



**SUMMERVILLE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
APRIL 2, 2025  
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: 800-743-4099 Participant Code: 2057038#  
**REGULAR BOARD MEETING**

April 2, 2025  
9:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Resolution No. 2025-01 – Declaring Vacancies (Seats 1, 3 & 4).....Page 2
- E. Consider Resignation (Bryan Rosales, Seat 5, Eff. 12/31/24).....Page 4
- F. Consider Appointments to Vacant Seats (Seats 1, 3, 4 & 5)
- G. Administer Oath of Office and Review Board Member Responsibilities and Duties
- H. Election of Officers
  - Chairperson
  - Vice Chairperson
  - Secretary/Treasurer
  - Assistant Secretaries
- I. Additions or Deletions to Agenda
- J. Comments from the Public for Items Not on the Agenda
- K. Approval of Minutes
  - 1. October 2, 2024 Regular Board Meeting.....Page 5
- L. Old Business
  - 1. Staff Report, as Required
- M. New Business
  - 1. Discussion Regarding Irrigation System Hand Hole Covers
  - 2. Discussion Regarding Encroachment Letters
  - 3. Discussion Regarding Sidewalk Milling
  - 4. Consider Resolution No. 2025-02 – Adopting a Fiscal Year 2025/2025 Proposed Budget.....Page 10
  - 5. Consider Resolution No. 2025-03 – Registered Agent Change.....Page 17
- N. Administrative & Operational Matters
  - 1. Staff Report, as Required
- O. Board Member and Staff Closing Comments
- P. Adjourn



The Beaufort Gazette  
The Belleville News-Democrat  
Bellingham Herald  
Centre Daily Times  
Sun Herald  
Idaho Statesman  
Bradenton Herald  
The Charlotte Observer  
The State  
Ledger-Enquirer

Durham | The Herald-Sun  
Fort Worth Star-Telegram  
The Fresno Bee  
The Island Packet  
The Kansas City Star  
Lexington Herald-Leader  
The Telegraph - Macon  
Merced Sun-Star  
Miami Herald  
El Nuevo Herald

The Modesto Bee  
The Sun News - Myrtle Beach  
Raleigh News & Observer  
Rock Hill | The Herald  
The Sacramento Bee  
San Luis Obispo Tribune  
Tacoma | The News Tribune  
Tri-City Herald  
The Wichita Eagle  
The Olympian

## AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
142066	593549	Print Legal Ad-IPL01946470 - IPL0194647		\$746.52	2	50 L

**Attention:** Laura J. Archer

Summerville Community Development District  
c/o Special District Services, Inc.  
2501A Burns Road  
Palm Beach Gardens, Florida 33410  
LArcher@sdsinc.org

### SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2024/2025 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 2, 2024**  
**November 6, 2024**  
**February 5, 2025**  
**March 5, 2025**  
**April 2, 2025**  
**May 7, 2025**  
**June 4, 2025**  
**September 3, 2025**

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 [nnguyen@sdsinc.org](mailto:nnguyen@sdsinc.org) 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 ensure 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 [nnguyen@sdsinc.org](mailto:nnguyen@sdsinc.org) 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)

IPL0194647  
Sep 19 2024

### PUBLISHED DAILY MIAMI-DADE-FLORIDA

### STATE OF FLORIDA COUNTY OF MIAMI-DADE

Before the undersigned authority personally appeared: Mary Castro, who on oath says that he/she is CUSTODIAN OF RECORDS of The Miami Herald, a daily newspaper published at Miami in Miami-Dade County, Florida; that the attached copy of the advertisement that was published was published in said newspaper in the issue (s) of:

Publication: Miami Herald

1 insertion(s) published on:

09/19/24

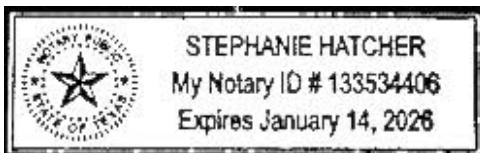
Affiant further says that the said Miami Herald is a newspaper published at Miami, in the said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Dade County, Florida each day and has been entered a second class mail matter at the post office in 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/she has neither paid or 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(s). The McClatchy Company complies with all legal requirements for publication in chapter 50, Florida Statutes.

*Mary Castro*

Sworn to and subscribed before me this 19th day of September in the year of 2024

*Stephanie Hatcher*

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.  
Legal document please do not destroy

## **RESOLUTION NO. 2025-01**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT DECLARING VACANCIES ON THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to the provisions of Section 190.006, Florida Statutes, the members of the Board of Supervisors (the “District Board”) of the Summerville Community Development District (the “District”) are to be elected by the qualified electors of the District at a general election to be held on November 5, 2024 (the “General Election”); and

**WHEREAS**, the District provided published notice of the qualifying period for election to the District Board at least two (2) weeks prior to the start of the qualifying period for the General Election, as required by Section 190.006(3)(b), Florida Statutes; and

**WHEREAS**, the **Miami-Dade** County Supervisor of Elections has confirmed that at the close of the qualifying period for election to the District Board, no elector qualified for Seats 1, 3, and 4 to be filled in the General Election; and

**WHEREAS**, pursuant to Section 190.006(3)(b), Florida Statutes, the District is required to declare the seats to be filled by the election to which no qualified elector has qualified as vacant and to appoint a qualified elector to fill each such vacancy within 90 days of the second Tuesday following the General Election.

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

1. The recitals above are true and correct and are hereby made a part of this Resolution.
2. The District Board hereby declares Seats 1, 3, and 4 to be vacant, effective on the second Tuesday following the General Election.
3. The District Board shall appoint a qualified elector to Seats 1, 3, and 4 within 90 days of the second Tuesday following the General Election, as required by Section

190.006(3)(b), Florida Statutes. Until such appointment, the incumbent board member in such seat shall remain in office.

4. This Resolution shall take effect immediately upon its passage and adoption.

**PASSED AND ADOPTED** this 2<sup>nd</sup> day of April, 2025 by the Board of Supervisors of the Summerville Community Development District.

**ATTEST:**

**SUMMERVILLE COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary / Assistant Secretary

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Chair / Vice Chair

**From:** [Bryan Rosales](#)  
**To:** [Nancy Nguyen](#)  
**Subject:** Letter of resignation- Bryan Rosales  
**Date:** Thursday, January 9, 2025 3:01:30 PM

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Dear Nancy Nguyen,

I am writing to formally resign from my position with Summerville CDD, effective December 31, 2024.

This decision was not made lightly, as my time at Summerville CDD has been incredibly rewarding. I am truly grateful for the opportunities I have had to contribute to our community and for the support and camaraderie of our team. The experiences and knowledge I have gained here will continue to guide me in my future endeavors.

Please let me know how I can assist during this transition period to ensure a smooth handover of my responsibilities. I am committed to supporting the organization as it moves forward.

Thank you once again for your guidance and encouragement. I look forward to staying in touch and wish you and Summerville CDD continued success.

Sincerely,

Bryan Rosales

**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 2, 2024**

**A. CALL TO ORDER**

The October 2, 2024, Regular Board Meeting of the Summerville Community Development District (the “District”) was called to order at 9:01 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 Herald* on September 19, 2024, as part of the District’s fiscal year 2024/2025 meeting schedule, as legally required.

**C. ESTABLISH A QUORUM**

Ms. Nguyen determined that the attendance of Chairwoman Barbara Tomas, Vice Chairman Bryan Rosales and Supervisor Larry Gordon 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 were: Moisses Riusech and Vidhaly Verges of Affinity Management Services, LLC; Wilder Leon, of Miami, Florida; and Melkys Martinez, of Miami, Florida.

**D. CONSIDER APPOINTMENTS TO VACANT SEATS (SEAT 2, EXP. 2026 & SEAT 4, EXP. 2024)**

Ms. Nguyen stated that when the District requested that the Summerville Homeowner’s Association (the “HOA”) Manager email the qualifying period information to the residents of the Summerville community, she received an inquiry from Mr. Wilder Leon. Mr. Leon expressed his desire to serve on the Board, but he was unable to attend the previous meetings of the District.

Mr. Leon greeted everyone and provided an introduction of himself and expressed his desire for community involvement. Ms. Nguyen confirmed that Mr. Leon is a qualified person. A discussion ensued, after which:

A **motion** was made by Mr. Rosales, seconded by Ms. Tomas and unanimously passed to appoint Mr. Wilder Leon to the unexpired four-year term of office in Seat 2, which term of office will expire in November 2026.

**E. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER RESPONSIBILITIES AND DUTIES**

Ms. Nguyen, Notary Public in the State of Florida, administered the Oath of Office to Mr. Leon. In addition, Ms. Wald and Ms. Nguyen will review the duties and responsibilities as a Board member

with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2023 Form 1 must be completed electronically through the Florida Commission on Ethics Electronic Financial Disclosure Management System within thirty (30) days of appointment), and the Code of Ethics for Public Officials.

## **F. ELECTION OF OFFICERS**

As a result of the changes to the Board of the District, Ms. Nguyen recommended that re-election of the District's Officers take place. She provided the following slate of names for election:

- Chairwoman – Barbara Tomas
- Vice Chairman – Bryan Rosales
- Secretary/Treasurer – Nancy Nguyen
- Assistant Secretaries – Larry Gordon, Wilder Leon, Armando Silva and Gloria Perez

A **motion** was made by Mr. Rosales, seconded by Ms. Tomas and passed unanimously to elect the District's Officers, as listed above.

## **G. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

## **H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

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

## **I. APPROVAL OF MINUTES**

### **1. September 4, 2024, Regular Board Meeting**

Ms. Nguyen presented the minutes of September 4, 2024, Regular Board Meeting and Public Hearing and asked if there were any changes.

There being no changes, a **motion** was made by Ms. Tomas, seconded by Mr. Rosales and passed unanimously approving the minutes of the September 4, 2024, Regular Board Meeting, as presented.

## **J. OLD BUSINESS**

### **1. Discussion Regarding HOA Contribution Schedule (Landscaping)**

Ms. Nguyen presented the three (3) following proposals for the landscaping services of District owned areas.

- Trimscape Corp.: \$64,600
- Nicoya Lawnscape: \$65,900
- Turf Management: \$75,600

The Board was reminded that they requested these proposals to review the costs associated with the landscape services if the District performed the services under a separate contract from the HOA. The Board consensus is to continue to have the HOA perform the landscaping services on District owned



areas, and the District will contribute \$58,000 per year to the HOA, to be paid in quarterly payments, as reflected in the Landscape Maintenance Agreement effective October 1, 2024.

Ms. Nguyen stated that the other item to be discussed is the additional contribution to the HOA for landscape services performed from July 1, 2024 – September 30, 2024, as requested by Ms. Tomas during the September 4, 2024 Regular Board Meeting.

Ms. Nguyen explained that per her calculations, the District would need to contribute an additional \$11,000 to the HOA for the landscape services performed from July 1, 2024 – September 30, 2024 by Trimscape.

A **motion** was made by Mr. Rosales, seconded by Ms. Tomas to contribute an additional \$11,000 to the Summerville Homeowner’s Association for landscape services performed by Trimscape Corp. from July 2024 – September 2024. The **motion** carried 3 to 1 with Mr. Gordon dissenting.

## **K. NEW BUSINESS**

### **1. Discussion Regarding Sidewalk Pressure Cleaning**

Ms. Nguyen presented two proposals for the pressure cleaning of the District owned sidewalks and curbs as follows:

- Under Pressure Power Washing SFL: \$7,500
- The Pressure Cleaning Man: \$8,587

Mr. Rosales informed the Board that Under Pressure Power Washing SFL has performed services for his previous employer; as such, he would like to abstain from the vote on the pressure cleaning services. A discussion ensued, after which:

A **motion** was made by Mr. Leon, seconded by Ms. Tomas and unanimously passed with Mr. Rosales abstaining from the vote, accepting the proposal from Under Pressure Power Washing SFL, in the amount of \$7,500, and further authorizing District Counsel to prepare a Small Project Agreement.

### **2. Consider Resolution No. 2024-05 – Adopting a Fiscal Year 2023/2024 Amended Budget**

Ms. Nguyen presented Resolution No.2024-05, entitled:

#### **RESOLUTION NO. 2024-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, *FLORIDA STATUTES*; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen provided an explanation for the document. She indicated that there was an operating fund balance of approximately \$151,000 at the end of the fiscal year. Ms. Nguyen explained that she

would like to add the additional \$11,000 landscape maintenance contribution to the HOA. A discussion ensued after which:

A **motion** was made by Mr. Rosales, seconded by Mr. Gordon and unanimously passed to adopt Resolution No. 2024-05, as amended (adding \$11,000 to the HOA Contribution – Landscaping budget line), thereby setting the amended/revised budget for the 2023/2024 fiscal year.

### **3. Consider Resolution No. 2024-06 – Adopting Goals and Objectives**

Ms. Nguyen presented Resolution No. 2024-06, entitled:

#### **RESOLUTION 2024-06**

##### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen explained that new legislation states that starting October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District's achievement of these goals and objectives. Ms. Nguyen further explained that the goals and objectives included in Exhibit A of the resolution are items that are currently requirements of the District per Florida Statutes. It was further explained that at the end of the fiscal year, the Board will have the opportunity to determine if the goals were met.

A **motion** was made by Mr. Rosales, seconded by Ms. Tomas and unanimously passed accepting Resolution No. 2024-06, further establishing the Summerville Community Development District's goals, objectives, and performance measures.

#### **L. ADMINISTRATIVE & OPERATIONAL MATTERS**

##### **1. Update: Miami-Dade County Supervisor of Elections 2024 Qualifying Candidate Results**

Ms. Nguyen reminded the Board that there are three (3) seats whose terms are expiring in November 2024 and will be on the November 5, 2024 general election. Those seats are Seat 1 (currently held by Ms. Tomas), Seat 3 (currently held by Mr. Gordon), and Seat 4 (currently vacant). Ms. Nguyen stated that there were no candidates for Seats 1, 3, and 4. Ms. Nguyen explained that the new terms of office for Seats 1, 3 and 4 will commence on the second Tuesday following the general election (November 19, 2024).

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

Mr. Wilder thanked the Board members for the opportunity to serve his community. The Board thanked Mr. Leon for his desire and excitement to serve on the Board.

There were no additional Board member closing comments.

Ms. Nguyen asked Ms. Verges and Mr. Riusech if they had any closing comments, to which they stated that they did not and thanked the Board. There were no comments from other members of the public.

#### **N. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Rosales, seconded by Ms. Tomas and unanimously passed adjourning the Regular Board Meeting at approximately 9:58 a.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

**RESOLUTION NO. 2025-02**

**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 2025/2026; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (the “Board”) of the Summerville Community Development District (the “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 2025/2026 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 2025/2026 attached hereto as Exhibit “A” is approved and adopted by the Board.

**Section 2.** A Public Hearing is hereby scheduled for June 4, 2025 at 9:00 a.m. in the Kendall Executive Center Second Floor Conference Room located at 8785 SW 165<sup>th</sup> Avenue, Suite 200, Miami, Florida 33193, for the purpose of receiving public comments on the Proposed Fiscal Year 2025/2026 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 2<sup>nd</sup> day of April, 2025.

**ATTEST:**

**SUMMERVILLE  
COMMUNITY DEVELOPMENT DISTRICT**

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

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

Summerville  
Community Development District

**Proposed Budget For  
Fiscal Year 2025/2026  
October 1, 2025 - September 30, 2026**

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- III      DETAILED PROPOSED DEBT SERVICE FUND BUDGET**
- IV      ASSESSMENT COMPARISON**

**PROPOSED BUDGET**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	<b>FISCAL YEAR 2025/2026 BUDGET</b>
<b>REVENUES</b>	
ADMINISTRATIVE ASSESSMENTS	82,289
MAINTENANCE ASSESSMENTS	102,998
DEBT ASSESSMENTS	197,090
OTHER REVENUES	0
INTEREST INCOME	1,200
<b>TOTAL REVENUES</b>	<b>\$ 383,577</b>
<b>EXPENDITURES</b>	
<b>MAINTENANCE EXPENDITURES</b>	
FIELD OPERATIONS MANAGEMENT	720
ENGINEERING/ANNUAL REPORT/INSPECTIONS	2,400
PRESSURE CLEANING	9,498
SIDEWALKS (MILLING & REPLACEMENT)	7,000
HOA CONTRIBUTION (STREET LIGHTS)	16,200
HOA CONTRIBUTION (LANDSCAPING)	58,000
MAINTENANCE CONTINGENCY	3,000
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 96,818</b>
<b>ADMINISTRATIVE EXPENDITURES</b>	
SUPERVISOR FEES	5,000
PAYROLL TAXES (EMPLOYER)	383
MANAGEMENT	30,744
SECRETARIAL	4,200
LEGAL	10,000
ASSESSMENT ROLL	7,500
AUDIT FEES	3,600
INSURANCE	7,300
LEGAL ADVERTISING	2,200
MISCELLANEOUS	1,100
POSTAGE	275
OFFICE SUPPLIES	425
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	3,500
CONTINUING DISCLOSURE FEE	350
WEBSITE MANAGEMENT	2,000
ADMINISTRATIVE CONTINGENCY	600
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 79,352</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 176,170</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 207,407</b>
BOND PAYMENTS	(185,265)
<b>BALANCE</b>	<b>\$ 22,142</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(7,647)
DISCOUNTS FOR EARLY PAYMENTS	(15,295)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (800)</b>
CARRYOVER FROM PRIOR YEAR	800
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	FISCAL YEAR 2023/2024 ACTUAL	FISCAL YEAR 2024/2025 BUDGET	FISCAL YEAR 2025/2026 BUDGET	COMMENTS
<b>REVENUES</b>				
ADMINISTRATIVE ASSESSMENTS	79,704	82,306	82,289	Expenditures Less Interest & Carryover/.94
MAINTENANCE ASSESSMENTS	80,880	102,998	102,998	Expenditures/.94
DEBT ASSESSMENTS	195,059	197,090	197,090	Bond Payments/.94
OTHER REVENUES	0	0	0	
INTEREST INCOME	9,015	420	1,200	Projected At \$100 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 364,658</b>	<b>\$ 382,814</b>	<b>\$ 383,577</b>	
<b>EXPENDITURES</b>				
<b>MAINTENANCE EXPENDITURES</b>				
FIELD OPERATIONS MANAGEMENT	720	720	720	No Change From 2024/2025 Budget
ENGINEERING/ANNUAL REPORT/INSPECTIONS	1,234	2,400	2,400	No Change From 2024/2025 Budget
PRESSURE CLEANING	10,336	9,498	9,498	No Change From 2024/2025 Budget
SIDEWALKS (MILLING & REPLACEMENT)	0	7,000	7,000	No Change From 2024/2025 Budget
HOA CONTRIBUTION (STREET LIGHTS)	16,200	16,200	16,200	No Change From 2024/2025 Budget
HOA CONTRIBUTION (LANDSCAPING)	17,167	58,000	58,000	For Landscaping, Palm Fert, Mulch, Tree Trimming, etc.
MAINTENANCE CONTINGENCY	1,205	3,000	3,000	Maintenance Contingency
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 46,862</b>	<b>\$ 96,818</b>	<b>\$ 96,818</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>				
SUPERVISOR FEES	1,800	5,000	5,000	Supervisor Fees
PAYROLL TAXES (EMPLOYER)	207	383	383	Supervisor Fees * 7.65%
MANAGEMENT	29,016	29,880	30,744	CPI Adjustment
SECRETARIAL	4,200	4,200	4,200	No Change From 2024/2025 Budget
LEGAL	7,750	10,000	10,000	No Change From 2024/2025 Budget
ASSESSMENT ROLL	7,500	7,500	7,500	As Per Contract
AUDIT FEES	3,400	3,500	3,600	Accepted Amount For 2024/2025 Audit
INSURANCE	6,594	7,200	7,300	Fiscal Year 2024/2025 Expenditure Was \$6,858
LEGAL ADVERTISING	1,951	2,000	2,200	Costs Have Increased Due To Closing Of The Miami Business Review
MISCELLANEOUS	1,331	800	1,100	\$300 Increase From 2024/2025 Budget
POSTAGE	313	275	275	No Change From 2024/2025 Budget
OFFICE SUPPLIES	265	425	425	\$25 Decrease From 2024/2025 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2024/2025 Budget
TRUSTEE FEES	3,500	3,500	3,500	No Change From 2024/2025 Budget
CONTINUING DISCLOSURE FEE	350	350	350	No Change From 2024/2025 Budget
WEBSITE MANAGEMENT	2,000	2,000	2,000	No Change From 2024/2025 Budget
ADMINISTRATIVE CONTINGENCY	0	600	600	No Change From 2024/2025 Budget
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 70,352</b>	<b>\$ 77,788</b>	<b>\$ 79,352</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 117,214</b>	<b>\$ 174,606</b>	<b>\$ 176,170</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 247,444</b>	<b>\$ 208,208</b>	<b>\$ 207,407</b>	
BOND PAYMENTS	(185,598)	(185,265)	(185,265)	2026 P&I Payments Less Interest
<b>BALANCE</b>	<b>\$ 61,846</b>	<b>\$ 22,943</b>	<b>\$ 22,142</b>	
COUNTY APPRAISER & TAX COLLECTOR FEE	(3,414)	(7,647)	(7,647)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(13,806)	(15,296)	(15,295)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 44,626</b>	<b>\$ -</b>	<b>\$ (800)</b>	
CARRYOVER FROM PRIOR YEAR	0	0	800	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 44,626</b>	<b>\$ -</b>	<b>\$ -</b>	



**DETAILED PROPOSED DEBT SERVICE FUND BUDGET**  
**SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	FISCAL YEAR 2025/2026	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	6,168	500	1,000	Projected Interest For 2025/2026
NAV Tax Collection	185,598	185,265	185,265	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 191,766</b>	<b>\$ 185,765</b>	<b>\$ 186,265</b>	
<b>EXPENDITURES</b>				
Principal Payments	118,000	121,000	127,000	Principal Payment Due In 2026
Interest Payments	67,525	62,170	58,133	Interest Payments Due In 2026
Bond Redemption	0	2,595	1,132	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 185,525</b>	<b>\$ 185,765</b>	<b>\$ 186,265</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 6,241</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2020 Bond Refunding Information**

Original Par Amount =	\$2,193,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.0% - 4.00%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	December 2020		
Maturity Date =	May 2036		

Par Amount As Of 1/1/25 = \$1,733,000

# Summerville Community Development District Assessment Comparison

	Fiscal Year 2022/2023 Assessment Before Discount*	Fiscal Year 2023/2024 Assessment Before Discount*	Fiscal Year 2024/2025 Assessment Before Discount*	Fiscal Year 2025/2026 Projected Assessment Before Discount*
Administrative	\$ 295.84	\$ 299.21	\$ 308.27	\$ 308.21
Maintenance	\$ 310.06	\$ 306.08	\$ 385.76	\$ 385.76
Debt	\$ 738.17	\$ 738.17	\$ 738.17	\$ 738.17
<b>Total</b>	<b>\$ 1,344.07</b>	<b>\$ 1,343.46</b>	<b>\$ 1,432.20</b>	<b>\$ 1,432.14</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

## **RESOLUTION 2025-03**

### **A RESOLUTION OF THE SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING MICHAEL J. PAWELCZYK AS THE DISTRICT'S REGISTERED AGENT AND DESIGNATING THE OFFICE OF BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A. AS THE REGISTERED OFFICE**

**WHEREAS**, Section 189.014, Florida Statutes requires that the Summerville Community Development District (the "District") designate a registered office and a registered agent, and further authorizes the District to change its registered office and registered agent, at the discretion of the District Board of Supervisors (the "Board"); and

**WHEREAS**, the designation of both a registered office and a registered agent is for the purpose of accepting service of process, notice, or demand that is required or permitted by law to be served upon the District; and

**WHEREAS**, the Board has been informed by the office of District Counsel that there is a need to designate a new registered agent for the District; and

**WHEREAS**, the Board seeks to designate Michael J. Pawelczyk as the registered agent for the District, and update the business address of the registered office of the District, as necessary.

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

**Section 1.** The foregoing recitals are hereby incorporated as findings of fact of the Board.

**Section 2.** Michael J. Pawelczyk is hereby designated as the registered agent for the District, thereby replacing any previously designated registered agent.

**Section 3.** The registered office of the District is hereby designated as the office at Billing, Cochran, Lyles, Mauro & Ramsey, P.A., 515 East Las Olas Boulevard, Suite 600, Fort Lauderdale, Florida 33301. The registered office is identical to the business address of the registered agent designated in Section 2 of this Resolution.

**Section 4.** Pursuant to the requirements of Section 189.014(2), Florida Statutes, the District's Secretary shall transmit copies of this Resolution to the local governing authority or authorities and to the Florida Department of Economic Opportunity.

**Section 5.** All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

**Section 6.** If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

**Section 7.** This Resolution shall be effective immediately upon adoption.

**PASSED AND ADOPTED THIS 2<sup>nd</sup> DAY OF APRIL, 2025.**

**SUMMERVILLE  
COMMUNITY DEVELOPMENT DISTRICT**

**ATTEST:**

\_\_\_\_\_  
Print name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print name: \_\_\_\_\_  
Chair/Vice-Chair, Board of Supervisors