

***Bonita Village
Community Development District***

May 10, 2017

Bonita Village

Community Development District

5385 N. Nob Hill Road, Sunrise, Florida 33351

Phone: 954-721-8681 - Fax: 954-721-9202

May 2, 2017

**Board of Supervisors
Bonita Village
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Bonita Village Community Development District** is scheduled for **May 10, 2017 at 1:00 p.m. at 27901 Bonita Village Blvd., Social Room, Bonita Springs, Florida 34134.** Following is the advance agenda:

1. Oath of Office for Ms. Jan Ruhstorfer
2. Roll Call
3. Organizational Matters
 - A. Consideration of Appointment of Supervisor to Fill Unexpired Term of Office - Seat #5 (11/2017)
 - B. Oath of Office for Newly Appointed Supervisor
 - C. Election of Officers
4. Approval of the Minutes of the August 10, 2016 Meeting
5. Consideration of **Resolution #2017-01** Approving the Proposed Fiscal Year 2018 Budget and Setting the Public Hearing
6. Consideration of Addendum to Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2016
7. Acceptance of Audit for Fiscal Year Ending September 30, 2016
8. Discussion of Procedures for the Landowners Election - **November 8, 2017**
9. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager - Number of Registered Voters in the District - **10**
10. Financial Reports
 - A. Approval of Check Run Summary
 - B. Balance Sheet and Income Statement
11. Supervisors Requests and Audience Comments
12. Adjournment

Enclosed for your review is a copy of the minutes of the August 10, 2016 meeting.

The fifth order of business is consideration of **Resolution #2017-01** Approving the Proposed Fiscal Year 2018 Budget and Setting the Public Hearing. Copies of the resolution and proposed budget are enclosed for your review.

The sixth order of business is consideration of addendum to engagement letter with Grau & Associates to perform the audit for fiscal year ending September 30, 2016; a copy of which is enclosed for your review.

The seventh order of business is acceptance of audit for fiscal year ending September 30, 2016. A copy of the audit is enclosed separately for your review.

The eighth order of business is discussion of procedures for the landowners election. Copies of a sample agenda, sample proxy, ballot and instructions on how the landowners election will function are enclosed for your review. Staff suggests holding the landowners election on **November 8, 2017** to coincide with the regularly scheduled meeting date.

The ninth order of business is staff reports. Enclosed under the manager's report is a letter from the Lee County Supervisor of Elections office indicating that there are currently **10** registered voters in the district.

The financials are enclosed for your review and approval. The balance of the agenda is routine in nature and staff will present their reports at the meeting. Any additional documentation we receive will be provided under separate cover or presented at the meeting. I look forward to seeing you at the meeting and in the meantime if you have any questions regarding anything on the agenda please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Paul Winkeljohn" followed by a stylized flourish.

Paul Winkeljohn
Manager

cc: William Capko Josh Evans

**MINUTES OF MEETING
BONITA VILLAGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bonita Village Community Development District was held on Wednesday, August 10, 2016 at 1:00 p.m. at 27901 Bonita Village Blvd., Social Room, Bonita Springs, Florida.

Present and constituting a quorum were:

Thomas Runyon	Chairman
Barbara Rich	Vice Chairman
Omer Dror	Assistant Secretary

Also present were:

Paul Winkeljohn	District Manager
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FIRST ORDER OF BUSINESS

Roll Call

Mr. Winkeljohn called the roll and stated we have a quorum.

SECOND ORDER OF BUSINESS

Organizational Matters

- A. Consideration of Appointment(s) of Supervisor(s) to Fill Unexpired Term(s) of Office - Seat #4 (11/2019) and Seat #5 (11/2017)
- B. Oath of Office for Newly Appointed Supervisor(s)
- C. Consideration of Resolution #2016-05 Electing Officers

Mr. Winkeljohn: Item No. 2 on the agenda is a tabled item unless otherwise noted.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of
the June 8, 2016 Meeting**

Mr. Winkeljohn: Item No. 3 are the minutes from the June 8th meeting, if those are in order a motion to approve would be in order.

On MOTION by Mr. Dror seconded by Mr. Runyon with all in favor, the Minutes of the June 8, 2016 Meeting were approved.

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2017 Budget

A. Motion to Open the Public Hearing

Mr. Winkeljohn: Today we know why we're here, it's the public hearing for the 2017 budget, and a motion to open the hearing would be in order.

On MOTION by Mr. Dror seconded by Ms. Rich with all in favor, opening the Public Hearing was approved.

B. Public Comment and Discussion

C. Consideration of Resolution #2016-06 Annual Appropriation Resolution

Mr. Winkeljohn: At this time we would take public comment, and for the record we have the phone open and there is also no one here from the community so we can close the public comment portion of today's hearing. Moving on, resolution #2016-06 is the appropriation resolution which sets the assessments and the reflective budget with that assessment is the same as last year's so there's no proposed change. I have no comment other than I recommend approval by motion.

On MOTION by Mr. Dror seconded by Mr. Runyon with all in favor, Resolution #2016-06 the Annual Appropriation Resolution was approved.

D. Consideration of Resolution #2016-07 Levy of Non Ad Valorem Assessments

Mr. Winkeljohn: Resolution #2016-07 is the method of collection which means we're going to use the Non Ad Valorem Assessment method on the county tax roll, and approval of that resolution is recommended by motion.

On MOTION by Mr. Dror seconded by Ms. Rich with all in favor, Resolution #2016-07 Levy of Non Ad Valorem Assessments was approved.

E. Motion to Close the Public Hearing

Mr. Winkeljohn: And with that a motion to close the public hearing.

On MOTION by Mr. Dror seconded by Mr. Runyon with all in favor, closing the Public Hearing was approved.

FIFTH ORDER OF BUSINESS

Consideration of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2016

Mr. Winkeljohn: Item No. 5 is the annual audit, they always bring us back a letter of engagement and we need to have a motion from the board to accept and execute that letter of engagement.

On MOTION by Mr. Runyon seconded by Mr. Dror with all in favor, accepting the engagement letter with Grau & Associates to perform the audit for Fiscal Year ending September 30, 2016 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There not being any, the next item followed.

B. Engineer

There not being any, the next item followed.

C. Manager

1) Consideration of Proposed Fiscal Year 2017 Meeting Schedule

2) Discussion of Financial Disclosure Report from the Commission on Ethics

Mr. Winkeljohn: Just a quick comment under my report, the meeting schedule for the fiscal year is upon us again and if this time and date works let's keep it, and just a motion to approve is in order.

Mr. Dror: Wait what's the meeting schedule?

Mr. Winkeljohn: It's just like it's been for the last few years, our last year's meeting schedule worked out pretty well I thought.

Mr. Dror: Ok, and can I call into it?

Mr. Winkeljohn: If we had another board member over here, you have to have 3 in the room.

Mr. Dror: Ok, alright then we'll have to before October 12th add another person.

Mr. Winkeljohn: Well you could do that now and then you wouldn't have to have a meeting in between. So if you wanted to appoint someone to the board, and they don't have to be here, I can swear them in at the next meeting and then you can call in.

Mr. Dror: Ok great, so let's appoint Jan.

Mr. Winkeljohn: So is there a motion to appoint?

Mr. Dror: I'll motion to appoint Jan.

Mr. Winkeljohn: And what's her last name?

Ms. Rich: It's R-u-h-s-t-o-r-f-e-r.

Mr. Winkeljohn: Ok so Jan Ruhstorfer, ok so a motion from Omer, is there a second?

On MOTION by Mr. Dror seconded by Mr. Runyon with all in favor, appointing Jan Ruhstorfer to fill the unexpired term of office, seat #4 was approved.

Mr. Winkeljohn: Ok and we'll put her in as seat #4, and that way you'll have quorum in place so you don't even have to go to the meeting, you can just call in.

Mr. Runyon: So he can call in and we can swear her in and then we're good.

Mr. Winkeljohn: Yes.

Mr. Runyon: Ok.

Mr. Winkeljohn: So the meeting schedule that's still good with everybody?

Mr. Dror: Yes.

Mr. Winkeljohn: Ok so is there a motion for that?

On MOTION by Mr. Dror seconded by Ms. Rich with all in favor, accepting the proposed Fiscal Year 2017 Meeting Schedule and authorizing staff to advertise was approved.

Mr. Winkeljohn: Your financial disclosure form is not in yet. You're the only one, so you know to do that.

Mr. Dror: Ok, I'll tell Carla to pull that out.

Mr. Winkeljohn: Right make sure you get that in because they will start fining September 1st.

Mr. Dror: Ok.

Mr. Winkeljohn: So the time is now.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Winkeljohn: Anything else for the board for future meetings? Tom you mentioned something to me earlier about a hearing with the city?

Mr. Runyon: Yes Barb was going to make a motion.

Mr. Winkeljohn: Go ahead Barb.

Ms. Rich: I'd like to make a motion to authorize the chairperson, Tom Runyon to speak on behalf of the CDD board supporting our project at the upcoming zoning board hearing and city council meeting.

Mr. Winkeljohn: Is there a second to that motion?

On MOTION by Ms. Rich seconded by Mr. Dror with all in favor, appointing Tom Runyon to speak on behalf of the CDD at the upcoming zoning board hearing and city council meeting was approved.

Mr. Winkeljohn: And that's just good housekeeping so that if anyone questions your authority it will be in our minutes.

Mr. Runyon: Yes, exactly.

EIGHTH ORDER OF BUSINESS

Financial Reports

- A. Approval of Check Run Summary
- B. Balance Sheet and Income Statement

Mr. Winkeljohn: Under the financial reports, we have the check run and balance sheet and income statement, nothing of note or unusual there that I know of, so I would advise approving those.

On MOTION by Mr. Dror seconded by Mr. Runyon with all in favor, the Check Run Summary and the Balance Sheet and Income Statement were approved.

NINTH ORDER OF BUSINESS

Adjournment

Mr. Winkeljohn: Then just a motion to adjourn the meeting would be in order.

On MOTION by Mr. Dror seconded by Mr. Runyon with all in favor, the Meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

RESOLUTION 2017-01

A RESOLUTION OF THE BONITA VILLAGE COMMUNITY DEVELOPMENT DISTRICT APPROVING THE DISTRICT'S PROPOSED BUDGET FOR FISCAL YEAR 2018 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW

WHEREAS, the District Manager has prepared the proposed budget for the Fiscal Year 2018; and

WHEREAS, the Board of Supervisors approves the proposed budget for purpose of submitting said budget to the local governing authorities not less than 60 days prior to the public hearing date in accordance with Chapter 190.008(b), Florida Statutes; and

WHEREAS, the Board of Supervisors desires to set the public hearing date;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BONITA VILLAGE COMMUNITY DEVELOPMENT DISTRICT:

1. The proposed budget for Fiscal Year 2018 is hereby approved for the purpose of conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: _____

Hour: _____

Place: _____

Notice of public hearing shall be published in accordance with Florida Law.

Adopted this ____ day of _____, 2017.

Chairman/Vice Chairman

Secretary/Assistant Secretary

***Proposed Budget
Fiscal Year 2018***

***Bonita Village Community
Development District***

May 10, 2017



**Bonita Village
Community Development District**

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Budget

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Budget Narrative

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Bonita Village

Community Development District

General Fund
FY 2017

Description	Adopted Budget FY 2017	Actual Thru 3/31/2017	Projected Next 6 Months	Projected thru 9/30/2017	Proposed Budget FY 2018
Revenues					
Maintenance Assessments	\$61,363	\$25,302	\$38,838	\$64,140	\$61,363
State Board - Interest	\$0	\$467	\$467	\$934	\$0
Unassigned Fund Balance	\$7,134	\$0	\$0	\$0	\$4,049
Total Revenues	\$68,497	\$25,769	\$39,305	\$65,074	\$65,412
Expenditures					
<i>Administrative</i>					
Engineering	\$4,500	\$750	\$2,250	\$3,000	\$4,500
Attorney	\$4,500	\$2,058	\$2,058	\$4,116	\$4,500
Annual Audit	\$3,100	\$3,100	\$0	\$3,100	\$3,100
Management Fees	\$25,000	\$12,500	\$12,500	\$25,000	\$25,000
Telephone	\$250	\$0	\$50	\$20	\$100
Postage	\$500	\$20	\$280	\$300	\$500
Insurance	\$6,232	\$5,778	\$0	\$5,778	\$6,356
Printing & Binding	\$500	\$93	\$207	\$300	\$500
Legal Advertising	\$1,659	\$0	\$1,016	\$1,016	\$1,659
Other Current Charges	\$550	\$265	\$265	\$530	\$550
Office Supplies	\$150	\$0	\$50	\$50	\$100
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Website Compliance	\$500	\$250	\$250	\$500	\$500
Administrative Expenditures	\$47,616	\$24,989	\$18,926	\$43,885	\$47,540
<i>Field</i>					
Storm Drain Maintenance	\$15,000	\$0	\$13,800	\$13,800	\$15,000
Contingency	\$5,882	\$3,340	\$0	\$3,340	\$2,872
Field Expenditures	\$20,882	\$3,340	\$13,800	\$17,140	\$17,872
TOTAL EXPENDITURES	\$68,497	\$28,329	\$32,726	\$61,025	\$65,412
Unassigned Fund Balance	\$0	(\$2,560)	\$6,579	\$4,049	\$0

Description	Units/Acres	Rate	Total (Gross)
Platted Units	80	\$340.00	\$27,200.00
Undeveloped Land	10.797	\$3,527.07	\$38,080.00
Total			\$65,280.00
		Less Discounts/Collection Fees (6%)	\$61,363.20

Bonita Village
Community Development District
GENERAL FUND BUDGET

REVENUES:

Maintenance Assessments

The District will levy a Non-Ad Valorem assessment on all the platted lots within the District to pay all of the operating expenses for the Fiscal Year in accordance with the adopted budget.

EXPENDITURES:

Administrative:

Engineering Fees

The District's engineer will be providing general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review invoices, etc.

Attorney

The District's legal counsel will be providing general legal services to the District, i.e. attendance and preparation for monthly meetings, review operating & maintenance contracts, etc.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Per Section 218.39 of the Florida Statutes, each special district with total revenues or expenditures in excess of \$100,000 OR any special district with revenue or expenses between \$50,000 and \$100,000 that has not been subject to a financial audit in the 2 preceding fiscal years must perform an independent annual audit.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services - South Florida, LLC.

Bonita Village
Community Development District
GENERAL FUND BUDGET

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. FIA specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses that incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Bonita Village
Community Development District
GENERAL FUND BUDGET

Website Compliance

Per section 189.069 F.S, all Districts must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-SF, LLC and updated as required by the statute.

Field:

Storm Drain Maintenance

District will hire an on-site person to handle weekly inspections, logging and maintenance of the storm drain system. Costs associated with this are as follows:

•Site Visits and Staff Supervision	\$3,200
•Vacuum and Disposal	\$2,800
•Storm event cleaning	\$1,800
•Inspections & Cleaning (\$15/hr @ 10 hr per week)	\$7,200

Contingency

Represents any future un-budgeted expenditures the District may need to make during the Fiscal Year.

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN
GRAU AND ASSOCIATES AND Bonita Village Community Development
District (CDD)
(DATED _____, 201__)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**GMS-SF, LLC
5385 N NOB HILL ROAD
SUNRISE, FL 33351
TELEPHONE: 954-721-8681
EMAIL: RHANS@GMSSF.COM**



Auditor: _____

District: _____

Title: President

Title: _____

Date: 10/12/2016

Date: _____

Sample
Bonita Village
Community Development District
Agenda
Landowners Meeting

Wednesday
November 8, 2017
1:00 p.m.

27901 Bonita Village Blvd. Social Room
Bonita Springs, Florida 34134

1. Call to Order
2. Election of a Chairman for the Purpose of Conducting the Landowners Meeting
3. Determination of Number of Voting Units Represented
4. Nominations for the Position of Supervisors
5. Casting of Ballots
6. Tabulation of Ballots and Announcement of Results
7. Adjournment

Sample

OFFICIAL BALLOT

BONITA VILLAGE

COMMUNITY DEVELOPMENT DISTRICT

LEE COUNTY, FLORIDA

LANDOWNERS MEETING NOVEMBER 8, 2017

For Interval Elections (3 Supervisors): The two candidates receiving the most votes will each receive a four (4) year term; the recipient of the next highest vote count will receive a two (2) year term.

The undersigned certifies that they are the fee simple owner or proxy holder of the landowner (proxy form attached) of the land described in the attachment hereto, which land lies within the boundaries of the [Bonita Village Community Development District](#);

*****LEGAL DESCRIPTION OF PROPERTY ATTACHED*****

and cast their vote(s) for the following:

NAME OF CANDIDATE

NUMBER OF VOTES

1. _____ (Seat 1)

2. _____ (Seat 3)

3. _____ (Seat 5)

Dated: _____

Signed: _____

Name: _____

Sample
LANDOWNER PROXY
LANDOWNERS MEETING - NOVEMBER 8, 2017
BONITA VILLAGE COMMUNITY DEVELOPMENT DISTRICT
LEE COUNTY, FLORIDA

NOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints:

Proxy Holder

for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the **Bonita Village Community Development District to be held at 27901 Bonita Village Blvd., Social Room, Bonita Springs, Florida, on November 8, 2017 at 1:00 p.m.**, and at any continuances or adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the annual meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

Printed Name of Fee Simple Landowner

Signature of Fee Simple Landowner

Date

Parcel Description

Acreage

Authorized Votes*

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

*Pursuant to section 190.006(2)(b), Florida Statutes (2004), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g., bylaws, corporate resolution, etc.)

**INSTRUCTIONS RELATING TO
LANDOWNERS MEETING OF THE BONITA VILLAGE
COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS MEETING: NOVEMBER 8, 2017

TIME: 1:00 P.M.

**LOCATION: 27901 BONITA VILLAGE BLVD., SOCIAL ROOM,
BONITA SPRINGS, FLORIDA**

Pursuant to Chapter 190, Florida Statutes, after a Community Development District ("District") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors every two years until the District qualifies to have its board members elected by the qualified electors of the district. The following instructions on how all landowners may participate in the election is intended to comply with Section 190.006(2)(b), Florida Statutes, as amended by Chapter 2004-353, Laws of Florida.

A landowner may vote in person at the Landowner's Meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each person that the landowner desires to elect to a position on the Board of Supervisors that is open for election for the upcoming term (three (3) seats on the Board will be up for election). A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. **Please note that a particular real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.**

At the Landowners Meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners' shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board of Supervisors that is open for election for the upcoming term. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years, and the remaining candidate elected shall serve for a two (2) year term. The term of office for each successful candidate shall commence upon election. Thereafter, there shall be an election of supervisors for the District every two (2) years in November on a date established by the Board of Supervisors upon proper notice until the District qualifies to have its board members elected by the qualified electors of the District.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

GOVERNMENTAL MANAGEMENT SERVICES

5385 N. Nob Hill Rd.
Sunrise FL 33351

Lee County – Community Development Districts
FLORIDA

04/15/2017

2017 PRECINCT	NAME OF CDD	# REG VOTERS
49	Bonita Village	10
122	Copper Oaks	390
20	Mirada	6
9	Portofino Cove	57
70	Portofino Springs	131
121	Portofino Vineyards	0
9	Treeline Preserve	0
58	Verona	0

Tammy Lipa – Voice: 239-533-6329
Email: tlipa@lee.vote

Send to: Jennifer McConnell jmcconnell@gmssf.com Phone: 954-721-8681 x203

**Bonita Village
Community Development District**

Summary of Invoices

May 10, 2017

Fund	Date	Check No.s	Amount
<i>General</i>	8/17/16	379-382	\$ 3,069.75
<i>General</i>	9/1/16	383-385	\$ 8,330.84
<i>General</i>	9/28/16	386	\$ 332.00
<i>General</i>	11/29/16	387-391	\$ 6,123.98
<i>General</i>	12/21/16	392-393	\$ 2,209.16
<i>General</i>	3/2/17	394-398	\$ 11,021.90
<i>General</i>	3/29/17	399	\$ 3,340.00
<i>General</i>	4/27/17	400-402	\$ 3,670.49
Total Invoices for Approval			\$ 38,098.12

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED YRMO	TO DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/17/16	00004	8/09/16	55073752	201608	310-51300-42000			DELIVERIES THRU 08/09/16 FEDEX	*	87.65	87.65	000379
8/17/16	00001	8/01/16	134	201608	310-51300-34000			AUG 2016 - MGMT FEES	*	2,083.33		
		8/01/16	134	201608	310-51300-35101			AUG 2016 - WEBSITE ADMIN	*	41.67		
		8/01/16	134	201608	310-51300-42500			AUG 2016 - COPIES	*	4.20		
								GOVERNMENTAL MANAGEMENT SERVICES -			2,129.20	000380
8/17/16	00005	8/05/16	WGC-1141	201607	310-51300-31500			JUL 2016 - LEGAL SERVICES LEWIS, LONGMAN & WALKER, P.A.	*	166.00	166.00	000381
8/17/16	00014	7/31/16	1155909	201607	310-51300-48000			NOTICE OF PH & REG MTG NAPLES DAILY NEWS	*	686.90	686.90	000382
9/01/16	00015	8/10/16	4580	201609	300-15500-10000			FY 2017 INSURANCE EGIS INSURANCE ADVISORS, LLC	*	5,778.00	5,778.00	000383
9/01/16	00001	9/01/16	135	201609	310-51300-34000			SEPT 16 - MGMT FEES	*	2,083.33		
		9/01/16	135	201609	310-51300-35101			SEPT 16 - WEBSITE ADMIN	*	41.67		
		9/01/16	135	201609	310-51300-51000			SEPT 16 - OFFICE SUPPLIES	*	15.00		
		9/01/16	135	201609	310-51300-42000			SEPT 16 - POSTAGE	*	3.26		
		9/01/16	135	201609	310-51300-42500			SEPT 16 - COPIES	*	80.10		
								GOVERNMENTAL MANAGEMENT SERVICES -			2,223.36	000384
9/01/16	00014	8/15/16	1226990	201608	310-51300-48000			NOTICE OF MGT DATES NAPLES DAILY NEWS	*	329.48	329.48	000385
9/28/16	00005	9/09/16	WGC-1148	201608	310-51300-31500			AUG 2016 - LEGAL SERVICES LEWIS, LONGMAN & WALKER, P.A.	*	332.00	332.00	000386
11/29/16	00003	10/03/16	39198	201610	310-51300-54000			SPECIAL DISTRICT FEE FY17 DEPARTMENT OF ECONOMIC OPPORTUNITY	*	175.00	175.00	000387

BONV BONITA VILLAGE IARAUJO

*** CHECK DATES 08/02/2016 - 04/28/2017 ***

BONITA VILLAGE - GENERAL FUND
BANK A BONITA VILLAGE GF

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/29/16	00001	10/03/16	136	2016	10	310-51300-34000				*	2,083.33		
									OCT 2016 - MGMT FEES				
10/03/16		136		2016	10	310-51300-35101				*	41.67		
									OCT 2016 - WEBSITE ADMIN				
10/03/16		136		2016	10	310-51300-42000				*	9.35		
									OCT 2016 - POSTAGE				
10/03/16		136		2016	10	310-51300-42500				*	45.60		
									OCT 2016 - COPIES				
11/01/16		137		2016	11	310-51300-34000				*	2,083.33		
									NOV 2016 - MGMT FEES				
11/01/16		137		2016	11	310-51300-35101				*	41.67		
									NOV 2016 - WEBSITE ADMIN				
11/01/16		137		2016	11	310-51300-42000				*	1.83		
									NOV 2016 - POSTAGE				
11/01/16		137		2016	11	310-51300-42500				*	11.70		
									NOV 2016 - COPIES				
GOVERNMENTAL MANAGEMENT SERVICES -												4,318.48	000388
11/29/16	00017	10/20/16	3316-1-0	2016	09	310-51300-31100				*	750.00		
									4TH QTR ENGINEER SERVICES				
JR EVANS ENGINEERING												750.00	000389
11/29/16	00010	11/04/16	7121	2016	11	310-51300-49000				*	92.00		
									2016 NON AD VALOREM ROLL				
LEE COUNTY PROPERTY APPRAISER OFF												92.00	000390
11/29/16	00005	10/11/16	WGC-1152	2016	09	310-51300-31500				*	332.00		
									SEPT 16 - LEGAL SERVICES				
11/03/16		WGC-1155		2016	10	310-51300-31500				*	456.50		
									OCT 2016 - LEGAL SERVICES				
LEWIS, LONGMAN & WALKER, P.A.												788.50	000391
12/21/16	00001	12/01/16	139	2016	12	310-51300-34000				*	2,083.33		
									DEC 2016 - MGMT FEES				
12/01/16		139		2016	12	310-51300-35101				*	41.67		
									DEC 2016 - WEBSITE ADMIN				
12/01/16		139		2016	12	310-51300-42000				*	1.16		
									DEC 2016 - POSTAGE				
GOVERNMENTAL MANAGEMENT SERVICES -												2,126.16	000392
12/21/16	00005	12/13/16	WGC-1162	2016	11	310-51300-31500				*	83.00		
									NOV 2016 - LEGAL SERVICES				
LEWIS, LONGMAN & WALKER, P.A.												83.00	000393
3/02/17	00001	1/02/17	140	2017	01	310-51300-34000				*	2,083.33		
									JAN 2017 - MGMT FEES				

BONV BONITA VILLAGE IARAUJO

*** CHECK DATES 08/02/2016 - 04/28/2017 ***

BONITA VILLAGE - GENERAL FUND
BANK A BONITA VILLAGE GF

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/02/17		140		2017	01	310-51300-35101				*	41.67		
			JAN 2017 - WEBSITE ADMIN										
1/02/17		140		2017	01	310-51300-42000				*	1.86		
			JAN 2017 - POSTAGE										
1/02/17		140		2017	01	310-51300-42500				*	1.50		
			JAN 2017 - COPIES										
2/01/17		141		2017	02	310-51300-34000				*	2,083.33		
			FEB 2017 - MGMT FEES										
2/01/17		141		2017	02	310-51300-35101				*	41.67		
			FEB 2017 - WEBSITE ADMIN										
2/01/17		141		2017	02	310-51300-42000				*	.47		
			FEB 2017 - POSTAGE										
2/01/17		141		2017	02	310-51300-42500				*	5.55		
			FEB 2017 - COPIES										
3/01/17		142		2017	03	310-51300-34000				*	2,083.33		
			MAR 2017 - MGMT FEES										
3/01/17		142		2017	03	310-51300-35101				*	41.67		
			MAR 2017 - WEBSITE ADMIN										
3/01/17		142		2017	03	310-51300-42000				*	5.25		
			MAR 2017 - POSTAGE										
3/01/17		142		2017	03	310-51300-42500				*	28.80		
			MAR 2017 - COPIES										
GOVERNMENTAL MANAGEMENT SERVICES -												6,418.43	000394
3/02/17	00011	2/01/17	15025	2017	01	310-51300-32200				*	3,100.00		
			FY 2016 AUDIT FEES										
GRAU AND ASSOCIATES												3,100.00	000395
3/02/17	00017	1/26/17	3116-1-0	2017	01	310-51300-31100				*	750.00		
			4TH QTR ENGINEER SVCS										
JR EVANS ENGINEERING												750.00	000396
3/02/17	00005	1/05/17	WGC-1166	2016	12	310-51300-31500				*	498.47		
			DEC 2016 - LEGAL SERVICES										
		2/07/17	WGC-1171	2017	01	310-51300-31500				*	255.00		
			JAN 2017 - LEGAL SERVICES										
LEWIS, LONGMAN & WALKER, P.A.												753.47	000397
3/02/17	00018	2/06/17	21702024	2017	02	320-53800-49000				*	3,340.00		
			CLEAN LINES & CATCH BASIN										
		2/06/17	21702024	2017	02	320-53800-49000				V	3,340.00-		
			CLEAN LINES & CATCH BASIN										
SEWER VIEWER, INC.												.00	000398
3/29/17	00018	2/06/17	21702024	2017	02	320-53800-49000				*	3,340.00		
			CLEAN LINES & CATCH BASIN										
SEWER VIEWER, INC.												3,340.00	000399

BONV BONITA VILLAGE IARAUJO

*** CHECK DATES 08/02/2016 - 04/28/2017 ***

BONITA VILLAGE - GENERAL FUND
BANK A BONITA VILLAGE GF

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/27/17	00001	4/03/17	143	201704 310-51300-34000			*	2,083.33		
				APR 2017 - MGMT FEES						
4/03/17		4/03/17	143	201704 310-51300-35101			*	41.67		
				APR 2017 - WEBSITE ADMIN						
4/03/17		4/03/17	143	201704 310-51300-42000			*	1.84		
				APR 2017 - POSTAGE						
4/03/17		4/03/17	143	201704 310-51300-42500			*	28.65		
				APR 2017 - COPIES						
									2,155.49	000400
----- GOVERNMENTAL MANAGEMENT SERVICES -----										
4/27/17	00017	4/24/17	3117-01-	201704 310-51300-31100			*	750.00		
				1ST QTR 2017 SVC-ENGINEER						
									750.00	000401
----- JR EVANS ENGINEERING -----										
4/27/17	00005	3/08/17	WGC-1178	201702 310-51300-31500			*	595.00		
				FEB 2017 - LEGAL SERVICES						
4/06/17		4/06/17	WGC-1181	201703 310-51300-31500			*	170.00		
				MAR 2017 - LEGAL SERVICES						
									765.00	000402
----- LEWIS, LONGMAN & WALKER, P.A. -----										
								TOTAL FOR BANK A	38,098.12	
								TOTAL FOR REGISTER	38,098.12	

Bonita Village
Community Development District
Tax Collections
Fiscal Year Ending September 30, 2017

\$65,280.00

Date Received	Collection Period	Gross Tax Received	Discounts/ Penalties	Commissions	Interest	Net Amount Received	General Fund
11/15/2016	10/01/16-10/31/16	\$ 184.10	\$ (0.46)	\$ -	\$ -	\$ 184.56	\$ 184.56
11/30/2016	11/01/16-11/15/16	\$ 7,820.00	\$ 312.80	\$ 64.40	\$ -	\$ 7,442.80	\$ 7,442.80
12/16/2016	11/16/16-11/30/16	\$ 13,940.00	\$ 557.60	\$ 64.40	\$ -	\$ 13,318.00	\$ 13,318.00
12/30/2016	12/01/16-12/30/16	\$ 2,117.95	\$ 80.54	\$ -	\$ -	\$ 2,037.41	\$ 2,037.41
1/17/2017	12/16/16-12/31/16	\$ 1,020.00	\$ 30.60	\$ -	\$ -	\$ 989.40	\$ 989.40
2/15/2017	01/01/17-01/31/17	\$ 1,020.00	\$ 27.20	\$ -	\$ -	\$ 992.80	\$ 992.80
3/15/2017	02/01/17-02/28/17	\$ 340.00	\$ 3.40	\$ -	\$ -	\$ 336.60	\$ 336.60
TOTALS		\$ 26,442.05	\$ 1,011.68	\$ 128.80	\$ -	\$ 25,301.57	\$ 25,301.57

39%

41%

BONITA VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

BALANCE SHEET
March 31, 2017

	<u>General Fund</u>
<u>ASSETS:</u>	
CASH	\$58,913
STATE BOARD	\$100,655
	<hr/>
TOTAL ASSETS	\$159,568
	<hr/> <hr/>
<u>LIABILITIES:</u>	
ACCOUNTS PAYABLE	\$765
<u>FUND EQUITY AND OTHER CREDITS:</u>	
ASSIGNED	\$126,231
UNASSIGNED	\$32,572
	<hr/>
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	\$159,568
	<hr/> <hr/>

**BONITA VILLAGE
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

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

<u>Description</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/2017</u>	<u>ACTUAL THRU 03/31/2017</u>	<u>VARIANCE</u>
Revenues				
Maintenance Assessments	\$61,363	\$61,363	\$25,302	(\$36,061)
State Board - Interest	\$0	\$0	\$467	\$467
Total Revenues	\$61,363	\$61,363	\$25,769	(\$35,594)
Expenditures				
<i>Administrative</i>				
Engineering	\$4,500	\$2,250	\$750	\$1,500
Attorney	\$4,500	\$2,250	\$2,058	\$192
Auditing	\$3,100	\$3,100	\$3,100	\$0
Management Fees	\$25,000	\$12,500	\$12,500	\$0
Telephone	\$250	\$125	\$0	\$125
Postage	\$500	\$250	\$20	\$230
Printing & Binding	\$500	\$250	\$93	\$157
Insurance	\$6,232	\$6,232	\$5,778	\$454
Legal Advertising	\$1,659	\$829	\$0	\$829
Other Current Charges	\$550	\$275	\$265	\$10
Office Supplies	\$150	\$75	\$0	\$75
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Website Compliance	\$500	\$250	\$250	(\$0)
Total Administrative	\$47,616	\$28,561	\$24,989	\$3,572
<i>Field</i>				
Storm Drain Maintenance	\$15,000	\$15,000	\$0	\$15,000
Contingency	\$5,882	\$2,941	\$3,340	(\$399)
Total Field	\$20,882	\$17,941	\$3,340	\$14,601
Total Expenditures	\$68,498	\$46,502	\$28,329	\$18,173
Excess Revenues/(Expenditures)	(\$7,135)		(\$2,560)	
Beginning Fund Balance	\$7,134		\$161,363	
Ending Fund Balance	(\$0)		\$158,803	