

**Cordoba Ranch Community
Development District**

December 27, 2016

Agenda Package

Cordoba Ranch Community Development District**Severn Trent Services, Management Services Division**

210 North University Drive, Suite 702 • Coral Springs, Florida 33071

Telephone: (954) 753-5841 • Fax: (954) 345-1292

December 20, 2016

Board of Supervisors

Cordoba Ranch Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Cordoba Ranch Community Development District will be held Tuesday, December 27, 2016 at **9:30 a.m. at the Cordoba Ranch Model Center, 2516 Cordoba Ranch Boulevard, Lutz, FL**. Following is the advance agenda for the meeting:

1. Call to Order/Roll Call
2. Organizational Matters
 - A. Oath of Office for Newly Elected Supervisors
 - B. Resolution 2017-4 Canvassing and Certifying the Results of the Landowners' Election
 - C. Resolution 2017-5 Designating Officers
3. Approval of the Consent Agenda
 - A. October 25, 2016 Minutes
 - B. November 1, 2016 Landowners' Meeting Minutes
 - C. Financial Statements – September 30, 2016 and November 30, 2016
4. Audience Comments on Agenda Items
5. Aquagenix Report – November and December
6. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
7. Supervisor Requests
8. Adjournment

All supporting documentation is enclosed or will be distributed at the meeting.

The balance of the agenda is routine in nature and staff will give their reports at the meeting. In the meantime if you have any questions, please contact me.

Sincerely,

Andrew P. Mendenhall, PMP

Andrew P. Mendenhall, PMP

District Manager

Second Order of Business

2B.

RESOLUTION 2017-4

**A RESOLUTION CANVASSING AND CERTIFYING THE
RESULTS OF THE LANDOWNERS ELECTION OF
SUPERVISORS HELD PURSUANT TO SECTION
190.006(2), FLORIDA STATUTES**

WHEREAS, pursuant to Section 190.006(2), Florida Statute, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of a Community Development District for the purpose of electing Supervisors to the Board of Supervisors of the District; and

WHEREAS, following proper publication of notice thereof, such landowners meeting was held **November 1, 2016**, at which the below recited person was duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, this resolution canvasses the votes, and declares and certifies the results of said election:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT:

1. The following person is found, certified, and declared to have been duly elected as a Supervisor of and for the District, having been elected by the votes cast in his/her favor as shown, to wit:

<u>Barry Karpay</u>	205 Votes
<u>Garth Noble</u>	205 Votes
	Votes

2. In accordance with said statute, and by virtue of the number of votes cast for the Supervisor, he/she is declared to have been elected for the following term of office:

<u>Barry Karpay, Seat 5</u>	four (4) year term
<u>Garth Noble, Seat 4</u>	four (4) year term
Vacant Seat 3	two (2) year term

3. Said term of office shall commence immediately upon the adoption of this Resolution.

PASSED AND ADOPTED THIS 27th DAY OF DECEMBER, 2016.

Chairman

Secretary

2C.

RESOLUTION 2017-5

**A RESOLUTION DESIGNATING OFFICERS OF THE
CORDOBA RANCH COMMUNITY DEVELOPMENT
DISTRICT**

WHEREAS, the Board of Supervisors of the Cordoba Ranch Community Development District at a regular business meeting desires to appoint the below recited persons to the offices specified.

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

1. The following persons were appointed to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
<u>Andrew Mendenhall</u>	Secretary
<u>Stephen Bloom</u>	Treasurer
<u>Robert Koncar</u>	Assistant Treasurer
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

PASSED AND ADOPTED THIS 27th DAY OF DECEMBER 2016.

Chairman

Secretary

Third Order of Business

3A.

**MINUTES OF MEETING
CORDOBA RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Cordoba Ranch Community Development District was held on Tuesday, October 25, 2016 at 9:30 a.m. in the Cordoba Ranch Model Center, 2516 Cordoba Ranch Boulevard, Lutz, Florida.

Present and constituting a quorum were:

Garth Noble	Vice Chairman
Kelly Evans	Assistant Secretary
F. Peter Williams	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Vivek Babbar	District Counsel
Tonja Stewart	District Engineer;

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Mendenhall called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Consent Agenda

- A. October 4, 2016 Minutes**
- B. Resolution 2017-3 Registered Agent**

On MOTION by Mr. Williams seconded by Mr. Noble with all in favor the consent agenda was approved.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

None

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

- Management Agreement termination clause with Severn Trent Environmental Services has been amended to 60 days as requested.

B. District Engineer

- Ms. Stewart noted the drainage maintenance inspection report is completed. She will review and present it to the Board.
- A long term littoral shelf maintenance plan was suggested.
- Nuisance invasive vegetation in the lakeland buffers was discussed.

C. District Manager

- A utility bond for the electrical deposit is estimated at \$220 and an agreement will be prepared.
- Plantings will be installed the second week of November.
- Gate issues were addressed.
- *No Trespassing* signage was discussed.
- A proposal for the extension of the black fence up front will be obtained.
- The November 1 meeting will be a landowner only meeting.

FIFTH ORDER OF BUSINESS

Supervisors' Requests

- The mowed drainage easement looks good.
- The entrance way palm fronds need trimming.

On MOTION by Mr. Williams seconded by Mr. Noble with all in favor Ms. Kelly Evans was authorized to spend up to the budgetary limit of \$2,000 for holiday decorations.

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Williams seconded by Mr. Noble with all in favor the meeting was adjourned.

Garth Noble
Vice Chairman

3B.

**MINUTES OF LANDOWNERS' MEETING
CORDOBA RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The landowners' meeting of the Cordoba Ranch Community Development District was held on Tuesday, November 1, 2016 at 10:00 a.m. in the offices of Cal Atlantic, 405 N. Reo St., Suite 330, Tampa, Florida.

Present were:

Barry Karpay
Garth Noble
Kelly Evans
Andrew Mendenhall

FIRST ORDER OF BUSINESS

Call to Order

Mr. Mendenhall called the meeting to order.

SECOND ORDER OF BUSINESS

**Determination of Number of Voting Units
Represented**

There are 286 voting units representing Cal Atlantic which is a combination of acres and lots.

THIRD ORDER OF BUSINESS

**Election of a Chairman for the Purpose of
Conducting the Landowners' Meeting**

Mr. Mendenhall will serve as Chairman for the purpose of conducting the landowners' meeting.

FOURTH ORDER OF BUSINESS

**Nomination for the Positions of
Supervisors (3)**

There are three vacant seats available by landowner election. Seat 5 currently held by Barry Karpay; Seat 4 currently held by Garth Noble; and Seat 3 which is vacant.

Nominations were requested.

On MOTION by Mr. Noble seconded by Ms. Evans with all in favor Barry Karpay was nominated for Seat 5.

On MOTION by Mr. Karpay seconded by Ms. Evans with all in favor Garth Noble was nominated for Seat 4.

Hearing no nominations for Seat 3, it will remain vacant.

FIFTH ORDER OF BUSINESS

Casting of Ballots

Clarification was requested on the number of votes available.

After a brief recess the meeting reconvened and it was clarified that the number of voting units for Cal Atlantic is 205; which is the net number total, less closed, equals the number that the landowner can cast for the election.

On MOTION by Ms. Evans seconded by Mr. Noble with all in favor 205 votes were cast for Barry Karpay, Seat 5.

On MOTION by Mr. Karpay seconded by Ms. Evans with all in favor 205 votes were cast for Garth Noble, Seat 4.

SIXTH ORDER OF BUSINESS

Ballot Tabulation

Mr. Karpay, Seat 5 and Mr. Noble, Seat 4 will be appointed to a four year term.

Ms. Kelly Evans remains in Seat 1, term expiring in 2018; and Mr. Peter Williams remains in Seat 2, term expiring in 2018.

Seat 3 remains vacant expiring in 2018.

SEVENTH ORDER OF BUSINESS

Landowners Questions or Comments

None

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Karpay seconded by Ms. Evans with all in favor the meeting was adjourned.

3C.

MEMORANDUM

TO: Board of Supervisors
FROM: Janet Ramirez, District Accountant
CC: Andy Mendenhal, District Manager / Peter Brill, Accounting Manger
DATE: November 10, 2016
SUBJECT: September Financial Report

Please find attached the September 2016 financial report. During your review, please keep in mind that the goals for revenue are to meet or exceed the annual budget and for expenditures to be at or below the annual budget. Should you have any questions or require additional information, please contact me at Janet.ramirez@STServices.com.

General Fund

- Total revenues collected through September were 106% collected
- Total expenditures through September were approximately 94%

Administration

- ProfServ-Special Assessment- Rizzeta assessment work not budgeted FY16

Other Public Safety

- Contracts-Security Services- Alarm Gate Monitoring through May, CCTV video monitoring additional residents and off duty police officers

Flood Control/Stormwater Mgmt

- Contracts-Aquatic Control- Monthly Aquatic planting through Sept 2016 additional planting \$1,560.00

Field

- ProfServ-Field Management-Rizzeta field work not budgeted for FY16
- R&M-Plant Replacement- Landscape Install \$12,262.00 and flower installation \$4,673.00

**Cordoba Ranch
Community Development District**

*Financial Report
September 30, 2016*

Prepared by



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**Cordoba Ranch
Community Development District**

Financial Statements

(Unaudited)

September 30, 2016

Balance Sheet
September 30, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	RESERVE FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	TOTAL
<u>ASSETS</u>					
Cash - Checking Account	\$ 207,115	\$ -	\$ -	\$ -	\$ 207,115
Due From Other Funds	-	70,127	-	-	70,127
Investments:					
Construction Fund	-	-	-	2,221	2,221
Reserve Fund	-	-	383,433	-	383,433
Revenue Fund	-	-	234,986	-	234,986
Prepaid Items	7,766	-	-	-	7,766
Deposits	11,540	-	-	-	11,540
TOTAL ASSETS	\$ 226,421	\$ 70,127	\$ 618,419	\$ 2,221	\$ 917,188
<u>LIABILITIES</u>					
Accounts Payable	\$ 13,867	\$ -	\$ -	\$ -	\$ 13,867
Accrued Expenses	990	-	-	-	990
Sales Tax Payable	5	-	-	-	5
Due To Other Funds	70,127	-	-	-	70,127
TOTAL LIABILITIES	84,989	-	-	-	84,989
<u>FUND BALANCES</u>					
Nonspendable:					
Prepaid Items	7,766	-	-	-	7,766
Deposits	11,540	-	-	-	11,540
Restricted for:					
Debt Service	-	-	618,419	-	618,419
Capital Projects	-	-	-	2,221	2,221
Unassigned:	122,126	70,127	-	-	192,253
TOTAL FUND BALANCES	\$ 141,432	\$ 70,127	\$ 618,419	\$ 2,221	\$ 832,199
TOTAL LIABILITIES & FUND BALANCES	\$ 226,421	\$ 70,127	\$ 618,419	\$ 2,221	\$ 917,188

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>					
Interest - Investments	\$ -	\$ -	\$ 270	\$ 270	0.00%
Special Assmnts- Tax Collector	398,489	398,489	291,575	(106,914)	73.17%
Special Assmnts- CDD Collected	-	-	128,587	128,587	0.00%
Other Miscellaneous Revenues	-	-	561	561	0.00%
TOTAL REVENUES	398,489	398,489	420,993	22,504	105.65%
<u>EXPENDITURES</u>					
<u>Administration</u>					
ProfServ-Administrative	4,500	4,500	4,500	-	100.00%
ProfServ-Arbitrage Rebate	650	650	2,300	(1,650)	353.85%
ProfServ-Dissemination Agent	5,000	5,000	5,000	-	100.00%
ProfServ-Engineering	7,500	7,500	8,488	(988)	113.17%
ProfServ-Financial Advisor	8,600	8,600	8,600	-	100.00%
ProfServ-Legal Services	15,000	15,000	10,244	4,756	68.29%
ProfServ-Mgmt Consulting Serv	20,721	20,721	20,721	-	100.00%
ProfServ-Special Assessment	-	-	5,000	(5,000)	0.00%
ProfServ-Trustee Fees	3,500	3,500	3,203	297	91.51%
Accounting Services	11,500	11,500	11,500	-	100.00%
Auditing Services	3,300	3,300	3,300	-	100.00%
Public Officials Insurance	2,200	2,200	1,850	350	84.09%
Legal Advertising	750	750	976	(226)	130.13%
Misc-Web Hosting	720	720	770	(50)	106.94%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	84,116	84,116	86,627	(2,511)	102.99%
<u>Other Public Safety</u>					
Contracts-Security Camera	2,500	2,500	1,375	1,125	55.00%
Contracts-Security Services	10,000	10,000	16,879	(6,879)	168.79%
R&M-Gatehouse	4,800	4,800	335	4,465	6.98%
Total Other Public Safety	17,300	17,300	18,589	(1,289)	107.45%
<u>Electric Utility Services</u>					
Utility - General	8,500	8,500	7,820	680	92.00%
Electricity - Streetlighting	61,200	61,200	58,538	2,662	95.65%
Total Electric Utility Services	69,700	69,700	66,358	3,342	95.21%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>Flood Control/Stormwater Mgmt</u>					
Contracts-Aquatic Control	12,408	12,408	13,968	(1,560)	112.57%
R&M-Fountain	2,500	2,500	960	1,540	38.40%
R&M-Mitigation	14,800	14,800	14,605	195	98.68%
R&M Lake & Pond Bank	15,000	15,000	9,750	5,250	65.00%
Impr - Aquatic Plants	5,000	5,000	840	4,160	16.80%
Total Flood Control/Stormwater Mgmt	49,708	49,708	40,123	9,585	80.72%
<u>Field</u>					
ProfServ-Field Management	-	-	4,000	(4,000)	0.00%
Contracts-Landscape	132,015	132,015	113,051	18,964	85.63%
Insurance - Property	2,000	2,000	1,434	566	71.70%
Insurance - General Liability	2,600	2,600	2,250	350	86.54%
R&M-Irrigation	5,000	5,000	2,566	2,434	51.32%
R&M-Plant Replacement	10,000	10,000	20,722	(10,722)	207.22%
Total Field	151,615	151,615	144,023	7,592	94.99%
<u>Road and Street Facilities</u>					
Utility - Gatehouse	1,650	1,650	1,600	50	96.97%
Total Road and Street Facilities	1,650	1,650	1,600	50	96.97%
<u>Parks and Recreation - General</u>					
ProfServ-Wildlife Management Service	14,400	14,400	14,695	(295)	102.05%
Misc-Contingency	10,000	10,000	2,025	7,975	20.25%
Total Parks and Recreation - General	24,400	24,400	16,720	7,680	68.52%
TOTAL EXPENDITURES	398,489	398,489	374,040	24,449	93.86%
Excess (deficiency) of revenues Over (under) expenditures	-	-	46,953	46,953	0.00%
Net change in fund balance	\$ -	\$ -	\$ 46,953	\$ 46,953	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2015)	94,479	94,479	94,479		
FUND BALANCE, ENDING	\$ 94,479	\$ 94,479	\$ 141,432		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>					
Interest - Investments	\$ -	\$ -	\$ 104	\$ 104	0.00%
Special Assmnts- Tax Collector	50,000	50,000	50,000	-	100.00%
TOTAL REVENUES	50,000	50,000	50,104	104	100.21%
<u>EXPENDITURES</u>					
<u>Reserves</u>					
Capital Reserve	50,000	50,000	-	50,000	0.00%
Total Reserves	50,000	50,000	-	50,000	0.00%
TOTAL EXPENDITURES & RESERVES	50,000	50,000	-	50,000	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-	-	50,104	50,104	0.00%
Net change in fund balance	\$ -	\$ -	\$ 50,104	\$ 50,104	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2015)	20,023	20,023	20,023		
FUND BALANCE, ENDING	\$ 20,023	\$ 20,023	\$ 70,127		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	\$ -	\$ -	\$ 301	\$ 301	0.00%
Special Assmnts- Tax Collector	600,537	600,537	428,355	(172,182)	71.33%
Special Assmnts- CDD Collected	-	-	172,182	172,182	0.00%
TOTAL REVENUES	600,537	600,537	600,838	301	100.05%
EXPENDITURES					
Debt Service					
Principal Debt Retirement	180,000	180,000	180,000	-	100.00%
Interest Expense	420,537	420,537	421,523	(986)	100.23%
Total Debt Service	600,537	600,537	601,523	(986)	100.16%
TOTAL EXPENDITURES	600,537	600,537	601,523	(986)	100.16%
Excess (deficiency) of revenues Over (under) expenditures	-	-	(685)	(685)	0.00%
Net change in fund balance	\$ -	\$ -	\$ (685)	\$ (685)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2015)	619,104	619,104	619,104		
FUND BALANCE, ENDING	\$ 619,104	\$ 619,104	\$ 618,419		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2016

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<u>REVENUES</u>					
Interest - Investments	\$ -	\$ -	\$ 1	\$ 1	0.00%
TOTAL REVENUES	-	-	1	1	0.00%
<u>EXPENDITURES</u>					
TOTAL EXPENDITURES	-	-	-	-	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-	-	1	1	0.00%
Net change in fund balance	\$ -	\$ -	\$ 1	\$ 1	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2015)	-	-	2,220		
FUND BALANCE, ENDING	\$ -	\$ -	\$ 2,221		

**Cordoba Ranch
Community Development District**

Supporting Schedules

September 30, 2016

Cash & Investment Report
September 30, 2016

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
OPERATING FUND			
Checking General fund	Jefferson Bank	N/A	\$ 207,115
		Subtotal	<u>207,115</u>
DEBT SERVICE AND CAPITAL PROJECT FUNDS			
Series 2006 Reserve Account	US Bank	0.05%	\$ 383,433
Series 2006 Revenue Account	US Bank	0.05%	\$ 234,986
Series 2006 Construction Account	US Bank	0.05%	\$ 2,221
		Subtotal	<u>620,640</u>
		Total	<u><u>\$ 827,755</u></u>

Cordoba Ranch Community Development District

Expenditure Report - General Fund Fund
For the Period(s) from Sep 01, 2016 to Sep 30, 2016
(Sorted by Department and Transaction Type)

Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
DEPARTMENT NAME: FINANCIAL AND ADMINISTRATIVE						
Account Name: ProfServ-Engineering						
09/30/16	531013-51301	1076934	Vendor	Stantec Consulting Services	Thru 6/17/16 Engineering Svc	2,866.50
Account Total: Profserv-Engineering						2,866.50
Account Name: Legal Advertising						
09/30/16	548002-51301	358901	Vendor	Times Publishing Company	Notice Of Special Meeting 10/4/16	344.00
Account Total: Legal Advertising						344.00
Account Name: Misc-Web Hosting						
09/30/16	549915-51301	JE000019	Journal Entry		Aug- Sept 2016 Web Host Fees	140.00
Account Total: Misc-Web Hosting						140.00
DEPARTMENT NAME: LEGAL COUNSEL						
Account Name: ProfServ-Legal Services						
09/30/16	531023-51401	13664	Vendor	Straley Robin Vericker	Thru 9/15/16 Gen Counsel	1,491.50
Account Total: Profserv-Legal Services						1,491.50
DEPARTMENT NAME: OTHER PUBLIC SAFETY						
Account Name: Contracts-Security Services						
09/30/16	534037-52901	JE000014	Journal Entry		8/3/16-9/2/16 Admin/Mileage Fees	19.75
09/30/16	534037-52901	JE000014	Journal Entry		8/25/16 Patrol	120.00
09/30/16	534037-52901	JE000017	Journal Entry		6/29/16 & 7/29/16 Patrol & 5/19 & 9/2	480.00
Account Total: Contracts-Security Services						619.75
DEPARTMENT NAME: ELECTRIC UTILITY SERVICES						
09/30/16	543013-53100	JE000011	Journal Entry		8/19/16-9/22/16 Acct# 1661-0598302 Electric	61.67
09/30/16	543013-53100	JE000012	Journal Entry		Rc 8/19/16-9/20/16 Acct Electric	5,226.58
Account Total: Electricity - Streetlighting						5,288.25

Cordoba Ranch Community Development District

Expenditure Report - General Fund Fund
For the Period(s) from Sep 01, 2016 to Sep 30, 2016
(Sorted by Department and Transaction Type)

Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
DEPARTMENT NAME: FLOOD CONTROL/STORMWATER MGMT						
Account Name: R&M-Mitigation						
09/30/16	546100-53801	JE000020	Journal Entry		Aqua Sep 2016	850.00
Account Total: R&M-Mitigation						850.00

DEPARTMENT NAME: FIELD

Account Name: R&M-Irrigation						
09/30/16	546041-53901	16373	Vendor	Vivicon, Inc	Mthly Irrigation Repairs	115.34
Account Total: R&M-Irrigation						115.34
Account Name: R&M-Plant Replacement						
09/30/16	546071-53901	JE000022	Journal Entry		Medjool Palms Fertilizer	72.00
09/30/16	546071-53901	JE000023	Journal Entry		Auaenix- Install Grate Ponds 100,300	1,575.00
Account Total: R&M-Plant Replacement						1,647.00

DEPARTMENT NAME: PARKS AND RECREATION - GENERAL

Account Name: ProfServ-Wildlife Management Service						
09/30/16	531074-57201	JE000024	Journal Entry		Sept Hog Removal	1,200.00
09/30/16	531074-57201	JE000024	Journal Entry		Fakahatchee Pest Control	295.00
Account Total: Profserv-Wildlife Management Service						1,495.00

MEMORANDUM

TO: Board of Supervisors
FROM: Janet Ramirez, District Accountant
CC: Andy Mendenhal, District Manager / Peter Brill, Accounting Manger
DATE: December 16, 2016
SUBJECT: November Financial Report

Please find attached the November 2016 financial report. During your review, please keep in mind that the goals for revenue are to meet or exceed the annual budget and for expenditures to be at or below the annual budget. Should you have any questions or require additional information, please contact me at Janet.ramirez@STServices.com.

General Fund

- Total revenues collected through September were 16% collected
- Total expenditures through September were approximately 10%

Administration

- ProfServ-Engineering - Stantec Consulting Through 11/11/2016.
- Legal Advertising - Times Publishing Company Notice of Landowner Board Mtg \$1,168.
- Misc-Web Hosting - Global Tech \$75 per month.

Electric Utility Service

- Electricity Streetlighting - Tampa Electric through November 2016.

Field

- R&M-Plant Replacement - Landscape flower installation \$8,422.92

**Cordoba Ranch
Community Development District**

Financial Report

November 30, 2016

Prepared by



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**Cordoba Ranch
Community Development District**

Financial Statements

(Unaudited)

November 30, 2016

Balance Sheet
November 30, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	RESERVE FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	TOTAL
<u>ASSETS</u>					
Cash - Checking Account	\$ 219,632	\$ -	\$ -	\$ -	\$ 219,632
Due From Other Funds	-	70,127	-	-	70,127
Investments:					
Construction Fund	-	-	-	2,221	2,221
Reserve Fund	-	-	383,433	-	383,433
Revenue Fund	-	-	234,986	-	234,986
Prepaid Items	7,766	-	-	-	7,766
Deposits	11,540	-	-	-	11,540
TOTAL ASSETS	\$ 238,938	\$ 70,127	\$ 618,419	\$ 2,221	\$ 929,705
<u>LIABILITIES</u>					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	7,192	-	-	-	7,192
Sales Tax Payable	5	-	-	-	5
Due To Other Funds	70,127	-	-	-	70,127
TOTAL LIABILITIES	77,324	-	-	-	77,324
<u>FUND BALANCES</u>					
Nonspendable:					
Prepaid Items	7,766	-	-	-	7,766
Deposits	11,540	-	-	-	11,540
Restricted for:					
Debt Service	-	-	618,419	-	618,419
Capital Projects	-	-	-	2,221	2,221
Unassigned:	142,308	70,127	-	-	212,435
TOTAL FUND BALANCES	\$ 161,614	\$ 70,127	\$ 618,419	\$ 2,221	\$ 852,381
TOTAL LIABILITIES & FUND BALANCES	\$ 238,938	\$ 70,127	\$ 618,419	\$ 2,221	\$ 929,705

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0.00%
Special Assmnts- Tax Collector	425,841	42,100	-	(42,100)	0.00%
Special Assmnts- CDD Collected	-	-	67,563	67,563	0.00%
Special Assmnts- Discounts	(2,274)	(350)	-	350	0.00%
Gate Bar Code/Remotes	-	-	25	25	0.00%
TOTAL REVENUES	423,567	41,750	67,588	25,838	15.96%
EXPENDITURES					
Administration					
P/R-Board of Supervisors	-	-	400	(400)	0.00%
ProfServ-Administrative	4,500	750	750	-	16.67%
ProfServ-Arbitrage Rebate	500	-	-	-	0.00%
ProfServ-Dissemination Agent	5,000	-	-	-	0.00%
ProfServ-Engineering	7,500	1,250	3,100	(1,850)	41.33%
ProfServ-Financial Advisor	3,600	-	-	-	0.00%
ProfServ-Legal Services	12,000	2,000	1,600	400	13.33%
ProfServ-Mgmt Consulting Serv	20,721	3,452	3,452	-	16.66%
ProfServ-Special Assessment	5,000	-	-	-	0.00%
ProfServ-Trustee Fees	3,500	-	-	-	0.00%
Accounting Services	15,500	-	-	-	0.00%
Auditing Services	3,400	-	-	-	0.00%
Public Officials Insurance	2,200	-	-	-	0.00%
Legal Advertising	1,200	200	1,536	(1,336)	128.00%
Misc-Assessmnt Collection Cost	2,275	-	-	-	0.00%
Misc-Web Hosting	840	140	150	(10)	17.86%
Annual District Filing Fee	175	175	-	175	0.00%
Total Administration	87,911	7,967	10,988	(3,021)	12.50%
Other Public Safety					
Contracts-Security Camera	2,500	416	400	16	16.00%
Contracts-Security Services	10,000	1,666	657	1,009	6.57%
R&M-Gatehouse	5,200	-	-	-	0.00%
Total Other Public Safety	17,700	2,082	1,057	1,025	5.97%
Electric Utility Services					
Utility - General	8,700	1,450	135	1,315	1.55%
Electricity - Streetlighting	61,200	10,200	10,909	(709)	17.83%
Total Electric Utility Services	69,900	11,650	11,044	606	15.80%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>Flood Control/Stormwater Mgmt</u>					
Contracts-Aquatic Control	12,408	2,068	2,068	-	16.67%
R&M-Fountain	2,500	416	240	176	9.60%
R&M-Mitigation	16,300	-	-	-	0.00%
R&M Lake & Pond Bank	15,000	2,500	900	1,600	6.00%
Impr - Aquatic Plants	5,000	-	-	-	0.00%
Total Flood Control/Stormwater Mgmt	51,208	4,984	3,208	1,776	6.26%
<u>Field</u>					
ProfServ-Evaluation & Apprs'l	6,000	-	-	-	0.00%
ProfServ-Wildlife Management Service	14,400	2,400	2,400	-	16.67%
Contracts-Landscape	109,450	18,240	9,583	8,657	8.76%
Utility - Gatehouse	1,650	274	277	(3)	16.79%
Insurance - Property	1,656	-	-	-	0.00%
Insurance - General Liability	2,722	-	-	-	0.00%
R&M-Entry Feature	4,000	666	-	666	0.00%
R&M-Irrigation	12,000	2,000	203	1,797	1.69%
R&M-Pest Control	2,000	-	-	-	0.00%
R&M-Plant Replacement	15,000	2,500	8,423	(5,923)	56.15%
R&M-Well Maintenance	7,500	-	-	-	0.00%
R&M-Annals	19,000	-	-	-	0.00%
R&M-Mulch/Annals	23,100	-	-	-	0.00%
Holiday Lighting & Decorations	2,000	-	-	-	0.00%
Op Supplies - Fertilizer	7,800	-	-	-	0.00%
Total Field	228,278	26,080	20,886	5,194	9.15%
<u>Parks and Recreation - General</u>					
Misc-Contingency	15,000	2,500	224	2,276	1.49%
Total Parks and Recreation - General	15,000	2,500	224	2,276	1.49%
TOTAL EXPENDITURES	469,997	55,263	47,407	7,856	10.09%
Excess (deficiency) of revenues					
Over (under) expenditures	(46,430)	(13,513)	20,181	33,694	-43.47%
<u>OTHER FINANCING SOURCES (USES)</u>					
Contribution to (Use of) Fund Balance	(46,430)	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	(46,430)	-	-	-	0.00%
Net change in fund balance	\$ (46,430)	\$ (13,513)	\$ 20,181	\$ 33,694	-43.47%
FUND BALANCE, BEGINNING (OCT 1, 2016)	141,433	141,432	141,433		
FUND BALANCE, ENDING	\$ 95,003	\$ 127,919	\$ 161,614		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0.00%
Special Assmnts- Tax Collector	54,000	5,000	-	(5,000)	0.00%
Special Assmnts- Discounts	(2,000)	(300)	-	300	0.00%
TOTAL REVENUES	52,000	4,700	-	(4,700)	0.00%
<u>EXPENDITURES</u>					
<u>Administration</u>					
Misc-Assessmnt Collection Cost	2,000	-	-	-	0.00%
Total Administration	2,000	-	-	-	0.00%
<u>Reserves</u>					
Capital Reserve	50,000	-	-	-	0.00%
Total Reserves	50,000	-	-	-	0.00%
TOTAL EXPENDITURES & RESERVES	52,000	-	-	-	0.00%
Excess (deficiency) of revenues					
Over (under) expenditures	-	4,700	-	(4,700)	0.00%
Net change in fund balance	\$ -	\$ 4,700	\$ -	\$ (4,700)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2016)	70,127	70,127	70,127		
FUND BALANCE, ENDING	\$ 70,127	\$ 74,827	\$ 70,127		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0.00%
Special Assmnts- Tax Collector	607,022	60,537	-	(60,537)	0.00%
Special Assmnts- Discounts	(3,470)	(580)	-	580	0.00%
TOTAL REVENUES	603,552	59,957	-	(59,957)	0.00%
<u>EXPENDITURES</u>					
<u>Administration</u>					
Misc-Assessmnt Collection Cost	3,015	-	-	-	0.00%
Total Administration	3,015	-	-	-	0.00%
<u>Debt Service</u>					
Principal Debt Retirement	420,537	210,269	-	210,269	0.00%
Interest Expense	180,000	90,000	-	90,000	0.00%
Total Debt Service	600,537	300,269	-	300,269	0.00%
TOTAL EXPENDITURES	603,552	300,269	-	300,269	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-	(240,312)	-	240,312	0.00%
Net change in fund balance	\$ -	\$ (240,312)	\$ -	\$ 240,312	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2016)	618,419	618,419	618,419		
FUND BALANCE, ENDING	\$ 618,419	\$ 378,107	\$ 618,419		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUES	-	-	-	-	0.00%
<u>EXPENDITURES</u>					
TOTAL EXPENDITURES	-	-	-	-	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	0.00%
Net change in fund balance	\$ -	\$ -	\$ -	\$ -	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2016)	-	-	2,221		
FUND BALANCE, ENDING	\$ -	\$ -	\$ 2,221		

**Cordoba Ranch
Community Development District**

Supporting Schedules

November 30, 2016

**Non-Ad Valorem Special Assessments - CDD Collected
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2017**

Date	Net Amount	Discount /	Collection	Amount		Debt Service	
Received	Received	(Penalties) Amount	Cost	Gross	Net Assessment	General Fund	Series 2006
Assessments Levied FY 2017				\$ 307,308		\$ 135,126	\$ 172,182
Allocation %				100%		44%	56%
11/21/16	\$ 67,563			\$ 67,563	\$ 67,563	\$ 67,563	\$ -
TOTAL	\$ 67,563	\$ -	\$ -	\$ 67,563	\$ 67,563	\$ 67,563	\$ -
% COLLECTED				22.0%		50.0%	0.0%
TOTAL OUTSTANDING				\$ 239,745		\$ 67,563	\$ 172,182.07

Cash & Investment Report
November 30, 2016

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
OPERATING FUND			
Checking General fund	Jefferson Bank	N/A	\$ 219,632
		Subtotal	<u>219,632</u>
DEBT SERVICE AND CAPITAL PROJECT FUNDS			
Series 2006 Reserve Account	US Bank	0.05%	\$ 383,433
Series 2006 Revenue Account	US Bank	0.05%	\$ 234,986
Series 2006 Construction Account	US Bank	0.05%	\$ 2,221
		Subtotal	<u>620,640</u>
		Total	<u><u>\$ 840,272</u></u>

Cordoba Ranch Community Development District

Expenditure Report - General Fund Fund
For the Period(s) from Oct 01, 2016 to Nov 30, 2016
(Sorted by Department and Transaction Type)

Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
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DEPARTMENT NAME: LEGISLATIVE

Annual Budget	\$0
Nov-16 YTD Actual	\$400
% of Annual Budget	0.00%

Account Name: P/R-Board of Supervisors

10/31/16	511001-51101	10042016	Vendor	F. Peter Williams	Board Meeting Pay 10/4/16	200.00
10/31/16	511001-51101	10252016	Vendor	F. Peter Williams	Board Meeting Pay 10/25/16	200.00
						<i>Vendor Total</i> 400.00
						Account Total: P/R-Board Of Supervisors 400.00
						Legislative Department Total: 400.00

DEPARTMENT NAME: FINANCIAL AND ADMINISTRATIVE

Annual Budget	\$76,811
Nov-16 YTD Actual	\$8,987
% of Annual Budget	11.70%

Account Name: ProfServ-Administrative

11/30/16	531001-51301	ACCRUAL	Journal Entry		Profserv-Administrative Oct & Nov	750.00
						<i>Journal Entries Total</i> 750.00
						Account Total: Profserv-Administrative 750.00

Account Name: ProfServ-Engineering

10/31/16	531013-51301	1114700	Vendor	Stantec Consulting Services	Thru 10/14/16 Engineering Svc	2,529.50
11/29/16	531013-51301	1127995	Vendor	Stantec Consulting Services	Thru 11/11/16 Engineering Svc	570.00
						<i>Vendor Total</i> 3,099.50
						Account Total: Profserv-Engineering 3,099.50

Account Name: ProfServ-Mgmt Consulting Serv

11/30/16	531027-51301	ACCRUAL	Journal Entry		Sv Trent Oct	1,726.00
11/30/16	531027-51301	ACCRUAL	Journal Entry		Sv Trent Oct	1,726.00
						<i>Journal Entries Total</i> 3,452.00
						Account Total: Profserv-Mgmt Consulting Serv 3,452.00

Account Name: Legal Advertising

10/19/16	548002-51301	365569	Vendor	Times Publishing Company	Notice Of Fy 2017 Meeting Dates	367.50
11/09/16	548002-51301	367373	Vendor	Times Publishing Company	Notice Of Landowners, Board Mtg 11/1/16	1,168.00
						<i>Vendor Total</i> 1,535.50
						Account Total: Legal Advertising 1,535.50

Account Name: Misc-Web Hosting

10/01/16	549915-51301	0927-01-2	Vendor	V Global Tech	Sept Website Mithly Maintenance	75.00
10/31/16	549915-51301	10-1416-2	Vendor	V Global Tech	Oct Website Mithly Maintenance	75.00
						<i>Vendor Total</i> 150.00
						Account Total: Misc-Web Hosting 150.00

Financial And Administrative Department Total: 8,987.00

DEPARTMENT NAME: LEGAL COUNSEL

Cordoba Ranch Community Development District

Expenditure Report - General Fund Fund
For the Period(s) from Oct 01, 2016 to Nov 30, 2016
(Sorted by Department and Transaction Type)

Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
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Annual Budget	\$7,500
Nov-16 YTD Actual	\$1,600
% of Annual Budget	21.33%

Account Name: ProfServ-Legal Services

11/30/16	531023-51401	ACCRUAL	Journal Entry	Profserv-Legal Services Oct & Nov		1,600.00
Account Total: Profserv-Legal Services						1,600.00

Legal Counsel Department Total:	1,600.00
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DEPARTMENT NAME: OTHER PUBLIC SAFETY

Annual Budget	\$17,700
Nov-16 YTD Actual	\$1,057
% of Annual Budget	5.97%

Account Name: Contracts-Security Camera

11/30/16	534036-52901	ACCRUAL	Journal Entry	Security Camers - Oct & Nov		400.00
<i>Journal Entries Total</i>						<i>400.00</i>
Account Total: Contracts-Security Camera						400.00

Account Name: Contracts-Security Services

11/29/16	534037-52901	11122016	Vendor	Gary Harrison	11/12/16 Patrol	120.00
10/31/16	534037-52901	JE000015	Journal Entry		10/14/16 Patrol	120.00
10/31/16	534037-52901	JE000030	Journal Entry		10/14/16-10/29/16 Admin/Mileage Fees	56.50
10/31/16	534037-52901	JE000030	Journal Entry		10/28/16 Patrol	120.00
10/31/16	534037-52901	JE000030	Journal Entry		10/29/16 Patrol	120.00
11/09/16	534037-52901	JE000035	Journal Entry		11/4/16 Patrol	120.00
<i>Journal Entries Total</i>						<i>536.50</i>

Account Total: Contracts-Security Services	656.50
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Other Public Safety Department Total:	1,056.50
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DEPARTMENT NAME: ELECTRIC UTILITY SERVICES

Annual Budget	\$69,900
Nov-16 YTD Actual	\$11,044
% of Annual Budget	15.80%

Account Name: Utility - General

11/29/16	543001-53100	112216-5795	Vendor	Frontier	11/22/16-12/21/16 #239-177-5795-050213-5	134.99
Account Total: Utility - General						134.99

Account Name: Electricity - Streetlighting

10/31/16	543013-53100	112216-5050	Vendor	Tampa Electric	10/19/16-11/17/16 Acct# 1661-0625050 Electric	4,638.71
10/31/16	543013-53100	112216-1100	Vendor	Tampa Electric	10/20/16-11/17/16 Acct# 1661-0631100 Electric	26.90
10/31/16	543013-53100	112216-8770	Vendor	Tampa Electric	10/19/16-11/17/16 Acct# 1661-0648770 Electric	195.97
10/31/16	543013-53100	112216-3270	Vendor	Tampa Electric	10/20/16-11/18/16 Acct# 1661-0623270 Electric	650.56
<i>Vendor Total</i>						<i>5,512.14</i>
10/31/16	543013-53100	JE000013	Journal Entry		Rc 9/20/16-10/19/16 Electric	5,396.93
<i>Journal Entries Total</i>						<i>5,396.93</i>

Account Total: Electricity - Streetlighting	10,909.07
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Cordoba Ranch Community Development District

Expenditure Report - General Fund Fund
For the Period(s) from Oct 01, 2016 to Nov 30, 2016
(Sorted by Department and Transaction Type)

Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
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Electric Utility Services Department Total: 11,044.06

DEPARTMENT NAME: FLOOD CONTROL/STORMWATER MGMT

Annual Budget	\$51,208
Nov-16 YTD Actual	\$3,208
% of Annual Budget	6.26%

Account Name: Contracts-Aquatic Control

10/31/16	534067-53801	1284397	Vendor	Aquagenix	Oct Aquatics Svc	1,034.00
11/09/16	534067-53801	1286755	Vendor	Aquagenix	Nov Aquatics Svc	1,034.00
<i>Vendor Total</i>						<u>2,068.00</u>
Account Total: Contracts-Aquatic Control						<u>2,068.00</u>

Account Name: R&M-Fountain

11/09/16	546032-53801	1286757	Vendor	Aquagenix	Nov Qtly Fountain Maint	240.00
Account Total: R&M-Fountain						<u>240.00</u>

Account Name: R&M Lake & Pond Bank

11/09/16	546185-53801	1286760	Vendor	Aquagenix	Nov Qtrly Littoral Maint	900.00
Account Total: R&M Lake & Pond Bank						<u>900.00</u>

Flood Control/Stormwater Mgmt Department Total: 3,208.00

DEPARTMENT NAME: FIELD

Annual Budget	\$228,278
Nov-16 YTD Actual	\$20,886
% of Annual Budget	9.15%

Account Name: ProfServ-Wildlife Management Service

10/31/16	531074-53901	JE000031	Journal Entry		Oct Hog Removal Svc	1,200.00
11/09/16	531074-53901	JE000037	Journal Entry		Nov Hog Removal Svc	1,200.00
<i>Journal Entries Total</i>						<u>2,400.00</u>
Account Total: Profserv-Wildlife Management Service						<u>2,400.00</u>

Account Name: Contracts-Landscape

11/09/16	534050-53901	16478	Vendor	Vivicon, Inc	Nov Grounds Maint	9,582.84
Account Total: Contracts-Landscape						<u>9,582.84</u>

Account Name: Utility - Gatehouse

10/19/16	543043-53901	JE000028	Journal Entry		R/C 9/22/16-10/21/16 #239##-177-5795-050213-5	134.99
11/09/16	543043-53901	JE000034	Journal Entry		10/22/16-11/21/16 #239##-177-5795-050213-5	141.99
<i>Journal Entries Total</i>						<u>276.98</u>
Account Total: Utility - Gatehouse						<u>276.98</u>

Account Name: R&M-Irrigation

10/31/16	546041-53901	16502	Vendor	Vivicon, Inc	Irrigation For New Flowers	130.32
11/29/16	546041-53901	16514	Vendor	Vivicon, Inc	Repr Decoder Zone 27	73.16

Cordoba Ranch Community Development District

Expenditure Report - General Fund Fund
For the Period(s) from Oct 01, 2016 to Nov 30, 2016
(Sorted by Department and Transaction Type)

Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
						<i>Vendor Total</i> <u>203.48</u>
						Account Total: R&M-Irrigation <u>203.48</u>
Account Name: R&M-Plant Replacement						
11/29/16	546071-53901	16519	Vendor	Vivicon, Inc	Install Landscaping	8,422.92
						Account Total: R&M-Plant Replacement <u>8,422.92</u>
						Field Department Total: <u>20,886.22</u>

DEPARTMENT NAME: PARKS AND RECREATION - GENERAL

Annual Budget	\$15,000
Nov-16 YTD Actual	\$224
% of Annual Budget	1.49%

Account Name: Misc-Contingency						
10/31/16	549900-57201	2686	Vendor	Robert Saliva	Repr Entrance Gate	85.00
11/09/16	549900-57201	JE000036	Journal Entry		Repr Entrance Gate	85.00
11/29/16	549900-57201	JE000038	Journal Entry		11/15/16 Postage	54.20
						<i>Journal Entries Total</i> <u>139.20</u>
						Account Total: Misc-Contingency <u>224.20</u>
						Parks And Recreation - General Department Total: <u>224.20</u>

TOTAL EXPENDITURES & OTHER FINANCING USES: \$47,405.98

Fifth Order of Business



11/10/2016

The following report is for November to illustrate what has changed from October and what to expect through December and the coming months.

The photos this month were taken on Wednesday 11/09/16

The ponds were treated on Thursday November 3rd this month. Water levels are down significantly and we have not really had any rain in the last month. We do anticipate algae growth declining over the next few months as days are shorter and the weather turns cooler. A couple of the ponds that are really low have a submersed weed called Slender Spike rush in them along with the exposed shorelines and it was treated. Shallow Retention and Detention Ponds are always a challenge especially when we are not receiving any rain.


Thank you for your business!


Sincerely,

Scott Croft

Aquagenix



Date: 11/09/16	Pond #100
<p>What we found: Pond overall looks great. The Littoral Shelf was treated last month during Quarterly maintenance.</p> <p>What we did: Torpedo grass was treated around the perimeter.</p> <p>What to expect: The days are shorter and there was not any Algae on this pond</p>	
Recommendations & Notes:	

Date: 11/09/16	Pond #110
<p>What we found: Pond is looking great. No algae was noted and just a trace of Torpedo Grass.</p> <p>What we did: Border grasses were treated.</p> <p>What to expect: This pond should stay in good shape through the fall and winter</p>	
Notes: Littoral Shelf was spot treated in Octobers Quarterly maintenance Program	

Date: 11/09/16	Pond #120
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What we found: Trace of PA in northwest corner.

What we did: Treated Boarder Grasses and applied algaecide.

What to expect: This pond is usually in pretty decent shape. Over the next 3-4 months it should remain that way.



Recommendations & Notes:

Date: 11/09/16

Pond #125


What we found: Submersed vegetation still hanging on slightly.


What we did: Treated for Algae and border grasses


What to expect: Over the next few months Algae should decline along with the submersed





Recommendations & Notes: With the current depth and lack of rain this one continues to be a work in progress


Date: 11/09/16	Pond #126	
<p>What we found: Algae is hanging on</p> <p>What we did: Treated algae & boarder grasses. Treated grasses and vegetation around concrete weir/spillway.</p> <p>What to expect: Algae will subside with treatment and cooler nights and days</p>		
Recommendations & Notes:		


Date: 11/09/16	Pond #130	
<p>What we found: Pond is very shallow with lack of rain. Spatterdock on top continues to take up nutrients.</p> <p>What we did: treated boarder grasses and exposed spike rush.</p> <p>What to expect: Remain shallow over the coming months..</p>		
<p>Recommendations & Notes: <u>This pond will be part of the future planting plans and would look much better with duckweed or arrowhead throughout the southern ditch. This photo is facing south.</u></p>		


Date: 11/09/16	Pond #140
<p>What we found: Algae and a lot of exposed Spike rush</p> <p>What we will do: Continue to treat the exposed and the Algae</p> <p>What to expect: Should decline with a little rain to knock dead Algae off the top</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #143A
<p>What we found: The pond looks good. Low water levels leads to longer exposed banks</p> <p>What we did: Treated for exposed grasses</p> <p>What to expect: Continue to look very good, but with low water levels</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #143B
<p>What we found: Very little water in this pond</p> <p>What we will do: We treated the exposed bank for grasses.</p> <p>What to expect: Continue to dry up without any rain</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #146
<p>What we found: Looking a lot better Even with low water levels</p> <p>What we did: Treated border grasses and algae.</p> <p>What to expect: Continue to look better even with low water levels</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #150
<p>What we found: Trace of Algae and exposed SSR</p> <p>What we did: Spike rush and algae were treated.</p> <p>What to expect: Algae and submersed to die off</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #170
<p>What we found: Still looking very good</p> <p>What we did: Treated border grasses & the exposed spike rush around the perimeter.</p> <p>What to expect: Continue to look decent over the coming months</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #180
<p>What we found: Small amounts of algae and grasses around the perimeter, over all in good shape.</p> <p>What we did: treated border grasses and small amounts of algae.</p> <p>What to expect: Algae will drop with some much needed rain</p>	
<p>Recommendations & Notes: This pond is considered as the “next step” of the planting plan following this year’s planting on pond 290.</p>	


Date: 11/09/16	Pond #185
<p>What we found: Water levels are real low</p> <p>What we did: Perimeter grasses & small amounts of algae was treated</p> <p>What to expect: algae and grasses will decline.</p>	
<p>Recommendations & Notes: Low water levels with next to no rain over the last month.</p>	


Date: 11/09/16	Pond #190A
<p>What we found: Low water level</p> <p>What we did: treated perimeter grasses.</p> <p>What to expect: Hopefully some rain to fill pond</p>	
<p>Recommendations & Notes: Eventually the shelf will benefit from being planted as part of the CDD's long range plan.</p>	


Date: 11/09/16	Pond # 190B
<p>What we found: Still looking great this month.</p> <p>What we did: treated boarder grasses.</p> <p>What to expect: Continuing to look very good</p>	
<p>Recommendations & Notes:</p>	


Date: 11/09/16	Pond #200
<p>What we found: Water levels very low</p> <p>What we did: treated grasses & exposed SSR</p> <p>What to expect: Pond levels to continue to drop until we see a real good rain</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #210
<p>What we found: No Cattails remaining</p> <p>What we did: Treated algae and border grasses.</p> <p>What to expect: With low water levels PA and FA may occur as seen in the picture. It was treated</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #220
<p>What we found: Lower water levels, but pond still looks very good</p> <p>What we did: Treated border grasses and Light Algae</p> <p>What to expect: Should look decent over the coming months with some rain</p>	
Recommendations & Notes:	


Date: 11/09/16	Pond #230
<p>What we found: Looking good. Grasses were sprayed and minimal.</p> <p>What we did: Algae and border grasses where spot treated.</p> <p>What to expect: Continued exposed banks treated</p>	
Recommendations & Notes: Eventually this pond should be planted on the west side.	


Date: 11/09/16	Pond #240A	
<p>What we found: Water levels low, but pond looks very good</p> <p>What we did: Treated border grass</p> <p>What to expect: continued low water levels.</p>		
Recommendations & Notes:		


Date: 11/09/16	Pond #240 B	
<p>What we found: extremely low water level</p> <p>What we did: Treated exposed grass</p> <p>What to expect: Hopefully some rain next week</p>		
Recommendations & Notes:		


Date: 11/09/16	Pond #260
<p>What we found: Low water level and trace of Algae</p> <p>What we did: Treat Algae</p> <p>What to expect: Should decline in 5-7 days. Rain will Knock down dead Algae</p>	
<p>Recommendations & Notes:</p>	


Date: 11/09/16	Pond #270A
<p>What we found: Low water level and trace of Algae</p> <p>What we did: Treated algae and border grasses.</p> <p>What to expect: Declining water levels during the dry fall and winter months</p>	
<p>Recommendations & Notes:</p>	


Date: 11/09/16	Pond #270B
<p>What we found: Very low water levels</p> <p>What we did: Treated exposed banks</p> <p>What to expect: Continued low water levels</p>	
<p>Recommendations & Notes: I recommend aquatic plantings in the entire pond (more of a retention ditch than pond). It is really too shallow to be maintained as an open water pond and may be more attractive as a planted area. This planting will be part of the longer term Aquascaping plan for Cordoba Ranch.</p>	

Date: 11/09/16	Pond #280
<p>What we found: Pond looks great</p> <p>What we did: inspected</p> <p>What to expect: Pond to continue to look great.</p>	
<p>Recommendations & Notes:</p>	

Date:11/09/16	Pond #290	
<p>What we found: Continued Algae and low water levels</p> <p>What we did: treated algae</p> <p>What to expect: Plants will continue to expand. Hopefully some rain</p>		
<p>Recommendations & Notes: More plantings with this shallow of a pond.</p>		

Date: 11/09/16	Pond #300	
<p>What we found: Water level is way down</p> <p>What we did: treated border grasses. Grate was put on about 6 weeks ago</p> <p>What to expect: Low water levels to continue</p>		
<p>Recommendations & Notes: The missing grate on the control structure has been replaced on this pond.</p>		

Date: 11/09/16	Pond #310
<p>What we found: Filamentous algae at 10%. Water levels really down</p> <p>What we did: treated exposed spike rush & minimal algae.</p> <p>What to expect: Pond to continue to look better</p>	
<p>Recommendations & Notes: Another pond that would benefit from plants, but not the first priority until homes start being built.</p>	

Date: 11/09/16	Pond #320
<p>What we found: Water lilies cover much of this pond. But it is healthy and in good condition.</p> <p>What we did: Treated border grasses.</p> <p>What to expect:</p>	
<p>Recommendations & Notes: Our tech does treat this pond, but we were asked not to drive out to it, so this is an older picture</p>	



12/08/2016

The following report is for December to illustrate what has changed from November and what to expect through December and the coming months.

The photos this month were taken on Thursday 12-8-16

The ponds were treated on Monday December 5th this month. Water levels are still down a lot. We had a little rain on Tuesday 12-6. The (2) Larger Ponds 210 and 180 were treated for Algae and grasses and we also put in a herbicide To attack the submersed vegetation. Pond levels are still very low, but overall the ponds are in good shape.

Thank you for your business!

Sincerely,

Scott Croft

Aquagenix



Date: 12/08/16

Pond #100

What we found: Pond overall looks great. The Littoral Shelf has a little grass on the south side that will be addressed on next Quarterly Maintenance visit.

What we did: Torpedo grass was treated around the perimeter.

What to expect: Pond will continue to look good and hopefully we will get some rain



Recommendations & Notes: The Fountain timer control box is constantly being messed with possibly by kids, But I viewed it today and the timer is way off and the lighting timer had wires that were cut and is not working Because of this. I will include a picture of the timer at the end.

Date: 12/08/16

Pond #110

What we found: Pond is looking great. No algae was noted and just a trace of Torpedo Grass.

What we did: Border grasses were treated.

What to expect: Should continue to look decent over the winter.



Notes: Pond in Very Good shape and fountain operating as it should.

Date: 12/08/16

Pond #120

What we found: Water level low

What we did: Treated Grasses on exposed shoreline

What to expect: This pond is usually in pretty decent shape. Over the next 3-4 months it should remain that way.



Recommendations & Notes: Plant littoral shelf on the east end at some point next year.

Date: 12/08/16

Pond #125


What we found: Pond looks a lot better..


What we did: Treated for Algae and border grasses


What to expect: Over the next few months Algae should decline and algae should remain low.





Recommendations & Notes: Could benefit from a Blue Dye program to keep the growth down.


Date: 12/08/16	Pond #126
<p>What we found: This one looks very good and Algae is very minimal</p> <p>What we did: Treated algae & boarder grasses. Treated grasses and vegetation around concrete weir/spillway.</p> <p>What to expect: Algae will continue to decline over the next couple months</p>	
<p>Recommendations & Notes: Could also benefit from Blue dye at this time of year when we are not getting much rain.</p>	


Date: 12/08/16	Pond #130
<p>What we found: Pond is very shallow, but it looks much better</p> <p>What we did: Treated boarder grasses and exposed spike rush.</p> <p>What to expect: The pond to remain very low with a dry winter.</p>	
<p>Recommendations & Notes: <u>This pond will be part of the future planting plans and would look much better with duckweed or arrowhead throughout the southern ditch. This photo is facing south. Same as last months comments.</u></p>	


Date: 12/08/16	Pond #140
<p>What we found: A little bit of submersed.</p> <p>What we will do: Treated the submersed and grasses.</p> <p>What to expect: Submersed will drop over the next 30-40 days</p>	
<p>Recommendations & Notes: Another Shallow challenging pond. Eventually the shelf should be planted on the east end.</p>	


Date: 12/08/16	Pond #143A
<p>What we found: The pond looks good. Low water levels leads to longer exposed banks</p> <p>What we did: Treated for exposed grasses</p> <p>What to expect: Continue to look very good, but with low water levels</p>	
<p>Recommendations & Notes: Same comments. Pond is low, but looks very good.</p>	


Date: 12/08/16	Pond #143B	
<p>What we found: Very little water in this pond</p> <p>What we will do: We treated the exposed bank for grasses.</p> <p>What to expect: Continue to dry up with very little rain.</p>		
Recommendations & Notes: Could plant south Lit shelf		


Date: 12/08/16	Pond #146	
<p>What we found: Very low water levels</p> <p>What we did: Treated border grasses</p> <p>What to expect: Long banks with very little rain.</p>		
Recommendations & Notes:		


Date: 12/08/16	Pond #150
<p>What we found: Trace of Algae and exposed SSR</p> <p>What we did: Spike rush and algae were treated. This is always a battle</p> <p>What to expect: Long banks with little rain.</p>	
Recommendations & Notes:	


Date: 12/08/16	Pond #170
<p>What we found: Still looking very good. Trace of exposed Spike rush.</p> <p>What we did: Treated border grasses & the exposed spike rush around the perimeter.</p> <p>What to expect: Continue to look decent over the coming months</p>	
Recommendations & Notes: Eventually plant the Littoral Shelf with beneficial plants.	


<p>Date: 12/08/16</p>	<p>Pond #180</p>	
<p>What we found: Spike Rush</p> <p>What we did: Applied herbicide to attack the submersed vegetation.</p> <p>What to expect: Submersed to decline over the next month.</p>		
<p>Notes: This pond would benefit from a planting of the Lit shelf.</p>		


<p>Date: 12/08/16</p>	<p>Pond #185</p>	
<p>What we found: Water levels are low</p> <p>What we did: Treated perimeter algae.</p> <p>What to expect: Continue to look good.</p>		
<p>Recommendations & Notes: Low water levels with next to no rain over the last month.</p>		


Date: 12/08/16	Pond #190A	
<p>What we found: Low water level. Littoral shelf partially exposed.</p> <p>What we did: treated perimeter grasses.</p> <p>What to expect: Hopefully some rain to fill pond</p>		
<p>Recommendations & Notes: Eventually the shelf will benefit from being planted as part of the CDD's long range plan.</p>		


Date: 12/08/16	Pond # 190B	
<p>What we found: Still looking great this month.</p> <p>What we did: treated boarder grasses.</p> <p>What to expect: Continuing to look very good</p>		
<p>Recommendations & Notes:</p>		


Date: 12/08/16	Pond #200
<p>What we found: Water levels very low. Grass around pond was finally mowed ☺.</p> <p>What we did: treated grasses & exposed SSR</p> <p>What to expect: Pond levels to continue to drop until we see a real good rain</p>	
Recommendations & Notes:	


Date: 12/08/16	Pond #210
<p>What we found: Looking better, but Water meal still hanging on..</p> <p>What we did: Treated Watermeal and submersed Spike Rush.</p> <p>What to expect: Will continue to improve with Monday's treatment.</p>	
Recommendations & Notes: Eventually plant both Littoral shelf ends of the pond.	


Date: 12/08/16	Pond #220
<p>What we found: Lower water levels, but pond still looks very good</p> <p>What we did: Treated exposed Broadleaf's on shoreline</p> <p>What to expect: Should look decent over the coming months with some rain</p>	
Recommendations & Notes:	


Date: 12/08/16	Pond #230
<p>What we found: Looking good. Grasses were sprayed</p> <p>What we did: Grasses were sprayed.</p> <p>What to expect: Continued treating exposed banks ...</p>	
Recommendations & Notes: Eventually this pond should be planted on the west side.	


Date: 12/08/16	Pond #240A	
<p>What we found: Water levels very low, but pond looks very good</p> <p>What we did: Treated border grass</p> <p>What to expect: continued low water levels and pond looking good.</p>		
Recommendations & Notes:		


Date: 12/08/16	Pond #240 B	
<p>What we found: extremely low water level. Almost dry and appears to have 4 wheeler tire marks in it.</p> <p>What we did: Nothing to do.</p> <p>What to expect: Low water levels without much rain at all.</p>		
<p>Recommendations & Notes: Will keep an eye on the concrete cap minimal undermining to insure it does not crack. We can provide a proposal for this.</p>		


Date: 12/08/16	Pond #260
<p>What we found: Low water level and looks great.</p> <p>What we did: Treat exposed shoreline</p> <p>What to expect: Continue to look very good.</p>	
<p>Recommendations & Notes: Plants on Littoral shelf in time</p>	


Date: 12/08/16	Pond #270A
<p>What we found: Low water level and Spatterdock</p> <p>What we did: Treated exposed shoreline. Keep Spatterdock to take up nutrients.</p> <p>What to expect: Low water levels and pond looking decent.</p>	
<p>Recommendations & Notes: Plant Lit Shelf in time..</p>	


Date: 12/08/16	Pond #270B	
<p>What we found: Very low water levels and almost dry.</p> <p>What we did: Treated exposed banks</p> <p>What to expect: Continued low water levels</p>		
<p>Recommendations & Notes: Plant the entire thing. Poor design of this pond.</p>		

Date: 12/08/16	Pond #280	
<p>What we found: Pond really looks great.</p> <p>What we did: Applied algaecide to keep algae away</p> <p>What to expect: Pond to continue to look great.</p>		
<p>Recommendations & Notes:</p>		

Date:12/08/16	Pond #290
<p>What we found: Pond really looking much better</p> <p>What we did: treated grasses</p> <p>What to expect: Plants will continue to expand. Hopefully some rain</p>	
<p>Recommendations & Notes: More plantings with this shallow of a pond.</p>	

Date: 12/08/16	Pond #300
<p>What we found: Water level actually higher than last month</p> <p>What we did: treated border grasses.</p> <p>What to expect: Low water levels to continue</p>	
<p>Recommendations & Notes: I would think the yellow boom can be removed at this point.</p>	

Date: 12/08/16	Pond #310
<p>What we found: The Littoral shelf is completely dry.</p> <p>What we did: treated exposed spike rush. Waded out to get exposed growth.</p> <p>What to expect: Continued low water levels.</p>	
<p>Recommendations & Notes: Another pond that would benefit from plants, but not the first priority until homes start being built.</p>	

Date: 12/09/16	Pond #320
<p>What we found: Water lilies cover much of this pond. But it is healthy and in good condition.</p> <p>What we did: Treated border grasses.</p> <p>What to expect: Continued low water levels.</p>	
<p>Recommendations & Notes: We did take this picture this time around</p>	