the request of Mr. Rosales. Mr. Rosales explained that a new home development is being constructed in on the west and south sides of Phase 2. He further explained that this new development will be connected to Phase 2 by two connecting roads (one on SW 118<sup>th</sup> Court and one at the intersection of SW 118<sup>th</sup> Avenue and SW 244<sup>th</sup> Lane). Mr. Rosales asked if there is anything the District can do to stop these connecting roads from being

constructed. Ms. Nguyen informed the Board that SW 118<sup>th</sup> Court, SW 118<sup>th</sup> Avenue, and SW 244<sup>th</sup> Lane are Miami-Dade County owned roads; therefore, the District cannot stop the construction of these roads. Mr. Rosales stated that there is construction debris that is being dumped onto the properties of the District homes adjacent to the new development. The Board was instructed that each individual homeowner experiencing this issue should contact code enforcement to report the problem. Mr. Rosales thanked Ms. Wald and Ms. Nguyen for the information.

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

There were no administrative or operational matters at this time.

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

Sidewalk tripping hazards were brought up for discussion by the Board. Ms. Nguyen stated that she received an email from Ms. Lurlaine Gonzalez, the Association Manager, with a list of the locations of the sidewalk tripping hazards. Ms. Nguyen further explained that there was only one (1) sidewalk tripping hazard that belonged to the District. All other locations on the list belong to the County. Ms. Nguyen stated that she would have Florida Sidewalk Solutions conduct an inspection of the District owned sidewalks.

Mr. Gonzalez brought up the land use restrictions of the open grass tracts that belong to the District. Mr. Gonzalez stated that he has been asked if parties can be held on these tracts for a fee. It was discussed that because these are public areas, then private parties cannot be held there. The discussion of liability was also discussed. It was also discussed that if the Board would like to be able to allow the use of these areas, then rules for these areas would need to be created. Mr. Lazaro thanked everyone for the information.

Ms. Nguyen stated that she was in possession of a resignation letter from Mr. Eradio Abreu with an effective date of November 3, 2021, and it would be in order for the Board to consider. A discussion ensued after which:

A **motion** was made by Mr. Rosales, seconded by Mr. Gonzalez and unanimously passed to accept the resignation of Mr. Eradio Abreu, effective November 3, 2021.

Ms. Nguyen stated that there was now a vacancy in Seat #3 which term expires in November 2024.

Ms. Nguyen stated that unless an emergency were to arise, the next scheduled meeting will be held on February 2, 2022 unless there is a need to cancel the meeting.

## **K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Gonzalez, seconded by Mr. Rosales and unanimously passed to adjourn the Regular Board Meeting at approximately 9:50 a.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

Nicoya Landscaping Inc

nicoyalawnsclapimg@gmail.com



## Estimate

### ADDRESS

Summerville Homeowner  
Association Inc  
c/o Lynx Property Services  
12485 SW 137 AVE Suite 309  
Miami, FL 33186 United States

ESTIMATE # 1076

DATE 09/27/2021

ACTIVITY	QTY	RATE	AMOUNT
<b>Phase 1 Common Area Palms Fertilizer</b> 1 Pallet (40 BAGS 50 Pound per bag) Granulated Palms fertilizer apply around the roots ground area. Amount might be different depending on the palm height.	1	1,045.00	1,045.00
<b>Phase 2 Common Areas Palms Fertilizer</b> 1/2 Pallet ( 20 BAGS 50 Pound per bag) Granulated Palm fertilizer.	1	522.50	522.50
<b>Labor</b> Labor price include the application for both phases.	1	1,225.00	1,225.00
TOTAL			<b>\$2,792.50</b>

Accepted By

Accepted Date



December 21, 2021

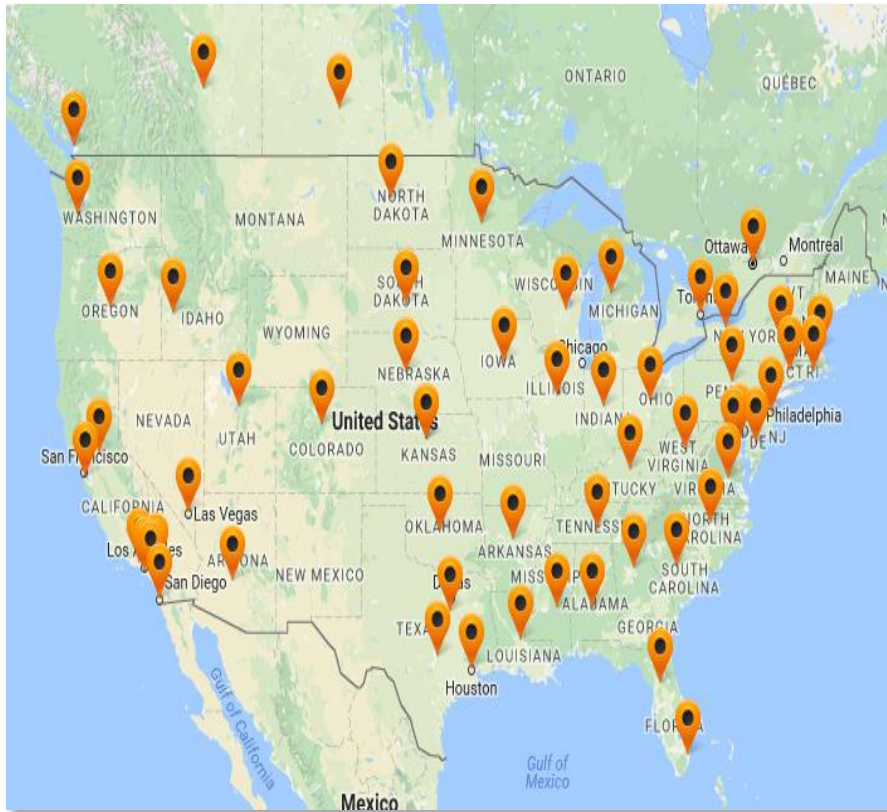
Summerville CDD  
24383 SW 118th Avenue  
Princeton, FL 33032  
C/o Ryan Quiroga

# SIDEWALK SAFETY EVALUATION





## WHO WE ARE



Florida Sidewalk Solutions (FSS) is an affiliate of Precision Concrete Cutting, the global leader in Sidewalk Asset Management. FSS has been servicing South Florida since 2005, utilizing six U.S. patents awarded for trip hazard removal, equipment and technique.

U.S. Pat. No. 6,827,074

U.S. Pat. No. 6,896,604

U.S. Pat. No. 7,000,606

U.S. Pat. No. 7,143,760

U.S. Pat. No. 7,201,644

U.S. Pat. No. 7,402,095

Florida Sidewalk Solutions assesses thousands of miles of sidewalk infrastructure each year for both cities and communities using our proprietary Geographical Information Systems Surveying Technology. This technology provides the insight and knowledge our clients need to make data driven, well-informed decisions about repairing their uneven sidewalk trip hazards.



Summerville CDD  
24383 SW 118th Avenue  
Princeton, FL 33032  
C/o Ryan Quiroga

## OUR PROMISE TO YOU...

### Florida Sidewalk Solutions

Proprietary and  
Patented Cutting  
Technology to  
repair trip hazards.



#### Our work is guaranteed to offer the following benefits:

- **Cost Savings** - Remove trip hazards at a fraction of the cost of other methods
- **ADA Compliance** - Approved and Compliant with ADA standards
- **Mapping Services** - GPS mapping integrated with Google Earth Map
- **Clean** - No mess left behind = Reduced resident complaints
- **Safety** - Decrease liability on your pedestrian SIDEWALKs by increasing safety
- **Low Impact** - Average removal time is less than 20 minutes per repair
- **Minimum Disruption** - No sidewalk closures or incidental costs
- **Full-Service Contractor** - Sidewalk Maintenance Program and Consultation Services

## Before & After – Liability Removed





# GRINDING VS. SAW CUT TECHNOLOGY

The biggest contrast between grinding and the Florida Sidewalk Solutions repair method is the quality, aesthetics, and ADA Compliance our patented saw-cutting offers.

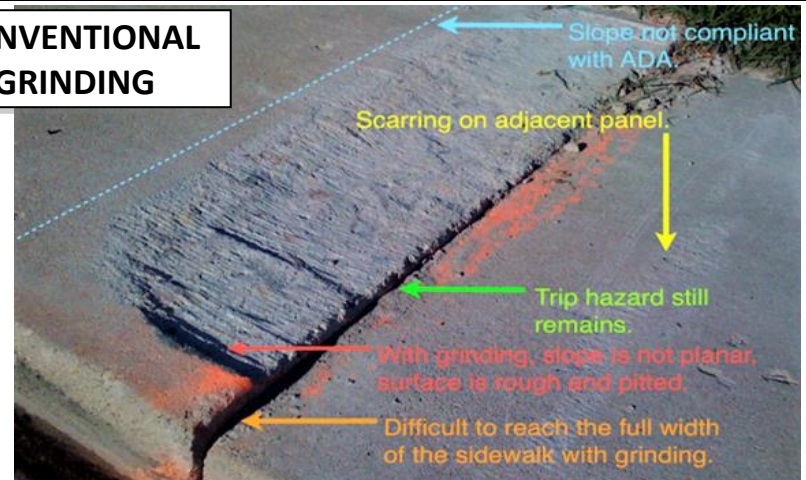
## Grinding Limitations:

- Damages the concrete, breaks edges, knocks out aggregate
- Looks rough, unfinished, and highlights the uneven scarring
- Does not meet ADA slope requirements

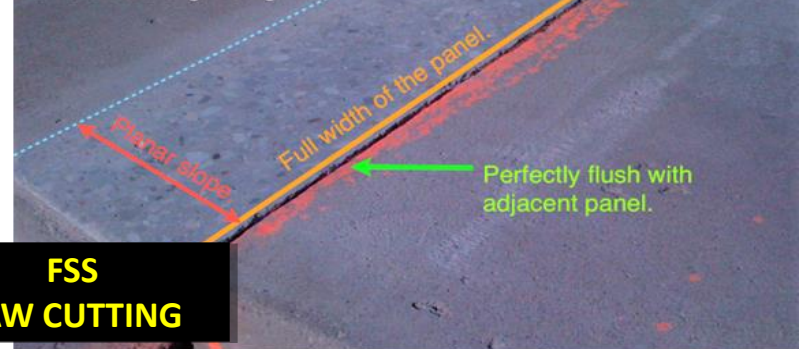
## FSS Advantage:

- Our finish is the **finest**
- Our slope meets **ADA specifications**
- Our sidewalks are the **safest**
- Our technique is the **fastest**
- Our service is the **best**

### CONVENTIONAL GRINDING



Same trip hazard as the above picture showing the differences to grinding.



### FSS SAW CUTTING



[illegible]



## SIDEWALK SURVEY RESULTS

### Complete Survey Results :

- Trip Hazards Listed: **133**
- Lineal Feet of Corrections: **746**
- Repair Location: **Summerville CDD**
- Trip Hazard Repair Quote: **\$14,853.37**

The above quote reflects a 10% discount detailed on the following page

### FSS Recommended Corrective Actions:

- Remove 133 Trip Hazards Correcting 746 Lineal Feet of Displaced, Heaved Sidewalk Currently Not Meeting ADA Sidewalk Safety Specifications





December 21, 2021

Summerville CDD  
24383 SW 118th Avenue  
Princeton, FL 33032  
C/O Ryan Quiroga

## DISCOUNT OPTION

Proposed Sidewalk Trip Hazards Corrections -133

Repair Quote

**\$16,503.75**

*Pricing valid 90-days*

**\*Quick Approval Incentive Offer**

**\$14,853.37**

**10% Discount = \$1,650.38 Off**

**To approve by 01/30/2022**

**\*QUICK APPROVAL DISCOUNT:**

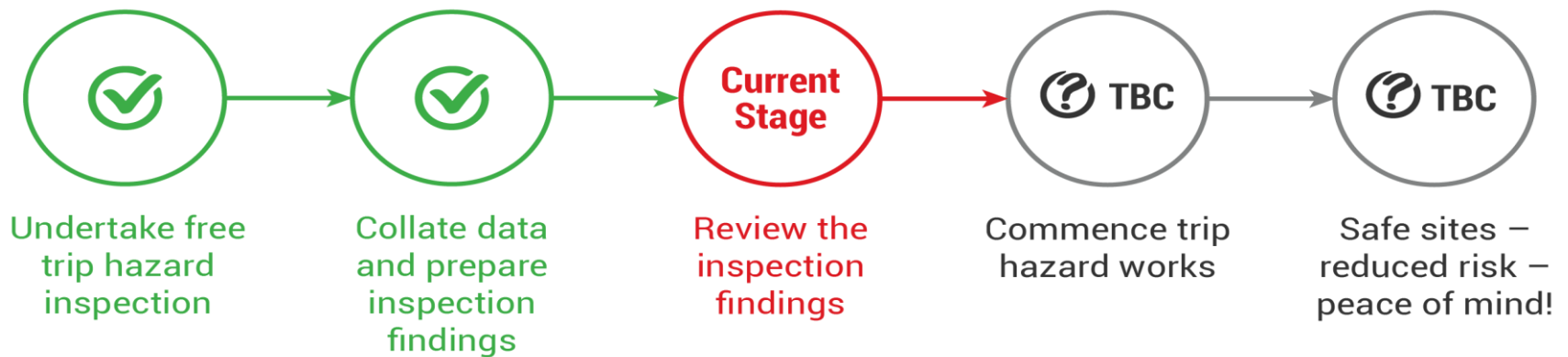
- To take advantage of the **\$1,650.38 SAVINGS** approval must be received before **January 30, 2022.** This prompt permission to move forward will ensure the numbers on the ground on each trip hazard do not fade away.



# WHAT'S NEXT

## Where are we at?

Inspection delivered - Recommendations Made – Awaiting Approval





Summerville CDD  
24383 SW 118th Avenue  
Princeton, FL 33032  
C/O Ryan Quiroga

# Florida Sidewalk Solutions

## ABOUT OUR WORK:

- Please note this survey in no way constitutes or guarantees the identification of every trip hazard on site. Therefore, the final determination of the work to be performed shall be the sole responsibility of the customer. Florida Sidewalk Solutions (FSS) removes only those trip hazards specifically requested by customers and therefore makes no guarantee or representation that the property is free of trip hazards after the project is completed.
- ALL jobs require a Florida Sidewalk Solutions signed Notice to Proceed / Contract for Patented – Saw Cutting Trip Hazard Removal in order to be scheduled. Any changes or additions are subject to contract document legal fees.
- Our work requires the use of generators; therefore, we cannot work in rainy conditions or with wet concrete.
- Florida Sidewalk Solutions does not remove or replace sidewalks. This property has nine locations that are beyond our scope of work and in need of replacement – red pinpoints on map. Areas noted for replacement are recommendations only and are not included in this proposal. A list of replacement addresses / locations will be provided upon project approval. Replacements are the sole responsibility of the customer.
- Town of Davie Occupational license: #41998 /Broward County Occupational license: #329-30464
- Miami-Dade County Occupational license: #607999-0 /Certificate of Competency: E0600786 / Federal Tax ID: #56-2520955
- Certificate of Liability includes: General Liability=\$2,000,000/General Aggregate=\$2,000,000 / Automobile=\$1,000,000/ Worker's Comp=\$1,000,000 / Please let us know in advance if you need to be listed as a *Certificate Holder* on our policy.



# PROPOSAL

4122 NE 22<sup>nd</sup> Court, Homestead, FL 33033

Tel 786-694-0709

E-mail: [operations@raptorvac.com](mailto:operations@raptorvac.com)

[www.raptorvac.com](http://www.raptorvac.com)

## SIDEWALK SYSTEM TRIP HAZARD REPAIR

<b>PROPOSAL SUBMITTED TO:</b> Summerville CDD % SDS, Inc.	<b>PROJECT NAME:</b> Summerville CDD
<b>BUSINESS ADDRESS:</b> 2501A Burns Road Palm Beach Gardens, FL 33410	<b>PROJECT LOCATION:</b> SW 117 Avenue & SW 247 Street
<b>TELEPHONE:</b> 305-778-8331	<b>DATE:</b> January 10, 2021

We hereby propose to furnish all labor and equipment (concrete scarifier, 7in diamond blade grinder, dust collector) to complete the work outlined in this proposal in accordance with the Scope of Work listed below.

**SCOPE OF WORK:** Sidewalk trip hazard removal at One Hundred Thirty Three (133) locations as detailed in Map provided by management. All hazards to be repaired and sloped to meet Americans with Disabilities Act (ADA) requirements.

**COST:** We propose to conduct this work in accordance with the above Scope of Work for the sum of \$11,800.00.

**Eleven Thousand Eight Hundred Dollars and 00/100 Cents**

**TERMS:** Net 30

**ACCEPTANCE:** Client hereby accepts and agrees to the terms, Scope of Work, and all other conditions and specifications hereinabove. Raptor Vac Systems is authorized to perform the work. Payment shall be made in accordance with the provisions contained hereinabove.

Accepted by:

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Date of Acceptance



# PROPOSAL

4122 NE 22<sup>nd</sup> Court, Homestead, FL 33033  
Tel 786-694-0709  
E-mail: [operations@raptorvac.com](mailto:operations@raptorvac.com)  
[www.raptorvac.com](http://www.raptorvac.com)

## SIDEWALK SLAB REPLACEMENT

<b>PROPOSAL SUBMITTED TO:</b> Summerville CDD % SDS, Inc.	<b>PROJECT NAME:</b> Summerville CDD
<b>BUSINESS ADDRESS:</b> 2501A Burns Road Palm Beach Gardens, FL 33410	<b>PROJECT LOCATION:</b> SW 117 Avenue & SW 247 Street
<b>TELEPHONE:</b> 305-778-8331	<b>DATE:</b> January 24, 2021

We hereby propose to furnish all labor and equipment to complete the work outlined in this proposal in accordance with the Scope of Work listed below.

**SCOPE OF WORK:** Removal and disposal of twelve (12) broken sidewalk slabs, valley gutter extension, new concrete poured at 4". Work to be completed in one day. Supply barricades/cones to cover work areas.

**COST:** We propose to conduct this work in accordance with the above Scope of Work for the sum of \$3,350.00

**Three Thousand Three Hundred Fifty Dollars and 00/100 Cents**

**TERMS:** Net 30

**ACCEPTANCE:** Client hereby accepts and agrees to the terms, Scope of Work, and all other conditions and specifications hereinabove. Raptor Vac Systems is authorized to perform the work. Payment shall be made in accordance with the provisions contained hereinabove.

Accepted by:

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Date of Acceptance



**SAE | SOUTHERN ASPHALT  
ENGINEERING, INC.**

*Your Partners in Asphalt Restoration & Maintenance.*

**1430 NW 108th Ave. Suite 200 Miami, FL. 33172**  
**Ph: 305-667-8390 / Fax: 305-667-0396**  
**Licensed & Insured Dade E981900 Broward 06-3B-12901X**  
**[www.southernasphaltengineering.com](http://www.southernasphaltengineering.com)**

## Proposal/Contract

**Date** 1/24/2022

**Proposal #** 20211797

**Customer:**

Special District Services,  
2501A Burns Rd.  
Palm Beach Gardens, FL 33410  
Attn: Ryan

**Job Name:**

Summerville  
24423 SW 118TH AVE.  
PRINCETON, FL. 33032

**Contact**

**Phone#** 786-609-8717

**E-mail:** [rquiroga@sdsinc.org](mailto:rquiroga@sdsinc.org)

***We hereby submit specifications to furnish labor material & equipment for the following work as requested:***

Ryan,

This proposal is specific to scope of work as per work order received 01-20-22(work order is attaced to this proposal).

- 1- Preparation of existing area for restoration of concrete Sidewalk 4", this includes the removal of existing concrete, temporary pavement & dirt.
- 2- Hauling away and disposal of all removed materials.
- 3- Forming the perimeter of proposed concrete pavement area.
- 4- Placing of wire re-enforcing mesh or equivalent (Fiber Mesh).
- 5- Supply and placement of 3000 PSI concrete.
- 6- Finishing of placed concrete to a smooth broom finish.
- 7- Supply and maintain all pedestrian traffic control devices (Barricade/Cones).

SAE will not be liable for anyone who disrespects pedestrian and vehicular control devices and walk on drives on wet concrete causing personal or property damage.

It will be the property owner or associations property management company's responsibility for properly informing tenants and or residents of intended work areas and the removal of all vehicles in such area.

SAE will not be responsible for any underground utilities as irrigation lines buried utility service lines that are not properly set to required depths or closely adjoining areas of proposed work area and are to be re-located or removed by others prior to the commencement of work.

SAE will not be responsible for the restoration of sod.

Concrete Gutter Restoration [PICTURE #20]



**SAE | SOUTHERN ASPHALT  
ENGINEERING, INC.**

*Your Partners in Asphalt Restoration & Maintenance.*

**1430 NW 108th Ave. Suite 200 Miami, FL. 33172**

**Ph: 305-667-8390 / Fax: 305-667-0396**

**Licensed & Insured Dade E981900 Broward 06-3B-12901X**

**www.southernasphaltengineering.com**

## Proposal/Contract

**Date** 1/24/2022

**Proposal #** 20211797

**Customer:**

Special District Services,  
2501A Burns Rd.  
Palm Beach Gardens, FL 33410  
Attn: Ryan

**Job Name:**

Summerville  
24423 SW 118TH AVE.  
PRINCETON, FL. 33032

**Contact**

**Phone#** 786-609-8717

**E-mail:** rquiroga@sdsinc.org

***We hereby submit specifications to furnish labor material & equipment for the following work as requested:***

No Sales Agent, or any other Employee of SAE Inc., customer or customer representative shall have the authority to waive or modify any terms and conditions of this agreement nor deviate from the specifications and terms set forth herein. No verbal representations expressed or implied can be relied on and will not supersede the terms and conditions of the written specifications set forth. Any change, alteration, or deviation from the specifications as set forth in the proposal, which involve additional charge or cost, will only be permitted upon written confirmation via Change Order which will be completed at an additional cost and payable upon execution thereof.

This proposal excludes the following unless otherwise stated in the proposal:

As-Builts, Surveys, Architectural Drawings & Engineer Site Plans, Permits, Staking, Material Testing, Manhole/Catch Basin/Gate Valve adjustments or repairs, Sod Restoration & Landscaping vegetation removal, are not included. ID Badges, Biometrics, background checks, and special pay wages are not included. Should they be required it will be an added charge. Hiring party is responsible for blueprints, plans, engineering, layout, testing, bond requirements and as-builts as may be required unless expressly stated.

SAE is not responsible for damage to irrigation systems when not properly marked by client. Customer will be notified when work is to be performed. It is the customers responsibility to make sure the irrigation systems are shut off as to not cause damage to the work performed. SAE will not be responsible for damage to underground utilities in areas of construction as applicable.

This proposal including all terms and conditions shall become a legally binding attachment to any contract entered into and between SAE and the financially responsible company for which the work is being performed. All provided terms will not to be excluded or superseded by any other contract or riders.

SAE recommends a Civil Engineer be retained for ADA upgrades Unless expressly noted within this agreement. SAE makes no claim to the local, state, or federal guidelines on ADA compliance of any or all ADA elements present within the property boundary.

All prices quoted are valid for 30 days from the date of this proposal. Due to price fluctuations on material costs this contractor reserves the right to withdraw the proposal at any time prior to the commencement of work

This proposal price is based on work being completed during the hours of 7AM & 6PM Monday thru Friday excluding holidays. Additional fees may apply if work is required to be completed at night or on weekends.

All work is performed weather permitting

**WITH PAYMENTS TO BE MADE AS FOLLOWS:**

100% Upon Completion      **TOTAL \$4,040.00**



**SAE | SOUTHERN ASPHALT  
ENGINEERING, INC.**

*Your Partners in Asphalt Restoration & Maintenance.*

**1430 NW 108th Ave. Suite 200 Miami, FL. 33172**  
**Ph: 305-667-8390 / Fax: 305-667-0396**  
**Licensed & Insured Dade E981900 Broward 06-3B-12901X**  
**[www.southernasphaltengineering.com](http://www.southernasphaltengineering.com)**

## Proposal/Contract

**Date** 1/24/2022

**Proposal #** 20211797

**Customer:**

Special District Services,  
2501A Burns Rd.  
Palm Beach Gardens, FL 33410  
Attn: Ryan

**Job Name:**

Summerville  
24423 SW 118TH AVE.  
PRINCETON, FL. 33032

**Contact**

**Phone#** 786-609-8717

**E-mail:** [rquiroga@sdsinc.org](mailto:rquiroga@sdsinc.org)

***We hereby submit specifications to furnish labor material & equipment for the following work as requested:***

Permit and procurement fees are not included: additional work required by such permit may be an additional charge aside from contract price. Permit Costs are due upon receiving Invoice for Permit Fees and Expediting Services of issued permits. Permit Costs and Fees are due immediately upon receipt.

Owner or Association management will provide 2 copies of site plans for permitting purposes. Provided surveys or site plans are to be up to date and matching existing conditions of pavement area.

NOTE: This Proposal may be withdrawn by us if not accepted within 30 Days.

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. A monthly service charge of 1-1/2% will be added if payment is not received under the terms of the contract.

Respectfully Submitted: Yanko Novo

Accepted by \_\_\_\_\_  
Name Signature Title Date

PLEASE EMAIL ACCEPTED PROPOSAL TO [CONTRACTS@SOUTHERNASPHALTENGINEERING.COM](mailto:CONTRACTS@SOUTHERNASPHALTENGINEERING.COM) OR FAX TO (305) 667-0396

In any dispute, associated with this agreement between the client and Southern Asphalt Engineering, the prevailing party shall be entitled to reasonable attorney's fees and costs. Venue shall be Dade County, Florida.













DISCUSSION REGARDING  
GRASS IN OPEN TRACT (PHASE I)

**TO BE DISTRIBUTED  
UNDER SEPARATE COVER**

**DETAILED FINAL BUDGET**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	FISCAL YEAR 2019/2020 ACTUAL	FISCAL YEAR 2020/2021 BUDGET	FISCAL YEAR 2021/2022 BUDGET	COMMENTS
<b>REVENUES</b>				
ADMINISTRATIVE ASSESSMENTS	43,359	41,878	52,870	Expenditures Less Interest & Carryover/.94
MAINTENANCE ASSESSMENTS	23,298	24,383	52,043	Expenditures/.94
DEBT ASSESSMENTS	235,878	235,785	197,090	Bond Payments/.94
OTHER REVENUES	3,277	0	0	
INTEREST INCOME	487	360	360	Projected At \$30 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 306,299</b>	<b>\$ 302,406</b>	<b>\$ 302,363</b>	
<b>EXPENDITURES</b>				
<b>MAINTENANCE EXPENDITURES</b>				
LAWN MAINTENANCE/IRRIGATION/OPEN TRACTS	11,250	6,000	6,000	No Change From 2020/2021 Budget
FIELD OPERATIONS MANAGEMENT	720	720	720	No Change From 2020/2021 Budget
ENGINEERING/ANNUAL REPORT/INSPECTIONS	2,450	1,200	1,200	No Change From 2020/2021 Budget
MISCELLANEOUS MAINTENANCE	10,222	0	0	
STREET LIGHTS	0	0	12,000	Annual Charge
PRESSURE CLEANING	0	0	14,000	Pressure Cleaning
HOA CONTRIBUTION	0	15,000	15,000	No Change From 2020/2021 Budget
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 24,642</b>	<b>\$ 22,920</b>	<b>\$ 48,920</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>				
SUPERVISOR FEES	0	5,000	5,000	Supervisor Fees
PAYROLL TAXES (EMPLOYER)	0	383	383	Supervisor Fees * 7.65%
MANAGEMENT	26,388	26,988	27,360	CPI Adjustment
SECRETARIAL	4,200	4,200	4,200	No Change From 2020/2021 Budget
LEGAL	9,998	9,000	9,000	No Change From 2020/2021 Budget
ASSESSMENT ROLL	7,500	7,500	7,500	As Per Contract
AUDIT FEES	3,500	3,600	3,700	Accepted Amount For 2020/2021 Audit
INSURANCE	5,251	6,250	6,250	Insurance Estimate
LEGAL ADVERTISING	1,354	720	820	\$100 Increase From 2020/2021 Budget
MISCELLANEOUS	96	850	825	\$25 Decrease From 2020/2021 Budget
POSTAGE	91	150	150	No Change From 2020/2021 Budget
OFFICE SUPPLIES	346	400	400	No Change From 2020/2021 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2020/2021 Budget
TRUSTEE FEES	3,000	3,000	3,000	No Change From 2020/2021 Budget
CONTINUING DISCLOSURE FEE	500	500	500	No Change From 2020/2021 Budget
WEBSITE MANAGEMENT	2,000	2,000	2,000	No Change From 2020/2021 Budget
ADMINISTRATIVE CONTINGENCY	0	1,200	1,200	No Change From 2020/2021 Budget
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 64,399</b>	<b>\$ 71,916</b>	<b>\$ 72,463</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 89,041</b>	<b>\$ 94,836</b>	<b>\$ 121,383</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 217,258</b>	<b>\$ 207,570</b>	<b>\$ 180,980</b>	
BOND PAYMENTS	(224,537)	(221,638)	(185,265)	2022 P&I Payments Less Interest
<b>BALANCE</b>	<b>\$ (7,279)</b>	<b>\$ (14,068)</b>	<b>\$ (4,285)</b>	
COUNTY APPRAISER & TAX COLLECTOR FEE	(2,908)	(6,040)	(6,040)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(11,584)	(12,082)	(12,080)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (21,771)</b>	<b>\$ (32,190)</b>	<b>\$ (22,405)</b>	
CARRYOVER FROM PRIOR YEAR	0	32,190	22,405	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ (21,771)</b>	<b>\$ -</b>	<b>\$ -</b>	

# Summerville Community Development District Assessment Comparison

	Fiscal Year 2018/2019 Assessment Before Discount*	Fiscal Year 2019/2020 Assessment Before Discount*	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Projected Assessment Before Discount*
Administrative	\$ 210.20	\$ 160.59	\$ 156.85	\$ 198.02
Maintenance	\$ 36.34	\$ 87.26	\$ 91.33	\$ 194.93
<u>Debt</u>	<u>\$ 884.88</u>	<u>\$ 883.44</u>	<u>\$ 883.10</u>	<u>\$ 738.17</u>
<b>Total</b>	<b>\$ 1,131.42</b>	<b>\$ 1,131.29</b>	<b>\$ 1,131.28</b>	<b>\$ 1,131.12</b>

## \* Assessments Include the Following :

4% Discount for Early Payments  
1% County Tax Collector Fee  
1% County Property Appraiser Fee

## Bond Refunding:

Savings Of \$144.93 Per Unit  
Savings Used For Pressure Cleaning  
And To Reduce Carryover From Prior Year

## Community Information:

Total Units 267

**RESOLUTION NO. 2022-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, The Summerville Community Development District (the "District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

**WHEREAS**, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

**WHEREAS**, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Nancy Nguyen, Armando Silva, Gloria Perez and \_\_\_\_\_ to serve as the signatories, as required, on the District checking/operating account; and

**WHEREAS**, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

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

**Section 1.** The above recitals are hereby adopted by the Board.

**Section 2.** Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

**Section 3.** When necessary to write checks, the signatures of two (2) of the designated signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved by the Board.

**PASSED, ADOPTED and becomes EFFECTIVE** this 2<sup>nd</sup> day of February, 2022.

**ATTEST:**

**SUMMERVILLE  
COMMUNITY DEVELOPMENT DISTRICT**

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

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