



Bonterra  
Community Development District

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Christiane Diaz, Chairman

Nicholas Tino, Vice Chairman

Teresa Baluja, Assistant Secretary

María Carolina Herrera, Assistant Secretary

Hal Eisenacher, Assistant Secretary

August 22, 2017



# Bonterra

## Community Development District

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5385 N. Nob Hill Road, Sunrise, Florida 33351  
Phone: 954-721-8681 - Fax: 954-721-9202

August 15, 2017

**Board of Supervisors**  
**Bonterra**  
**Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of the **Bonterra Community Development District** will be held on **August 22, 2017 at 2:00 p.m. at CC Homes 2020 Salzedo St., 2<sup>nd</sup> Floor Coral Gables, Florida.**

1. Roll Call
2. Approval of the Minutes of the July 21, 2017 Meeting
3. Consideration of **Resolution #2017-05** Amending Resolution #2017-01 to Change the Public Hearing Date Pertaining to the Consideration of the District's Proposed Budget for Fiscal Year 2018 from September 7, 2017 to September 5, 2017
4. Defining District Projects and Timetable for Issuance
5. Consideration of Purchase and Sale Agreement
6. Staff Reports
  - A. Attorney - Discussion of 2017 Legislative Session Memorandum
  - B. Engineer
  - C. Manager
    - 1) Discussion of Financial Disclosure Report from the Commission on Ethics - *everyone has filed*
    - 2) Discussion on Holiday Decorations
7. Supervisors Requests and Audience Comments
8. Financial Reports
  - A. Approval of Check Run Summary
  - B. Combined Balance Sheet
9. Adjournment

Enclosed for your review is a copy of the minutes from the July 21, 2017 meeting.

The third order of business is consideration of **Resolution #2017-05** Amending Resolution #2017-01 to Change the Public Hearing Date Pertaining to the Consideration of the District's Proposed Budget for Fiscal Year 2018 from September 7, 2017 to September 5, 2017. A copy of the resolution is enclosed for your review.

The fourth order of business is defining District projects and timetable for issuance. A copy of the timetable is enclosed for your review.

The sixth order of business is staff reports. Enclosed under the attorney's report is a copy of the 2017 legislative session memorandum. Enclosed under the manager's report is the financial disclosure report from the Commission on Ethics indicating everyone has filed their annual forms.

The financials are enclosed. The balance of the agenda is routine in nature and staff will present their reports at the meeting. Any other support documentation will be provided under separate cover as soon as it becomes available or presented at the meeting. I look forward to seeing you at the meeting, and in the meantime if you have any questions, please contact me.

Sincerely,



Rich Hans  
Manager

cc: Dennis Lyles	Steve Sanford	Rhonda Mossing	Vanessa Perez	Janet Ricardo	Brian Fender
Juan Alvarez	Jon Kessler	Kevin Mulshine	Lissette Viera	Ryan Palonka	Tatiana Bravo

**MINUTES OF MEETING  
BONTERRA  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bonterra Community Development District was held on Friday, July 21, 2017 at 12:00 p.m. at the offices of Lennar Homes, 730 NW 107th Avenue, Third Floor, Miami, Florida.

Present and constituting a quorum were:

Christiane Diaz	Chairman
Nicholas Tino	Vice Chairman
Teresa Baluja	Assistant Secretary

Also present were:

Michael Pawelczyk	District Counsel
Juan Alvarez	District Engineer
Anna Ramirez	Alvarez Engineers, Inc.
Luis Hernandez	District Manager
Lisa Derryberry	Governmental Management Services
Juliana Duque	Governmental Management Services
Raisa Krause	Lennar Homes (guest)

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Hernandez called the meeting to order and stated we have a quorum.

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes of  
June 27, 2017 Meeting**

Mr. Hernandez: As the second part of the agenda we have approval of the minutes of June 27, 2017 meeting, a copy of which has been provided electronically to the Supervisors and I have just passed out a hard copy of the minutes itself. At this point, does anyone have any comments, changes, additions, corrections or deletions? If there are none, a motion to approve the minutes for June 27, 2017 meeting would be in order.

On MOTION by Ms. Baluja seconded by Ms. Diaz with all in favor, the Minutes of the June 27, 2017 Meeting were approved.

**THIRD ORDER OF BUSINESS**

**Consideration of Proposal from Housemaster for Building Inspection for Bonterra Clubhouse**

Mr. Hernandez: Moving on, the next item that we have and it relates to the possibility of the District to purchase the clubhouse. One of the first items typically that the District needs to do is come and make an inspection of the building and it will be done by a company that I have used in the past and they have always been very responsive and I'm very pleased with the extent of the report that they do. With that being said, my recommendation is to use Housemaster and the cost which is \$3,200 and that will be paid off as part of the cost of the issuance. With that being said, unless anyone has any questions, a motion to approve the proposal from Housemaster to do the building inspection of the Bonterra clubhouse would be in order.

On MOTION by Ms. Diaz seconded by Mr. Tino with all in favor, accepting the proposal from Housemaster for the building inspection at the Bonterra clubhouse not to exceed \$3,200 was approved.

**FOURTH ORDER OF BUSINESS**

**Discussion on Lift Station**

- A. Conveyance to the CDD
- B. Ratification of Preventative Maintenance and Inspection Agreement from South Florida Utilities, Inc.

Mr. Hernandez: Moving on, we have a discussion on the lift station and the first item that we have is the conveyance to the CDD and I will take the lead on this, although the one who has the lead on those issues is Mr. Alvarez. The part that I want everybody to understand is that the intent when the District makes those improvements is that especially in facilities like the lift station, once it is ready to be conveyed we pass that on to the city or the county. In the particular case of the city of Hialeah it has been requested

that other matters need to be said prior to us being able to finalize the conveyance, that's why we're suggesting at this point to finalize the conveyance from developers to the District. The District was the one who paid for those improvements and when everything is ready for the city to accept it, it will be passed on. It is important to note that it is functioning, nothing is preventing them from acting, it's just that the ownership has not been given yet to the city. Juan I don't know if you need to add anything else to what I just said or not?

Mr. Alvarez: No I think you covered the main points Luis. I think it is proper to transfer the lift station to the CDD and the CDD is only putting a condition before it accepts the lift station and that is that the second lift of asphalt throughout the development is placed. Once the vertical construction is completed then the developer will put the final lift of asphalt in, and then the city will be able to take ownership. So in the meantime, within that time, then the CDD is going to be the owner of the lift station and therefore has to enter into a maintenance agreement with the company that maintains the lift station, so that is the idea.

Mr. Hernandez: So based on that explanation the request at this point to the Board would be to authorize the conveyance of the lift station to the CDD and by making that authorization allow District staff to prepare all the necessary documents, and at the same time authorize all the appropriate officials to execute those documents.

On MOTION by Ms. Baluja seconded by Ms. Diaz with all in favor, authoring the conveyance of the lift station to the CDD and also authorizing the proper District officials to execute the document was approved.

Mr. Hernandez: At the same time, while the District is just waiting to finalize it, and to ensure that everything continues to be working properly, there is some preventative maintenance that needs to be provided to the lift station. At this point, we don't know exactly how long it's going to be taking prior to us being able to pass on and finalize this to the city, so in order to maintain and to do that preventative maintenance we

are going to be accepting a maintenance inspection agreement that is going to be coming out of the operation and maintenance costs of the District. So with that being said, a motion to authorize entering into a preventative maintenance inspection agreement with South Florida Utilities, Inc. would be in order.

Mr. Pawelczyk: Let me just ask a question because what's included in here is an existing agreement between CC Homes and South Florida Utilities, so wouldn't we want to just either have a new agreement or an assignment of that agreement, because we could just accept the assignment of it if they want to do that.

Ms. Baluja: Right.

Mr. Tino: That would be the best way.

Mr. Pawelczyk: So that would be better.

Mr. Hernandez: Ok.

Mr. Alvarez: They can take an assignment.

Ms. Baluja: Ok, so then motion to accept an assignment of the agreement enclosed in the agenda.

Mr. Tino: So I have a question, the preventative maintenance is affective when from South Florida Utilities because I guess my question is, the maintenance prior to South Florida Utilities taking over, do we have any history of that?

Mr. Alvarez: Yes, South Florida is already providing maintenance.

Mr. Tino: Correct, I'm saying prior to that because I know there was a time where we weren't sure who even was in charge of the lift station.

Mr. Alvarez: Yes, what happens is that the developer began the conveyance to the city of the lift station and the city began to maintain it, so there was a time in which the city was maintaining but then the city said, well it's best that we give back the responsibility to the developer until you put the final lift of asphalt in.

Mr. Tino: Ok.

Mr. Alvarez: And that's when the developer then entered into an agreement with South Florida Utilities to continue those services, the services that were provided before with the city, but now that the lift station is going to come to the CDD it makes sense to

assign this contract with South Florida Utilities.

Mr. Tino: Oh definitely, I guess my question was prior to April 13th what maintenance was performed on that lift station, do we have records of it, is there any type of log and the reason why I say this is, and I'm going to be very frugal is that there are other communities that have had an issue with the lift station from the construction debris and it backing up, and we had a very bad week for lack of words, as a community, and I'm not sure if you're aware what happened, but we were on television for defamation, the construction and the integrity of the community and the construction which in turn, as a property owner, it decreases my value and the way that the community is perceived. So it's back to, is something catastrophic going to happen in a year and half from now where we got DERM out there and it's a big, big deal. I think I'm speaking on behalf of the community at this point that I was a little concerned that we can't provide documentation for the maintenance of the lift station prior to April 13, 2017, and that's a little bit disturbing for a lack of words because at some point if this happens, then as a community we're going to have to assume the liability and the cost. So I guess what I want to know, is this company going to approve this lift station that it was accepted in good condition, in good standing and that it was maintained prior to them taking over?

Mr. Alvarez: Yes.

Mr. Tino: And us moving forward because I don't want in two years from now something to come up, like in our neighboring community and it becomes an issue, and that's why I'm really concerned about it and I just wanted some clarification.

Mr. Pawelczyk: Well I don't think we can control what happens before the CDD takes over the lift station.

Mr. Tino: Definitely, I agree with you.

Mr. Pawelczyk: But I think Juan before the CDD takes this over, you have to inspect it right, or somehow there has to be an inspection to make sure that the lift station is running properly, there's no blockage in there.

Mr. Tino: Right and that's my concern, mostly it's blockage from the construction which is inevitable we're not going to be able to stop it, but at some point the preventative



which is the term that we're using, and I just want to make sure that we're being proactive.

Mr. Alvarez: And the word preventative, it means it's something that would have been in the future but this company has already expressed some of the issues, and I know that because I've been in communication with the developer and I have been to the lift station to observe how these problems were formed knowing that this issue was going to come to the CDD. So there is a history about it but the issues that happened before have been resolved.

Mr. Tino: Ok.

Mr. Alvarez: If I knew there was a major issue with it I would recommend that before the CDD takes over that the issue be resolved, but there have been complaints about the noise of the alarm of the lift station and those have been addressed.

Mr. Tino: Yes, those have been addressed definitely. I think my biggest concern of why I brought it up was inside, I mean the aesthetics, those are all cosmetic things, I'm talking about the function and the mechanical issues.

Mr. Alvarez: Yes and everything is working well.

Mr. Tino: Ok, thank you so much.

Mr. Alvarez: You're welcome.

Mr. Hernandez: So moving on, we have on the table the consideration for the assignment of the agreement as presented, do we have anyone making that motion?

On MOTION by Ms. Baluja seconded by Mr. Tino with all in favor, authorizing to accept an assignment of agreement for the preventative maintenance and inspection agreement with South Florida Utilities, Inc. was approved.

Mr. Hernandez: And before we move on and kind of correlating with the item that we presented to the HOA yesterday, I understand when the community has concerns especially if you don't know the details, but don't let anything wait, whenever you have an item or foresee an issue, let us know because many times we have the answers and rather than letting something grow just because of not knowing the details there are many

of those items that our District engineer is aware of or will be able to get those answers for us. We're going to be touching later on within the agenda today, there was a floating issue and as I was explaining last night, we cannot prevent from having hiccups, there's always going to be issues, the part that we can proactively do is coming up with answers and getting things resolved. So that's the part by knowing what is taking place and keep in mind we try to help as much as we can but you spend more time in the community than we do, so if you let us know those issues that you are aware of we will be more than happy to assist.

Ms. Diaz: Ok.

Mr. Tino: Thank you.

**FIFTH ORDER OF BUSINESS                      Discussion of Financing Matters**

**A. Consideration of Engineers Report**

Mr. Hernandez: With that being said, moving to the next item we have the discussion of financing matters and basically correlating everything that we're discussing, the District is trying to help the community to move forward and improve as a community, and so as part of those actions, it is my understanding that the HOA is working towards the purchase of the clubhouse. Based on that understanding, I have received and I think it's appropriate to start by passing on a copy of a resolution that was being passed by the Bonterra Community Association that passed last night is my understanding. So what this document basically does is it correlates to what has been said works, so right now what is helping us that now we have it in writing, everything that we have been told. With those statements being made, I think it would be appropriate for the Board at this point to accept the Bonterra Community Association action by the Board of Directors dated July 20, 2017.

On MOTION by Ms. Baluja seconded by Ms. Diaz with all in favor, accepting the Bonterra Community Association action by the Board of Directors resolution dated July 20, 2017 was approved.

Mr. Hernandez: Now that we have this document, the next action that we have is consideration of the engineers report, Juan?

Mr. Alvarez: Ok and I hope I brought enough copies and I will pass them around now. I understand that there is going to be a new bond issuance for purchasing the clubhouse property and for building some additional public infrastructure. So this report that is in front of you is a working report, it's still a draft which describes the clubhouse property and also describes the method by which the purchase price was determined. There is a club plan prepared by the developer and the current owners of the clubhouse that is recorded in the public records of Miami-Dade County. That club plan establishes a method for pricing the club property and based on the membership fees and other factors have a particular method. The club plan also provides for a negotiated price which is what's happened here, the price has already been negotiated between the club owner and the HOA and now it's going to be assigned to the CDD. So this engineers report is going to be made a part of the financial documents and it's going to be the basis for issuing bonds which will describe to the bondholders how the purchase price was established and will make a connection between the clubhouse plan that was recorded and the actual action of the CDD purchasing the clubhouse. So when you have a chance just read it and you will see that what I just said is similar to what's inside there and that's one of the components of the engineers report, the purchase price of the clubhouse, and then the other component is the additional infrastructure. I have received indication from the District manager that the CDD intends to do some additional public infrastructure improvements and those are listed on page 3 of the report, and these are being considered, they may be complete, they may be modified, but as far as I know right now this is the list of improvements that you have over there on page 3. Now, between the purchase price of the clubhouse which was negotiated to be \$8,580,000 plus the additional public infrastructure estimated at \$921,475, those two amounts will be the basis for the future issuance of bonds, so that's in essence what the report is for. It's still in draft form and I don't know if it needs to be approved today or not.

Mr. Hernandez: In substantial form.

Mr. Pawelczyk: Right in substantial form.

Mr. Alvarez: Ok, in substantial form and this has been reviewed by some lawyers, not all of them, but this second draft has not been circulated so that's why it's in substantial form, it still needs to be modified a little bit.

Mr. Hernandez: Not only that, it is important that if we were to be defining this in steps since we have individuals that have not been part of a similar process, this is the first step, we're just trying to define what the amount of money is that we need. It does not mean that we have issued it, it does not mean that everything that is included is what it will finally be, and when you're accepting it in substantial form the only thing you're accepting is that based on the information that the District has as of today this seems to be a reasonable summary. There is going to be subsequent steps where it's going to be tailored to fit what you as a Board believes is what the community wants. With those indications being made, the recommendation at this point would be a motion to accept in substantial form the first supplemental engineers report dated July 21, 2017.

On MOTION by Mr. Tino seconded by Ms. Diaz with all in favor, accepting the First Supplemental Engineers Report in substantial form dated July 21, 2017 was approved.

**B. Consideration of Assessment Methodology Report**

Mr. Hernandez: Now as I was indicating this is the first step, and if you go to the agenda under tab B the second step is to try to see how much is going to be the damage. Now the easiest part for me to explain is if we go to the tables, if you would please go to page 6 which is the first table, the way we need to understand what this means is by seeing what would be the implication in the community. So what I'm going to be describing to you goes through the tables. The community is being seen as 858 units and prior issuances were making some distinction and difference based on the size and therefore the benefit that we're obtaining. When it correlates to the clubhouse side, despite the size of the property they have the same ability to enjoy the facility, therefore

what we're going to be doing is the townhomes are comparable to the single family homes and so on. All we have are 858 units and that matches whether you want to see it like that, or if you want to contemplate it as the equivalent residential units. With that understanding, table 2 takes Mr. Alvarez's report and what we do is we add them, the \$8,580,000 plus the additional community improvements, the additional clubhouse improvements, and now we have a total of improvements that comes out to be \$9,501,450 and the clubhouse is going to be requiring to provide maintenance and we're assuming that the intent is to have the closing in October but the District does not receive the funding until the end of December. So we cannot close the job and say, oh see you in December, we need to continue the operation and so what we're going to be doing is creating part of those funds from the issuance, so that for those 3 months we will be able to continue and pay for the operation and that's estimated at this point at \$95,000. This gives the District the amount the District needs to cover, and once again, knowing that the project could change, meaning we can decrease it, we will not be able to increase from the number that we have. Based on that the District will need almost \$9,600,000 to be exact, \$9,596,450. What that number helps me to do is, now I can go and estimate how much money the District is going to need to issue a bond, and by doing so being able to tell how much needs to be allocated per unit and more importantly how it's going to cost the homeowner annually so that I can pass on to them what would be the affect. Based on all that, including what would be the closing costs, what the District needs to have in reserves as required by the indenture, and the cost of the issuance and so on, it's estimated at this point that the District is going to need roughly \$10,455,000 and I'm being conservative through the guidance of the underwriter so that I can estimate what would be the cost that the homeowners are going to see. Based on those numbers in table 4, it takes what would be the cost, so if I were to tell the homeowner, the homeowner will have two options, prior to the District issuing the bonds if anyone shows up here with \$11,185 and gives us the cash up front, we don't even put a debt on them, they don't need to incur any further expenses. That's one option, but the important part is that it lets us know how much is the par benefit of what we're giving to those homeowners, so it has been quantified. Table 5

goes and says, ok but that quantification needs to be taken into consideration of what would be the cost that the District is incurring because money doesn't come to us for free. So we go and we take \$10,455,000 and we're able to go and say to the homeowners, ok per unit, each unit is going to be having an amount allocated to each folio of \$12,185.31 but all those numbers don't mean anything to the average person. What it means to the average person is that they're going to be paying \$769.81.

Mr. Tino: A month.

Mr. Hernandez: No, a year.

Mr. Tino: I'm sorry a year, \$76 and change a month.

Mr. Hernandez: This one will come out to be a year price and it's only for the purchase price, it does not include yet the operation and maintenance.

Mr. Tino: Ok.

Mr. Hernandez: So you are still combining the two of them, and as we move forward and defining what this number will be, we will be better to tell the homeowners what that total will be, but for the clubhouse side, it will be \$769.

Ms. Baluja: Club and additional improvements.

Mr. Hernandez: Correct. Table 6, what it does and when we're done with the meeting for the homeowners I will be able to tell you what that means on the monthly side, but right now it's not the determining factor, we're just seeing a number that as I was saying, it could be decreased depending upon some of the discussions that we're having with the community. Table 6 what it does it presents a summary of what would be the assessments, it's based on all the units and folios that they have, and this is the summary that later it goes into detail in table 7 and it allocates folio by folio, so that if any homeowner wants to come and check they will be able to see the ability that we have and the facility that we have in this process that all the folios have the same amount being allocated. Despite the folio number, it would be the same amount. So with that being said, does anyone have any questions?

Ms. Diaz: No.

Mr. Hernandez: Alright, so the next action is to accept, also in substantial form the

preliminary assessment methodology dated July 18, 2017.

On MOTION by Ms. Diaz seconded by Mr. Tino with all in favor, accepting the Preliminary Assessment Methodology report in substantial form dated July 21, 2017 was approved.

**C. Consideration of Resolution #2017-03 Declaring Special Assessments**

**D. Consideration of Resolution #2017-04 Calling for a Public Hearing to Impose Special Assessments**

Mr. Hernandez: Moving on, based on those items we have two resolutions and Mike if you would please help me with those.

Mr. Pawelczyk: Sure, we have resolution #2017-03 and #2017-04 and these are resolutions that are being offered pursuant to Chapter 170 Florida Statutes which is the way local governments utilize the assessment process to pay for infrastructure and public improvements, like in this case the clubhouse. So we are proceeding under that statute and resolution #2017-03 is what I call the initial assessment resolution and this basically puts everyone on notice as to what the project is, the project being the clubhouse acquisition and the additional improvements as described in the engineers report and basically sets forth to allocate those assessments pursuant to the methodology report and approves that methodology process, and indicates that after the public hearing is held the special assessments will be levied so we approve a preliminary assessment roll which Luis explained was at the back end of that assessment methodology report which sets forth all the folio numbers and you'll pay approximately \$770 a year on your assessments as a maximum number for now. That's really the purpose of resolution #2017-03 and this is a draft because Luis needs to fill in some numbers, dates of the engineers report, etc. so your approval would be contingent on those items being filled in, all of those blanks that are set forth in here are based on the two reports you just approved.

Ms. Diaz: Ok.

Mr. Tino: Ok.

Mr. Pawelczyk: So before we go to the motion I'd rather do them both at the same

time, so resolution #2017-04 is what I refer to as the Chapter 170 public hearing resolution, it sets a time, date and location of the public hearing, and you'll see that's blank so we'll have to choose that today before we adopt the resolution. Luis probably has a recommended day in mind, and also sets forth in exhibit A the notice of public hearing that is required to be attached to this resolution. It basically also further directs Luis, as the District manager to advertise a public hearing and send a written notice of that public hearing pursuant to the statutory requirements. So with that being said, does anyone have any question first?

Ms. Diaz: No.

Mr. Pawelczyk: So Luis, maybe we could offer a date and then we can move forward.

Mr. Hernandez: Yes, the regular day would be, and do you know the September date that we're going to have the Bonterra meeting at the clubhouse, when we're going to be adopting the budget?

Ms. Diaz: No.

Ms. Baluja: Let me see if I have it in my calendar. It would be at night right?

Mr. Hernandez: Yes 6:00 p.m. Ok I think it's September 7th, at 6:00 p.m. that's the meeting where we're going to be adopting the budget and so what is recommended is consolidate all that so that everybody has a full understanding of all the items that are going to be considered. Yes sir?

Mr. Pawelczyk: I have Palm Glades also at that time.

Mr. Hernandez: Oh you do.

Mr. Pawelczyk: Right, so I just wanted to make sure.

Mr. Hernandez: No, there is something wrong there.

Mr. Pawelczyk: I have Palm Glades at 6:30 to adopt the budget.

Mr. Hernandez: Ok, let me just take a quick break so we get off the record and I will get the answer for you from my office. Alright so now that we have everything and coming back on the record, the request is that the resolution is going to read that the public hearing is going to take place on September 6th at 6:00 p.m. at the Bonterra



clubhouse.

Mr. Pawelczyk: Correct.

Mr. Hernandez: So with that being said, with the explanation that has been made by Michael unless anyone has any questions, I will ask and you can do it in a combined motion to authorize resolution #2017-03 and resolution #2017-04 as explained.

On MOTION by Mr. Tino seconded by Ms. Diaz with all in favor, Resolution #2017-03 declaring Special Assessments and Resolution #2017-04 calling for a Public Hearing to Impose Special Assessments on September 6, 2017 at 6:00 p.m. at the Bonterra Clubhouse at 9501 W. 35th Court, Hialeah, Florida was approved.

## SIXTH ORDER OF BUSINESS

## Staff Reports

Mr. Hernandez: Moving on, the next item we have is staff reports, Michael?

### A. Attorney

Mr. Pawelczyk: Yes, I'll take this opportunity to offer that the Board, since we're moving the public hearing to September 6th on the debt assessments for the clubhouse acquisition and improvements that we would also need to amend resolution #2017-01 so we will prepare a resolution #2017-05 which would provide for the amendment to resolution #2017-01 to make the change from the public hearing date of September 7, 2017 at the clubhouse at 6:00 p.m. to September 6, 2017 at the clubhouse at 6:00 p.m. So if I could have a motion to approve resolution #2017-05.

On MOTION by Ms. Diaz seconded by Mr. Tino with all in favor, Resolution #2017-05 amending resolution #2017-01 as stated on the record by District Counsel was approved.

Mr. Hernandez: Anything else Mike?

Mr. Pawelczyk: No, but do you want to prepare that or do you want me to?

Mr. Hernandez: We'll prepare it.

Mr. Pawelczyk: Ok.

**B. Engineer**

Mr. Hernandez: Moving on, Juan?

Mr. Alvarez: I can tell you a little bit about what is being done about some flooding issues. So let me tell you a little bit about the way the drainage system works. There is a system with pipes in the roads and all those pipes collect the water within the red area and brings the water into the lake at this point, this is where the outfall is. There have been at least 2 storms that have created flooding in that area. The first one was about 2 or 2 ½ weeks ago and then the developer investigated and they found something that was blocking one of the pipes somewhere and they fixed it and they thought, well we already fixed the problem. Then another storm event came this week, I think it was Tuesday or Wednesday and then it happened again. So he mobilized the contractor and they found that at the outfall there were two places where the main pipe was collapsed, it had been crushed and collapsed, and as a consequence those two places were just backing up all the silt that went washing into this area and all of that so that last pipe was not only collapsed but full of silt. So all the water was being backed up and showing up in the streets in front of your houses. So that same day the two pipes were corrected, and my engineer went there and inspected the work that the contractor was doing and these are two pictures, one with the crushed pipe that you see there, and here's the same pipe after having been reconstructed, and the same thing was done at this area. These two spots show, one the first clog was corrected in the morning, and then this one was going to be done in the afternoon. I understand that this one was completed. Now after that we've been getting these kinds of storms almost every day and I understand that the system is functioning a lot better now.

Ms. Diaz: We haven't had a severe storm like we did those two days, but the rain that we have gotten, it has worked so far.

Mr. Alvarez: Right. When I reported this to the developer, I asked him, a picture from the residents would be welcomed, so please send it to us.

Ms. Diaz: Ok.

Mr. Alvarez: So they are also going to desilt, in other words remove the silt from the entire pipe just to make sure that everything is flowing fine, and these are the issues at the end of construction. What happens is that the contractor knows where he buried the pipe but, sometimes the landscaper comes and plants a big tree right into the pipe and he doesn't know that it was there more or less because he cannot see it and these kinds of things happen. Another thing is that there is a lot of silt being washed up at the end when the subdivisions are new because the grass has not really taken root and there is still a lot of runoff and silt and that silt gets into the inlets so the contractor puts some barriers or cloth or silt covers and they act like a filter and when there is too much silt then those filters get clogged, they're supposed to be cleaned out and all of that and sometimes the storms happen so quickly that it's difficult to keep up. So silt and a piece of cloth will also create drainage problems but those are apparent, it's not that there is something wrong or something miscalculated to build capacity but the good thing is that it's good to know where the problems are that are being repaired and corrected.

Mr. Tino: Thank you.

Mr. Alvarez: So hopefully you don't have any more of those issues. I wanted to let you know that we're watching these things.

Ms. Diaz: Thank you.

Mr. Tino: Thank you.

Ms. Diaz: Luis, I have a question for you. We are having another issue and I don't know if this does belong to the CDD, I'm kind of confused, or the developer. I brought it up to the developer but now that he was talking about the flooding and all of that stuff, it just came back to me, so I wanted to ask you if it does belong to the CDD. On 75th, right here, these homes, there's a couple of the homes back here that have their backyards to 75th, that on the actual fence right next to the fence they're getting sinkholes, and they had it repaired. CC Homes came out and repaired it twice, but the sinkholes are getting deeper and deeper. I went to one of the homeowners houses on Friday because she's very concerned and I saw it, and I'm not an engineer so I don't know but it seems that the issue

that they're having it's not so much that, it's the sinkhole that's coming from this side but it's actually the land on the outside of the fence.

Ms. Baluja: Like in the DOT area.

Ms. Diaz: Exactly. So CC Homes went and they put that tarp part, the silk under it and they put the mesh and then they filled it with sand and put grass and they did that 2 weeks before. On Friday when I went, once again you could put your feet there and it's just sloping down, so is that something that is the CDD because it's right on the fence?

Mr. Alvarez: Let me tell you what the CDD owns, the CDD owns from where the fence is, and I didn't run the exact dimension but maybe 15 feet of the perimeter, and that would be inside the property.

Ms. Diaz: So she's having the problem of the sinkhole inside.

Mr. Hernandez: But Chistine, if you don't mind, rather than us trying to speculate on the issue, if you shoot me an email with the address and I will coordinate with someone from Juan's office to go and look at it, and despite who the ownership is, let's see the problem and then being onsite he will be able to tell us not only what the problem is, but what would be the solution and who would they want to provide that solution.

Ms. Diaz: Alright, perfect.

Mr. Hernandez: It's easier and faster for the CDD to work that way than any other way.

Ms. Diaz: Ok, thank you.

Mr. Hernandez: And any similar type of issues, you can just shoot me an email and I'm in constant communication with Juan, even the day that I received the email on the flooding, I contacted him and he already had a person ready to go to investigate to look at it. So not only to you but anyone who lives in the community, they can send us an email, we're here to help with all those items.

Mr. Pawelczyk: And even you know, you talked about pictures, snap a picture of it and forward it Luis.

Ms. Diaz: Yes and I have the pictures so I'm going to forward you the pictures, the address and the homeowner information, I have her address, the phone number and

contact information.

Mr. Hernandez: Alright.

Ms. Diaz: Ok perfect, thank you.

Mr. Hernandez: Anything else Juan?

Mr. Alvarez: That's all I have, unless you have any questions.

Ms. Diaz: No.

Mr. Hernandez: I do have a question. Do we have a colored map of this District as to what belongs to the District?

Mr. Alvarez: We are right now preparing all the yearly engineers report and we're creating one map.

Mr. Hernandez: Ok, and just for the homeowners to know what I'm asking is something similar to the sketch that he has but it will be highlighting the portion that belongs to the CDD, it does not mean that it's not being used for legal purposes, but it helps the management companies to know whether it's CDD or HOA area. Typically what we prefer to have is those items being dealt privately rather than bring those to the public record because I don't carry the answers. If I go and I see and we know how it needs to be approached we can proactively get those answers.

Ms. Diaz: Ok.

### **C. Manager - Discussion of Financial Disclosure Report from the Commission on Ethics**

Mr. Hernandez: Moving on, as for the manager, I just need to talk about the financial disclosure report, and Teri has filed, Manuel has filed, Hal hasn't filed, and Bruce hasn't filed, and Bruce already resigned.

Mr. Pawelczyk: But he's going to have to file a Form 1 and a 1F.

Mr. Hernandez: We provided him with both of them, but I will be contacting him.

Mr. Pawelczyk: I'm sure, so you might want to remind Bruce.

Mr. Hernandez: Yes, I'm going to send him an email.

Mr. Pawelczyk: And just so you guys know, you filled out a Form 1 when you got on the Board, next year you're going to be on this notification and hopefully you will be as

complied, so we'll help you with that. In May they send you another Form again, at the end of May or the beginning of June for the prior year, and it's due July 1st. So if you don't file it timely, there's like a grace period there but starting September 1st they'll start fining these two individuals \$25 a day up to \$1,500 if they don't comply. So Luis reminds them, we remind them and eventually and hopefully they do it.

Mr. Hernandez: It's important for the record and for you to know, sadly the CDD has nothing to do with that document. There is nothing that we can do, it's an obligation for the Supervisor and we try to remind each one of the Supervisors and as we move forward we will be reminding you as many times as required but please help us to get that done because we don't want to have any issues. So unless anyone has any other questions for me, I will move on to the next item.

**SEVENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

Mr. Hernandez: Are there any Supervisors requests at this point? Not hearing any, are there any audience comments, Raisa?

Ms. Krause: No.

**EIGHTH ORDER OF BUSINESS**

**Financial Reports**

- A. Approval of Check Run Summary**
- B. Combined Balance Sheet**

Mr. Hernandez: Moving on, the next item that we have is item No. 8, financial reports. Behind tab A you have the check run summary, and behind tab B you have the combined balance sheet. Unless anyone has any questions in regard to the financials, a motion to approve would be in order.

On MOTION by Ms. Baluja seconded by Ms. Diaz with all in favor, the Check Run Summary and Combined Balance Sheet were approved.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Hernandez: Unless anyone has any other District business to discuss, a motion to adjourn would be in order.

On MOTION by Ms. Baluja seconded by Ms. Diaz with all in favor the motion to adjourn was approved.

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Assistant Secretary / Secretary

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Chairman / Vice Chairman

**RESOLUTION 2017-05**

**A RESOLUTION OF THE BONTERRA COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2017-01 TO CHANGE THE PUBLIC HEARING DATE PERTAINING TO THE CONSIDERATION OF THE DISTRICT'S PROPOSED BUDGET FOR FISCAL YEAR 2018 FROM SEPTEMBER 7, 2017 TO SEPTEMBER 5, 2017**

**WHEREAS**, at its meeting of April 25, 2017, the Board of Supervisors (the "Board") of the Bonterra Community Development District (the "District") adopted Resolution 2017-01 approving a proposed budget for Fiscal Year 2018 and setting a public hearing on said proposed budget for September 7, 2017; and

**WHEREAS**, due to the proposed acquisition by the District of the clubhouse facilities and in order to ensure a quorum for the Board meeting, it is necessary to change the date of the public hearing on the Fiscal Year 2018 budget to September 5, 2017; and

**WHEREAS**, the District Manager shall properly advertise the notice of public hearing for the new date in accordance with applicable Florida law and the policies of the District; and

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

**SECTION 1.** The foregoing recitals clauses are true and correct and are hereby ratified and confirmed by the Board of Supervisors of the District.

**SECTION 2.** Resolution 2017-01 is hereby amended to change the public hearing on the District's Fiscal Year 2018 budget to the following date, hour and place:

Date: September 5, 2017  
Hour: 6 p.m.  
Place: Bonterra Clubhouse, 9501 W 35<sup>th</sup> Court  
Hialeah, Florida

**SECTION 3.** The District Manager is directed to advertise the new public hearing date in accordance with the requirements of Chapter 190, Florida Statutes.

**SECTION 4.** All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 5.** If any clause, section or other part or application of this Resolution is held by court of competent jurisdiction to be unconstitutional or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.



**SECTION 6.** This Resolution shall take effect immediately upon adoption.

THIS RESOLUTION WAS PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

ATTEST:

BONTERRA COMMUNITY DEVELOPMENT DISTRICT

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

By: \_\_\_\_\_  
Chairman/Vice-Chairman

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT**  
(Miami-Dade County, Florida)  
**Special Assessment Bonds, Series 2017**  
**Recreation Facilities Acquisition**  
***Financing Timetable***  
August 11, 2017



Date or Week	Event	Responsible Party
Week of 8/14/17	Submit credit package to S&P for credit rating (3-4 weeks turnaround)	UW
8/22/17	Board Meeting – <ul style="list-style-type: none"> <li>• Approval of Purchase and Sale Agreement</li> </ul>	ALL
9/5/17 6:00 p.m.	CDD Board Meeting: <ol style="list-style-type: none"> <li>1. Public Hearing to Impose Special Assessments</li> <li>2. Consideration of Resolution Equalizing and Imposing Special Assessments</li> <li>3. Consideration of Delegation Resolution, including: <ul style="list-style-type: none"> <li>• Form of Master Trust Indenture</li> <li>• Form of [Third] Supplemental Trust Indenture</li> <li>• Form of Bond Purchase Agreement</li> <li>• Form of Preliminary Official Statement</li> <li>• Form of Continuing Disclosure Agreement</li> </ul> </li> </ol>	
9/11/17	Receive credit rating from S&P (target)	UW
Week of 9/11/17	Print & Release PLOM	UC
Week of 9/18/17	Price Bonds Sign Bond Purchase Agreement	UW
9/21/17	Final Comments on PLOM to UC	UC
9/21/17	Real Estate Closing-in Escrow (1 week before Bond Closing)	D/DC
9/21-9/28/17	Finalize All Documents	All
9/28/17 2 PM	Board Meeting: <ul style="list-style-type: none"> <li>• Board Approves Final Form of Supplemental Methodology Report</li> <li>• Board Approves any additional Bond Related Documents</li> <li>• Pre-closing on Bonds, immediately following Board Meeting</li> </ul>	All
10/1/2017	Closing by phone	T, UW

Key	Description	Company
DC	District Counsel	Billing, Cochran, Lyles, Mauro & Ramsey
UC	Underwriters Counsel	Gray Robinson
UW	Underwriter(s)	MBS Capital Markets LLC FMSbonds, Inc.
DM	District Manager	Government Management Services SF
AC	Assessment Consultant	Government Management Services SF
T	Trustee	Regions Corporate Trust Services
TC	Trustee's Counsel	Edwards Cohen Attorneys at Law
BC	Bond Counsel	Greenberg Traurig
DE	District Engineer	Alvarez Engineers, Inc.
D	Developer(s)	Hialeah Communities LLC



## MEMORANDUM

TO: District Manager

FROM: Michael J. Pawelczyk, Esq.   
Vanessa T. Steinerts, Esq. 

DATE: August 8, 2017

RE: 2017 Legislative Session, Recently Approved Legislation

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Attached please find copies of a couple laws recently adopted by the Florida Legislature and enacted into law, and which have some applicability to special districts. These new laws are summarized below:

1. Chapter 2017-21, Laws of Florida. This act relates to public records laws and the award of attorney fees to the requesting party be assessed against an agency if a civil action is filed against the agency to enforce the provisions of Chapter 119, Florida Statutes. However, before attorney fees may be imposed against the agency, the court must find that the agency unlawfully refused to permit a public record to be inspected or copied and that the agency's custodian of public records received written notice of the public record request at least five (5) business days before the civil action was filed. The exception to the five (5) day notice requirement is if the agency does not prominently post the contact information for the agency's custodian of public records (a) in the agency's primary administrative building in which public records are routinely created, sent, received, maintained, and requested and (b) on the agency's website. It is important for each district to post the contact information for the agency's custodian of public records at the office of the district manager, the clubhouse or recreation facility (if any), and on the district website.

An exception to the award of attorney fees occurs if the court determines that the complainant requested to inspect or copy a public record or participated in the civil action for an improper purpose, including making the public record request or bringing forward the civil action primarily to cause a violation of Chapter 119, Florida Statutes, or for a frivolous purpose. In those instances, the court may award attorney fees to the agency.

This legislation became effective on May 23, 2017.

2. Chapter 2017-113, Laws of Florida. This act relates to public works projects and prohibits state and political subdivisions, including a special taxing district or water management district, that contract for public works projects from imposing certain requirements on certain contractors, subcontractors, or material suppliers or carriers. The act defines a public works project as an activity of which fifty (50%) percent or more of the cost will be paid from state-appropriated funds that were appropriated at the time of the competitive solicitation and which consists of a specified construction activity by a political

subdivision. Except as required by State or Federal law, a political subdivision may not require, in a contract for a public works project, that a contractor pay employees a predetermined amount of wages or prescribe any wage; provide employees a specified type, amount, or rate of employee benefits; control, limit, or expand staffing; or recruit, train, or hire employees from a designated, restricted, or single source. In addition, this act prohibits restricting bidders who are qualified, licensed or certified as required by law from submitting bids on a public works project.

This new legislation became effective on July 1, 2017.

Should you have any questions regarding these newly enacted laws please do not hesitate to contact this office.

CHAPTER 2017-21

Committee Substitute for  
Committee Substitute for Senate Bill No. 80

An act relating to public records; amending s. 119.12, F.S.; revising the circumstances under which a court must assess and award the reasonable costs of enforcement against an agency in a civil action to enforce ch. 119, F.S.; specifying circumstances under which a complainant is not required to provide certain written notice of a public records request; requiring a court to determine whether a complainant requested to inspect or copy a public record or participated in a civil action for an improper purpose; prohibiting the assessment and award of the reasonable costs of enforcement to a complainant who acted with an improper purpose; requiring the court to assess and award reasonable costs against the complainant if he or she is found to have acted with an improper purpose; defining the term "improper purpose"; providing for construction and applicability; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 119.12, Florida Statutes, is amended to read:

119.12 ~~Attorney~~ Attorney's fees.—

(1) ~~If a civil action is filed against an agency to enforce the provisions of this chapter and if the court determines that such agency unlawfully refused to permit a public record to be inspected or copied, the court shall assess and award, against the agency responsible, the reasonable costs of enforcement, including reasonable attorney attorneys' fees, against the responsible agency if the court determines that:~~

(a) The agency unlawfully refused to permit a public record to be inspected or copied; and

(b) The complainant provided written notice identifying the public record request to the agency's custodian of public records at least 5 business days before filing the civil action, except as provided under subsection (2). The notice period begins on the day the written notice of the request is received by the custodian of public records, excluding Saturday, Sunday, and legal holidays, and runs until 5 business days have elapsed.

(2) The complainant is not required to provide written notice of the public record request to the agency's custodian of public records as provided in paragraph (1)(b) if the agency does not prominently post the contact information for the agency's custodian of public records in the agency's primary administrative building in which public records are routinely created, sent, received, maintained, and requested and on the agency's website, if the agency has a website.

(3) The court shall determine whether the complainant requested to inspect or copy a public record or participated in the civil action for an improper purpose. If the court determines there was an improper purpose, the court may not assess and award the reasonable costs of enforcement, including reasonable attorney fees, to the complainant, and shall assess and award against the complainant and to the agency the reasonable costs, including reasonable attorney fees, incurred by the agency in responding to the civil action. For purposes of this subsection, the term "improper purpose" means a request to inspect or copy a public record or to participate in the civil action primarily to cause a violation of this chapter or for a frivolous purpose.

(4) This section does not create a private right of action authorizing the award of monetary damages for a person who brings an action to enforce the provisions of this chapter. Payments by the responsible agency may include only the reasonable costs of enforcement, including reasonable attorney fees, directly attributable to a civil action brought to enforce the provisions of this chapter.

Section 2. This act applies only to public records requests made on or after the effective date of this act.

Section 3. This act shall take effect upon becoming a law.

Approved by the Governor May 23, 2017.

Filed in Office Secretary of State May 23, 2017.

CHAPTER 2017-113

Committee Substitute for  
Committee Substitute for House Bill No. 599

An act relating to public works projects; creating s. 255.0992, F.S.; providing definitions; prohibiting the state and political subdivisions that contract for public works projects from imposing restrictive conditions on certain contractors, subcontractors, or material suppliers or carriers; prohibiting the state and political subdivisions from restricting qualified bidders from submitting bids; providing applicability; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 255.0992, Florida Statutes, is created to read:

255.0992 Public works projects; prohibited governmental actions.—

(1) As used in this section, the term:

(a) "Political subdivision" means a separate agency or unit of local government created or established by law or ordinance and the officers thereof. The term includes, but is not limited to, a county; a city, town, or other municipality; or a department, commission, authority, school district, taxing district, water management district, board, public corporation, institution of higher education, or other public agency or body thereof authorized to expend public funds for construction, maintenance, repair, or improvement of public works.

(b) "Public works project" means an activity of which 50 percent or more of the cost will be paid from state-appropriated funds that were appropriated at the time of the competitive solicitation and which consists of the construction, maintenance, repair, renovation, remodeling, or improvement of a building, road, street, sewer, storm drain, water system, site development, irrigation system, reclamation project, gas or electrical distribution system, gas or electrical substation, or other facility, project, or portion thereof that is owned in whole or in part by any political subdivision.

(2)(a) Except as required by federal or state law, the state or any political subdivision that contracts for a public works project may not require that a contractor, subcontractor, or material supplier or carrier engaged in such project:

1. Pay employees a predetermined amount of wages or prescribe any wage rate;
2. Provide employees a specified type, amount, or rate of employee benefits;
3. Control, limit, or expand staffing; or



4. Recruit, train, or hire employees from a designated, restricted, or single source.

(b) The state or any political subdivision that contracts for a public works project may not prohibit any contractor, subcontractor, or material supplier or carrier able to perform such work who is qualified, licensed, or certified as required by state law to perform such work from submitting a bid on the public works project. This paragraph does not apply to vendors listed under ss. 287.133 and 287.134.

(3) This section does not apply to contracts executed under chapter 337.

Section 2. This act shall take effect July 1, 2017.

Approved by the Governor June 14, 2017.

Filed in Office Secretary of State June 14, 2017.



## Search for Financial Disclosure Filers

Everyone  
has filed!

### Search Results

In the table below, organization names are linked to coordinator contact information. Supervisor of Election and Commission on Ethics links display the relevant contact information.

If you filed a form and no date appears in the "Filing Requirement Fulfilled" column, then the Supervisor of Elections or Commission on Ethics has not yet recorded receipt of your form. Generally, forms are recorded within a few days of receipt. If you are concerned about the status of your form, please use the contact information under "Statutory Filing Requirement."

Section 112.31445, Florida Statutes, requires that all CE Form 6 Full and Public Disclosure of Financial Interests, other than those of judges and judges of compensation claims, be posted online. Before being posted online, any information required by law to be maintained as confidential must be redacted. For persons other than those who have filed as candidates with the Department of State, this process may take up to 5 business days. Processing times for Form 6 disclosures filed with the Department of State at qualifying may exceed 5 business days. Those forms may be available for viewing on the [Department of State website](#) before they are available here.

Once we have logged in a Form 6, the status will contain the date received and the message "Form Available Soon!" When the Form 6 becomes available online, the Filing Requirement Fulfilled status will have a link to "View Form."

Your Search for "Bonterra Community Development District - Board of Supervisors" returned the following results:

#### Coordinator:

Rich Hans

#### Governmental Management Services

5385 N. Nob Hill Rd  
Sunrise, FL, 33351  
(954) 721-8681  
[rhans@gmssf.com](mailto:rhans@gmssf.com)

#### Narrow results to a particular suborg:

- [All Suborganizations](#)
- [Board of Supervisors](#)
- [Employees](#)

Filer ID	Form Year	Full Name	Organizations	Statutory Filing Requirement	Filing Requirement Fulfilled	Filing History
222343	2016	Baluja, Teresa A.	<ul style="list-style-type: none"> <li>• Baywinds Community Development District-Board of Supervisors</li> <li>• Bellagio Community Development District-Board of Supervisors</li> <li>• Bonterra Community Development District-Board of Supervisors</li> <li>• Centre Lake Community Development District -Board of Supervisors</li> <li>• Century Gardens at Tamiami Community Development District-Board of Supervisors</li> <li>• Coco Palms Community Development District-Board of Supervisors</li> <li>• Copper Creek Community Development District-Board of Supervisors</li> <li>• Crestview West Community Development District-Board of Supervisors</li> <li>• Grand Bay at Doral Community Development District-Board of Supervisors</li> <li>• Interlaken Community Development District-Board of Supervisors</li> <li>• Landmark at Doral Community Development District-Board of Supervisors</li> <li>• Palm Glades Community Development District-Board of Supervisors</li> <li>• Venetian Parc Community Development District-Board of Supervisors</li> </ul>	Form 1 with <a href="#">Miami-Dade County SOE</a>	05/09/2017	<a href="#">View Filing History</a>
221302	2016	Echezarreta, Manuel	<ul style="list-style-type: none"> <li>• Bonterra Community Development District-Board of Supervisors</li> <li>• Venetian Parc Community Development District-Board of Supervisors</li> </ul>	Form 1 with <a href="#">Miami-Dade County SOE</a>	05/18/2017	<a href="#">View Filing History</a>
74086	2016	Eisenacher, Hal	<ul style="list-style-type: none"> <li>• Bonterra Community Development District-Board of Supervisors</li> <li>• Downtown Doral Community Development District-Board of Supervisors</li> </ul>	Form 1 with <a href="#">Miami-Dade County SOE</a>	07/05/2017	<a href="#">View Filing History</a>
222275	2016	Herrera, Maria Carolina	<ul style="list-style-type: none"> <li>• Centre Lake Community Development District -Board of Supervisors</li> <li>• Bonterra Community Development District-Board of Supervisors</li> </ul>	Form 1 with <a href="#">Miami-Dade County SOE</a>	05/09/2017	<a href="#">View Filing History</a>

- Century Gardens at Tamiami Community Development District-Board of Supervisors
- Coco Palms Community Development District-Board of Supervisors
- Copper Creek Community Development District-Board of Supervisors
- Crestview West Community Development District-Board of Supervisors
- Grand Bay at Doral Community Development District-Board of Supervisors
- Interlaken Community Development District-Board of Supervisors
- Landmark at Doral Community Development District-Board of Supervisors

99230 2016 Parker, Bruce

- Bonterra Community Development District-Board of Supervisors
- Meadow View at Twin Creeks Community Development District-Board of Supervisors

Form 1 with [Broward County SOE](#)

08/10/2017

[View Filing History](#)

[Search Again](#)

#### General Information about Filing Financial Disclosure

- [Brochure: A Guide to the Sunshine Amendment and Code of Ethics \(PDF\)](#)
- [Financial Disclosure Laws](#)
- [The Commission on Ethics Rules on Financial Disclosure](#)
- [Forms and Detailed Instructions](#)

For assistance with financial disclosure, you may wish to contact the Commission's Financial Disclosure Coordinator, Kimberly Holmes, at [disclosure@leg.state.fl.us](mailto:disclosure@leg.state.fl.us) or (850) 488-7864. Address correspondence to P.O. Drawer 15709 Tallahassee, FL 32317-5709.

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

**Bonterra**  
**Community Development District**

*Check Run Summary*

*August 22, 2017*

<u><i>Date</i></u>	<u><i>Check Numbers</i></u>	<u><i>Amount</i></u>
<i>07/24/17</i>	<i>113-115</i>	<i>\$1,734.99</i>
<i>08/08/17</i>	<i>116-120</i>	<i>\$13,371.67</i>
<i>Total</i>		<u><u><i>\$15,106.66</i></u></u>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
7/24/17	00002	7/11/17 I239520- SPECIAL BOARD MTG 07/11	201707 310-51300-48000		ALM MEDIA, LLC	*	52.00	52.00 000113
7/24/17	00006	6/30/17 142933 SERVICE THRU 06/30/2017	201706 310-51300-31500		BILLING, COCHRAN, LYLES, MAURO & RAMSE	*	1,100.00	1,100.00 000114
7/24/17	00017	7/18/17 39200-71 3511 W 95TH PL # LS	201706 320-53800-43000		FPL	*	582.99	582.99 000115
8/08/17	00012	8/01/17 17-0310 LAWN CARE SVC	201708 320-53800-46200			*	1,910.00	
		8/01/17 17-0310 LAWN CARE SVC	201708 320-53800-46200			*	1,910.00	
		8/01/17 17-0310 IRRIGATION SERVICES	201708 320-53800-35000			*	350.00	
		8/01/17 17-0310 PEST CONTROL	201708 320-53800-46202			*	400.00	
		8/01/17 17-0407 LAWN CARE SERVICES	201708 320-53800-46201			*	1,246.75	
		8/01/17 17-0407 LAWN CARE SERVICES	201708 320-53800-46201			*	1,246.75	
		8/01/17 17-0407 PEST CONTROL SVC	201708 320-53800-46202			*	150.00	
		8/01/17 17-0310 LAWN CARE SVC	201708 320-53800-46200			V	1,910.00-	
		8/01/17 17-0310 LAWN CARE SVC	201708 320-53800-46200			V	1,910.00-	
		8/01/17 17-0310 IRRIGATION SERVICES	201708 320-53800-35000			V	350.00-	
		8/01/17 17-0310 PEST CONTROL	201708 320-53800-46202			V	400.00-	
		8/01/17 17-0407 LAWN CARE SERVICES	201708 320-53800-46201			V	1,246.75-	
		8/01/17 17-0407 LAWN CARE SERVICES	201708 320-53800-46201			V	1,246.75-	
		8/01/17 17-0407 PEST CONTROL SVC	201708 320-53800-46202			V	150.00-	
		8/01/17 17-0310 LAWN CARE SVC	201707 320-53800-46200			*	1,910.00	
		8/01/17 17-0310 LAWN CARE SVC	201707 320-53800-46200			*	1,910.00	
		8/01/17 17-0310 IRRIGATION SERVICES	201707 320-53800-35000			*	350.00	

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #	
8/01/17		17-0310	201707 320-53800-46202		PEST CONTROL	*	400.00		
8/01/17		17-0407	201707 320-53800-46201		LAWN CARE SERVICES	*	1,246.75		
8/01/17		17-0407	201707 320-53800-46201		LAWN CARE SERVICES	*	1,246.75		
8/01/17		17-0407	201707 320-53800-46202		PEST CONTROL SVC	*	150.00		
								ALEYDIS & ASSOCIATES INC.	7,213.50 000116
8/08/17	00016	7/21/17	14018619 201706 320-53800-43100		3568 W 95 PI_LS 6	*	1,659.46		
								CITY OF HIALEAH	1,659.46 000117
8/08/17	00005	7/18/17	5-868-64 201707 310-51300-42000		DELIVERIES THRU-7/18/17	*	17.29		
		7/25/17	5-875-39 201707 310-51300-42000		DELIVERIES THRU-7/25/17	*	17.33		
		8/01/17	5-882-69 201708 310-51300-42000		DELIVERIES THRU-8/1/17	*	16.87		
								FEDEX	51.49 000118
8/08/17	00001	8/01/17	29 201708 310-51300-34000		MANAGEMENT FEE	*	3,291.66		
		8/01/17	29 201708 310-51300-35101		MANAGEMENT FEE	*	41.67		
		8/01/17	29 201708 310-51300-31300		DISSEMINATION	*	291.67		
		8/01/17	29 201708 310-51300-51000		OFFICE SUPPLIES	*	17.50		
		8/01/17	29 201708 310-51300-42000		POSTAGE	*	7.22		
		8/01/17	29 201708 310-51300-42500		COPIES	*	212.50		
								GMS-SO FLORIDA, LLC	3,862.22 000119
8/08/17	00018	8/01/17	C-071789 201708 320-53800-46600		PORTER SERVICES	*	585.00		
								MIAMI MANAGEMENT	585.00 000120
							TOTAL FOR BANK A	15,106.66	
							TOTAL FOR REGISTER	15,106.66	

**BONTERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
July 31, 2017

	<u>Major Funds</u>			<u>Total Governmental Funds</u>
	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
<b>ASSETS:</b>				
Cash	\$87,462	---	---	\$87,462
Investments:				
<u>SERIES 2015 (AREA 1)</u>				
Reserve	---	\$246,729	---	\$246,729
Interest	---	\$3	---	\$3
Revenue	---	\$203,134	---	\$203,134
Construction	---	---	\$15,017	\$15,017
<u>SERIES 2016 (AREA 2)</u>				
Reserve	---	\$192,437	---	\$192,437
Revenue	---	\$146,845	---	\$146,845
Construction	---	---	\$146	\$146
Deposits-Utilities	\$1,662	---	---	\$1,662
<b>TOTAL ASSETS</b>	<u>\$89,124</u>	<u>\$789,148</u>	<u>\$15,163</u>	<u>\$893,435</u>
<b>LIABILITIES:</b>				
Accounts Payable	\$8,908	---	---	\$8,908
FICA Payable	\$31	---	---	\$31
<b>TOTAL LIABILITIES</b>	<u>\$8,938</u>	<u>\$0</u>	<u>\$0</u>	<u>\$8,938</u>
<b>FUND BALANCES:</b>				
Nonspendable:				
Prepaid Items	\$1,662	---	---	\$1,662
Restricted for:				
Debt Service	---	\$789,148	---	\$789,148
Capital Projects	---	---	\$15,163	\$15,163
Unassigned	\$78,524	---	---	\$78,524
<b>TOTAL FUND BALANCES</b>	<u>\$80,186</u>	<u>\$789,148</u>	<u>\$15,163</u>	<u>\$884,497</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<u>\$89,124</u>	<u>\$789,148</u>	<u>\$15,163</u>	<u>\$893,435</u>

**BONTERRA**  
COMMUNITY DEVELOPMENT DISTRICT

**GENERAL FUND**

Statement of Revenues, Expenditures and Changes in Fund Balance  
For The Period Ending July 31, 2017

	ADOPTED BUDGET	PRORATED BUDGET THRU 7/31/17	ACTUAL THRU 7/31/17	VARIANCE
<b>REVENUES:</b>				
Developer Contributions	\$201,325	\$201,325	\$23,385	(\$177,940)
Assessments - Direct	\$0	\$0	\$203,355	\$203,355
<b>TOTAL REVENUES</b>	<b>\$201,325</b>	<b>\$201,325</b>	<b>\$226,740</b>	<b>\$25,415</b>
<b>EXPENDITURES:</b>				
<b>ADMINISTRATIVE:</b>				
Supervisor Fees	\$0	\$0	\$800	(\$800)
FICA Expense	\$0	\$0	\$61	(\$61)
Engineering	\$15,000	\$12,500	\$2,302	\$10,198
Arbitrage	\$1,200	\$1,200	\$1,200	\$0
Dissemination	\$3,500	\$2,917	\$2,917	\$0
Attorney	\$20,000	\$16,667	\$8,502	\$8,164
Annual Audit	\$5,000	\$5,000	\$3,400	\$1,600
Trustee Fees	\$7,000	\$7,000	\$7,000	\$0
Management Fees	\$40,000	\$33,333	\$33,333	\$0
Telephone	\$50	\$42	\$4	\$38
Postage	\$750	\$625	\$1,042	(\$417)
Printing & Binding	\$1,000	\$833	\$493	\$340
Insurance	\$5,500	\$5,500	\$5,100	\$400
Legal Advertising	\$2,500	\$2,083	\$352	\$1,731
Other Current Charges	\$500	\$417	\$698	(\$281)
Office Supplies	\$150	\$125	\$55	\$70
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Contingency	\$7,000	\$5,833	\$0	\$5,833
First Quarter Operating	\$12,000	\$10,000	\$0	\$10,000
<b>TOTAL ADMINISTRATIVE</b>	<b>\$121,325</b>	<b>\$104,250</b>	<b>\$67,435</b>	<b>\$36,815</b>
<b>Field</b>				
Utilities - Electric	\$0	\$0	\$1,501	(\$1,501)
Utilities - Water	\$0	\$0	\$10,569	(\$10,569)
Landscape Maintenance	\$80,000	\$66,667	\$33,790	\$32,877
Landscape Replacement	\$0	\$0	\$7,770	(\$7,770)
Lake Maintenance	\$0	\$0	\$500	(\$500)
Lake Bank Maintenance	\$0	\$0	\$22,171	(\$22,171)
Irrigation Maintenance	\$0	\$0	\$1,950	(\$1,950)
Pest Control	\$0	\$0	\$3,144	(\$3,144)
Janitorial Services	\$0	\$0	\$1,955	(\$1,955)
Contingency	\$0	\$0	\$0	\$0
<b>TOTAL FIELD</b>	<b>\$80,000</b>	<b>\$66,667</b>	<b>\$83,349</b>	<b>(\$16,682)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$201,325</b>	<b>\$170,917</b>	<b>\$150,784</b>	<b>\$20,133</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$75,956</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$4,230</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$80,186</b>	



**BONTERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**DEBT SERVICE FUND**  
**SERIES 2015 (AREA 1)**

*Statement of Revenues, Expenditures and Changes in Fund Balance*  
*For The Period Ending July 31, 2017*

	PROPOSED BUDGET	PRORATED THRU 7/31/17	ACTUAL THRU 7/31/17	VARIANCE
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**REVENUES:**

Special Assessments - Direct	\$492,441	\$492,441	\$492,441	\$0
Interest Income	\$0	\$0	\$1,851	\$1,851
<b>TOTAL REVENUES</b>	<b>\$492,441</b>	<b>\$492,441</b>	<b>\$494,292</b>	<b>\$1,851</b>

**EXPENDITURES:**

**Series 2015**

Interest - 11/01	\$199,360	\$199,360	\$199,360	\$0
Interest - 05/01	\$199,360	\$199,360	\$199,360	\$0
Principal - 05/01	\$95,000	\$95,000	\$95,000	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$493,720</b>	<b>\$493,720</b>	<b>\$493,720</b>	<b>\$0</b>

<b>TOTAL OTHER SOURCES AND (USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$1,279)</b>		<b>\$572</b>	
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FUND BALANCE - Beginning	\$202,916		\$449,294	
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FUND BALANCE - Ending	<u>\$201,637</u>		<u>\$449,866</u>	
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**BONTERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**DEBT SERVICE FUND**  
**SERIES 2016 (AREA 2)**

Statement of Revenues, Expenditures and Changes in Fund Balance  
For The Period Ending July 31, 2017

	PROPOSED BUDGET	PRORATED THRU 7/31/17	ACTUAL THRU 7/31/17	VARIANCE
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**REVENUES:**

Assessments - Direct	\$547,776	\$495,586	\$495,586	\$0
Assessments - FY 2016	\$0	\$0	\$287,947	\$287,947
Interest Income	\$0	\$0	\$1,479	\$1,479
<b>TOTAL REVENUES</b>	<b>\$547,776</b>	<b>\$495,586</b>	<b>\$785,012</b>	<b>\$289,426</b>

**EXPENDITURES:**

**Series 2016**

Interest - 11/01	\$290,829	\$290,829	\$290,829	\$0
Interest - 05/01	\$199,806	\$199,806	\$199,806	\$0
Principal - 05/01	\$150,000	\$150,000	\$150,000	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$640,635</b>	<b>\$640,635</b>	<b>\$640,635</b>	<b>\$0</b>

<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$92,859)</b>		<b>\$144,376</b>	
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FUND BALANCE - Beginning	\$295,477		\$194,906	
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FUND BALANCE - Ending	\$202,617		\$339,282	
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**BONTERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Long Term Debt Report**  
**FY 2017**

<i>Series 2015, Special Assessment Bonds (Area 1)</i>		
Interest Rate:	5.600%	
Maturity Date:	5/1/2046	
Reserve Requirement:	50% Maximum Annual Debt Service	
Bonds outstanding - 9/30/2016		\$7,120,000.00
	May 1, 2017 (Mandatory)	(\$95,000.00)
<b>Current Bonds Outstanding</b>		<b>\$7,025,000.00</b>

<i>Series 2016, Special Assessment Bonds (Area 2)</i>		
Interest Rate:	3.500%	
Maturity Date:	5/1/2022	\$975,000.00
Interest Rate:	4.50%	
Maturity Date:	5/1/2034	\$2,860,000.00
Interest Rate:	4.750%	
Maturity Date:	5/1/2046	\$4,985,000.00
Reserve Requirement:	35% Maximum Annual Debt Service	
Bonds outstanding - 9/30/16		\$8,820,000.00
	May 1, 2017 (Mandatory)	\$150,000.00
<b>Current Bonds Outstanding</b>		<b>\$8,970,000.00</b>

<b>Total Current Bonds Outstanding</b>	<b>\$15,995,000.00</b>
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# BONTERRA

## COMMUNITY DEVELOPMENT DISTRICT CAPITAL PROJECTS FUND SERIES 2015 (AREA 1)

Statement of Revenues, Expenditures and Changes in Fund Balance  
For The Period Ending July 31, 2017

	ADOPTED BUDGET	PRORATED THRU 7/31/17	ACTUAL THRU 7/31/17	VARIANCE
<b>REVENUES:</b>				
Interest Income	\$0	\$0	\$52	\$52
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$52</b>	<b>\$52</b>
<b>EXPENDITURES:</b>				
Capital Outlay	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$52</b>	
FUND BALANCE - Beginning			\$14,965	
FUND BALANCE - Ending			<u>\$15,017</u>	

# BONTERRA

## COMMUNITY DEVELOPMENT DISTRICT CAPITAL PROJECTS FUND SERIES 2016 (AREA 2)

Statement of Revenues, Expenditures and Changes in Fund Balance  
For The Period Ending July 31, 2017

	ADOPTED BUDGET	PRORATED THRU 7/31/17	ACTUAL THRU 7/31/17	VARIANCE
<b>REVENUES:</b>				
Interest Income	\$0	\$0	\$16	\$16
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16</b>	<b>\$16</b>
<b>EXPENDITURES:</b>				
Capital Outlay	\$0	\$0	\$1,980	(\$1,980)
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,980</b>	<b>(\$1,980)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>(\$1,963)</b>	
FUND BALANCE - Beginning			\$2,110	
FUND BALANCE - Ending			<u>\$146</u>	

**Bonterra**  
**Community Development District**  
**Series 2015 Special Assessment Bonds**

**1. Recap of Capital Project Fund Activity Through July 31, 2017**

Opening Balance in Construction Account	\$6,500,533.78
Source of Funds: Interest Earned	\$1,029.23
Developer Proceeds	\$95,503.30
Interfund Transfer	(\$2,777.45)
Use of Funds:	
Disbursements: Roadways	(\$118,982.52)
Stormwater/Drainage	(\$1,704,596.92)
Water System	(\$673,915.64)
Sewer System	(\$1,032,893.31)
CDD Acquisition	(\$2,296,568.16)
Regulatory Costs	(\$357,070.11)
Professional Fees	(\$50,593.49)
Cost Of Issuance	(\$344,651.68)
Adjusted Balance in Construction Account at July 31, 2017	<u><u>\$15,017.03</u></u>

**2. Funds Available For Construction at July 31, 2017**

Book Balance of Construction Fund at July 31, 2017	\$15,017.03
Construction Funds available at July 31, 2017	<u><u>\$15,017.03</u></u>

**3. Investments - Regions Bank**

<u>July 31, 2017</u>	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	0.20%		\$15,017.03	\$15,017.03
					Contracts Payable <u>\$0.00</u>
					Balance at 7/31/17 <u><u>\$15,017.03</u></u>

**Bonterra**  
**Community Development District**  
**Series 2016 Special Assessment Bonds**

**1. Recap of Capital Project Fund Activity Through July 31, 2017**

Opening Balance in Construction Account	\$8,628,278.75
Source of Funds: Interest Earned	\$5,076.86
Use of Funds:	
Disbursements: Roadways	(\$1,591,282.68)
Stormwater/Drainage	(\$1,118,578.73)
Water System	(\$1,172,203.10)
Sewer System	(\$1,039,826.83)
CDD Acquisition	(\$2,800,572.94)
Regulatory Costs	(\$332,653.89)
Professional Fees	(\$51,437.83)
Cost Of Issuance	(\$438,280.05)
<b>Adjusted Balance in Construction Account at July 31, 2017</b>	<b><u><u>\$146.25</u></u></b>

**2. Funds Available For Construction at July 31, 2017**

Book Balance of Construction Fund at July 31, 2017	\$146.25
Construction Funds available at July 31, 2017	<b><u><u>\$146.25</u></u></b>

**3. Investments - Regions Bank**

<u>July 31, 2017</u>	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	0.20%		\$146.25	\$146.25
				Contracts Payable	\$0.00
				Balance at 7/31/17	<b><u><u>\$146.25</u></u></b>