

***ZEPHYR LAKES***  
***COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package***

***Date/Time:***  
***Monday, August 8, 2022***  
***6:00 P.M.***

***Location:***  
***Hilton Garden Inn***  
***26640 Silver Maple Parkway***  
***Wesley Chapel, Florida, 33544***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval, or adoption.***

# **Zephyr Lakes Community Development District**

c/o Breeze  
1540 International Parkway, Suite 2000  
Lake Mary, FL 32745  
813-564-7847

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Board of Supervisors  
**Zephyr Lakes Community Development District**

Dear Supervisors:

A Meeting of the Board of Supervisors of the Zephyr Lakes Community Development District is scheduled for **Monday, August 8, 2022, at 6:00 P.M.** at the **Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida, 33544**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present any reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

*Patricia Thibault*

Patricia Thibault  
District Manager  
813-564-7847s

CC: Attorney  
Engineer  
District Records

**District: ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT**

**Date of Meeting:** Monday, August 8, 2022

**Time:** 6:00 P.M.

**Location:** Hilton Garden Inn  
26640 Silver Maple Parkway  
Wesley Chapel, Florida, 33544

**Dial In: 1-646-931-3860**  
**Meeting ID: 765 408 9133**  
**Passcode: 12345**

## ***Agenda***

*For any questions as to the agenda packet, please contact [patricia@breezehome.com](mailto:patricia@breezehome.com)*

**I. Roll Call**

**II. Audience Comments** – *(limited to 3 minutes per individual on agenda items)*

**III. Business Items**

**A. FY 2022-2023 Budget Public Hearing**

- Open Public Hearing
- Presentation of the FY 2022-2023 Budget
  - Affidavit of Publication – 1<sup>st</sup> Publication July 15, 2022
  - Affidavit of Publication – 2<sup>nd</sup> Publication July 22, 2022
- Public Comments
- Close Public Hearing

**Exhibit 1**

**B. Consideration and Adoption of Resolution 2022-08, Adopting Final Budget for FY 2022-2023**

**Exhibit 2**

- Exhibit A – FY 2022-2023 Budget

**C. FY 2022-2023 Assessments Public Hearing**

- Open Public Hearing
- Public Comments
- Close Public Hearing

**D. Consideration and Adoption of Resolution 2022-09, Imposing and Levying O&M Assessments for FY 2022-2023 Budget**

**Exhibit 3**

- Exhibit A - FY 2022-2023 Budget
- Exhibit B - FY 2022-2023 Budget Funding Agreement

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|--|-------------------|
| E. Consideration and Adoption of <b>Resolution 2022-10, Setting Landowner’s Election Meeting</b>   | <b>Exhibit 4</b>  |
| F. Consideration and Adoption of <b>Resolution 2022-11, Adopting FY 2022-2023 Meeting Schedule</b> | <b>Exhibit 5</b>  |
| <b>IV. Consent Agenda</b>  |                   |
| A. Acceptance of the June Unaudited Financial Statement  | <b>Exhibit 6</b>  |
| B. Consideration and Approval of March 1,2022 Regular Meeting Minutes                              | <b>Exhibit 7</b>  |
| C. Consideration and Approval of May 3,2022 Regular Meeting Minutes                                | <b>Exhibit 8</b>  |
| D. Consideration and Approval of June 7,2022 Regular Meeting Minutes                               | <b>Exhibit 9</b>  |
| E. Ratification of Contracts   | <b>Exhibit 10</b> |
| <b>V. Staff Reports</b>  |                   |
| A. District Manager  |                   |
| B. District Attorney   |                   |
| C. District Engineer   |                   |
| <b>VI. Audience Comments - New Business – <i>(limited to 3 minutes per individual)</i></b>         |                   |
| <b>VII. Supervisor Requests</b>  |                   |
| <b>VIII. Adjournment</b>   |                   |

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# **EXHIBIT 1**

**STATEMENT 1**

**ZEPHYR LAKES CDD**

**FY 2023 ADOPTED BUDGET GENERAL FUND (O&M)**

	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022 TO 2023</b>
<b>REVENUE</b>						
GENERAL FUND REVENUES (1)	\$ 86,465	\$ -	\$ 275,506	\$ 260,535	\$ 604,921	\$ 344,386
DEVELOPER FUNDING	-	127,806	-	270,150	-	(270,150)
LOT CLOSINGS	-	63,100	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>86,465</b>	<b>190,906</b>	<b>275,506</b>	<b>530,685</b>	<b>604,921</b>	<b>74,236</b>
<b>EXPENDITURES</b>						
<b>ADMINISTRATIVE</b>						
SUPERVISORS COMPENSATION	2,213	2,800	619	6,400	4,800	(1,600)
PAYROLL TAXES	155	214	46	490	367	(122)
PAYROLL SERVICE FEES	374	196	100	342	490	148
MANAGEMENT CONSULTING SERVICES	21,000	21,000	21,000	21,000	24,000	3,000
PLANNING, COORDINATING & CONTRACT SRVCS	36,000	36,000	36,000	36,000	36,000	-
BANK FEES	-	0	425	180	180	-
MISCELLANEOUS	223	195	-	316	200	(116)
AUDITING SERVICES	2,500	2,700	2,700	2,700	3,600	900
TRAVEL PER DIEM	6	-	-	75	75	-
MEETING ROOM RENTAL	-	26	175	216	1,200	984
REGULATORY AND PERMIT FEES	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	1,820	1,437	417	1,200	1,500	300
ENGINEERING SERVICES	2,991	3,182	1,029	4,000	4,000	-
LEGAL SERVICES	3,870	5,306	7,641	7,000	8,000	1,000
WEBSITE DEVELOPMENT & HOSTING	2,826	500	2,143	2,015	2,015	-
COUNTY ASSESSMENT COLLECTION FEE		150	200	-	150	150
CONTINGENCY	3,000	3,179	518	10,000	5,000	(5,000)
<b>TOTAL ADMINISTRATIVE</b>	<b>77,153</b>	<b>77,060</b>	<b>73,188</b>	<b>92,109</b>	<b>91,752</b>	<b>(356)</b>

## STATEMENT 1

## ZEPHYR LAKES CDD

## FY 2023 ADOPTED BUDGET GENERAL FUND (O&amp;M)

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	VARIANCE 2022 TO 2023
<b>DEBT ADMINISTRATION:</b>						
DISSEMINATION AGENT	-	5,000	5,000	6,000	6,000	-
TRUSTEE FEES	-	4,041	2,693	4,041	8,084	4,043
TRUST FUND ACCOUNTING	-	-	3,600	3,600	3,600	-
ARBITRAGE	-	-	-	650	650	-
<b>TOTAL DEBT ADMINISTRATION</b>	<b>-</b>	<b>9,041</b>	<b>11,293</b>	<b>14,291</b>	<b>18,334</b>	<b>4,043</b>
<b>INSURANCE</b>						
INSURANCE (Liability, Property & Casualty)	5,000	5,125	5,381	19,000	22,000	3,000
<b>TOTAL INSURANCE</b>	<b>5,000</b>	<b>5,125</b>	<b>5,381</b>	<b>19,000</b>	<b>22,000</b>	<b>3,000</b>
<b>PHYSICAL ENVIRONMENT</b>						
COMPREHENSIVE FIELD TECH SERVICES	2,500	4,285	6,837	15,000	15,000	-
UTILITY ELECTRICITY	240	305	9,352	3,000	25,200	22,200
UTILITY STREETLIGHTS	-	32,647	41,512	108,000	121,900	13,900
UTILITY - WATER	-	-	1,795	2,292	7,000	4,708
PET WASTE REMOVAL	-	-	186	2,067	7,500	5,433
LAKE/POND MAINTENANCE	3,000	7,766	8,626	9,072	17,000	7,928
LANDSCAPE MAINTENANCE	-	32,775	117,745	145,000	145,000	-
LANDSCAPE REPLACEMENT	-		10,390	2,500	2,500	-
LANDSCAPE MISC	-		-	5,000	5,000	-
POND MOWINGS	-		-	20,000	20,000	-
GATE MAINTENANCE & PERIMETER FENCE REPAIR	-		11,295	6,400	10,000	3,600
SECURITY CAMERAS	-		-	7,000	2,500	(4,500)
SECURITY FOBS AND CLICKERS	-		-	8,000	3,000	(5,000)
<b>TOTAL PHYSICAL ENVIRONMENT</b>	<b>5,740</b>	<b>77,777</b>	<b>207,738</b>	<b>333,331</b>	<b>381,600</b>	<b>48,269</b>

## STATEMENT 1

## ZEPHYR LAKES CDD

## FY 2023 ADOPTED BUDGET GENERAL FUND (O&amp;M)

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	VARIANCE 2022 TO 2023
<b>AMENITY CENTER OPERATIONS</b>						
POOL SERVICE CONTRACT	-		2,995	7,500	13,520	6,020
POOL MAINTENANCE & REPAIR	-		-	1,250	2,500	1,250
POOL PERMIT	-		280	275	275	-
AMENITY MANAGEMENT	-		922	4,000	5,000	1,000
AMENITY CENTER CLEANING & MAINTENANCE	-		1,995	6,000	15,600	9,600
AMENITY CENTER INTERNET	-		-	900	1,800	900
AMENITY CENTER ELECTRICITY	-		-	5,310	10,620	5,310
AMENITY CENTER WATER	-		-	1,200	2,400	1,200
AMENITY CENTER PEST CONTROL	-		-	720	720	-
SECURITY CAMERAS MAINTENANCE	-		-	8,000	2,000	(6,000)
LANDSCAPE REPLACEMENT - INFILL	-		-	5,000	5,000	-
MISC. AMENITY CENTER REPAIRS & MAINTENANCE	-		8,833	5,000	5,000	-
SECURITY MONITORING	-		-	1,800	1,800	-
CONTINGENCY	-		-	25,000	25,000	-
<b>TOTAL AMENITY CENTER OPERATIONS</b>	-	-	<b>15,025</b>	<b>71,955</b>	<b>91,235</b>	<b>19,280</b>
<b>TOTAL EXPENDITURES</b>	<b>87,893</b>	<b>169,003</b>	<b>312,625</b>	<b>530,685</b>	<b>604,921</b>	<b>74,236</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	(1,428)	21,903	(37,119)	(0)	-	0
FUND BALANCE - BEGINNING	1,694	266	22,169	22,170		
<b>FUND BALANCE - ENDING</b>	<b>\$ 266</b>	<b>\$ 22,169</b>	<b>\$ (14,950)</b>	<b>\$ 22,170</b>	<b>\$ -</b>	

**Note:**

Un-platted lands will received an O&M assessment for CDD administrative services. Developer will enter into an O&M deficit funding agreement for the FY 2022/2023 budget to cover any shortfalls in the FY 2022/2023 budget. Developer will fund budget deficits based on actual expenditures that exceed actual revenues as needed



**STATEMENT 2**  
**ZEPHYR LAKES CDD**  
**PROPOSED FY 2022-2023 GENERAL FUND (O&M) ASSESSMENT ALLOCATION**

**1. ERU Assignment, Ranking and Calculation /(a)**

Lot Width	Units	ERU	Total ERU	% ERU
TH	54	0.45	24.30	4.46%
40'	70	0.80	56.00	10.29%
50'	464	1.00	464.00	85.25%
<b>Total</b>	<b>588</b>		<b>544.30</b>	<b>100.00%</b>

**2. O&M Assessment Requirement ("AR")**

AR = TOTAL EXPENDITURES - NET:	<b>\$ 604,921.20</b>	
Plus: Early Payment Discount (4.0%)	<b>25,741.33</b>	
Plus: County Collection Charges (2.0%)	<b>12,870.66</b>	
<b>Total Expenditures - GROSS</b>	<b>\$ 643,533.19</b>	[a]
Total ERU:	544.30	[b]
<b>Total AR / ERU - GROSS (as if all On-Roll):</b>	<b>\$1,182.31</b>	[a] / [b]
Total AR / ERU - NET:	1,111.37	

**3. Proposed FY 2023 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
TH	54	0.45	\$500.12	\$27,006	\$532	\$28,730
40'	70	0.80	\$889.10	\$62,237	\$946	\$66,210
50'	464	1.00	\$1,111.37	\$515,676	\$1,182	\$548,593
<b>Total</b>	<b>588</b>			<b>\$604,919</b>		<b>\$643,533</b>

**4. Adopted FY 2022 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
TH	54	0.45	\$455.48	\$24,596	\$485	\$26,166
40'	70	0.80	\$809.74	\$56,682	\$861	\$60,300
50'	444	1.00	\$1,012.18	\$449,408	\$1,077	\$478,093
<b>Total</b>	<b>568</b>			<b>\$530,686</b>		<b>\$564,559</b>

**5. Difference in Assessments Adopted FY 2023 vs Adopted FY 2022**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt	Variance per mnth
TH	54	0.45	\$45	\$2,411	\$47	\$2,564	\$3.92
40'	70	0.80	\$79	\$5,555	\$85	\$5,910	\$7.07
50'	444	1.00	\$99	\$66,268	\$105	\$70,500	\$8.78
<b>Total</b>	<b>568</b>			<b>\$71,823</b>		<b>\$76,410</b>	

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

<b>FINCNIAL STATEMENT CATEGORY</b>	<b>VENDOR</b>	<b>ANNUAL AMOUNT</b>	<b>COMMENTS (SCOPE OF SERVICES)</b>
SUPERVISORS COMPENSATION		4,800	Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year assumes - 3 Board Members per Meeting , 8 Meetings Considered. Chairman waives compensation as the fourth Supervisor
PAYROLL TAXES		367	Payroll taxes for Supervisor Compensation ; 7.65% of Payroll
PAYROLL SERVICE FEES		490	Amount is assessed at \$55 Per Payroll Plus Year End Processing of \$50 for the processing of payroll related to Supervisor compensation
MANAGEMENT CONSULTING SERVICES	BREEZE	24,000	The District receives Management & Accounting services as part of the agreement; \$1,750 monthly.
PLANNING & COORDINATION SERVICES	BREEZE	36,000	Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with the maintenance & construction of District infrastructure
BANK FEES	Bank United	180	Fees associated with maintaining the District's bank accounts and the ordering of checks
MISCELLANEOUS		200	Miscellaneous as needed for General Administrative expenditures that are not appropriated in any other line items
AUDITING SERVICES	DMHB	3,600	Florida Statute mandates an audit of its financial records to be performed on an annual basis by an independent Certified Public Accounting firm.
TRAVEL PER DIEM		75	Reimbursement to Board Supervisors for travel to District Meetings
MEETING ROOM RENTAL	Hilton Garden Inn	1,200	Conference room rental in Pasco County for Board of Supervisor meetings
REGULATORY AND PERMIT FEES		175	The District is required to pay an annual fee of \$175 to the Department of Community Affairs.
LEGAL ADVERTISEMENTS	TAMPA BAY TIMES	1,500	The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.
ENGINEERING SERVICES	STANTEC CONSULT.	4,000	The District Engineer provides general engineering services to the District; i.e. attendance and preparation for monthly board meetings, review of contractor plans and invoices, and other specifically requested assignments.
LEGAL SERVICES	STRALEY & ROBIN	8,000	The District's attorney provides general legal services to the District; i.e. attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Superviros and the District Manager
WEBISTE DEVELOPMENT & HOSTING	Campus Suite	2,015	The District is mandated to post on the internet the approved and adopted budgets as well as agendas and other items in accordance with State requirements. Campus Suite - \$1,515 includes website compliance and remediation of 750 documents as well as \$500 for District Manager upload and oversight

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

FINCNIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT	COMMENTS (SCOPE OF SERVICES)
COUNTY ASSESSMENT COLLECTION FEE		150	Fees paid to Pasco County for the collection of non ad-valorem District assessments
CONTINGENCY		5,000	Estimated for items not known and considered in the administrative allocations
DISSEMINATION AGENT		6,000	The District is required by the Securities & Exchange Commission to comply with Rule 15c2-12(b)-(5) which relates to additional reporting requirements for bond issues. The budgeted amount is based on standard fees charged for this service.
TRUSTEE FEES	US BANK	8,084	The District deposits amounts related to a Bond Series with a Trustee stipulated in the trust indenture. The annual trustee fees are based on fees estimated by the Trustee
TRUST FUND ACCOUNTING	DPFG	3,600	Reconcile trust accounts on a monthly basis for issued bonds and respond to associated compliance requirements
ARBITRAGE		650	The District receives services from an independent specialist to calculate the District's Arbitrage Rebate Liability on respective bond issuances. Confirmed with LLS for arbitrage related to the Bonds
INSURANCE - PUBLIC OFFICIAL & GENERAL LIAB.	EGIS INSURANCE	22,000	The Districts General Liability , Public Officials and Property insurance is with EGIS Insurance and Risk Advisors. They specialize in providing insurance coverage to governmental agencies. The budgeted amount is based on estimates received from EGIS
COMPREHENSIVE FIELD TECH SERVICES	BREEZE	15,000	Directs day to day operations of the District and oversees Field Tech Services. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security hardware, manage RFP Process for ongoing maintenance and repairs, prepare monthly written reports to the Board, including estimated reimbursements for CDD business mileage driven by Field Service Tech.
UTILITY ELECTRICITY	TECO	25,200	The Disttict utilities electric for operations in the District Amount is estimated at \$2,100 per month
UTILITY STREETLIGHTS	GIG FIBER	121,900	The District installs solar streetlights in the District. There are currently 132 lighrs installed with an additional 61 anticipated to be installed in FY 2023
UTILITY - WATER	City of Zephyrhills	7,000	For common areas. Estimated based on historical usage
PET WASTE REMOVAL	Poop 911	7,500	Removal of pet waste, replacement of can liners, and check of bags for the pet waste stations in the District. Currently only have 2 and will be installing 10 additional in FY 2023
LAKE/POND MAINTENANCE	Steadfast	17,000	Ponds in Phase 1a, 1b, and 2a (5 ponds) 2 fountains in lakes. Current contract covers ponds #20. 40, 50, 60 at \$705.97 monthly. The District will be adding an additional 4 ponds in FY 2023
LANDSCAPE MAINTENANCE		145,000	Landscape to include 5 retention pond mowings , all common turf areas, shrub trimming , fertilization , irrigaton, mulch. Adding an additional \$20,000 for maintenance of new areas brought online in FY 2023
LANDSCAPE REPLACEMENT		2,500	Replacement as needed. Mulch is include above
LANDSCAPE MISC		5,000	Estimated, inclusive of any tree prunings
POND MOWINGS		20,000	Estimated amounts for ponds that will be coming online in FY 2023
GATE MAINTENANCE & PERIMETER FENCE REPAIR		10,000	Estimated for repairs of gate and perimeter fence
SECURITY CAMERAS		2,500	Maintenace for cameras that have been installed to address secruity in the District

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

<b>FINCNIAL STATEMENT CATEGORY</b>	<b>VENDOR</b>	<b>ANNUAL AMOUNT</b>	<b>COMMENTS (SCOPE OF SERVICES)</b>
SECURITY FOBS AND CLICKERS		3,000	Estimated for the disbursement of fobs and gate clickers for new residents of the District . This is based on 120 homes needing these items
POOL SERVICE CONTRACT	Arinton	13,520	Contract calls for pool service 4 days a week
POOL MAINTENANCE & REPAIR		2,500	As needed for repairs
POOL PERMIT	STATE	275	Annual Charge
AMENITY MANAGEMENT	BREEZE	5,000	Track & handle facility access keys, coordination of janitorial services, track & coordinate facility rental activities, and implement general operation rules for the amenity
AMENITY CENTER CLEANING & MAINTENANCE	Catherine Pro Cleaners	15,600	Amenity Cleaning . 4 day cleaning of clubhouse facilities
AMENITY CENTER INTERNET	BRIGHTHOUSE	1,800	Brighthouse estimated at \$150 per month
AMENITY CENTER ELECTRICITY	DUKE	10,620	Electric utilites appropriated for amenity center \$885/mo.
AMENITY CENTER WATER	PASCO UTILITIES	2,400	Water utility services provided for the amenity center
AMENITY CENTER PEST CONTROL		720	Pest control services for the amenity center estimated at \$60 monthly
SECURITY CAMERAS MAINTENANCE		2,000	Estimated as needed for repairs and maintenance of cameras
LANDSCAPE REPLACEMENT - INFILL		5,000	Infill to be provided at the amenity center on an as needed basis
MISC. AMENITY CENTER REPAIRS & MAINTENANCE		5,000	Estimated for repairs and maintenance at the amenity center
SECURITY MONITORING		1,800	Security monitoring service
CONTINGENCY		25,000	Amount to cover added cost estimates for Utilities, Gates, Pond Maintence, Landscaping, or Amenity Maintenance/Repairs

**STATEMENT 4**  
**ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE SCHEDULES**

	<b>SERIES 2019</b>	<b>SERIES 2021</b>	<b>TOTAL FY23 BUDGET</b>
<b>REVENUE</b>			
SPECIAL ASSESSMENTS - ON ROLL (GROSS)	\$ 387,480	\$ 390,844	\$ 778,324
LESS: DISCOUNT ASSESSMENTS	(15,499)	(15,634)	(31,133)
<b>TOTAL REVENUE</b>	<b>371,981</b>	<b>375,211</b>	<b>747,191</b>
<b>EXPENDITURES</b>			
COUNTY - ASSESSMENT COLLECTION FEES	7,750	7,817	15,566
INTEREST EXPENSE			
May 1, 2023	136,163	114,478	250,641
November 1, 2023	136,163	112,728	248,891
PRINCIPAL RETIREMENT			
PRINCIPAL PAYMENT			
May 1, 2023	-	140,000	140,000
November 1, 2023	90,000	-	90,000
<b>TOTAL EXPENDITURES</b>	<b>370,075</b>	<b>375,023</b>	<b>745,098</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>1,906</b>	<b>188</b>	<b>2,094</b>
<b>FUND BALANCE - ENDING (REVENUE TRUST ACCOUNT)</b>	<b>\$ 1,906</b>	<b>\$ 188</b>	<b>\$ 2,094</b>

**Table 1. Series 2019 Allocation of Maximum Annual Debt Service (Gross MADS)**

<b>LOT WIDTH</b>	<b>LOTS</b>	<b>ERU</b>	<b>TOTAL ERU</b>	<b>% ERU</b>	<b>TOTAL ASSMTS</b>	<b>ASSMT / LOT</b>
40	50	0.8	40.0	13.79%	\$ 53,446	\$ 1,069
50	250	1.0	250.0	86.21%	\$ 334,035	\$ 1,336
<b>Total</b>	<b>300</b>		<b>290.0</b>		<b>\$ 387,480</b>	

Total Gross Assessment \$ 387,480

Gross Assessment / ERU \$ 1,336

**Table 2. Series 2021 Allocation of Maximum Annual Debt Service (Gross MADS)**

<b>LOT WIDTH</b>	<b>LOTS</b>	<b>ERU</b>	<b>TOTAL ERU</b>	<b>% ERU</b>	<b>TOTAL ASSMTS</b>	<b>ASSMT / LOT</b>
TH	54	0.5	29.2	11.29%	\$ 44,126	\$ 817
40	31	0.8	24.8	9.57%	\$ 37,418	\$ 1,207
50	205	1.0	205.0	79.14%	\$ 309,300	\$ 1,509
<b>Total</b>	<b>290</b>		<b>259.0</b>		<b>\$ 390,844</b>	

Total Gross Assessment \$ 390,844

Gross Assessment / ERU \$ 1,509

Serial Number  
22-01236P

# Business Observer

Published Weekly  
New Port Richey, Pasco County, Florida

COUNTY OF PASCO

STATE OF FLORIDA

Before the undersigned authority personally appeared Lindsey Padgett who on oath says that he/she is Publisher's Representative of the Business Observer a weekly newspaper published at New Port Richey, Pasco County, Florida; that the attached copy of advertisement,

being a Notice of Public Hearing and Board of Supervisors Meeting

in the matter of Meeting on August 8, 2022 at 6:00 pm; Zephyr Lakes CDD

in the Court, was published in said newspaper by print in the

issues of 7/15/2022

Affiant further says that the Business Observer complies with all legal requirements for publication in chapter 50, Florida Statutes.

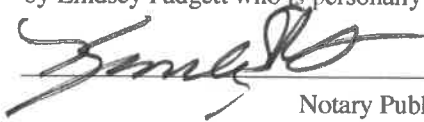
\*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.

  
Lindsey Padgett

Sworn to and subscribed, and personally appeared by physical presence before me,

15th day of July, 2022 A.D.

by Lindsey Padgett who is personally known to me.



Notary Public, State of Florida  
(SEAL)



Kimberly S. Martin  
COMMISSION # GG232793  
EXPIRES: July 25, 2022  
Bonded Thru Aaron Notary

## Notice of Public Hearing and Board of Supervisors Meeting of the Zephyr Lakes Community Development District

The Board of Supervisors (the "Board") of the Zephyr Lakes Community Development District (the "District") will hold a public hearing and a meeting on August 8, 2022, at 6:00 p.m. at Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2022-2023 proposed budget and the proposed levy of its annually recurring non-ad valorem special assessments for operation and maintenance to fund the items described in the proposed budget (the "O&M Assessments").

At the conclusion of the public hearing, the Board will, by resolution, adopt a final budget, provide for the levy, collection, and enforcement of the O&M Assessments, and certify an assessment roll. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it.

A copy of the proposed budget, preliminary assessment roll, and the agenda may be viewed on the District's website at least 2 days before the meeting <https://www.zephyrlakescdd.org>, or may be obtained by contacting the District Manager's office via email at [Patricia@breezeshome.com](mailto:Patricia@breezeshome.com) or via phone at (813) 565-4663.

The table below presents the proposed schedule of the O&M Assessments. Amounts are preliminary and subject to change at the meeting and in any future year.

Lot Width	Units	ERU	GrossAssmt/Unit	Total GrossAssmt
TH	54	0.45	\$532.04	\$28,730.22
40'	70	0.60	\$945.85	\$66,209.55
50'	464	1.00	\$1,182.31	\$548,593.42
Total	588			\$643,533.19

The O&M Assessments (in addition to debt assessments, if any) will appear on November 2022 Pasco County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

The County Tax Collector will collect the assessments for all lots and parcels within the District. Alternatively, the District may elect to directly collect its assessments in accordance with Chapter 190, Florida Statutes. Failure to pay the District's assessments will cause a tax certificate to be issued against the property which may result in a loss of title or a foreclosure action to be filed against the property. All affected property owners have the right to appear at the public hearing and to file written objections with the District within 20 days of publication of this notice.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. They may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 2 business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Patricia Thibault  
District Manager



July 15, 2022

22-01236P

Serial Number  
22-01276P

# Business Observer

Published Weekly  
New Port Richey , Pasco County, Florida

COUNTY OF PASCO

STATE OF FLORIDA

Before the undersigned authority personally appeared Lindsey Padgett who on oath says that he/she is Publisher's Representative of the Business Observer a weekly newspaper published at New Port Richey , Pasco County, Florida; that the attached copy of advertisement,

being a Notice of Public Hearing

in the matter of Public Hearing on August 8, 2022  
Zephyr Lakes CDD

in the Court, was published in said newspaper by print in the

issues of 7/22/2022

Affiant further says that the Business Observer complies with all legal requirements for publication in chapter 50, Florida Statutes.

\*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.

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The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2022-2023 proposed budget. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it. A copy of the proposed budget and the agenda may be viewed on the District's website at least 2 days before the meeting <https://www.zephyrlakescdd.org>, or may be obtained by contacting the District Manager's office via email at [Patricia@breezehome.com](mailto:Patricia@breezehome.com) or via phone at (813) 565-4663.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. They may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Patricia Thibault  
District Manager  
July 22, 2022

22-01276P

  
Lindsey Padgett

Sworn to and subscribed, and personally appeared by physical presence before me,

22nd day of July, 2022 A.D.

by Lindsey Padgett who is personally known to me.



Notary Public, State of Florida  
(SEAL)



Kimberly S. Martin  
COMMISSION # GG232791  
EXPIRES: July 25, 2022  
Bonded Thru Aaron Notary

## **EXHIBIT 2**



## RESOLUTION 2022-08

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager submitted, prior to June 15<sup>th</sup>, to the Board of Supervisors (“**Board**”) of the Zephyr Lakes Community Development District (“**District**”) a proposed budget for the next ensuing budget year (“**Proposed Budget**”), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

**WHEREAS**, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District at least 60 days prior to the adoption of the Proposed Budget pursuant to the provisions of Section 190.008(2)(b), Florida Statutes;

**WHEREAS**, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

**WHEREAS**, the Board is required to adopt a resolution approving a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, the Proposed Budget projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:**

#### **Section 1. Budget**

- a. That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s records office, and hereby approves certain amendments thereto, as shown below.
- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2021-2022 and/or revised projections for fiscal year 2022-2023.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s records office and identified as “The Budget for the

Zephyr Lakes Community Development District for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023.”

- d. The final adopted budget shall be posted by the District Manager on the District’s website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

**Section 2. Appropriations.** There is hereby appropriated out of the revenues of the District (the sources of the revenues will be provided for in a separate resolution), for the fiscal year beginning October 1, 2022, and ending September 30, 2023, the sum of \$\_\_\_\_\_, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

Total General Fund	\$ _____
<i>Total Reserve Fund [if Applicable]</i>	\$ _____
Total Debt Service Funds	\$ _____
<b>Total All Funds*</b>	<b>\$ _____</b>

\*Not inclusive of any collection costs or early payment discounts.

**Section 3. Budget Amendments.** Pursuant to Section 189.016(6), Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraph c. above are posted on the District’s website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.

**Section 4. Effective Date.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**Passed and Adopted on August 8, 2022.**

Attested By:

**Zephyr Lakes  
Community Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: FY 2022-2023 Adopted Budget**

**STATEMENT 1**

**ZEPHYR LAKES CDD**

**FY 2023 ADOPTED BUDGET GENERAL FUND (O&M)**

	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022 TO 2023</b>
<b>REVENUE</b>						
GENERAL FUND REVENUES (1)	\$ 86,465	\$ -	\$ 275,506	\$ 260,535	\$ 604,921	\$ 344,386
DEVELOPER FUNDING	-	127,806	-	270,150	-	(270,150)
LOT CLOSINGS	-	63,100	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>86,465</b>	<b>190,906</b>	<b>275,506</b>	<b>530,685</b>	<b>604,921</b>	<b>74,236</b>
<b>EXPENDITURES</b>						
<b>ADMINISTRATIVE</b>						
SUPERVISORS COMPENSATION	2,213	2,800	619	6,400	4,800	(1,600)
PAYROLL TAXES	155	214	46	490	367	(122)
PAYROLL SERVICE FEES	374	196	100	342	490	148
MANAGEMENT CONSULTING SERVICES	21,000	21,000	21,000	21,000	24,000	3,000
PLANNING, COORDINATING & CONTRACT SRVCS	36,000	36,000	36,000	36,000	36,000	-
BANK FEES	-	0	425	180	180	-
MISCELLANEOUS	223	195	-	316	200	(116)
AUDITING SERVICES	2,500	2,700	2,700	2,700	3,600	900
TRAVEL PER DIEM	6	-	-	75	75	-
MEETING ROOM RENTAL	-	26	175	216	1,200	984
REGULATORY AND PERMIT FEES	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	1,820	1,437	417	1,200	1,500	300
ENGINEERING SERVICES	2,991	3,182	1,029	4,000	4,000	-
LEGAL SERVICES	3,870	5,306	7,641	7,000	8,000	1,000
WEBSITE DEVELOPMENT & HOSTING	2,826	500	2,143	2,015	2,015	-
COUNTY ASSESSMENT COLLECTION FEE		150	200	-	150	150
CONTINGENCY	3,000	3,179	518	10,000	5,000	(5,000)
<b>TOTAL ADMINISTRATIVE</b>	<b>77,153</b>	<b>77,060</b>	<b>73,188</b>	<b>92,109</b>	<b>91,752</b>	<b>(356)</b>

## STATEMENT 1

## ZEPHYR LAKES CDD

## FY 2023 ADOPTED BUDGET GENERAL FUND (O&amp;M)

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	VARIANCE 2022 TO 2023
<b>DEBT ADMINISTRATION:</b>						
DISSEMINATION AGENT	-	5,000	5,000	6,000	6,000	-
TRUSTEE FEES	-	4,041	2,693	4,041	8,084	4,043
TRUST FUND ACCOUNTING	-	-	3,600	3,600	3,600	-
ARBITRAGE	-	-	-	650	650	-
<b>TOTAL DEBT ADMINISTRATION</b>	-	<b>9,041</b>	<b>11,293</b>	<b>14,291</b>	<b>18,334</b>	<b>4,043</b>
<b>INSURANCE</b>						
INSURANCE (Liability, Property & Casualty)	5,000	5,125	5,381	19,000	22,000	3,000
<b>TOTAL INSURANCE</b>	<b>5,000</b>	<b>5,125</b>	<b>5,381</b>	<b>19,000</b>	<b>22,000</b>	<b>3,000</b>
<b>PHYSICAL ENVIRONMENT</b>						
COMPREHENSIVE FIELD TECH SERVICES	2,500	4,285	6,837	15,000	15,000	-
UTILITY ELECTRICITY	240	305	9,352	3,000	25,200	22,200
UTILITY STREETLIGHTS	-	32,647	41,512	108,000	121,900	13,900
UTILITY - WATER	-	-	1,795	2,292	7,000	4,708
PET WASTE REMOVAL	-	-	186	2,067	7,500	5,433
LAKE/POND MAINTENANCE	3,000	7,766	8,626	9,072	17,000	7,928
LANDSCAPE MAINTENANCE	-	32,775	117,745	145,000	145,000	-
LANDSCAPE REPLACEMENT	-		10,390	2,500	2,500	-
LANDSCAPE MISC	-		-	5,000	5,000	-
POND MOWINGS	-		-	20,000	20,000	-
GATE MAINTENANCE & PERIMETER FENCE REPAIR	-		11,295	6,400	10,000	3,600
SECURITY CAMERAS	-		-	7,000	2,500	(4,500)
SECURITY FOBS AND CLICKERS	-		-	8,000	3,000	(5,000)
<b>TOTAL PHYSICAL ENVIRONMENT</b>	<b>5,740</b>	<b>77,777</b>	<b>207,738</b>	<b>333,331</b>	<b>381,600</b>	<b>48,269</b>

## STATEMENT 1

## ZEPHYR LAKES CDD

## FY 2023 ADOPTED BUDGET GENERAL FUND (O&amp;M)

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	VARIANCE 2022 TO 2023
<b>AMENITY CENTER OPERATIONS</b>						
POOL SERVICE CONTRACT	-		2,995	7,500	13,520	6,020
POOL MAINTENANCE & REPAIR	-		-	1,250	2,500	1,250
POOL PERMIT	-		280	275	275	-
AMENITY MANAGEMENT	-		922	4,000	5,000	1,000
AMENITY CENTER CLEANING & MAINTENANCE	-		1,995	6,000	15,600	9,600
AMENITY CENTER INTERNET	-		-	900	1,800	900
AMENITY CENTER ELECTRICITY	-		-	5,310	10,620	5,310
AMENITY CENTER WATER	-		-	1,200	2,400	1,200
AMENITY CENTER PEST CONTROL	-		-	720	720	-
SECURITY CAMERAS MAINTENANCE	-		-	8,000	2,000	(6,000)
LANDSCAPE REPLACEMENT - INFILL	-		-	5,000	5,000	-
MISC. AMENITY CENTER REPAIRS & MAINTENANCE	-		8,833	5,000	5,000	-
SECURITY MONITORING	-		-	1,800	1,800	-
CONTINGENCY	-		-	25,000	25,000	-
<b>TOTAL AMENITY CENTER OPERATIONS</b>	-	-	<b>15,025</b>	<b>71,955</b>	<b>91,235</b>	<b>19,280</b>
<b>TOTAL EXPENDITURES</b>	<b>87,893</b>	<b>169,003</b>	<b>312,625</b>	<b>530,685</b>	<b>604,921</b>	<b>74,236</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	(1,428)	21,903	(37,119)	(0)	-	0
FUND BALANCE - BEGINNING	1,694	266	22,169	22,170		
<b>FUND BALANCE - ENDING</b>	<b>\$ 266</b>	<b>\$ 22,169</b>	<b>\$ (14,950)</b>	<b>\$ 22,170</b>	<b>\$ -</b>	

**Note:**

Un-platted lands will received an O&M assessment for CDD administrative services. Developer will enter into an O&M deficit funding agreement for the FY 2022/2023 budget to cover any shortfalls in the FY 2022/2023 budget. Developer will fund budget deficits based on actual expenditures that exceed actual revenues as needed

**STATEMENT 2**  
**ZEPHYR LAKES CDD**  
**PROPOSED FY 2022-2023 GENERAL FUND (O&M) ASSESSMENT ALLOCATION**

**1. ERU Assignment, Ranking and Calculation /(a)**

Lot Width	Units	ERU	Total ERU	% ERU
TH	54	0.45	24.30	4.46%
40'	70	0.80	56.00	10.29%
50'	464	1.00	464.00	85.25%
<b>Total</b>	<b>588</b>		<b>544.30</b>	<b>100.00%</b>

**2. O&M Assessment Requirement ("AR")**

AR = TOTAL EXPENDITURES - NET:	<b>\$ 604,921.20</b>	
Plus: Early Payment Discount (4.0%)	<b>25,741.33</b>	
Plus: County Collection Charges (2.0%)	<b>12,870.66</b>	
<b>Total Expenditures - GROSS</b>	<b>\$ 643,533.19</b>	[a]
Total ERU:	544.30	[b]
<b>Total AR / ERU - GROSS (as if all On-Roll):</b>	<b>\$1,182.31</b>	[a] / [b]
Total AR / ERU - NET:	1,111.37	

**3. Proposed FY 2023 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
TH	54	0.45	\$500.12	\$27,006	\$532	\$28,730
40'	70	0.80	\$889.10	\$62,237	\$946	\$66,210
50'	464	1.00	\$1,111.37	\$515,676	\$1,182	\$548,593
<b>Total</b>	<b>588</b>			<b>\$604,919</b>		<b>\$643,533</b>

**4. Adopted FY 2022 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
TH	54	0.45	\$455.48	\$24,596	\$485	\$26,166
40'	70	0.80	\$809.74	\$56,682	\$861	\$60,300
50'	444	1.00	\$1,012.18	\$449,408	\$1,077	\$478,093
<b>Total</b>	<b>568</b>			<b>\$530,686</b>		<b>\$564,559</b>

**5. Difference in Assessments Adopted FY 2023 vs Adopted FY 2022**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt	Variance per mnth
TH	54	0.45	\$45	\$2,411	\$47	\$2,564	\$3.92
40'	70	0.80	\$79	\$5,555	\$85	\$5,910	\$7.07
50'	444	1.00	\$99	\$66,268	\$105	\$70,500	\$8.78
<b>Total</b>	<b>568</b>			<b>\$71,823</b>		<b>\$76,410</b>	

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

<b>FINCNCIAL STATEMENT CATEGORY</b>	<b>VENDOR</b>	<b>ANNUAL AMOUNT</b>	<b>COMMENTS (SCOPE OF SERVICES)</b>
SUPERVISORS COMPENSATION		4,800	Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year assumes - 3 Board Members per Meeting , 8 Meetings Considered. Chairman waives compensation as the fourth Supervisor
PAYROLL TAXES		367	Payroll taxes for Supervisor Compensation ; 7.65% of Payroll
PAYROLL SERVICE FEES		490	Amount is assessed at \$55 Per Payroll Plus Year End Processing of \$50 for the processing of payroll related to Supervisor compensation
MANAGEMENT CONSULTING SERVICES	BREEZE	24,000	The District receives Management & Accounting services as part of the agreement; \$1,750 monthly.
PLANNING & COORDINATION SERVICES	BREEZE	36,000	Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with the maintenance & construction of District infrastructure
BANK FEES	Bank United	180	Fees associated with maintaining the District's bank accounts and the ordering of checks
MISCELLANEOUS		200	Miscellaneous as needed for General Administrative expenditures that are not appropriated in any other line items
AUDITING SERVICES	DMHB	3,600	Florida Statute mandates an audit of its financial records to be performed on an annual basis by an independent Certified Public Accounting firm.
TRAVEL PER DIEM		75	Reimbursement to Board Supervisors for travel to District Meetings
MEETING ROOM RENTAL	Hilton Garden Inn	1,200	Conference room rental in Pasco County for Board of Supervisor meetings
REGULATORY AND PERMIT FEES		175	The District is required to pay an annual fee of \$175 to the Department of Community Affairs.
LEGAL ADVERTISEMENTS	TAMPA BAY TIMES	1,500	The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.
ENGINEERING SERVICES	STANTEC CONSULT.	4,000	The District Engineer provides general engineering services to the District; i.e. attendance and preparation for monthly board meetings, review of contractor plans and invoices, and other specifically requested assignments.
LEGAL SERVICES	STRALEY & ROBIN	8,000	The District's attorney provides general legal services to the District; i.e. attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Superviros and the District Manager
WEBISTE DEVELOPMENT & HOSTING	Campus Suite	2,015	The District is mandated to post on the internet the approved and adopted budgets as well as agendas and other items in accordance with State requirements. Campus Suite - \$1,515 includes website compliance and remediation of 750 documents as well as \$500 for District Manager upload and oversight



**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

FINCNIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT	COMMENTS (SCOPE OF SERVICES)
COUNTY ASSESSMENT COLLECTION FEE		150	Fees paid to Pasco County for the collection of non ad-valorem District assessments
CONTINGENCY		5,000	Estimated for items not known and considered in the administrative allocations
DISSEMINATION AGENT		6,000	The District is required by the Securities & Exchange Commission to comply with Rule 15c2-12(b)-(5) which relates to additional reporting requirements for bond issues. The budgeted amount is based on standard fees charged for this service.
TRUSTEE FEES	US BANK	8,084	The District deposits amounts related to a Bond Series with a Trustee stipulated in the trust indenture. The annual trustee fees are based on fees estimated by the Trustee
TRUST FUND ACCOUNTING	DPFG	3,600	Reconcile trust accounts on a monthly basis for issued bonds and respond to associated compliance requirements
ARBITRAGE		650	The District receives services from an independent specialist to calculate the District's Arbitrage Rebate Liability on respective bond issuances. Confirmed with LLS for arbitrage related to the Bonds
INSURANCE - PUBLIC OFFICIAL & GENERAL LIAB.	EGIS INSURANCE	22,000	The Districts General Liability , Public Officials and Property insurance is with EGIS Insurance and Risk Advisors. They specialize in providing insurance coverage to governmental agencies. The budgeted amount is based on estimates received from EGIS
COMPREHENSIVE FIELD TECH SERVICES	BREEZE	15,000	Directs day to day operations of the District and oversees Field Tech Services. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security hardware, manage RFP Process for ongoing maintenance and repairs, prepare monthly written reports to the Board, including estimated reimbursements for CDD business mileage driven by Field Service Tech.
UTILITY ELECTRICITY	TECO	25,200	The Disttict untilities electric for operations in the District Amount is estimated at \$2,100 per month
UTILITY STREETLIGHTS	GIG FIBER	121,900	The District installs solar streetlights in the District. There are currently 132 lighrs installed with an additional 61 anticipated to be installed in FY 2023
UTILITY - WATER	City of Zephyrhills	7,000	For common areas. Estimated based on historical usage
PET WASTE REMOVAL	Poop 911	7,500	Removal of pet waste, replacement of can liners, and check of bags for the pet waste stations in the District. Currently only have 2 and will be installing 10 additional in FY 2023
LAKE/POND MAINTENANCE	Steadfast	17,000	Ponds in Phase 1a, 1b, and 2a (5 ponds) 2 fountains in lakes. Current contract covers ponds #20. 40, 50, 60 at \$705.97 monthly. The District will be adding an additional 4 ponds in FY 2023
LANDSCAPE MAINTENANCE		145,000	Landscape to include 5 retention pond mowings , all common turf areas, shrub trimming , fertilization , irrigaton, mulch. Adding an additional \$20,000 for maintenance of new areas brought online in FY 2023
LANDSCAPE REPLACEMENT		2,500	Replacement as needed. Mulch is include above
LANDSCAPE MISC		5,000	Estimated, inclusive of any tree prunings
POND MOWINGS		20,000	Estimated amounts for ponds that will be coming online in FY 2023
GATE MAINTENANCE & PERIMETER FENCE REPAIR		10,000	Estimated for repairs of gate and perimeter fence
SECURITY CAMERAS		2,500	Maintenace for cameras that have been installed to address secruity in the District

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

<b>FINCNIAL STATEMENT CATEGORY</b>	<b>VENDOR</b>	<b>ANNUAL AMOUNT</b>	<b>COMMENTS (SCOPE OF SERVICES)</b>
SECURITY FOBS AND CLICKERS		3,000	Estimated for the disbursement of fobs and gate clickers for new residents of the District . This is based on 120 homes needing these items
POOL SERVICE CONTRACT	Arinton	13,520	Contract calls for pool service 4 days a week
POOL MAINTENANCE & REPAIR		2,500	As needed for repairs
POOL PERMIT	STATE	275	Annual Charge
AMENITY MANAGEMENT	BREEZE	5,000	Track & handle facility access keys, coordination of janitorial services, track & coordinate facility rental activities, and implement general operation rules for the amenity
AMENITY CENTER CLEANING & MAINTENANCE	Catherine Pro Cleaners	15,600	Amenity Cleaning . 4 day cleaning of clubhouse facilities
AMENITY CENTER INTERNET	BRIGHTHOUSE	1,800	Brighthouse estimated at \$150 per month
AMENITY CENTER ELECTRICITY	DUKE	10,620	Electric utilites appropriated for amenity center \$885/mo.
AMENITY CENTER WATER	PASCO UTILITIES	2,400	Water utility services provided for the amenity center
AMENITY CENTER PEST CONTROL		720	Pest control services for the amenity center estimated at \$60 monthly
SECURITY CAMERAS MAINTENANCE		2,000	Estimated as needed for repairs and maintenance of cameras
LANDSCAPE REPLACEMENT - INFILL		5,000	Infill to be provided at the amenity center on an as needed basis
MISC. AMENITY CENTER REPAIRS & MAINTENANCE		5,000	Estimated for repairs and maintenance at the amenity center
SECURITY MONITORING		1,800	Security monitoring service
CONTINGENCY		25,000	Amount to cover added cost estimates for Utilities, Gates, Pond Maintence, Landscaping, or Amenity Maintenance/Repairs

**STATEMENT 4**  
**ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE SCHEDULES**

	<b>SERIES 2019</b>	<b>SERIES 2021</b>	<b>TOTAL FY23 BUDGET</b>
<b>REVENUE</b>			
SPECIAL ASSESSMENTS - ON ROLL (GROSS)	\$ 387,480	\$ 390,844	\$ 778,324
LESS: DISCOUNT ASSESSMENTS	(15,499)	(15,634)	(31,133)
<b>TOTAL REVENUE</b>	<b>371,981</b>	<b>375,211</b>	<b>747,191</b>
<b>EXPENDITURES</b>			
COUNTY - ASSESSMENT COLLECTION FEES	7,750	7,817	15,566
INTEREST EXPENSE			
May 1, 2023	136,163	114,478	250,641
November 1, 2023	136,163	112,728	248,891
PRINCIPAL RETIREMENT			
PRINCIPAL PAYMENT			
May 1, 2023	-	140,000	140,000
November 1, 2023	90,000	-	90,000
<b>TOTAL EXPENDITURES</b>	<b>370,075</b>	<b>375,023</b>	<b>745,098</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>1,906</b>	<b>188</b>	<b>2,094</b>
<b>FUND BALANCE - ENDING (REVENUE TRUST ACCOUNT)</b>	<b>\$ 1,906</b>	<b>\$ 188</b>	<b>\$ 2,094</b>

**Table 1. Series 2019 Allocation of Maximum Annual Debt Service (Gross MADS)**

<b>LOT WIDTH</b>	<b>LOTS</b>	<b>ERU</b>	<b>TOTAL ERU</b>	<b>% ERU</b>	<b>TOTAL ASSMTS</b>	<b>ASSMT / LOT</b>
40	50	0.8	40.0	13.79%	\$ 53,446	\$ 1,069
50	250	1.0	250.0	86.21%	\$ 334,035	\$ 1,336
<b>Total</b>	<b>300</b>		<b>290.0</b>		<b>\$ 387,480</b>	

Total Gross Assessment \$ 387,480  
Gross Assessment / ERU \$ 1,336

**Table 2. Series 2021 Allocation of Maximum Annual Debt Service (Gross MADS)**

<b>LOT WIDTH</b>	<b>LOTS</b>	<b>ERU</b>	<b>TOTAL ERU</b>	<b>% ERU</b>	<b>TOTAL ASSMTS</b>	<b>ASSMT / LOT</b>
TH	54	0.5	29.2	11.29%	\$ 44,126	\$ 817
40	31	0.8	24.8	9.57%	\$ 37,418	\$ 1,207
50	205	1.0	205.0	79.14%	\$ 309,300	\$ 1,509
<b>Total</b>	<b>290</b>		<b>259.0</b>		<b>\$ 390,844</b>	

Total Gross Assessment \$ 390,844  
Gross Assessment / ERU \$ 1,509

# **EXHIBIT 3**

## RESOLUTION 2022-09

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND MAINTENANCE NON-AD VALOREM SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; APPROVING THE FORM OF A BUDGET FUNDING AGREEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Zephyr Lakes Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

**WHEREAS**, the District is located in the City of Zephyrhills, Pasco County, Florida (“**County**”);

**WHEREAS**, the Board of Supervisors of the District (“**Board**”) hereby determines to undertake various activities described in the District’s adopted budget for fiscal year 2022-2023 attached hereto as **Exhibit A (“FY 2022-2023 Budget”)** and incorporated as a material part of this Resolution by this reference;

**WHEREAS**, the District must obtain sufficient funds to provide for the activities described in the FY 2022-2023 Budget;

**WHEREAS**, the provision of the activities described in the FY 2022-2023 Budget is a benefit to lands within the District;

**WHEREAS**, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, such special assessments may be placed on the County tax roll and collected by the local Tax Collector (“**Uniform Method**”) pursuant to Chapters 190 and 197, Florida Statutes;

**WHEREAS**, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method;

**WHEREAS**, the District has approved an agreement with the County Property Appraiser (“**Property Appraiser**”) and County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method;

**WHEREAS**, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel's portion of the FY 2022-2023 Budget ("**O&M Assessments**");

**WHEREAS**, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments ("**Debt Assessments**") in the amounts shown in the FY 2022-2023 Budget;

**WHEREAS**, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference ("**Assessment Roll**");

**WHEREAS**, it is in the best interests of the District to certify a portion of the Assessment Roll on the parcels designated in the Assessment Roll to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the Assessment Roll on the parcels designated in the Assessment Roll through the direct collection method pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law; and

**WHEREAS**, **Dune FL Land I Sub LLC** ("**Developer**"), as the developer of certain lands within the District, has agreed to fund (in addition to its portion of the O/M Assessments) a portion of the FY 2022-2023 Budget as shown in the revenues line item of the FY 2022-2023 Budget pursuant to a budget funding agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:**

**Section 1. Benefit from Activities and O&M Assessments.** The provision of the activities described in the FY 2022-2023 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2022-2023 Budget and in the Assessment Roll.

**Section 2. O&M Assessments Imposition.** Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2022-2023 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**Section 3. Collection and Enforcement of District Assessments.**

- a. **Uniform Method for certain Debt Assessments and certain O&M Assessments.** The collection of the Debt Assessments and O&M Assessments on certain lands designated for collection using the Uniform Method as described in

the Assessment Roll, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.

**b. Direct Bill for Certain Debt Assessments.**

- i. The Debt Assessments on undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. To the extent permitted by law, the Debt Assessments due may be paid in several partial, deferred payments and according to the following schedule:
  1. 50% due no later than October 1, 2022
  2. 25% due no later than February 1, 2023
  3. 25% due no later than April 1, 2023
- iii. In the event that a Debt Assessment payment is not made in accordance with the schedule stated above, the whole Debt Assessment – including any remaining partial or deferred payments for Fiscal Year 2022-2023 as well as any future installments of the Debt Assessment – shall immediately become due and payable. Such Debt Assessment shall accrue interest (at the applicable rate of any bonds or other debt instruments secured by the Debt Assessment), statutory penalties in the amount of 1% per month, and all costs of collection and enforcement. Such Debt Assessment shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement.
- iv. In the event a Debt Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

**c. Direct Bill for Certain O&M Assessments.**

- i. The O&M Assessments on certain lands (as designated for direct collection in the Assessment Roll) will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. To the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule:
  1. 50% due no later than October 1, 2022
  2. 25% due no later than February 1, 2023
  3. 25% due no later than April 1, 2023
- iii. In the event that an O&M Assessment payment is not made in accordance with the schedule stated above, the whole O&M Assessment may immediately become due and payable. Such O&M Assessment shall accrue statutory penalties in the amount of 1% per month and all costs of collection and enforcement. Such O&M Assessment shall either be enforced pursuant to a foreclosure action, or, at the District’s sole

discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties and costs of collection and enforcement.

- d. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**Section 4. Certification of Assessment Roll.** The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

**Section 5. Assessment Roll Amendment.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

**Section 6. Assessment Challenges.** The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

**Section 7. Procedural Irregularities.** Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.

**Section 8. Approving the Form of a Budget Funding Agreement with Developer.** The Budget Funding Agreement between the District and Developer attached hereto as **Exhibit B** is hereby approved in substantial form. The Chair or the Vice-Chair of the Board are hereby authorized and directed to execute and deliver said agreement on behalf of and in the name of the District. The Secretary or any Assistant Secretary of the Board are hereby authorized to attest such execution. Any additions, deletions or modifications may be made and approved by the Chair or the Vice-Chair and their execution of the agreement shall be conclusive evidence of such approval.

**Section 9. Severability.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.



**Section 10. Effective Date.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**Passed and Adopted on August 8, 2022.**

Attested By:

**Zephyr Lakes  
Community Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: FY 2022-2023 Budget**

**Exhibit B: Form of Budget Funding Agreement with Developer**

**STATEMENT 1**

**ZEPHYR LAKES CDD**

**FY 2023 ADOPTED BUDGET GENERAL FUND (O&M)**

	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022 TO 2023</b>
<b>REVENUE</b>						
GENERAL FUND REVENUES (1)	\$ 86,465	\$ -	\$ 275,506	\$ 260,535	\$ 604,921	\$ 344,386
DEVELOPER FUNDING	-	127,806	-	270,150	-	(270,150)
LOT CLOSINGS	-	63,100	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>86,465</b>	<b>190,906</b>	<b>275,506</b>	<b>530,685</b>	<b>604,921</b>	<b>74,236</b>
<b>EXPENDITURES</b>						
<b>ADMINISTRATIVE</b>						
SUPERVISORS COMPENSATION	2,213	2,800	619	6,400	4,800	(1,600)
PAYROLL TAXES	155	214	46	490	367	(122)
PAYROLL SERVICE FEES	374	196	100	342	490	148
MANAGEMENT CONSULTING SERVICES	21,000	21,000	21,000	21,000	24,000	3,000
PLANNING, COORDINATING & CONTRACT SRVCS	36,000	36,000	36,000	36,000	36,000	-
BANK FEES	-	0	425	180	180	-
MISCELLANEOUS	223	195	-	316	200	(116)
AUDITING SERVICES	2,500	2,700	2,700	2,700	3,600	900
TRAVEL PER DIEM	6	-	-	75	75	-
MEETING ROOM RENTAL	-	26	175	216	1,200	984
REGULATORY AND PERMIT FEES	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	1,820	1,437	417	1,200	1,500	300
ENGINEERING SERVICES	2,991	3,182	1,029	4,000	4,000	-
LEGAL SERVICES	3,870	5,306	7,641	7,000	8,000	1,000
WEBSITE DEVELOPMENT & HOSTING	2,826	500	2,143	2,015	2,015	-
COUNTY ASSESSMENT COLLECTION FEE		150	200	-	150	150
CONTINGENCY	3,000	3,179	518	10,000	5,000	(5,000)
<b>TOTAL ADMINISTRATIVE</b>	<b>77,153</b>	<b>77,060</b>	<b>73,188</b>	<b>92,109</b>	<b>91,752</b>	<b>(356)</b>

**STATEMENT 1**

**ZEPHYR LAKES CDD**

**FY 2023 ADOPTED BUDGET GENERAL FUND (O&M)**

	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022 TO 2023</b>
<b>DEBT ADMINISTRATION:</b>						
DISSEMINATION AGENT	-	5,000	5,000	6,000	6,000	-
TRUSTEE FEES	-	4,041	2,693	4,041	8,084	4,043
TRUST FUND ACCOUNTING	-	-	3,600	3,600	3,600	-
ARBITRAGE	-	-	-	650	650	-
<b>TOTAL DEBT ADMINISTRATION</b>	<b>-</b>	<b>9,041</b>	<b>11,293</b>	<b>14,291</b>	<b>18,334</b>	<b>4,043</b>
<b>INSURANCE</b>						
INSURANCE (Liability, Property & Casualty)	5,000	5,125	5,381	19,000	22,000	3,000
<b>TOTAL INSURANCE</b>	<b>5,000</b>	<b>5,125</b>	<b>5,381</b>	<b>19,000</b>	<b>22,000</b>	<b>3,000</b>
<b>PHYSICAL ENVIRONMENT</b>						
COMPREHENSIVE FIELD TECH SERVICES	2,500	4,285	6,837	15,000	15,000	-
UTILITY ELECTRICITY	240	305	9,352	3,000	25,200	22,200
UTILITY STREETLIGHTS	-	32,647	41,512	108,000	121,900	13,900
UTILITY - WATER	-	-	1,795	2,292	7,000	4,708
PET WASTE REMOVAL	-	-	186	2,067	7,500	5,433
LAKE/POND MAINTENANCE	3,000	7,766	8,626	9,072	17,000	7,928
LANDSCAPE MAINTENANCE	-	32,775	117,745	145,000	145,000	-
LANDSCAPE REPLACEMENT	-		10,390	2,500	2,500	-
LANDSCAPE MISC	-		-	5,000	5,000	-
POND MOWINGS	-		-	20,000	20,000	-
GATE MAINTENANCE & PERIMETER FENCE REPAIR	-		11,295	6,400	10,000	3,600
SECURITY CAMERAS	-		-	7,000	2,500	(4,500)
SECURITY FOBS AND CLICKERS	-		-	8,000	3,000	(5,000)
<b>TOTAL PHYSICAL ENVIRONMENT</b>	<b>5,740</b>	<b>77,777</b>	<b>207,738</b>	<b>333,331</b>	<b>381,600</b>	<b>48,269</b>

**STATEMENT 1**

**ZEPHYR LAKES CDD**

**FY 2023 ADOPTED BUDGET GENERAL FUND (O&M)**

	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022 TO 2023</b>
<b>AMENITY CENTER OPERATIONS</b>						
POOL SERVICE CONTRACT	-		2,995	7,500	13,520	6,020
POOL MAINTENANCE & REPAIR	-		-	1,250	2,500	1,250
POOL PERMIT	-		280	275	275	-
AMENITY MANAGEMENT	-		922	4,000	5,000	1,000
AMENITY CENTER CLEANING & MAINTENANCE	-		1,995	6,000	15,600	9,600
AMENITY CENTER INTERNET	-		-	900	1,800	900
AMENITY CENTER ELECTRICITY	-		-	5,310	10,620	5,310
AMENITY CENTER WATER	-		-	1,200	2,400	1,200
AMENITY CENTER PEST CONTROL	-		-	720	720	-
SECURITY CAMERAS MAINTENANCE	-		-	8,000	2,000	(6,000)
LANDSCAPE REPLACEMENT - INFILL	-		-	5,000	5,000	-
MISC. AMENITY CENTER REPAIRS & MAINTENANCE	-		8,833	5,000	5,000	-
SECURITY MONITORING	-		-	1,800	1,800	-
CONTINGENCY	-		-	25,000	25,000	-
<b>TOTAL AMENITY CENTER OPERATIONS</b>	-	-	<b>15,025</b>	<b>71,955</b>	<b>91,235</b>	<b>19,280</b>
<b>TOTAL EXPENDITURES</b>	<b>87,893</b>	<b>169,003</b>	<b>312,625</b>	<b>530,685</b>	<b>604,921</b>	<b>74,236</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	(1,428)	21,903	(37,119)	(0)	-	0
FUND BALANCE - BEGINNING	1,694	266	22,169	22,170		
<b>FUND BALANCE - ENDING</b>	<b>\$ 266</b>	<b>\$ 22,169</b>	<b>\$ (14,950)</b>	<b>\$ 22,170</b>	<b>\$ -</b>	

**Note:**

Un-platted lands will received an O&M assessment for CDD administrative services. Developer will enter into an O&M deficit funding agreement for the FY 2022/2023 budget to cover any shortfalls in the FY 2022/2023 budget. Developer will fund budget deficits based on actual expenditures that exceed actual revenues as needed

**STATEMENT 2**  
**ZEPHYR LAKES CDD**  
**PROPOSED FY 2022-2023 GENERAL FUND (O&M) ASSESSMENT ALLOCATION**

**1. ERU Assignment, Ranking and Calculation /(a)**

Lot Width	Units	ERU	Total ERU	% ERU
TH	54	0.45	24.30	4.46%
40'	70	0.80	56.00	10.29%
50'	464	1.00	464.00	85.25%
<b>Total</b>	<b>588</b>		<b>544.30</b>	<b>100.00%</b>

**2. O&M Assessment Requirement ("AR")**

AR = TOTAL EXPENDITURES - NET:	<b>\$ 604,921.20</b>	
Plus: Early Payment Discount (4.0%)	<b>25,741.33</b>	
Plus: County Collection Charges (2.0%)	<b>12,870.66</b>	
<b>Total Expenditures - GROSS</b>	<b>\$ 643,533.19</b>	[a]
Total ERU:	544.30	[b]
<b>Total AR / ERU - GROSS (as if all On-Roll):</b>	<b>\$1,182.31</b>	[a] / [b]
Total AR / ERU - NET:	1,111.37	

**3. Proposed FY 2023 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
TH	54	0.45	\$500.12	\$27,006	\$532	\$28,730
40'	70	0.80	\$889.10	\$62,237	\$946	\$66,210
50'	464	1.00	\$1,111.37	\$515,676	\$1,182	\$548,593
<b>Total</b>	<b>588</b>			<b>\$604,919</b>		<b>\$643,533</b>

**4. Adopted FY 2022 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
TH	54	0.45	\$455.48	\$24,596	\$485	\$26,166
40'	70	0.80	\$809.74	\$56,682	\$861	\$60,300
50'	444	1.00	\$1,012.18	\$449,408	\$1,077	\$478,093
<b>Total</b>	<b>568</b>			<b>\$530,686</b>		<b>\$564,559</b>

**5. Difference in Assessments Adopted FY 2023 vs Adopted FY 2022**

Lot Width	Units	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt	Variance per mnth
TH	54	0.45	\$45	\$2,411	\$47	\$2,564	\$3.92
40'	70	0.80	\$79	\$5,555	\$85	\$5,910	\$7.07
50'	444	1.00	\$99	\$66,268	\$105	\$70,500	\$8.78
<b>Total</b>	<b>568</b>			<b>\$71,823</b>		<b>\$76,410</b>	

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

<b>FINCNIAL STATEMENT CATEGORY</b>	<b>VENDOR</b>	<b>ANNUAL AMOUNT</b>	<b>COMMENTS (SCOPE OF SERVICES)</b>
SUPERVISORS COMPENSATION		4,800	Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year assumes - 3 Board Members per Meeting , 8 Meetings Considered. Chairman waives compensation as the fourth Supervisor
PAYROLL TAXES		367	Payroll taxes for Supervisor Compensation ; 7.65% of Payroll
PAYROLL SERVICE FEES		490	Amount is assessed at \$55 Per Payroll Plus Year End Processing of \$50 for the processing of payroll related to Supervisor compensation
MANAGEMENT CONSULTING SERVICES	BREEZE	24,000	The District receives Management & Accounting services as part of the agreement; \$1,750 monthly.
PLANNING & COORDINATION SERVICES	BREEZE	36,000	Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with the maintenance & construction of District infrastructure
BANK FEES	Bank United	180	Fees associated with maintaining the District's bank accounts and the ordering of checks
MISCELLANEOUS		200	Miscellaneous as needed for General Administrative expenditures that are not appropriated in any other line items
AUDITING SERVICES	DMHB	3,600	Florida Statute mandates an audit of its financial records to be performed on an annual basis by an independent Certified Public Accounting firm.
TRAVEL PER DIEM		75	Reimbursement to Board Supervisors for travel to District Meetings
MEETING ROOM RENTAL	Hilton Garden Inn	1,200	Conference room rental in Pasco County for Board of Supervisor meetings
REGULATORY AND PERMIT FEES		175	The District is required to pay an annual fee of \$175 to the Department of Community Affairs.
LEGAL ADVERTISEMENTS	TAMPA BAY TIMES	1,500	The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.
ENGINEERING SERVICES	STANTEC CONSULT.	4,000	The District Engineer provides general engineering services to the District; i.e. attendance and preparation for monthly board meetings, review of contractor plans and invoices, and other specifically requested assignments.
LEGAL SERVICES	STRALEY & ROBIN	8,000	The District's attorney provides general legal services to the District; i.e. attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Superviros and the District Manager
WEBISTE DEVELOPMENT & HOSTING	Campus Suite	2,015	The District is mandated to post on the internet the approved and adopted budgets as well as agendas and other items in accordance with State requirements. Campus Suite - \$1,515 includes website compliance and remediation of 750 documents as well as \$500 for District Manager upload and oversight

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

FINCNIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT	COMMENTS (SCOPE OF SERVICES)
COUNTY ASSESSMENT COLLECTION FEE		150	Fees paid to Pasco County for the collection of non ad-valorem District assessments
CONTINGENCY		5,000	Estimated for items not known and considered in the administrative allocations
DISSEMINATION AGENT		6,000	The District is required by the Securities & Exchange Commission to comply with Rule 15c2-12(b)-(5) which relates to additional reporting requirements for bond issues. The budgeted amount is based on standard fees charged for this service.
TRUSTEE FEES	US BANK	8,084	The District deposits amounts related to a Bond Series with a Trustee stipulated in the trust indenture. The annual trustee fees are based on fees estimated by the Trustee
TRUST FUND ACCOUNTING	DPFG	3,600	Reconcile trust accounts on a monthly basis for issued bonds and respond to associated compliance requirements
ARBITRAGE		650	The District receives services from an independent specialist to calculate the District's Arbitrage Rebate Liability on respective bond issuances. Confirmed with LLS for arbitrage related to the Bonds
INSURANCE - PUBLIC OFFICIAL & GENERAL LIAB.	EGIS INSURANCE	22,000	The Districts General Liability , Public Officials and Property insurance is with EGIS Insurance and Risk Advisors. They specialize in providing insurance coverage to governmental agencies. The budgeted amount is based on estimates received from EGIS
COMPREHENSIVE FIELD TECH SERVICES	BREEZE	15,000	Directs day to day operations of the District and oversees Field Tech Services. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security hardware, manage RFP Process for ongoing maintenance and repairs, prepare monthly written reports to the Board, including estimated reimbursements for CDD business mileage driven by Field Service Tech.
UTILITY ELECTRICITY	TECO	25,200	The Disttict untilities electric for operations in the District Amount is estimated at \$2,100 per month
UTILITY STREETLIGHTS	GIG FIBER	121,900	The District installs solar streetlights in the District. There are currently 132 lighrs installed with an additional 61 anticipated to be installed in FY 2023
UTILITY - WATER	City of Zephyrhills	7,000	For common areas. Estimated based on historical usage
PET WASTE REMOVAL	Poop 911	7,500	Removal of pet waste, replacement of can liners, and check of bags for the pet waste stations in the District. Currently only have 2 and will be installing 10 additional in FY 2023
LAKE/POND MAINTENANCE	Steadfast	17,000	Ponds in Phase 1a, 1b, and 2a (5 ponds) 2 fountains in lakes. Current contract covers ponds #20. 40, 50, 60 at \$705.97 monthly. The District will be adding an additional 4 ponds in FY 2023
LANDSCAPE MAINTENANCE		145,000	Landscape to include 5 retention pond mowings , all common turf areas, shrub trimming , fertilization , irrigaton, mulch. Adding an additional \$20,000 for maintenance of new areas brought online in FY 2023
LANDSCAPE REPLACEMENT		2,500	Replacement as needed. Mulch is include above
LANDSCAPE MISC		5,000	Estimated, inclusive of any tree prunings
POND MOWINGS		20,000	Estimated amounts for ponds that will be coming online in FY 2023
GATE MAINTENANCE & PERIMETER FENCE REPAIR		10,000	Estimated for repairs of gate and perimeter fence
SECURITY CAMERAS		2,500	Maintenace for cameras that have been installed to address secruity in the District

**STATEMENT 3  
ZEPHYR LAKES CDD  
FY 2023 CONTRACT SUMMARY**

<b>FINCNIAL STATEMENT CATEGORY</b>	<b>VENDOR</b>	<b>ANNUAL AMOUNT</b>	<b>COMMENTS (SCOPE OF SERVICES)</b>
SECURITY FOBS AND CLICKERS		3,000	Estimated for the disbursement of fobs and gate clickers for new residents of the District . This is based on 120 homes needing these items
POOL SERVICE CONTRACT	Arinton	13,520	Contract calls for pool service 4 days a week
POOL MAINTENANCE & REPAIR		2,500	As needed for repairs
POOL PERMIT	STATE	275	Annual Charge
AMENITY MANAGEMENT	BREEZE	5,000	Track & handle facility access keys, coordination of janitorial services, track & coordinate facility rental activities, and implement general operation rules for the amenity
AMENITY CENTER CLEANING & MAINTENANCE	Catherine Pro Cleaners	15,600	Amenity Cleaning . 4 day cleaning of clubhouse facilities
AMENITY CENTER INTERNET	BRIGHTHOUSE	1,800	Brighthouse estimated at \$150 per month
AMENITY CENTER ELECTRICITY	DUKE	10,620	Electric utilites appropriated for amenity center \$885/mo.
AMENITY CENTER WATER	PASCO UTILITIES	2,400	Water utility services provided for the amenity center
AMENITY CENTER PEST CONTROL		720	Pest control services for the amenity center estimated at \$60 monthly
SECURITY CAMERAS MAINTENANCE		2,000	Estimated as needed for repairs and maintenance of cameras
LANDSCAPE REPLACEMENT - INFILL		5,000	Infill to be provided at the amenity center on an as needed basis
MISC. AMENITY CENTER REPAIRS & MAINTENANCE		5,000	Estimated for repairs and maintenance at the amenity center
SECURITY MONITORING		1,800	Security monitoring service
CONTINGENCY		25,000	Amount to cover added cost estimates for Utilities, Gates, Pond Maintence, Landscaping, or Amenity Maintenance/Repairs



**STATEMENT 4**  
**ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE SCHEDULES**

	<b>SERIES 2019</b>	<b>SERIES 2021</b>	<b>TOTAL FY23 BUDGET</b>
<b>REVENUE</b>			
SPECIAL ASSESSMENTS - ON ROLL (GROSS)	\$ 387,480	\$ 390,844	\$ 778,324
LESS: DISCOUNT ASSESSMENTS	(15,499)	(15,634)	(31,133)
<b>TOTAL REVENUE</b>	<b>371,981</b>	<b>375,211</b>	<b>747,191</b>
<b>EXPENDITURES</b>			
COUNTY - ASSESSMENT COLLECTION FEES	7,750	7,817	15,566
INTEREST EXPENSE			
May 1, 2023	136,163	114,478	250,641
November 1, 2023	136,163	112,728	248,891
PRINCIPAL RETIREMENT			
PRINCIPAL PAYMENT			
May 1, 2023	-	140,000	140,000
November 1, 2023	90,000	-	90,000
<b>TOTAL EXPENDITURES</b>	<b>370,075</b>	<b>375,023</b>	<b>745,098</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>1,906</b>	<b>188</b>	<b>2,094</b>
<b>FUND BALANCE - ENDING (REVENUE TRUST ACCOUNT)</b>	<b>\$ 1,906</b>	<b>\$ 188</b>	<b>\$ 2,094</b>

**Table 1. Series 2019 Allocation of Maximum Annual Debt Service (Gross MADS)**

<b>LOT WIDTH</b>	<b>LOTS</b>	<b>ERU</b>	<b>TOTAL ERU</b>	<b>% ERU</b>	<b>TOTAL ASSMTS</b>	<b>ASSMT / LOT</b>
40	50	0.8	40.0	13.79%	\$ 53,446	\$ 1,069
50	250	1.0	250.0	86.21%	\$ 334,035	\$ 1,336
<b>Total</b>	<b>300</b>		<b>290.0</b>		<b>\$ 387,480</b>	

Total Gross Assessment \$ 387,480

Gross Assessment / ERU \$ 1,336

**Table 2. Series 2021 Allocation of Maximum Annual Debt Service (Gross MADS)**

<b>LOT WIDTH</b>	<b>LOTS</b>	<b>ERU</b>	<b>TOTAL ERU</b>	<b>% ERU</b>	<b>TOTAL ASSMTS</b>	<b>ASSMT / LOT</b>
TH	54	0.5	29.2	11.29%	\$ 44,126	\$ 817
40	31	0.8	24.8	9.57%	\$ 37,418	\$ 1,207
50	205	1.0	205.0	79.14%	\$ 309,300	\$ 1,509
<b>Total</b>	<b>290</b>		<b>259.0</b>		<b>\$ 390,844</b>	

Total Gross Assessment \$ 390,844

Gross Assessment / ERU \$ 1,509

**Budget Funding Agreement**  
Fiscal Year 2022-2023

This Agreement is made and entered into this 8th day of August, 2022, by and between the **Zephyr Lakes Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in the City of Zephyrhills, Pasco County, Florida (hereinafter "**District**"), and **Dune FL Land I Sub LLC**, a Delaware limited liability company (hereinafter "**Developer**").

**Recitals**

WHEREAS, the District is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes and located in the City of Zephyrhills, Pasco County, Florida, (the "**County**") for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer presently owns real property within the District, which property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for the Fiscal Year 2022-2023, which year commences on October 1, 2022 and concludes on September 30, 2023; and

WHEREAS, the District will need a funding mechanism to enable it to proceed with its operations and services during Fiscal Year 2022-2023 as described in **Exhibit "A"** attached hereto; and

WHEREAS, the Developer desires to provide such funds, as are necessary, to the District to proceed with its operations and services for Fiscal Year 2022-2023, as described in Exhibit "A," and as may be amended from time to time by the District.

**NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:**

1. The Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as Exhibit "A", as may be amended from time to time, within thirty (30) days of written request by the District. The monies to be funded by the Developer will be the difference between any actual on-roll and other non-off roll revenues received by the District minus the actual expenditures incurred by the District and will be provided on an "as needed" basis only. The funds shall be placed in the District's general checking account. These payments are made by the Developer in lieu of taxes, fees or assessments

which might otherwise be levied or imposed by the District. However, at the end of each fiscal year if it is determined there is a surplus that is related to the deficit funding provided by the Developer; the Developer will be entitled to a return of such funds up to the total amount deficit funded.

2. The parties hereto recognize that a portion of the aforereferenced operating expenses may be required in support of the District's effort to implement its capital improvements program which are to be financed in the form of note(s), bond(s) or future developer advances and as such may be considered to be reimbursable expenses. The District agrees that upon the issuance of its note(s) or bonds(s) that there will be included an amount sufficient to reimburse the Developer for a portion of the advances made pursuant to this agreement and such reimbursement will be made within thirty (30) days of receiving the proceeds of the note(s) or bond(s). The advances made pursuant to this agreement and reimbursement of same will not include any interest charge since it is anticipated that the District will proceed in a timely fashion to obtain its note(s) or bond(s).

3. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendment to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

4. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

5. This Agreement may be assigned, in whole or in part by either party only upon the written consent of the other. Any purported assignment without such written consent shall be void.

6. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages and specifically including the ability of the District to enforce any and all payment obligations under this Agreement through the imposition and enforcement of a contractual or other lien on property owned by the Developer.

7. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for, trial alternative dispute resolution, or appellate proceedings.

8. This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or

conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

9. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

10. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

11. The Agreement shall be effective after execution by both parties hereto.

IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

Attest:

**Zephyr Lakes Community  
Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Michael Lawson  
Chair of the Board of Supervisors

**Dune FL Land I Sub LLC**  
a Delaware limited liability company

By: \_\_\_\_\_  
John Ryan  
Manager

**Exhibit "A" – Fiscal Year 2022-2023 General Fund Budget**

# **EXHIBIT 4**

## RESOLUTION 2022-10

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME, AND LOCATION FOR A LANDOWNERS' MEETING FOR THE PURPOSE OF ELECTING 3 MEMBERS OF THE BOARD; PROVIDING FOR PUBLICATION; PROVIDING SAMPLE NOTICE, INSTRUCTIONS, PROXY, AND BALLOTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Zephyr Lakes Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, the District was established on July 25, 2014 by Ordinance No. 1232-14 of the City Council of the City of Zephyrhills, Florida;

**WHEREAS**, the terms for Board seats **1, 2, and 5** are set to expire in November 2022; and

**WHEREAS**, the District is statutorily required to announce a meeting of the landowners of the District for the purpose of electing 3 members of the Board.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:**

**Section 1.** In accordance with Section 190.006(2)(b), Florida Statutes the landowners' meeting to elect 3 members of the Board, to Board seats **1, 2, and 5**, will be held on November 1, 2022, at 6:00 p.m. at the Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida.

**Section 2.** The District's Secretary is hereby directed to publish notice of this landowners' meeting in accordance with the requirements of Section 190.006(2)(a), Florida Statutes.

**Section 3.** Pursuant to Section 190.006(2)(b), Florida Statutes, a sample notice of landowners' meeting and election, instructions on how all landowners may participate in the election, a sample proxy, and sample ballot forms are attached hereto as **Exhibit A**. Copies of such documents can be obtained from the District Manager's office.

**Section 4.** This Resolution shall become effective immediately upon its adoption.

**Passed and Adopted on August 8, 2022.**

**Attest:**

**Zephyr Lakes  
Community Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/ Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/ Vice Chair of the Board of Supervisors

**Notice of Landowners' Meeting and Election and  
Meeting of the Board of Supervisors of the  
Zephyr Lakes Community Development District**

Notice is hereby given to the public and all landowners within the Zephyr Lakes Community Development District (the "**District**"), comprised of approximately 219.304 acres in the City of Zephyrhills, Pasco County, Florida, advising that a landowners' meeting will be held for the purpose of electing 3 members of the Board of Supervisors of the District. Immediately following the landowners' meeting there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

Date: November 1, 2022  
Time: 6:00 p.m.  
Place: Hilton Garden Inn  
26640 Silver Maple Parkway  
Wesley Chapel, Florida

Each landowner may vote in person or authorize a proxy holder to vote in person on their behalf. Proxy forms and instructions relating to landowners' meeting may be obtained upon request at the office of the District Manager located at 1540 International Parkway, Suite 2000, Lake Mary, Florida 32746. A copy of the agenda for these meetings may be obtained from the District Manager at the above address.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. There may be an occasion where one or more supervisors will participate by telephone.

Pursuant to the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to contact the District Manager at (813) 565-4663 or at [PThibault@breezehome.com](mailto:PThibault@breezehome.com), at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Manager.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Patricia Thibault, District Manager  
*Run Date(s):* \_\_\_\_\_

**Instructions Relating to Landowners' Meeting  
of the Zephyr Lakes Community Development District  
for the Election of Members of the Board of Supervisors**

**Date:** November 1, 2022  
**Time:** 6:00 p.m.  
**Location:** Hilton Garden Inn  
26640 Silver Maple Parkway  
Wesley Chapel, Florida

Pursuant to Chapter 190, Florida Statutes, and after a community development district (“**District**”) has been established and the landowners have held their initial election, there shall be subsequent landowners’ meeting for the purpose of electing members of the Board of Supervisors of the District (“**Board**”) every 2 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 are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner within the District may vote in person at the landowners’ meeting or the landowner may nominate a proxy holder to vote in person at the meeting in place of the landowner. Landowners or proxy holders need to bring a government issued ID for verification purposes.

Whether in person or by proxy, each landowner shall be entitled to cast 1 vote per un-platted acre of land owned by him or her and located within the District, for each seat on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as 1 acre, entitling the landowner to 1 vote with respect thereto. Please note that a particular parcel of real property is entitled to only 1 vote for each eligible acre of land or fraction thereof; therefore, 2 or more people who own real property in common, that is 1 acre or less, are together entitled to only 1 vote for that real property. Platted lots shall be counted individually and entitled to 1 vote. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy.

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 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. Mailed in ballots or proxies are not accepted because the landowners or proxy holders nominate candidates first for each seat in the election and then the ballots are casted. Furthermore, the District does not have the ability to verify the signatures of mailed in ballots or request clarification if there is an issue with any ballot or proxy.

This year, 3 seats on the Board will be up for election by landowners. The 2 candidates receiving the highest number of votes will receive a 4-year term and the 1 candidate receiving the next highest number of votes will receive a 2-year term. The term of office for each successful candidate shall commence on November 15, 2022.

A proxy is available upon request. To be valid, each proxy must be signed by 1 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 1 vote, each property must be listed and the number of un-platted acres of each property must be included. The signature on a proxy does not need to be notarized. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.



# Landowner Proxy

## Zephyr Lakes Community Development District Landowners' Meeting – November 1, 2022

KNOW 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 Zephyr Lakes Community Development District to be held at Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida, on November 1, 2022, at 6:00 p.m., and at any adjournments thereof, according to the number of un-platted acres of land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that 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 his or her 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 landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

_____	_____	_____
Printed Name of Legal Owner	Signature of Legal Owner	Date

<b>Address/Legal/or Parcel ID #</b>	<b># of Un-platted Acreage/ or # of Platted Lots</b>	<b>Authorized Votes</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

*[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel 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:** \_\_\_\_\_

### NOTES:

- 1. Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as 1 acre entitling the landowner to 1 vote with respect thereto.*
- 2. 2 or more persons who own real property in common that is 1 acre or less are together entitled to only 1 vote for that real property.*
- 3. 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.).*
- 4. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.*

# Official Ballot for Landowners

## Zephyr Lakes Community Development District

**Landowners' Meeting – November 1, 2022**

**(Election of 3 Supervisors)**

The undersigned certifies that he/she/it is a fee simple owner of land located within the Zephyr Lakes Community Development District and described as follows:

Address/Legal/or Parcel ID #	# of Un-platted Acreage/ or # of Platted Lots	Authorized Votes
_____	_____	_____
_____	_____	_____
_____	_____	_____

*[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel 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:** \_\_\_\_\_

I do cast my votes as a Landowner as follows:

	Name of Candidate	Number of Votes
Seat 1	_____	_____
Seat 2	_____	_____
Seat 5	_____	_____

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# Official Ballot for Proxy Holders

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## Zephyr Lakes Community Development District

### Landowners' Meeting – November 1, 2022

(Election of 3 Supervisors)

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The undersigned certifies that he/she/it is the proxy holder for fee simple owners of land located within the Zephyr Lakes Community Development District and described in the attached proxies.

*Information in the dotted line below is to be filled out by District Staff prior to being returned to the proxy holder for casting the ballot:*

-----

**Total Number of Proxies** \_\_\_\_\_

**Total Number of Un-platted Acreage** \_\_\_\_\_

**Total Number of Platted Lots** \_\_\_\_\_

**Total Number of Authorized Votes** \_\_\_\_\_

-----

I do cast my votes, in my capacity as a proxy holder for certain Landowners, as follows:

	<b>Name of Candidate</b>	<b>Number of Votes</b>
<b>Seat 1</b>	_____	_____
<b>Seat 2</b>	_____	_____
<b>Seat 5</b>	_____	_____

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# **EXHIBIT 5**

## RESOLUTION 2022-11

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Zephyr Lakes Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in the City of Zephyrhills, Pasco County, Florida; and

**WHEREAS**, the District’s Board of Supervisors (the “Board”), is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

**WHEREAS**, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings; and

**WHEREAS**, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

**Section 1.** The annual public meeting schedule of the Board of Supervisors for the Fiscal Year beginning October 1, 2022, and ending on September 30, 2023 (the “FY 2022/2023”) attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and will be published and filed in accordance with the requirements of Florida law.

**Section 2.** The District Manager is hereby directed to submit a copy of the FY 2022/2023 annual public meeting schedule to the City of Zephyrhills and the Department of Economic Opportunity.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED ON AUGUST 8, 2022.**

**ATTEST:**

**ZEPHYR LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/ Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/ Vice Chair of the Board of Supervisors

**Exhibit A**  
**Notice of Meetings**  
**Fiscal Year 2022/2023**  
**Zephyr Lakes Community Development District**

As required by Chapters 189 and 190 of Florida Statutes, notice is hereby given that the Fiscal Year 2022/2023 Regular Meetings of the Board of Supervisors of the Zephyr Lakes Community Development District shall be held at **6:00 p.m. at the Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida 33544**. The meeting dates are as follows:

October 4, 2022  
November 1, 2022  
December 6, 2022  
January 3, 2023  
February 7, 2023  
March 7, 2023  
April 4, 2023  
May 2, 2023  
June 6, 2023  
July 11, 2023  
August 8, 2023  
September 5, 2023

The meetings will be open to the public and will be conducted in accordance with the provisions of Florida Law for community development districts. Any meeting may be continued with no additional notice to a date, time and place to be specified on the record at a meeting. A copy of the agenda for the meetings listed above may be obtained from Breeze, 1540 International Parkway, Suite 2000, Lake Mary FL 32756 at (813) 564-7847, one week prior to the meeting.

There may be occasions when one or more supervisors will participate by telephone or other remote device.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact Breeze at (813) 564-7847. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Office at least forty-eight (48) hours prior to the date of the hearing and meeting.

Each person who decides to appeal any action taken at the meetings is advised that the person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Breeze, District Management

*Publish: September 23, 2022 (Business Observer – Pasco County)*

# **EXHIBIT 6**

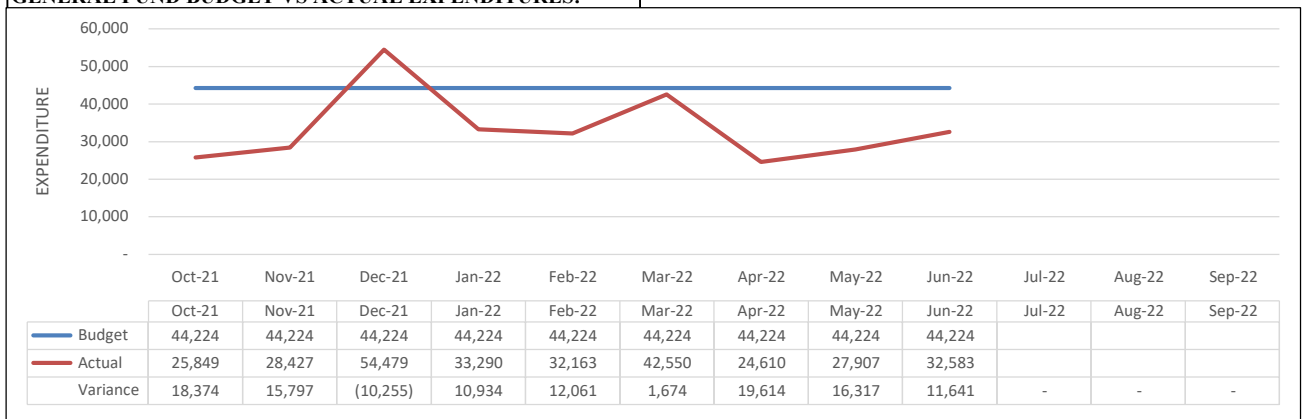
**Zephyr Lakes CDD**  
**Financial Report Summary - General Fund & Construction Fund**  
**6/30/2022**

	GENERAL FUND 6/30/2022	CONSTRUCTION 2019 6/30/2022	CONSTRUCTION 2021 6/30/2022
<b>For The Period Ending :</b>			
CASH BALANCE	\$ 94,542	\$ 2,102	\$ 2,874,180
PLUS: ACCOUNTS RECEIVABLE - ON ROLL	-	-	-
PLUS: ACCOUNTS RECEIVABLE - OTHER	19,730	-	-
PLUS: PREPAID EXPS	18,000	-	-
LESS: ACCOUNTS PAYABLE	(20,600)	(3,400)	(156,977)
LESS: DUE TO DEBT SERVICE	(10,829)	-	-
LESS: DEFERRED - ON ROLL	-	-	-
<b>NET CASH BALANCE</b>	<b>\$ 100,843</b>	<b>\$ (1,298)</b>	<b>\$ 2,717,203</b>

GENERAL FUND REVENUE AND EXPENDITURES:	6/30/2022 ACTUAL YEAR-TO-DATE	6/30/2022 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE (YTD) COLLECTED	\$ 403,461	\$ 530,685	\$ (127,224)
EXPENDITURES (YTD)	(301,858)	(399,893)	98,035
<b>NET OPERATING CHANGE</b>	<b>\$ 101,603</b>	<b>\$ 130,793</b>	<b>\$ (29,189)</b>
AVERAGE MONTHLY EXPENDITURES	\$ 33,540	\$ 44,433	\$ 10,893
<b>PROJECTED EOY BASED ON AVERAGE</b>	<b>\$ 402,477</b>	<b>\$ 933,083</b>	<b>\$ 32,678</b>

GENERAL FUND SIGNIFICANT FINANCIAL ACTIVITY:	6/30/2022 ACTUAL YEAR-TO-DATE	6/30/2022 BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
<b>REVENUE:</b>			
ASSESSMENTS-ON-ROLL (NET)	\$ 261,443	\$ 260,535	\$ 909
ASSESSMENTS-OFF-ROLL (NET)	73,853	270,150	(196,297)
MISCELLANEOUS REVENUE	68,165	-	68,165
<b>TOTAL REVENUE</b>	<b>\$ 403,461</b>	<b>\$ 530,685</b>	<b>\$ (127,224)</b>
<b>EXPENDITURES:</b>			
ADMINISTRATIVE EXPENDITURES	64,943	95,928	30,986
PHYSICAL ENVIRONMENT - LANDSCAPE	101,680	114,375	12,696
PHYSICAL ENVIRONMENT - POND MAINTENANCE	11,754	21,804	10,050
PHYSICAL ENVIRONMENT - OTHER	82,986	113,819	30,834
AMENITY CENTER EXPENDITURES	40,496	53,966	13,470
UNBUDGETED EXPENDITURES	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 301,858</b>	<b>\$ 399,893</b>	<b>\$ 98,035</b>

**GENERAL FUND BUDGET VS ACTUAL EXPENDITURES:**



(a) Revenue collections from County tax collector and/or budget funding agreement only as needed based on actuals. Draws upon budget funding agreement can only be based on actual expenditures.



**Zephyr Lakes CDD**  
**Balance Sheet**  
**June 30, 2022**

	General Fund	Debt Service 2019 (AA1)	Debt Service 2021 (AA1)	Construction 2019	Construction 2021	TOTAL
1 <b><u>ASSETS:</u></b>						
2 CASH	\$ 94,542	\$ -	\$ -	\$ 2,102	\$ 2,874,180	\$ 2,970,824
3 INVESTMENTS:						-
4 REVENUE FUND	-	222,600	5,240	-	-	227,840
5 RESERVE FUND	-	347,713	355,500	-	-	703,213
6 PREPAYMENT FUND	-	11,192	59,712	-	-	70,904
7 INTEREST FUND	-	-	426	-	-	426
8 CAPITAL INTEREST	-	-	-	-	-	-
9 COST OF ISSUANCE	-	-	-	-	-	-
10 ACQUISITION/CONSTRUCTION FUND	-	-	-	-	-	-
11 ACCOUNT RECEIVABLE	19,730	-	-	-	-	19,730
12 DEVELOPER RECEIVABLE	-	-	-	-	-	-
13 REC.ON ROLL ASSESSMENTS	-	-	-	-	-	-
14 PREPAID	3,750	-	-	-	-	3,750
15 DEPOSITS	18,000	-	-	-	-	18,000
16 DUE FROM OTHER FUNDS	-	10,829	-	-	-	10,829
17 <b>TOTAL ASSETS</b>	<b>\$ 136,021</b>	<b>\$ 592,333</b>	<b>\$ 420,879</b>	<b>\$ 2,102</b>	<b>\$ 2,874,180</b>	<b>\$ 4,025,514</b>
18 <b><u>LIABILITIES:</u></b>						
19 ACCOUNTS PAYABLE	\$ 20,600	\$ -	\$ -	\$ 3,400	\$ -	\$ 24,000
20 DUE TO OTHER FUNDS	10,829	-	-	-	-	10,829
21 RETAINAGE PAYABLE	-	-	-	-	156,977	156,977
22 DEFERRED REVENUE ON ROLL	-	-	-	-	-	-
23 COST OF ISSUANCE	-	-	-	-	-	-
24 <b><u>FUND BALANCE:</u></b>						
25 NONSPENDABLE	21,750	-	-	-	-	21,750
26 UNASSIGNED:	(18,760)	832,400	499,757	(10,101)	2,558,292	3,861,588
27 CHANGE IN FUND BALANCE	101,603	(240,067)	(78,879)	8,803	158,911	(49,629)
28 <b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 136,021</b>	<b>\$ 592,333</b>	<b>\$ 420,879</b>	<b>\$ 2,102</b>	<b>\$ 2,874,180</b>	<b>\$ 4,025,514</b>

**Zephyr Lakes CDD**  
**General Fund**  
**Statement of Revenues, Expenses and Changes in Fund Balance**  
**For the Period October 1, 2021 through June 30, 2022**

	<b>FY 2022 Adopted Budget</b>	<b>FY 2022 Budget Year-to-Date</b>	<b>FY 2022 Actual Year-to-Date</b>	<b>VARIANCE Favorable (Unfavorable)</b>
<b>1 REVENUE</b>				
2 GENERAL FUND REVENUES	\$ 260,535	\$ 260,535	\$ 261,443	\$ 909
3 DEVELOPER FUNDING	270,150	270,150	73,853	(196,297)
4 LOT CLOSINGS	-	-	68,147	68,147
5 MISCELLANEOUS	-	-	18	18
<b>6 TOTAL REVENUE</b>	<b>\$ 530,685</b>	<b>\$ 530,685</b>	<b>\$ 403,461</b>	<b>\$ (127,224)</b>
<b>7 EXPENDITURES</b>				
<b>8 ADMINISTRATIVE:</b>				
9 SUPERVISORS COMPENSATION	\$ 6,400	\$ 4,800	\$ 2,408	\$ 2,392
10 PAYROLL TAXES	490	367	184	184
11 PAYROLL SERVICE FEES	342	257	200	57
12 MANAGEMENT CONSULTING SERVICES	21,000	15,750	14,097	1,653
13 PLANNING, COORDINATING & CONTRACT SRVCS	36,000	27,000	21,000	6,000
14 CONSTRUCTION ACCOUNTING SERVICES	-	-	-	-
15 BANK FEES	180	135	-	135
16 MISCELLANEOUS	316	237	73	164
17 AUDITING SERVICES	2,700	2,025	-	2,025
18 TRAVEL PER DIEM	75	56	-	56
19 MEETING ROOM RENTAL	216	162	285	(123)
20 REGULATORY AND PERMIT FEES	175	131	175	(44)
21 LEGAL ADVERTISEMENTS	1,200	900	1,474	(574)
22 ENGINEERING SERVICES	4,000	3,000	1,339	1,661
23 LEGAL SERVICES	7,000	5,250	5,949	(699)
24 WEBSITE DEVELOPMENT & HOSTING	2,015	1,890	1,848	42
25 COUNTY ASSESSMENT COLLECTION FEE	-	-	-	-
26 CONTINGENCY	10,000	7,500	150	7,350
<b>27 TOTAL ADMINISTRATIVE</b>	<b>92,109</b>	<b>69,460</b>	<b>49,182</b>	<b>20,278</b>
<b>28 DEBT ADMINISTRATION</b>				
29 DISSEMINATION AGENT	6,000	6,000	6,500	(500)
30 TRUSTEE FEES	4,041	3,031	2,683	347
31 TRUST FUND ACCOUNTING	3,600	2,700	2,400	300
32 ARBITRAGE	650	488	-	488
<b>33 TOTAL DEBT ADMINISTRATION</b>	<b>14,291</b>	<b>12,218</b>	<b>11,583</b>	<b>635</b>
<b>34 INSURANCE:</b>				
35 INSURANCE (Liability, Property & Casualty)	19,000	14,250	4,178	10,073
<b>36 TOTAL INSURANCE</b>	<b>19,000</b>	<b>14,250</b>	<b>4,178</b>	<b>10,073</b>
<b>37 PHYSICAL ENVIRONMENT</b>				
38 COMPREHENSIVE FIELD TECH SERVICES	15,000	11,250	11,048	202
39 UTILITY ELECTRICITY	3,000	2,250	16,924	(14,674)
40 UTILITY STREETLIGHTS	108,000	81,000	45,686	35,314
41 UTILITY WATER	2,292	1,719	4,535	(2,816)
42 PET WASTE REMOVAL	2,067	1,550	345	1,206
43 LAKE/POND MAINTENANCE	9,072	6,804	11,754	(4,950)
44 LANDSCAPE MAINTENANCE	145,000	108,750	96,222	12,529
45 LANDSCAPE REPLACEMENT	2,500	1,875	2,058	(183)
46 LANDSCAPE MISC.	5,000	3,750	3,400	350
47 POND MOWINGS	20,000	15,000	-	15,000
48 GATE MAINTENANCE & REPAIR	6,400	4,800	3,894	906
49 SECURITY CAMERAS	7,000	5,250	555	4,695
50 SECURITY FOBS AND CLICKERS	8,000	6,000	-	6,000
<b>51 TOTAL PHYSICAL ENVIRONMENT</b>	<b>333,331</b>	<b>249,998</b>	<b>196,419</b>	<b>53,579</b>

**Zephyr Lakes CDD**  
**General Fund**  
**Statement of Revenues, Expenses and Changes in Fund Balance**  
**For the Period October 1, 2021 through June 30, 2022**

	<b>FY 2022 Adopted Budget</b>	<b>FY 2022 Budget Year-to-Date</b>	<b>FY 2022 Actual Year-to-Date</b>	<b>VARIANCE Favorable (Unfavorable)</b>
<b>52 AMENITY CENTER OPERATIONS</b>				
53 POOL SERVICE CONTRACT	7,500	5,625	17,080	(11,455)
54 POOL MAINTENANCE & REPAIR	1,250	938	-	938
55 POOL PERMIT	275	206	280	(74)
56 AMENITY MANAGEMENT	4,000	3,000	2,667	333
57 AMENITY CENTER CLEANING & MAINTENANCE	6,000	4,500	6,500	(2,000)
58 AMENITY CENTER INTERNET	900	675	709	(34)
59 AMENITY CENTER ELECTRICITY	5,310	3,983	-	3,983
60 AMENITY CENTER WATER	1,200	900	570	330
61 AMENITY CENTER PEST CONTROL	720	540	572	(32)
62 SECURITY CAMERAS INSTALL	8,000	6,000	-	6,000
63 LANDSCAPE MAINTENANCE	-	-	-	-
64 LANDSCAPE REPLACEMENT - INFILL	5,000	3,750	-	3,750
65 MISC AMENITY REPAIRS & MAINTENANCE	5,000	3,750	7,649	(3,899)
66 FURNITURE REPAIR & REPLACEMENT	-	-	-	-
67 SECURITY MONITORING	1,800	1,350	-	1,350
68 CONTINGENCY	25,000	18,750	4,470	14,280
<b>69 TOTAL AMENITY CENTER OPERATIONS</b>	<b>71,955</b>	<b>53,966</b>	<b>40,496</b>	<b>13,470</b>
<b>70 TOTAL EXPENDITURES</b>	<b>\$ 530,685</b>	<b>\$ 399,893</b>	<b>\$ 301,858</b>	<b>\$ 98,035</b>
<b>71 OTHER FINANCING SOURCES (USES)</b>				
72 TRANSFER IN FROM ESCROW FUND	-	-	-	-
73 TRANSFER-OUT	-	-	-	-
<b>74 TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>75 EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 130,793</b>	<b>\$ 101,603</b>	<b>\$ (29,189)</b>
<b>76 FUND BALANCE - BEGINNING</b>	<b>2,989</b>	<b>2,989</b>	<b>2,989</b>	<b>-</b>
<b>77 FUND BALANCE - ENDING</b>	<b>\$ 2,989</b>	<b>\$ 133,782</b>	<b>\$ 104,592</b>	<b>\$ (29,189)</b>

**Zephyr Lakes CDD**  
**Debt Service Fund - Series 2019 (AA1)**  
**Statement of Revenues, Expenses and Changes in Fund Balance**  
**For the Period October 1, 2021 through June 30, 2022**

	<b>FY 2022 Adopted Budget</b>	<b>FY 2022 Actual Year-to-Date</b>	<b>VARIANCE Favorable (Unfavorable)</b>
<b>1 REVENUE</b>			
2 SPECIAL ASSESSMENT (NET)	\$ 420,180	\$ 315,058	\$ (105,122)
3 SPECIAL ASSESSMENT - OFF ROLL (NET)	-	180,751	180,751
4 INTEREST	-	172	172
5 LOT CLOSINGS	-	240,782	240,782
6 LESS: DISCOUNT ASSESSMENTS	(16,807)	-	16,807
<b>7 TOTAL REVENUE</b>	<b>403,372</b>	<b>736,763</b>	<b>333,390</b>
<b>8 DEBT SERVICE:</b>			
9 COUNTY - ASSESSMENT COLLECTION FEES	8,404	-	8,404
10 INTEREST EXPENSE	298,862	286,830	12,032
11 PREPAYMENT	-	140,000	(140,000)
12 PRINCIPAL RETIREMENT	95,000	550,000	(455,000)
<b>13 TOTAL DEBT SERVICE</b>	<b>402,266</b>	<b>976,830</b>	<b>(574,564)</b>
<b>14 TOTAL EXPENDITURES</b>	<b>402,266</b>	<b>976,830</b>	<b>(574,564)</b>
<b>15 EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>\$ 1,107</b>	<b>\$ (240,067)</b>	<b>\$ (241,174)</b>
<b>16 OTHER FINANCING SOURCES (USES)</b>			
17 BOND PROCEEDS	-	-	-
18 TRANSFER IN	-	-	-
19 TRANSFER OUT (USES)	-	-	-
<b>20 TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>21 FUND BALANCE - BEGINNING</b>	<b>832,400</b>	<b>832,400</b>	<b>-</b>
<b>22 FUND BALANCE - ENDING</b>	<b>\$ 1,107</b>	<b>\$ 592,333</b>	<b>\$ 591,226</b>

**Zephyr Lakes CDD**  
**Debt Service Fund - Series 2021 (AA1)**  
**Statement of Revenues, Expenses and Changes in Fund Balance**  
**For the Period October 1, 2021 through June 30, 2022**

	FY 2022 Actual Year-to-Date
<b>1 REVENUE</b>	
2 SPECIAL ASSESSMENT (NET)	\$ -
3 SPECIAL ASSESSMENT - OFF ROLL (NET)	209,378
4 INTEREST	115
5 LOT CLOSINGS	252,431
6 LESS: DISCOUNT ASSESSMENTS	-
<b>7 TOTAL REVENUE</b>	<b>461,924</b>
<b>8 DEBT SERVICE:</b>	
9 COUNTY - ASSESSMENT COLLECTION FEES	-
10 INTEREST EXPENSE	195,545
11 PREPAYMENT	-
12 PRINCIPAL RETIREMENT	345,000
<b>13 TOTAL EXPENDITURES</b>	<b>540,545</b>
<b>14 OTHER FINANCING SOURCES (USES)</b>	
15 BOND PROCEEDS	-
16 TRANSFER IN	-
17 TRANSFER OUT	(257)
<b>18 TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(257)</b>
<b>19 EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>\$ (78,879)</b>
20 FUND BALANCE - BEGINNING	499,757
<b>21 FUND BALANCE - ENDING</b>	<b>\$ 420,879</b>

**Zephyr Lakes CDD**  
**Cash Reconciliation - General Fund**  
**June 30, 2022**

	<b>Bank United</b>
	<b>(Operating Acct)</b>
Balance Per Bank Statement	\$ 98,216.97
Plus: Deposits	-
Less: Outstanding Checks	(3,675.08)
<i>Adjusted Bank Balance</i>	<u><u>\$ 94,541.89</u></u>

Beginning Cash Balance Per Books	\$ 104,996.34
Cash Receipts	-
Cash Disbursements	(10,454.45)
<i>Balance Per Books</i>	<u><u>\$ 94,541.89</u></u>

**Zephyr Lakes CDD**  
**Check Register - FY2022**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
<b>9/30/2021</b>		<b>EOY Balance</b>		<b>35,072.44</b>	<b>7,133.49</b>	<b>37,148.40</b>
10/04/2021	AC171814922	Duke Energy	57728 04319 Sep 2021		103.05	37,045.35
10/04/2021	AC171816624	Duke Energy	87496 06137 Sep 2021 7954 Sail Clover Ln		1,394.82	35,650.53
10/05/2021	1430	JML Services LLC	storm ready		575.00	35,075.53
10/07/2021	1432	Artemis Connected, LLC			2,033.63	33,041.90
10/07/2021	1433	City of Zephyrhills	7954 Sail Clover Lane		347.03	32,694.87
10/07/2021	1434	DC Integrations LLC	500 CDVI pool fobs		3,500.00	29,194.87
10/07/2021	1435	DPFG M&C c/o Vesta Property Services, Inc	august billable expenses		134.20	29,060.67
10/07/2021	1436	Grandview Botanicals	Main line repair		350.00	28,710.67
10/07/2021	1437	Poop 911			185.50	28,525.17
10/07/2021	1438	Stantec Consulting Services, Inc			805.75	27,719.42
10/07/2021	1439	Steadfast Environmental, LLC			1,411.94	26,307.48
10/08/2021			Deposit	238,345.74		264,653.22
10/08/2021	GF 2021-05 (wire)	Dune FL Land 1 Sub LLC		15,969.73		280,622.95
10/08/2021	GF 2021-07	Dune FL Land 1 Sub LLC		4,126.70		284,749.65
10/08/2021	GF 2021-08 (wire)	Dune FL Land 1 Sub LLC		5,050.00		289,799.65
10/08/2021	GF 20210-09 (wire)	Dune FL Land 1 Sub LLC		895.20		290,694.85
10/11/2021	Wire101121	Hamilton Engineering			38,359.96	252,334.89
10/11/2021	Wire101121	Rogers Group			199,985.78	52,349.11
10/12/2021	1442	DPFG M&C c/o Vesta Property Services, Inc	Monthly Mgmt Service Oct		5,091.67	47,257.44
10/12/2021	1443	Baker Well Drilling, Inc.			6,250.00	41,007.44
10/12/2021	1444	DC Integrations LLC	VOID: Wrong Amount	0.00		41,007.44
10/12/2021	1445	Gig Fiber			14,480.00	26,527.44
10/12/2021	1446	Infinite Property Maintenance Services	Janitorial		1,000.00	25,527.44
10/12/2021	1447	Roadway Concepts	Sidewalk ADA compliance updates		1,252.00	24,275.44
10/12/2021	1448	Steadfast Environmental, LLC			1,411.94	22,863.50
10/12/2021	1449	Straley Robin Vericker	Legal Services Thru 8/15/21		1,323.50	21,540.00
10/12/2021	1450	DC Integrations LLC	VOID:	0.00		21,540.00
10/13/2021	1451	Grandview Botanicals			15,350.00	6,190.00
10/13/2021	ACH101321	City of Zephyrhills	7954 Sail Clover Lane. Duplicate payment		347.03	5,842.97
10/15/2021	101521ACH1	Christie Ray	audit mtg		184.70	5,658.27
10/15/2021	101521ACH2	Innovative Employer Solutions	Audit mtg		141.80	5,516.47
10/15/2021	101521ACH3	Lori Price	audit mtg		184.70	5,331.77
10/15/2021	8	DOUG DRAPER	Audit Mtg		184.70	5,147.07
10/15/2021	101521ACH4	Christie Ray	BOS MTG 10/15/21		184.70	4,962.37
10/15/2021	101521ACH5	Innovative Employer Solutions	BOS MTG 10/15/21		141.80	4,820.57
10/15/2021	101521CH6	Lori Price	BOS MTG 10/15/21		184.70	4,635.87
10/15/2021	9	DOUG DRAPER	BOS MTG 10/15/21		184.70	4,451.17
10/18/2021	1452	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing FY 2022		175.00	4,276.17
10/18/2021	1453	Artemis Connected, LLC	svc are monthly		579.00	3,697.17
10/18/2021	1454	Innersync	CDD ongoing PDF accessibility Compliance Service		1,515.00	2,182.17
10/22/2021	1456	Straley Robin Vericker	Legal Services Thru 10/15/21		550.50	1,631.67
10/25/2021	1455	DC Integrations LLC			900.00	731.67
<b>10/31/2021</b>		<b>EOM Balance</b>		<b>264,387.37</b>	<b>300,804.10</b>	<b>731.67</b>
11/04/2021			Deposit	647.53		1,379.20
11/12/2021			Deposit	847.00		2,226.20
11/12/2021			Deposit	6,642.20		8,868.40
11/16/2021	ACH111621	City of Zephyrhills	7954 Sail Clover Lane Conf number-2054802606		258.84	8,609.56
11/16/2021	GF 2021-27 (Wire)	Dune FL Land 1 Sub LLC		10,390.00		18,999.56
11/17/2021	Wire 111721	H2o Power Clean	Commerical Pressure Washing & Rust Removal		10,390.00	8,609.56
11/19/2021			Deposit	8,856.24		17,465.80
11/30/2021	ACH113021	City of Zephyrhills	8392 Wheat Stone Dr		28.41	17,437.39
<b>11/30/2021</b>		<b>EOM Balance</b>		<b>27,382.97</b>	<b>10,677.25</b>	<b>17,437.39</b>
12/02/2021			Deposit	258,159.40		275,596.79
12/03/2021	GF 2021-36 ( wire)	Dune FL Land 1 Sub LLC		521.47		276,118.26
12/03/2021	Gf 2021-22 (wire)	Dune FL Land 1 Sub LLC		136.40		276,254.66
12/03/2021	GF 2021-24 ( Wire)	Dune FL Land 1 Sub LLC		173.50		276,428.16
12/09/2021			Deposit	3,985.30		280,413.46
12/10/2021	GF 2021-11 (wire)	Dune FL Land 1 Sub LLC		1,725.40		282,138.86
12/10/2021	GF 2021-13 (wire)	Dune FL Land 1 Sub LLC		3,000.00		285,138.86
12/10/2021	GF 2021-14 (wire)	Dune FL Land 1 Sub LLC		705.97		285,844.83
12/10/2021	GF 2021-15 (wire)	Dune FL Land 1 Sub LLC		575.00		286,419.83
12/10/2021	GF 2021-16 (WIR)	Dune FL Land 1 Sub LLC		579.00		286,998.83
12/10/2021	GF 2021-17 (WIR)	Dune FL Land 1 Sub LLC		9,075.00		296,073.83
12/10/2021	GF 2021-18 (WIR)	Dune FL Land 1 Sub LLC		5,050.00		301,123.83
12/10/2021	GF 2021-20 (WIR)	Dune FL Land 1 Sub LLC		3,400.00		304,523.83
12/10/2021	GF 2021-21 (WIR)	Dune FL Land 1 Sub LLC		134.20		304,658.03
12/10/2021	GF 2021-23 (WIR)	Dune FL Land 1 Sub LLC		2,500.00		307,158.03
12/10/2021	1457	DC Integrations LLC	Install Per Todd's quote TH21108		1,611.00	305,547.03
12/10/2021	1458	DPFG M&C c/o Vesta Property Services, Inc	Monthly Mgmt Service Nov		5,091.67	300,455.36
12/10/2021	1459	Egis Insurance Advisors, LLC	Ins FY 2021		5,570.00	294,885.36
12/10/2021	1460	Florida Fountain & Equipment LLC	VOID: Service call on 09/16/21	0.00		294,885.36
12/10/2021	1461	Infinite Property Maintenance Services			3,990.00	290,895.36
12/10/2021	1462	Poop 911	2 pet waste stations		68.90	290,826.46
12/10/2021	1463	Steadfast Environmental, LLC			2,117.91	288,708.55
12/10/2021	1465	Vesta	Meeting Space		879.63	287,828.92
12/10/2021	GF 2021-19 Wire	Dune FL Land 1 Sub LLC		68.90		287,897.82
12/17/2021	1466	Gig Fiber			7,111.67	280,786.15
12/17/2021			Deposit	250,867.54		531,653.69
12/18/2021	1467	City of Zephyrhills	8392 Wheat Stone Dr Lift Station		5.70	531,647.99
12/18/2021	1468	Florida Fountain & Equipment LLC	Service call on 12/02/21		621.94	531,026.05
12/20/2021	1470	DPFG M&C c/o Vesta Property Services, Inc			15,191.67	515,834.38
12/20/2021	1471	Grandview Botanicals			48,450.00	467,384.38
12/20/2021	1473	Steadfast Environmental, LLC	Aquatic Maintenance		4,470.00	462,914.38
12/20/2021	1474	Lerner Reporting Services, Inc.	Annual Disclosure fee		6,500.00	456,414.38
12/20/2021	1475	Infinite Property Maintenance Services	Pool maintenance and janitorial for bathrooms and kitchen area		1,995.00	454,419.38
12/23/2021	1477	DPFG M&C c/o Vesta Property Services, Inc	sept billable expenses		517.35	453,902.03
12/23/2021	GF 2021-10 Wire	Dune FL Land 1 Sub LLC		15,975.00		469,877.03
12/23/2021	GF 2021-12 (wire)	Dune FL Land 1 Sub LLC		1,323.50		471,200.53
12/23/2021	GF 2021-25 (wire)	Dune FL Land 1 Sub LLC		7,850.00		479,050.53
12/23/2021	GF 2021-26 (wire)	Dune FL Land 1 Sub LLC		2,500.00		481,550.53
12/23/2021	GF 2021-29 (wire)	Dune FL Land 1 Sub LLC		5,091.67		486,642.20
12/23/2021	GF 2021-30 (wire)	Dune FL Land 1 Sub LLC		1,611.00		488,253.20
12/23/2021	GF 2021-32 (wire)	Dune FL Land 1 Sub LLC		4,197.37		492,450.57
12/23/2021	GF 2021-33	Dune FL Land 1 Sub LLC		879.63		493,330.20
12/23/2021	GF 2021-34 (wire)	Dune FL Land 1 Sub LLC		4,197.37		497,527.57
12/23/2021	GF 2021-35 (wire)	Dune FL Land 1 Sub LLC		705.97		498,233.54
12/23/2021	GF 2021-37 (wire)	Dune FL Land 1 Sub LLC		3,990.00		502,223.54
12/23/2021			Deposit	18.00		502,241.54

**Zephyr Lakes CDD**  
**Check Register - FY2022**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
12/27/2021	1478	NaturZone Pest Control	Initial Monthly Pest Control Service		331.70	501,909.84
12/27/2021	1479	Grandview Botanicals	Monthly landscape Maintenance - Dec		9,075.00	492,834.84
12/27/2021	1480	TAMPA BAY TIMES	Audit Meeting		173.50	492,661.34
12/30/2021	1481	Straley Robin Vericker	Legal Services Thru 12/15/21		1,489.65	491,171.69
12/30/2021	1476	US Bank	Tax Distribution Series 2019		8,823.77	482,347.92
12/30/2021	1482	Steadfast Environmental, LLC	Aquatic Maintenance Jan 2021		705.97	481,641.95
<b>12/31/2021</b>		<b>EOM Balance</b>		<b>588,996.59</b>	<b>124,792.03</b>	<b>481,641.95</b>
01/04/2022	1483	DPFG M&C c/o Vesta Property Services, Inc	Monthly Mgmt Service Jan 200		5,091.67	476,550.28
01/07/2022			Deposit	53,038.75		529,589.03
01/07/2022			Deposit	3,024.69		532,613.72
01/10/2022	1484	Poop 911	2 pet waste stations		68.90	532,544.82
01/11/2022			Deposit	5,599.55		538,144.37
01/13/2022	1485	DC Integrations LLC			1,110.00	537,034.37
01/13/2022	1486	Stantec Consulting Services, Inc	Engineering Svcs		393.00	536,641.37
01/13/2022	1487	Grandview Botanicals	change out end caps along kossik dr		2,058.00	534,583.37
01/14/2022	011422ACH1	Christie Ray	BOS MTG 1/14/22		184.70	534,398.67
01/14/2022	011422ACH2	Innovative Employer Solutions	BOS MTG 1/14/22		141.80	534,256.87
01/14/2022	011422ACH3	Lori Price	BOS MTG 1/14/22		184.70	534,072.17
01/14/2022	10	DOUG DRAPER	BOS MTG 1/14/22		184.70	533,887.47
01/17/2022	011722ACH	City of Zephyrhills	12/3/21-01/03 7954 Sail Clover Lane conf#2208936482		306.90	533,580.57
01/17/2022	1488	Catherine ProCleaners LLC	janitorial/cleaning		1,040.00	532,540.57
01/19/2022	1489	Infinite Property Maintenance Services	Monthly pool maint & janitorial		1,995.00	530,545.57
01/20/2022	1490	Infinite Property Maintenance Services	monthly pool maint		1,995.00	528,550.57
01/20/2022	1491	Vesta	advertistment-times publishing company		512.47	528,038.10
01/25/2022	1492	Duke Energy	VOID: No signator. Paid online	0.00		528,038.10
01/26/2022	ACH 012622	Duke Energy	9100 8754 3805 Oct 21 - Jan 22		3,314.94	524,723.16
01/26/2022	ACH 012622	Duke Energy	9100 8751 4876 Oct 21 - Jan 22		102.88	524,620.28
01/26/2022	ACH 012622	Duke Energy	9100 8754 3194 Oct 21 - Jan 22		188.00	524,432.28
01/26/2022	ACH 012622	Duke Energy	9100 8751 4511 Oct 21 - Jan 22		367.43	524,064.85
01/26/2022	ACH 012622	Duke Energy	9100 8754 3334 Oct 21 - Jan 22		1,476.44	522,588.41
01/26/2022	ACH 012622	Duke Energy	9100 8754 3631 Oct 21 - Jan 22		1,576.07	521,012.34
01/26/2022	ACH 012622	Duke Energy	9100 8751 4678 Oct 21 - Jan 22		1,634.06	519,378.28
01/28/2022			Deposit	2,476.95		521,855.23
01/31/2022	Wire 013122	Hamilton Engineering	13DFLSZL-036		2,476.95	519,378.28
01/31/2022	1493	Artemis Connected, LLC			4,749.99	514,628.29
01/31/2022	1494	Christie Ray	Mileage Christe Ray thru 11/16/21		8.08	514,620.21
01/31/2022	1495	City of Zephyrhills	8392 Wheat Stone Dr Lift Station (12/3-1/3/22)		9.35	514,610.86
01/31/2022	1496	DC Integrations LLC	Install 4G Communicator Board Upgrade Prop# TH22197		873.00	513,737.86
01/31/2022	1497	Duke Energy	VOID:	0.00		513,737.86
01/31/2022	1498	Gig Fiber			7,483.33	506,254.53
01/31/2022	1499	Steadfast Environmental, LLC	Aquatic Maintenance Feb 2022.		705.97	505,548.56
01/31/2022	1500	Straley Robin Vericker	Legal Services Thru 1/15/22		776.01	504,772.55
<b>1/31/2022</b>		<b>EOM Balance</b>		<b>64,139.94</b>	<b>41,009.34</b>	<b>504,772.55</b>
02/01/2022	1501	NaturZone Pest Control	Ants, Roaches, Silv		60.00	504,712.55
02/02/2022	1502	Artemis Connected, LLC	Monthly Service		1,583.33	503,129.22
02/02/2022	1503	Grandview Botanicals	Feb Landscape Maintenance		9,925.00	493,204.22
02/02/2022	1504	Poop 911			137.80	493,066.42
02/03/2022	1505	Arinton			3,170.00	489,896.42
02/08/2022	Wire020822	Hamilton Engineering	13DFLSZL-036		5,599.55	484,296.87
02/09/2022			Deposit	178,391.54		662,688.41
02/10/2022	1506	Catherine ProCleaners LLC	janitorial/cleaning		1,040.00	661,648.41
02/10/2022	1507	DPFG M&C c/o Vesta Property Services, Inc	Monthly Mgmt Service Feb 2022		3,273.94	658,374.47
02/10/2022	1508	Gig Fiber	solar lease agreement-jan 22		3,700.00	654,674.47
02/10/2022	1509	NaturZone Pest Control	monthly pest control		60.00	654,614.47
02/11/2022	021122ACH1	Christie Ray	BOS MTG 2/11/22		184.70	654,429.77
02/11/2022	021122ACH2	Innovative Employer Solutions	BOS MTG 2/11/22		141.80	654,287.97
02/11/2022	021122ACH3	Lori Price	BOS MTG 2/11/22		184.70	654,103.27
02/11/2022	11	DOUG DRAPER	BOS MTG 2/11/22		184.70	653,918.57
02/16/2022	Wire 021622	Cornerstone	13DFLSZL-040		178,391.54	475,527.03
<b>2/28/2022</b>		<b>EOM Balance</b>		<b>178,391.54</b>	<b>207,637.06</b>	<b>475,527.03</b>
03/04/2022			Deposit	11,784.55		487,311.58
03/08/2022			Deposit	16,194.11		503,505.69
03/09/2022	Wire 021623	Hamilton Engineering	VOID: 13DFLSZL-036	0.00		503,505.69
03/09/2022	030922ACH1	Hamilton Engineering	13DFLSZL-036		3,665.00	499,840.69
03/09/2022	030922ACH2	Hamilton Engineering			3,799.55	496,041.14
03/09/2022			Deposit	24,504.12		520,545.26
03/10/2022	1510	Zephyr Lakes % US Bank	VOID:	0.00		520,545.26
03/10/2022	1511	Zephyr Lakes % US Bank	to allocate collected assessments to debt service 2019		295,894.40	224,650.86
03/13/2022	1512	Gig Fiber	Streetslights - February		4,923.25	219,727.61
03/17/2022	100		to account for O&M funds received from SHutts lot closings	8,812.90		228,540.51
03/17/2022	100		to account for O&M funds received from SHutts lot closings	6,294.92		234,835.43
03/18/2022	1526	Cornerstone	13DFLSZL-040		4,320.00	230,515.43
03/18/2022	1527	Hamilton Engineering			16,194.11	214,321.32
03/18/2022	1513	Catherine ProCleaners LLC	February Service		1,040.00	213,281.32
03/18/2022	1514	City of Zephyrhills			3,360.34	209,920.98
03/18/2022	1515	Duke Energy			1,137.34	208,783.64
03/18/2022	1516	Grandview Botanicals			19,850.00	188,933.64
03/18/2022	1517	Poop 911	Monthly-2 pet waste stations		68.90	188,864.74
03/18/2022	1518	Sign Solutions	No Parking /Amenity Center signs		946.50	187,918.24
03/18/2022	1519	Site Masters of Florida, LLC	repair storm drain and erosion on 7803 Davie Ray Dr,		5,400.00	182,518.24
03/18/2022	1520	Stantec Consulting Services, Inc			802.00	181,716.24
03/18/2022	1521	Steadfast Environmental, LLC	Aquatic Maintenance Mar 2022.		705.97	181,010.27
03/28/2022	3032822ACH	Duke Energy			2,647.83	178,362.44
03/29/2022			Deposit	10,907.30		189,269.74
03/29/2022	1528	Hamilton Engineering			10,907.30	178,362.44
03/30/2022	1522	Artemis Connected, LLC			8,990.87	169,371.57
03/30/2022	1523	Florida Fountain & Equipment LLC	Service call on 09/16/21		1,027.50	168,344.07
03/30/2022	1524	Florida State Fence	repair fence panels, rails and post along wire road		6,000.00	162,344.07
03/30/2022	3032823ACH	Steadfast Environmental, LLC	VOID: Aquatic Maintenance April 2022.	0.00		162,344.07
03/30/2022	1525	US Bank	Trustee & Admin Fees DS 2019		4,040.63	158,303.44
03/31/2022	107	Duke Energy	remove old OS items - ACHs never cleared bank	249.72		158,553.16
03/31/2022	107	Duke Energy	remove old OS items - ACHs never cleared bank	265.82		158,818.98
<b>3/31/2022</b>		<b>EOM Balance</b>		<b>79,013.44</b>	<b>395,721.49</b>	<b>158,818.98</b>
04/08/2022	117	Pasco County Tax Collector	record tax collections received 4/8/22	811.91		159,630.89
04/08/2022	117	Pasco County Tax Collector	record tax collections received 4/8/22	4,151.37		163,782.26
04/14/2022	1529	Artemis Connected, LLC			3,675.00	160,107.26
04/14/2022	1530	Steadfast Environmental, LLC	Aquatic Maintenance April 2022.		705.97	159,401.29
04/27/2022	300000	Gig Fiber			6,600.00	152,801.29
04/27/2022	300000-1	Gig Fiber			3,400.00	149,401.29



**Zephyr Lakes CDD**  
**Check Register - FY2022**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
04/27/2022	300000-2	Gig Fiber			6,067.32	143,333.97
04/28/2022	100000	City of Zephyrhills			218.21	143,115.76
04/28/2022	100001	Duke Energy	Electricity		1,016.39	142,099.37
04/30/2022	120	Bright House Networks	Internet expense		309.56	141,789.81
<b>4/30/2022</b>		<b>EOM Balance</b>		<b>4,963.28</b>	<b>21,992.45</b>	<b>141,789.81</b>
05/02/2022	100002	Artemis Connected, LLC			193.50	141,596.31
05/02/2022	100003	DC Integrations LLC			555.00	141,041.31
05/02/2022	100004	Grandview Botanicals			9,925.00	131,116.31
05/02/2022	100005	NaturZone Pest Control			60.00	131,056.31
05/02/2022	100006	Stantec Consulting Services, Inc			144.00	130,912.31
05/02/2022	100007	Straley Robin Vericker			1,163.00	129,749.31
05/04/2022	100008	Artemis Connected, LLC			3,675.00	126,074.31
05/04/2022	100010	NaturZone Pest Control			60.00	126,014.31
05/04/2022	100011	Poop 911			137.80	125,876.51
05/04/2022	100009	Grandview Botanicals			3,500.00	122,376.51
05/06/2022	1531	DPFG M&C c/o Vesta Property Services, Inc	Jan billable expenses		73.20	122,303.31
05/09/2022	119	Pasco Tax Collector	record tax collections received 5/9/22	14,851.00		137,154.31
05/10/2022	100012	Gig Fiber			6,600.00	130,554.31
05/11/2022	100013	Arinton			6,340.00	124,214.31
05/11/2022	100014	Pasco County Property Appraiser			150.00	124,064.31
05/17/2022	100015	DC Integrations LLC			410.00	123,654.31
05/17/2022	100016	Grandview Botanicals			11,625.00	112,029.31
05/17/2022	100017	Pasco County Health Department			280.00	111,749.31
05/23/2022	100018	DC Integrations LLC			140.00	111,609.31
05/26/2022	100019	Artemis Connected, LLC			3,000.00	108,609.31
05/26/2022	100020	Catherine ProCleaners LLC			2,340.00	106,269.31
05/26/2022	100021	Steadfast Environmental, LLC			705.97	105,563.34
05/26/2022	100022	Straley Robin Vericker			567.00	104,996.34
<b>5/31/2022</b>		<b>EOM Balance</b>		<b>14,851.00</b>	<b>51,644.47</b>	<b>104,996.34</b>
06/07/2022	100023	Straley Robin Vericker	Legal expense		1,261.90	103,734.44
06/21/2022	100024	Artemis Connected, LLC			1,680.08	102,054.36
06/21/2022	100025	Gig Fiber			6,600.00	95,454.36
06/29/2022	121	Steadfast Environmental, LLC	June bank recon activity - VOIDED chk 100026 & ACH		705.97	94,748.39
06/29/2022	121	Bright House Networks	June bank recon activity - VOIDED chk 100026 & ACH		206.50	94,541.89
<b>6/30/2022</b>		<b>EOM Balance</b>		<b>-</b>	<b>10,454.45</b>	<b>94,541.89</b>

# **EXHIBIT 7**

1 **MINUTES OF MEETING**

2 **ZEPHYR LAKES**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Zephyr Lakes Community Development  
5 District was held on Tuesday, March 1, 2022 at 5:45 p.m. at Hilton Garden Inn, 26640 Silver Maple  
6 Parkway, Wesley Chapel, Florida 33544

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Thibault called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Mike Lawson	Board Supervisor, Chairman
11	Lori Price	Board Supervisor, Assistant Secretary
12	Christie Ray	Board Supervisor, Assistant Secretary

13  
14 Also present were:

15	Patricia Comings-Thibault	Breeze, District Manager
16	Michael Sakellarides	Breeze, Field Services Manager

17  
18 *The following is a summary of the discussions and actions taken at the March 1, 2022 Zephyr Lakes CDD*  
19 *Board of Supervisors Regular Meeting.*

20 **SECOND ORDER OF BUSINESS – Audience Comments– (limited to 3 minutes per individual on**  
21 **agenda items)**

22 There being none, the next item followed.

23 **THIRD ORDER OF BUSINESS – Business Items**

- 24 A. Exhibit 1: Consideration of **Form 8B – Memorandum of voting conflict for County,**  
25 **Municipal, and Other Local Public Officers**  
26 B. Exhibit 2: Consideration & Adoption of **Resolution 2022-03, Appointing and Fixing**  
27 **Compensation for District Management**

28 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved  
29 **Resolution 2022-03, Appointing and Fixing Compensation for District Management** for the Zephyr  
30 Lakes Community Development District.

- 31 C. Exhibit 3 – Consideration & Adoption of **Resolution 2022-04, A Designation of Officers**

32 On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board approved  
33 **Resolution 2022-04, A Designation of Officers** for the Zephyr Lakes Community Development District.

- 34 D. Exhibit 4 – Consideration & Adoption of **Resolution 2022-05, A Designation of Primary**  
35 **Administrative Office & Principal Headquarters**

36 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved  
37 **Resolution 2022-05, A Designation of Primary Administrative Office & Principal Headquarters** for  
38 the Zephyr Lakes Community Development District.

- 39 E. Exhibit 5 – Consideration & Adoption of **Resolution 2022-06, A Designation of Authorized Bank**  
40 **Signatories**

On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board approved **Resolution 2022-06, A Designation of Authorized Bank Signatories** for the Zephyr Lakes Community Development District.

#### **FOURTH ORDER OF BUSINESS – Consent Agenda**

##### **A. Exhibit 6 - Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held February 1, 2022**

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved **The Minutes of the Board of Supervisors Regular Meeting Held February 1, 2022** for the Zephyr Lakes Community Development District.

#### **FIFTH ORDER OF BUSINESS – Staff Reports**

##### **A. District Manager**

##### **1. Field Services Update**

-Mr. Sakellarides gave updates regarding the culvert which needs to be put back on the existing piping from the storm water drain is now complete. Gravel and rocks were placed around the culvert as well to help with erosion control in the area.

-Mr. Sakellarides gave updates regarding the fencing issues along the wire road and the outside of the community on the backside. Vendors he met with to fix and replace the fencing backed out after seeing the situation. The developer's vendor did clarify that the fence originally used along wire road was discontinued and they had to use a new type of fence. They are now working on it is just waiting on a purchase order for the project.

-Mr. Sakellarides gave updates on the pond on Wheatstone on the north side of the community. The pond is low, dry, and the fountain is not working. They are now attending to this matter and it should be back up where it should be.

##### **B. District Attorney – There being none, the next item followed.**

##### **C. District Engineer – There being none, the next item followed.**

#### **SIXTH ORDER OF BUSINESS – Audience Comments - New Business– (limited to 3 minutes per individual for non-agenda items)**

There being none, the next item followed.

#### **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

There being none, the next item followed.

#### **EIGHTH ORDER OF BUSINESS – Adjournment**

Ms. Thibault asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.

On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board adjourned the meeting for the Zephyr Lakes Community Development District.

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

79 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
80 meeting held on \_\_\_\_\_.

81

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

82 \_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

83 Title:   ☐ Secretary   ☐ Assistant Secretary

Title:   ☐ Chairman   ☐ Vice Chairman

# **EXHIBIT 8**

1 **MINUTES OF MEETING**

2 **ZEPHYR LAKES**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Zephyr Lakes Community Development  
5 District was held on Tuesday, May 3, 2022 at 5:45 p.m. at Hilton Garden Inn, 26640 Silver Maple Parkway,  
6 Wesley Chapel, Florida 33544

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Thibault called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Mike Lawson	Board Supervisor, Chairman
11	Lori Price	Board Supervisor, Assistant Secretary
12	Christie Ray	Board Supervisor, Assistant Secretary
13	Doug Draper	Board Supervisor, Assistant Secretary

14  
15 Also present were:

16	Patricia Comings-Thibault	Breeze, District Manager
17	Tom O’Grady	Breeze, Associate District Manager
18	Gaby Arroyo	Breeze, Assistant Community Director
19	Michael Sakellarides	Breeze, Field Service Manager

20 *The following is a summary of the discussions and actions taken at the May 3, 2022 Zephyr Lakes CDD*  
21 *Board of Supervisors Regular Meeting.*

22 **SECOND ORDER OF BUSINESS – Audience Comments– (limited to 3 minutes per individual on**  
23 **agenda items)**

24 There being none, the next item followed.

25 **THIRD ORDER OF BUSINESS – Consent Agenda**

26 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved  
27 the Consent Agenda for the Zephyr Lakes Community Development District.

- |    |    |  |
|----|----|--|
| 28 | A. | Exhibit 1: Ratification of Removal and Replacement of Curb and Road Base (B.R.W. Contracting   |
| 29 |    | Inc.) - <b>\$14,690.00</b>   |
| 30 | B. | Exhibit 2: Ratification of Dog Park and Design SC-000448 Cornerstone - <b>\$24,775.00</b>      |
| 31 | C. | Exhibit 3: Ratification of Water Service for Dog Park SC-000483 (Site Masters of Florida, LLC) |
| 32 |    | - <b>\$1,800.00</b>  |
| 33 | D. | Exhibit 4: Ratification of Geotechnical Exploration SC-000484 (Universal Engineering Services) |
| 34 |    | - <b>\$5,050.00</b>  |
| 35 | E. | Exhibit 5: Ratification of Professional Engineering Services SC-000485 (Lincks & Associates,   |
| 36 |    | Inc.)  |
| 37 | F. | Exhibit 6: Ratification of Civil Engineering & Surveying SC-000486 (Hamilton)                  |

38 **FOURTH ORDER OF BUSINESS – Business Items**

- |    |    |  |
|----|----|--|
| 39 | A. | Exhibit 7: Suncoast Rust Control Proposal - <b>\$700.00/ month</b> |
| 40 |    | 1. Contract with Suncoast Rust Control                             |

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved the **Suncoast Rust Control Proposal - \$700.00/** month for the Zephyr Lakes Community Development District.

B. Sign Solutions Estimate – Beware of Alligators Signs and Installation

1. Exhibit 8: Qty. 6 – \$711.00
2. Exhibit 9: Qty. 10 – \$1,185.00
3. Exhibit 10: Qty. 15 – \$ 1,627. 25

On a MOTION by Ms. Price, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board approved **Sign Solutions Estimate – Beware of Alligators Signs and Installation Qty. 10 – \$1,185.00** for the Zephyr Lakes Community Development District.

C. Steadfast Environmental

1. Exhibit 11: Bottom Diffuse Aeration Informational Sheet, Aeration Plan Pond 20 and Installation of Two Bottom Diffuse Aeration Kits Proposal - **\$19,491.00**
2. Exhibit 12: Midge Fly Control and Maintenance within Pond 20 Proposal - **\$4,695.00**

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved **Midge Fly Control and Maintenance within Pond 20 Proposal - \$4,695.00** for the Zephyr Lakes Community Development District.

D. Exhibit 13: Service Agreement Amendment with Innovative Employer Solutions Inc.

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved the Service Agreement Amendment – Innovative Employer Solutions, Inc for the Zephyr Lakes Community Development District.

E. Exhibit 14: Amortization Recalculation Agreement Zephyr Lakes CDD

On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board approved the Amortization Recalculation Agreement for the Zephyr Lakes Community Development District.

F. Exhibit 15: Presentation of Pasco County Number of Qualified Electors – There are 243 qualified electors

**FIFTH ORDER OF BUSINESS – Staff Reports**

- A. District Manager – There being none, the next item followed.
- B. District Attorney – There being none, the next item followed.
- C. District Engineer – There being none, the next item followed.

**SIXTH ORDER OF BUSINESS – Audience Comments - New Business– (limited to 3 minutes per individual for non-agenda items)**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS – Supervisors Requests**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS – Adjournment**

Ms. Thibault asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.



On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adjourned the meeting for the Zephyr Lakes Community Development District.

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:   ☐ Secretary   ☐ Assistant Secretary

Title:   ☐ Chairman   ☐ Vice Chairman

# **EXHIBIT 9**

1  
2 **MINUTES OF MEETING**

3 **ZEPHYR LAKES**

4 **COMMUNITY DEVELOPMENT DISTRICT**

5 The Regular Meeting of the Board of Supervisors of the Zephyr Lakes Community Development  
6 District was held on Tuesday, June 7, 2022 at 5:45 p.m. at Hilton Garden Inn, 26640 Silver Maple Parkway,  
7 Wesley Chapel, Florida 33544

8 **FIRST ORDER OF BUSINESS – Roll Call**

9 Ms. Thibault called the meeting to order and conducted roll call.

10 Present and constituting a quorum were:

11	Mike Lawson	Board Supervisor, Chairman
12	Lori Price	Board Supervisor, Assistant Secretary
13	Christie Ray	Board Supervisor, Assistant Secretary

14 *The following is a summary of the discussions and actions taken at the June 7, 2022 Zephyr Lakes CDD*  
15 *Board of Supervisors Regular Meeting.*

16 **SECOND ORDER OF BUSINESS – Audience Comments– (limited to 3 minutes per individual on**  
17 **agenda items)**

18 There being none, the next item followed.

19 **THIRD ORDER OF BUSINESS – Business Items**

- 20 A. Presentation of Proposed Budget FY 2022-2023 *(To Be Distributed)*  
21 B. Exhibit 1: Consideration and Adoption of **Resolution 2022-07, Approving Proposed Budget**  
22 **and Setting Public Hearing (FY 2022-2023)** – *(Public Hearing Date to be Established on or*  
23 *after August 8,2022)*

24 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved  
25 **Resolution 2022-07, Approving Proposed Budget and Setting Public Hearing (FY 2022-2023)** for the  
26 Zephyr Lakes Community Development District.

- 27 ➤ Exhibit A – Proposed Budget FY 2022-2023 *(To Be Distributed)*

28 **FOURTH ORDER OF BUSINESS – Consent Agenda**

29 On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board approved  
30 **the agenda** for the Zephyr Lakes Community Development District.

- 31 A. Exhibit 2: Ratification of Contracts

32 **FIFTH ORDER OF BUSINESS – Staff Reports**

- 33 A. District Manager – There being none, the next item followed.  
34 B. District Attorney – There being none, the next item followed.  
35 C. District Engineer – There being none, the next item followed.

36 **SIXTH ORDER OF BUSINESS – Audience Comments - New Business– (limited to 3 minutes per**  
37 **individual for non-agenda items)**

38 There being none, the next item followed.

39 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

40 There being none, the next item followed.

41 **EIGHTH ORDER OF BUSINESS – Adjournment**

42 Ms. Thibault asked for final questions, comments, or corrections before requesting a motion to  
43 adjourn the meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.

44 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adjourned  
45 the meeting for the Zephyr Lakes Community Development District.

46 *\*Each person who decides to appeal any decision made by the Board with respect to any matter considered*  
47 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*  
48 *including the testimony and evidence upon which such appeal is to be based.*

49 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
50 **meeting held on \_\_\_\_\_.**

51

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

52 \_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

53 **Title:**   ☐ **Secretary**   ☐ **Assistant Secretary**

**Title:**   ☐ **Chairman**   ☐ **Vice Chairman**

# **EXHIBIT 10**

## RATIFICATION OF CONTRACTS

<b>13DFLSZL-061 CO#10</b>	BRW Contracting Inc. – Zephyr Lakes Phase 5 Infrastructure	<b>\$89,005.00</b>
<b>SC-000448 CO#1</b>	Cornerstone – Permitting and Installation of Potable Water Connection	<b>\$5,364.75</b>
<b>SC-000760</b>	Hamilton Engineering & Surveying LLC	<b>\$785,099.00</b>
<b>SC-000777</b>	Lincks & Associates Inc. <ul style="list-style-type: none"><li>➤ Conceptual Layout</li><li>➤ Sufficiency Responses/ Meetings and Presentations</li></ul>	<ul style="list-style-type: none"><li>➤ <b>\$7,500.00</b></li><li>➤ <b>\$5,000.00</b></li></ul>