

**Cordoba Ranch Community  
Development District**

**January 22, 2019**

**Agenda Package**

# Cordoba Ranch Community Development District

Agenda Page 2

## Inframark, Infrastructure Management Services

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January 15, 2019

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 on Tuesday, January 22, 2019 at 9:30 a.m. **at the Cordoba Ranch Model Center, 2516 Cordoba Ranch Boulevard, Lutz, FL.** The following is the advance agenda for the meeting:

1. Call to Order/Roll Call
2. Approval of the Consent Agenda
  - A. November 27, 2018 Landowner and Regular Meeting Minutes
  - B. Financial Statements
3. Aquagenix Report - December
4. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
5. Audience Comments
6. Supervisor Requests
7. 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**

**2A.**



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

The landowners' meeting of the Cordoba Ranch Community Development District was held on Tuesday, November 27, 2018 at 9:30 a.m. at the Cordoba Ranch Model Center, 2516 Cordoba Ranch Boulevard, Lutz, FL

Present were:

Kelly Evans  
Pete Williams  
Charlie Peterson  
Lori Campagna  
Andrew Mendenhall  
Tracy Robin  
Tonja Stewart  
Resident

**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 148 voting units representing Lennar indicated on the proxy.

**THIRD ORDER OF BUSINESS**

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

On MOTION by Ms. Evans seconded by Mr. Williams with all in favor Mr. Mendenhall was appointed 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 1 currently held by Kelly Evans; Seat 2 currently held by F. Peter Williams; and Seat 3 which is currently held by Lori Campagna.

The proxy nominates the following candidates:

- Kelly Evans – Seat 1
- Pete Williams – Seat 2
- Lori Campagna - Seat 3

**FIFTH ORDER OF BUSINESS**

**Casting of Ballots**

- Kelly Evans 148 votes
- Pete Williams 148 votes
- Lori Campagna 147 votes

**SIXTH ORDER OF BUSINESS**

**Ballot Tabulation**

- Kelly Evans, Seat 1 and Pete Williams, Seat 2 will be appointed to a four-year term.
- Lori Campagna, Seat 3 will be appointed to a two-year term.

**SEVENTH ORDER OF BUSINESS**

**Landowners Questions or Comments**

None

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Evans seconded by Ms. Campagna with all in favor the meeting was adjourned.
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**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, November 27, 2018 at 9:40 a.m. in the Cordoba Ranch Model Center, 2516 Cordoba Ranch Boulevard, Lutz, Florida.

Present and constituting a quorum were:

Kelly Evans  
Pete Williams  
Charlie Peterson  
Lori Campagna

Chairperson  
Vice Chairman  
Assistant Secretary  
Assistant Secretary

Also present were:

Andy Mendenhall  
Tracy Robin  
Tonja Stewart  
Resident

District Manager  
District Counsel  
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**

**Organizational Matters**

**A. Oath of Office for Newly Elected Supervisors**

*Mr. Mendenhall, a Notary of the State of Florida, administered the Oath of Office to Kelly Evans, Pete Williams and Lori Campagna.*

**B. Resolution 2019-1 Canvassing and Certifying the Results of the Landowners' Election**

On MOTION by Mr. Williams seconded by Ms. Campagna with all in favor Resolution 2019-1 canvassing and certifying the results of the Landowners' Election of Supervisors held pursuant to Section 190.006(2), Florida Statutes was adopted.

**C. Resolution 2019-2 Designating Officers**

On MOTION by Mr. Williams seconded by Mr. Peterson with all in favor Resolution 2019-2 designating Kelly Evans Chairman; Pete Williams Vice Chairman; Andrew Mendenhall Secretary; Stephen Bloom Treasurer; Alan Baldwin Assistant Treasurer; Lori Campagna, Charlie Peterson and Parker Hirons Assistant Secretaries was adopted.

**THIRD ORDER OF BUSINESS**

**Approval of the Consent Agenda**

- A. August 28, 2018 Minutes**
- B. Financial Statements**
- C. Motion to Assign Fund Balance**
- D. Engagement Letter Fiscal Year 2018 Audit**

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

**FOURTH ORDER OF BUSINESS**

**Aquagenix Report – November**

- November Aquagenix report was included in the agenda package.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel**
  - None
- B. District Engineer**
  - Ms. Stewart provided pricing for signing and striping on the entrance noting proposals in the amount of \$2,100 for latex and \$4,600 for thermoplastic were received.
  - Discussion ensued.

On MOTION by Mr. Williams seconded by Ms. Evans with all in favor the striping proposal in the amount of \$2,100 was approved.

- C. District Manager**
  - None

**SIXTH ORDER OF BUSINESS**

**Audience Comments**

- Resident comments were addressed.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

- Web site compliance was addressed.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Campagna seconded by Mr. Williams with all in favor the meeting was adjourned.
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Kelly Evans  
Chairperson

**2B.**

**Cordoba Ranch  
Community Development District**

*Financial Report  
December 31, 2018*

**Prepared by:**



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**Cordoba Ranch  
Community Development District**

**Financial Statements**

**(Unaudited)**

**December 31, 2018**

**Balance Sheet**  
December 31, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2006 DEBT SERVICE FUND	SERIES 2006 CAPITAL PROJECTS FUND	TOTAL
<b><u>ASSETS</u></b>				
Cash - Checking Account	\$ 853,030	\$ -	\$ -	\$ 853,030
Due From Other Funds	-	454,390	2,224	456,614
Investments:				
Money Market Account	282,090	-	-	282,090
Prepayment Account	-	148	-	148
Reserve Fund	-	241,137	-	241,137
Revenue Fund	-	554	-	554
Prepaid Items	1,453	-	-	1,453
Deposits	11,540	-	-	11,540
<b>TOTAL ASSETS</b>	<b>\$ 1,148,113</b>	<b>\$ 696,229</b>	<b>\$ 2,224</b>	<b>\$ 1,846,566</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 11,457	\$ -	\$ -	\$ 11,457
Accrued Expenses	10,433	-	-	10,433
Due To Other Funds	456,614	-	-	456,614
<b>TOTAL LIABILITIES</b>	<b>478,504</b>	<b>-</b>	<b>-</b>	<b>478,504</b>
<b><u>FUND BALANCES</u></b>				
<b>Nonspendable:</b>				
Prepaid Items	1,453	-	-	1,453
Deposits	11,540	-	-	11,540
<b>Restricted for:</b>				
Debt Service	-	696,229	-	696,229
Capital Projects	-	-	2,224	2,224
<b>Assigned to:</b>				
Operating Reserves	44,040	-	-	44,040
Reserves - Capital Projects	170,127	-	-	170,127
<b>Unassigned:</b>	<b>442,449</b>	<b>-</b>	<b>-</b>	<b>442,449</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 669,609</b>	<b>\$ 696,229</b>	<b>\$ 2,224</b>	<b>\$ 1,368,062</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 1,148,113</b>	<b>\$ 696,229</b>	<b>\$ 2,224</b>	<b>\$ 1,846,566</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending December 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>					
Interest - Investments	\$ -	\$ -	\$ 1,250	\$ 1,250	0.00%
Special Assmnts- Tax Collector	357,623	342,729	321,388	(21,341)	89.87%
Special Assmnts- CDD Collected	135,125	129,497	67,563	(61,934)	50.00%
Special Assmnts- Discounts	(14,305)	(13,709)	(12,842)	867	89.77%
Gate Bar Code/Remotes	-	-	231	231	0.00%
<b>TOTAL REVENUES</b>	<b>478,443</b>	<b>458,517</b>	<b>377,590</b>	<b>(80,927)</b>	<b>78.92%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
P/R-Board of Supervisors	2,400	600	200	400	8.33%
ProfServ-Arbitrage Rebate	500	-	-	-	0.00%
ProfServ-Dissemination Agent	5,000	5,000	5,000	-	100.00%
ProfServ-Engineering	7,500	1,875	1,285	590	17.13%
ProfServ-Legal Services	7,000	1,750	676	1,074	9.66%
ProfServ-Mgmt Consulting Serv	46,500	11,625	11,625	-	25.00%
ProfServ-Trustee Fees	3,500	3,500	2,424	1,076	69.26%
Auditing Services	3,500	-	-	-	0.00%
Postage and Freight	1,000	250	106	144	10.60%
Public Officials Insurance	2,239	2,239	-	2,239	0.00%
Printing and Binding	600	150	182	(32)	30.33%
Legal Advertising	3,500	875	988	(113)	28.23%
Misc-Assessmnt Collection Cost	7,152	1,788	6,171	(4,383)	86.28%
Misc-Web Hosting	900	225	225	-	25.00%
Annual District Filing Fee	175	175	175	-	100.00%
<b>Total Administration</b>	<b>91,466</b>	<b>30,052</b>	<b>29,057</b>	<b>995</b>	<b>31.77%</b>
<b>Other Public Safety</b>					
Contracts-Security Camera	2,500	625	625	-	25.00%
Contracts-Security Services	13,608	3,402	2,909	493	21.38%
Communication - Telephone	1,644	411	417	(6)	25.36%
R&M-Gatehouse	600	150	-	150	0.00%
<b>Total Other Public Safety</b>	<b>18,352</b>	<b>4,588</b>	<b>3,951</b>	<b>637</b>	<b>21.53%</b>
<b>Electric Utility Services</b>					
Utility - General	7,800	1,950	1,879	71	24.09%
Electricity - Streetlighting	63,528	15,882	15,839	43	24.93%
<b>Total Electric Utility Services</b>	<b>71,328</b>	<b>17,832</b>	<b>17,718</b>	<b>114</b>	<b>24.84%</b>
<b>Flood Control/Stormwater Mgmt</b>					
Contracts-Aquatic Control	12,408	3,102	3,342	(240)	26.93%
R&M-Fountain	1,000	250	-	250	0.00%

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending December 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
R&M-Mitigation	11,460	2,865	2,550	315	22.25%
R&M Lake & Pond Bank	6,675	1,669	900	769	13.48%
Impr - Aquatic Plants	5,000	1,250	-	1,250	0.00%
<b>Total Flood Control/Stormwater Mgmt</b>	<b>36,543</b>	<b>9,136</b>	<b>6,792</b>	<b>2,344</b>	<b>18.59%</b>
<b>Field</b>					
Contracts-Landscape	114,994	28,748	28,749	(1)	25.00%
Insurance - Property	1,735	1,735	-	1,735	0.00%
Insurance - General Liability	2,490	2,490	-	2,490	0.00%
R&M-Entry Feature	200	200	-	200	0.00%
R&M-Irrigation	9,000	2,250	3,439	(1,189)	38.21%
R&M-Mulch	23,100	5,775	-	5,775	0.00%
R&M-Pest Control	3,200	800	-	800	0.00%
R&M-Plant Replacement	15,000	3,750	-	3,750	0.00%
R&M-Well Maintenance	5,000	1,250	-	1,250	0.00%
R&M-Annals	19,000	4,750	-	4,750	0.00%
Holiday Lighting & Decorations	2,500	2,500	2,500	-	100.00%
Op Supplies - Fertilizer	7,800	1,950	-	1,950	0.00%
<b>Total Field</b>	<b>204,019</b>	<b>56,198</b>	<b>34,688</b>	<b>21,510</b>	<b>17.00%</b>
<b>Parks and Recreation - General</b>					
ProfServ-Wildlife Management Service	16,800	4,200	4,200	-	25.00%
Misc-Contingency	14,995	3,749	1,830	1,919	12.20%
<b>Total Parks and Recreation - General</b>	<b>31,795</b>	<b>7,949</b>	<b>6,030</b>	<b>1,919</b>	<b>18.97%</b>
<b>Reserves</b>					
Capital Reserve	24,940	24,940	-	24,940	0.00%
<b>Total Reserves</b>	<b>24,940</b>	<b>24,940</b>	<b>-</b>	<b>24,940</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>478,443</b>	<b>150,695</b>	<b>98,236</b>	<b>52,459</b>	<b>20.53%</b>
Excess (deficiency) of revenues					
Over (under) expenditures	-	307,822	279,354	(28,468)	0.00%
<b>OTHER FINANCING SOURCES (USES)</b>					
Interfund Transfer - In	-	-	120,129	120,129	0.00%
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>120,129</b>	<b>120,129</b>	<b>0.00%</b>
Net change in fund balance	\$ -	\$ 307,822	\$ 399,483	\$ 91,661	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>270,126</b>	<b>270,126</b>	<b>270,126</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 270,126</b>	<b>\$ 577,948</b>	<b>\$ 669,609</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending December 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>					
Interest - Investments	\$ 350	\$ 88	\$ 377	\$ 289	107.71%
Special Assmnts- Tax Collector	455,697	436,719	409,526	(27,193)	89.87%
Special Assmnts- CDD Collected	172,182	165,011	86,091	(78,920)	50.00%
Special Assmnts- Discounts	(18,228)	(17,469)	(16,364)	1,105	89.77%
<b>TOTAL REVENUES</b>	<b>610,001</b>	<b>584,349</b>	<b>479,630</b>	<b>(104,719)</b>	<b>78.63%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
Misc-Assessmnt Collection Cost	9,114	8,735	7,863	872	86.27%
<b>Total Administration</b>	<b>9,114</b>	<b>8,735</b>	<b>7,863</b>	<b>872</b>	<b>86.27%</b>
<b>Debt Service</b>					
Principal Debt Retirement	215,000	-	-	-	0.00%
Principal Prepayments	-	-	200,000	(200,000)	0.00%
Interest Expense	389,610	194,805	194,805	-	50.00%
<b>Total Debt Service</b>	<b>604,610</b>	<b>194,805</b>	<b>394,805</b>	<b>(200,000)</b>	<b>65.30%</b>
<b>TOTAL EXPENDITURES</b>	<b>613,724</b>	<b>203,540</b>	<b>402,668</b>	<b>(199,128)</b>	<b>65.61%</b>
Excess (deficiency) of revenues Over (under) expenditures	(3,723)	380,809	76,962	(303,847)	-2067.20%
<b>OTHER FINANCING SOURCES (USES)</b>					
Contribution to (Use of) Fund Balance	(3,723)	-	-	-	0.00%
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(3,723)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
Net change in fund balance	\$ (3,723)	\$ 380,809	\$ 76,962	\$ (303,847)	-2067.20%
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>619,267</b>	<b>619,267</b>	<b>619,267</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 615,544</b>	<b>\$ 1,000,076</b>	<b>\$ 696,229</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending December 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL REVENUES</b>	-	-	-	-	<b>0.00%</b>
<b>EXPENDITURES</b>					
<b>TOTAL EXPENDITURES</b>	-	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	0.00%
Net change in fund balance	\$ -	\$ -	\$ -	\$ -	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	-	-	2,224		
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,224</b>		

**Cordoba Ranch  
Community Development District**

**Supporting Schedules**

**December 31, 2018**

**Non-Ad Valorem Special Assessments - Hillsborough Tax Collector  
(Monthly Collection Distributions)  
For the Fiscal Year Ending September 30, 2019**

					<b>ALLOCATION BY FUND</b>	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	General Fund	Series 2006 Debt Service Fund
Assessments Levied FY 2019				\$ 813,320	\$ 357,623	\$ 455,697
Allocation %				100%	44%	56%
11/07/18	5,021	182	102	5,305	2,333	2,973
11/16/18	22,505	957	459	23,921	10,518	13,403
11/26/18	48,761	2,073	995	51,829	22,790	29,040
12/07/18	611,387	25,994	12,477	649,858	285,747	364,111
<b>TOTAL</b>	<b>\$ 687,673</b>	<b>\$ 29,206</b>	<b>\$ 14,034</b>	<b>\$ 730,914</b>	<b>\$ 321,388</b>	<b>\$ 409,526</b>
% COLLECTED				89.9%	89.9%	89.9%
TOTAL OUTSTANDING				\$ 82,406	\$ 36,234	\$ 46,171



**Non-Ad Valorem Special Assessments - CDD Collected  
(Monthly Collection Distributions)  
For the Fiscal Year Ending September 30, 2019**

						<b>ALLOCATION BY FUND</b>	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount		General Fund	Debt Service Series 2006 Fund
Assessments Levied FY 2019				\$ 307,307		\$ 135,125	\$ 172,182
Allocation %				100%		44%	56%
11/21/18	\$ 86,091	-	-	\$ 86,091			\$ 86,091
11/21/18	67,563	-	-	67,563		67,563	
<b>TOTAL</b>	<b>\$ 153,654</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 153,654</b>		<b>\$ 67,563</b>	<b>\$ 86,091</b>
% COLLECTED					50.0%	50.0%	50.0%
TOTAL OUTSTANDING				\$153,654		\$67,563	\$86,091

**Cash & Investment Report**  
**December 31, 2018**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
<b>OPERATING FUND</b>			
Checking General fund	Centerstate Bank	N/A	\$ 853,030
Money Market Account	Bank United	1.75%	\$ 282,090
		<b>Subtotal</b>	<u>1,135,120</u>
<b>DEBT SERVICE AND CAPITAL PROJECT FUNDS</b>			
Series 2006 Prepayment Account	US Bank	0.05%	\$ 148
Series 2006 Reserve Account	US Bank	0.05%	\$ 241,137
Series 2006 Revenue Account	US Bank	0.05%	\$ 554
		<b>Subtotal</b>	<u>241,839</u>
		<b>Total</b>	<u><u>\$ 1,376,959</u></u>

## CORDOBA RANCH

### Community Development District

#### Payment Register by Bank Account

For the Period from 12/01/2018 to 12/31/2018

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b><u>CENTERSTATE BANK GF (JEFFERSON BANK) - (ACCT# XXXXX9280)</u></b>									
Check	2470	12/04/18	Vendor	INFRAMARK, LLC	35907	November 2018 Mgmt Services	ProfServ-Mgmt Consulting Serv	001-531027-51301	\$3,875.00
Check	2470	12/04/18	Vendor	INFRAMARK, LLC	35907	November 2018 Mgmt Services	Printing and Binding	001-547001-51301	\$5.25
Check	2470	12/04/18	Vendor	INFRAMARK, LLC	35907	November 2018 Mgmt Services	Postage and Freight	001-541006-51301	\$7.05
Check	2471	12/04/18	Vendor	TIMES PUBLISHING COMPANY	695496	LANDOWNER'S MEETING	Legal Advertising	001-548002-51301	\$988.00
Check	2472	12/04/18	Vendor	STRALEY ROBIN VERICKER	16466	10/19-10/22/18 GEN COUNSEL	ProfServ-Legal Services	001-531023-51401	\$200.00
Check	2473	12/04/18	Vendor	F. PETER WILLIAMS	112718	11/27/18 MTG ATTENDED	P/R-Board of Supervisors	001-511001-51101	\$200.00
Check	2474	12/04/18	Vendor	ENVERA SYSTEMS	675276	11/1-12/31/18 ADD RES 10/31/18	Contracts-Security Camera	001-534036-52901	\$40.00
Check	2475	12/05/18	Vendor	FRONTIER - ACH		***Voided Voided****			\$0.00
Check	2476	12/12/18	Vendor	AQUAGENIX	4038430	DEC AQUATIC MAINT	Contracts-Aquatic Control	001-534067-53801	\$1,034.00
Check	2477	12/12/18	Vendor	AQUAGENIX	4030433	SEPTEMBER AQUATIC MAINT	Contracts-Aquatic Control	001-534067-53801	\$1,034.00
Check	2478	12/12/18	Vendor	STANTEC CONSULTING SERVICES	1442629	GEN ENGINEERING P/E 11/16/18	ProfServ-Engineering	001-531013-51501	\$1,285.00
Check	2479	12/12/18	Vendor	V GLOBAL TECH	1144	WEBSITE MAINT	Misc-Web Hosting	001-549915-51301	\$75.00
Check	2480	12/12/18	Vendor	FEDEX	6-381-18919	NOVEMBER POSTAGE	Postage and Freight	001-541006-51301	\$48.70
Check	2481	12/12/18	Vendor	ENVERA SYSTEMS	675379	JAN 2019 GATE MONITORING	Contracts-Security Services	001-534037-52901	\$1,244.70
Check	2481	12/12/18	Vendor	ENVERA SYSTEMS	675379	JAN 2019 GATE MONITORING	Contracts-Security Camera	001-534036-52901	\$208.30
Check	2482	12/12/18	Vendor	JAYMAN ENTERPRISES, LLC	563	BRIDGE REPRS/PRESSURE WSH	Misc-Contingency	001-549900-57201	\$750.00
Check	2483	12/12/18	Vendor	SSS DOWN TO EARTH OPCO LLC	22201	DEC GRNDS MAINT	Contracts-Landscape	001-534050-53901	\$9,582.84
Check	2484	12/19/18	Vendor	FEDEX	6-389-00022	NOV POSTAGE	Postage and Freight	001-541006-51301	\$39.75
Check	2485	12/19/18	Vendor	ILLUMINATIONS HOLDIAY LIGHTING	3181218	FINAL HOL LIGHTING FRNT GATE	Holiday Lighting & Decorations	001-549940-53901	\$1,250.00
Check	2486	12/27/18	Vendor	ARMSTRONG ENVIRONMENTAL SVC	12485	NOVEMBER WETLAND/MIT MAINT	Contracts-Aquatic Control	001-534067-53801	\$850.00
ACH	DD01315	12/17/18	Vendor	FRONTIER - ACH	112218-2135	11/22-12/21/18 239-177-5795	Utility - General	001-543001-52901	\$138.98
ACH	DD01316	12/12/18	Vendor	TAMPA ELECTRIC - ACH	112118 ACH	10/19-11/15/18 ELEC ACH	Utility - General	001-543001-53100	\$643.50
ACH	DD01316	12/12/18	Vendor	TAMPA ELECTRIC - ACH	112118 ACH	10/19-11/15/18 ELEC ACH	Electricity - Streetlighting	001-543013-53100	\$5,278.01
<b>Account Total</b>									<b>\$28,778.08</b>

<b>Total Amount Paid</b>	<b>\$28,778.08</b>
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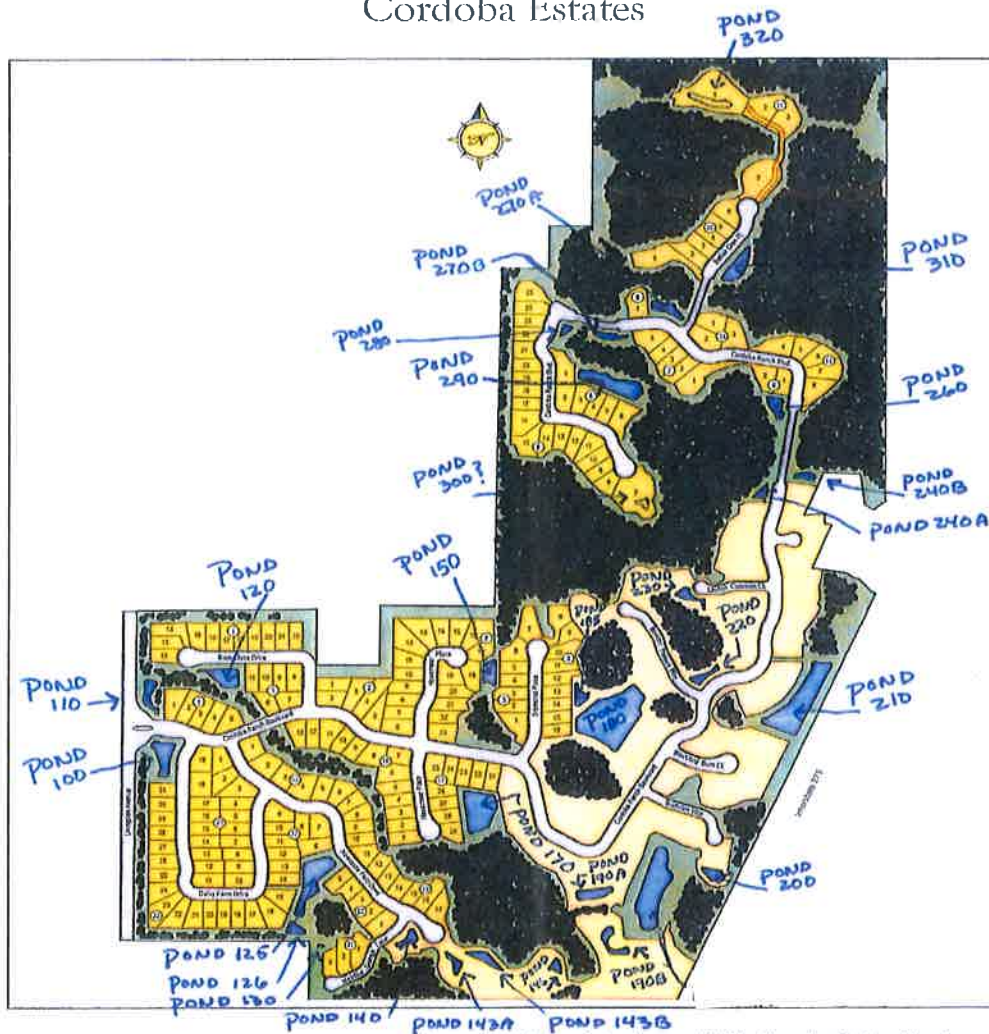
## **Third Order of Business**

# Cordoba Ranch Lake Management Report



STANDARD PACIFIC HOMES

Cordoba Estates

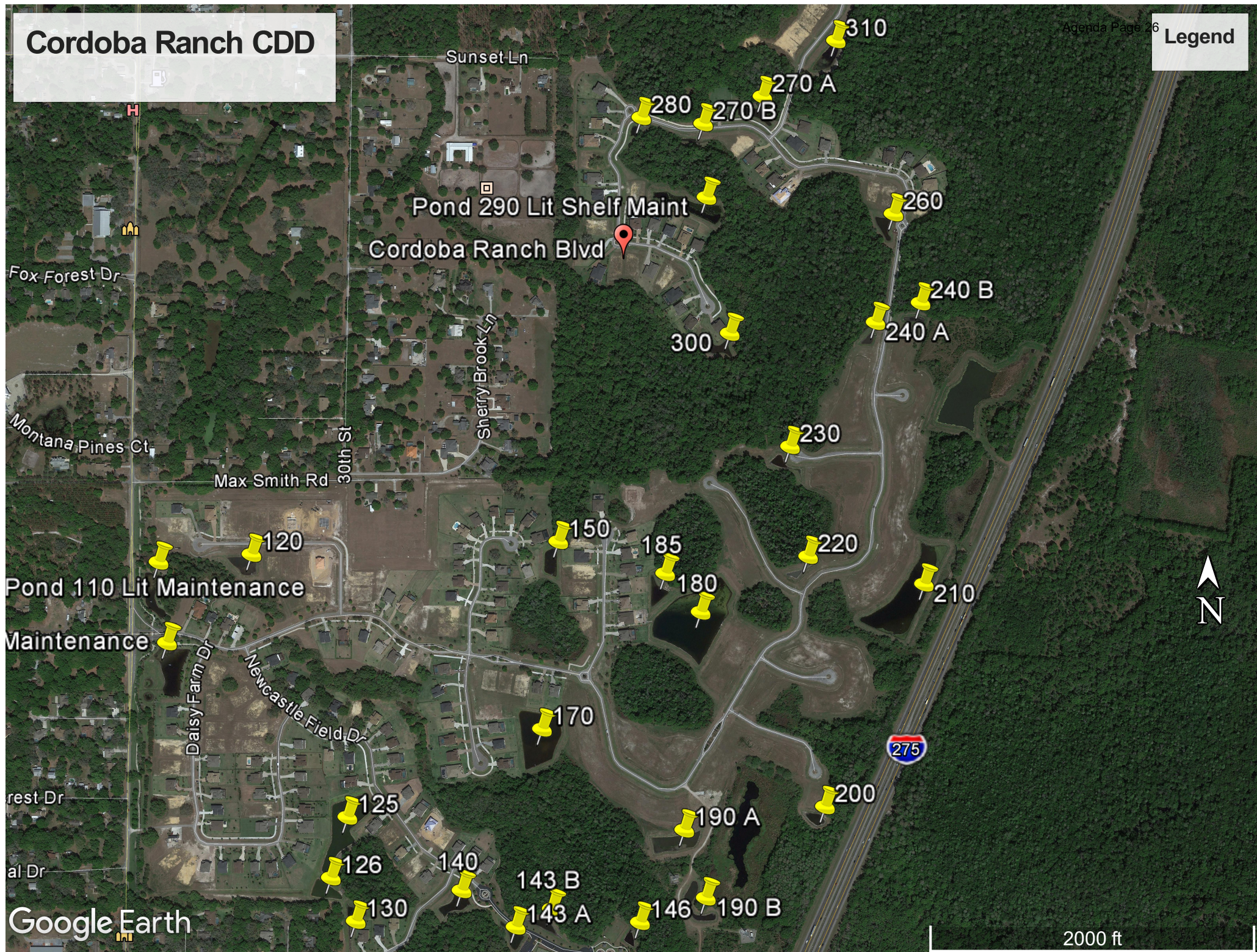


Map is not to scale. Square footage/acreage shown is only an estimate and actual square footage/acreage will differ. Buyer should rely on his or her own evaluation of useable area. Depictions of homes or other features are artist conceptions.



# Cordoba Ranch CDD

## Legend







**12/11/2018**

**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 were taken on Thursday, December 6.  
The ponds were treated on Thursday December 6.**

**Thank you for your business!**

**Sincerely,**

**Scott Croft**

**Aquagenix**



## Pond #100

**Date:** 12/6/18

**What we found:** Trace of Algae and grasses in good shape.

**What we did:** Treated trace of grass.

**What to expect** Pond to continue to look good.



**Recommendations & Notes:**

**Date:** 12/6/18

## Pond #110

**What we found:** Trace of Algae

**What we did:** Treated the algae

**What to Expect:** Pond to look good over the winter



**Notes:** Water Levels are low



**Date: 12/6/18**

## **Pond #120**

**What we found: Light Spikerush.**

**What we did: We treated for the submersed again and it should be good through the winter months.**

**What to Expect: Pond to look good.**



**Recommendations & Notes: Plant the Littoral Shelf in the spring.**

**Date: 12/6/18**

## **Pond #125**


**What we found: Some Algae and submersed.**


**What we did: Treated for Algae and the submersed.**


**What to Expect: Algae and submersed to die off.**




**Recommendations & Notes: Plant the littoral Shelf in front of outfall Structure.**


<b>Date: 12/6/18</b>	<b>Pond #126</b>	
<p><b>What we found:</b> Some Algae and submersed</p> <p><b>What we did:</b> Treated for both the algae and the submersed.</p> <p><b>What to expect:</b> Algae and submersed to die off.</p>		
<b>Recommendations &amp; Notes:</b> Plant the Littoral Shelf in the spring.		


<b>Date: 12/6/18</b>	<b>Pond #130</b>	
<p><b>What we found:</b> Some light spatterdock and a trace of submersed.</p> <p><b>What we did:</b> treated for both</p> <p><b>What to expect:</b> Floating and submersed to die off.</p>		
<b>Recommendations &amp; Notes:</b> Still does have some erosion issues that we can quote a repair on.		


Date: 12/6/18	Pond #140
<p><b>What we found:</b> Pond Had a trace of grasses.</p> <p><b>What we did:</b> Treated the grasses</p> <p><b>What to expect:</b> The blue on the exposed shoreline is blue dye. It is probably gone at this point with the rain on Sunday. We use it at time to show where we have sprayed.</p>	
<p><b>Recommendations &amp; Notes:</b> Plant the Littoral Shelf in the spring.</p>	


Date: 12/6/18	Pond #143A
<p><b>What we found:</b> Trace of grass.</p> <p><b>What we did:</b> Treated it.</p> <p><b>What to expect:</b> Pond to continue to look good. Blue dye on shoreline is more than likely gone at this pond.</p>	
<p><b>Recommendations &amp; Notes:</b> Water Level is down.....</p>	





Date: 12/6/18	<b>Pond #143B</b>	
<p><b>What we found:</b> Trace of grass.</p> <p><b>What we Did:</b> Treated trace of grass.</p> <p><b>What to Expect:</b> Blue indicator dye on shoreline will disappear.</p>		
Recommendations & Notes:		

Date: 12/6/18	<b>Pond #146</b>	
<p><b>What we found:</b> This pond looking much better.</p> <p><b>What we did:</b> Treated exposed shoreline</p> <p><b>What to expect:</b> Pond to continue to look much better. Pond does need some rain for sure.</p>		
Recommendations & Notes: Plant the littoral shelf in the spring		


Date: 12/16/18	Pond #150
<p><b>What we found:</b> Some Algae and submersed.</p> <p><b>What we did:</b> Treated for both and treated the exposed shoreline.</p> <p><b>What to Expect:</b> Algae and grass should die off.</p>	
<p><b>Recommendations &amp; Notes:</b> Blue Dye would benefit this pond also. It will shade the top so the sunlight will not penetrate and algae will not be such an issue. (Old comment, but still true)</p>	


Date: 12/6/18	Pond #170
<p><b>What we found:</b> Trace of grasses.</p> <p><b>What we did:</b> Treated for the Grasses.</p> <p><b>What to Expect:</b> Pond to look good through the year.</p>	
<p><b>Recommendations &amp; Notes:</b> I have included a quote for a grate for the outfall structure that is in the picture. Apparently someone needed it...</p>	


Date: 12/6/18	Pond #180
<p><b>What we found:</b> Some algae and grasses.</p> <p><b>What we did:</b> Treated Algae and the grasses.</p> <p><b>What to expect:</b> Pond is still looking pretty good.</p>	
<p><b>Notes:</b> <u>Is really looking much better</u></p>	


Date: 12/6/18	Pond #185
<p><b>What we found:</b> Trace of algae and grasses</p> <p><b>What we did:</b> Treated both.</p> <p><b>What to expect:</b> algae and grass to die off</p>	
<p><b>Notes:</b> <u>Is looking much better. (Same)</u></p>	




<b>Date: 12/6/18</b>	<b>Pond 190A</b>	
<p><b>What we found:</b> Trace of Algae and Grasses.</p> <p><b>What we did:</b> Treated for Both</p> <p><b>What to expect:</b> Algae and Grasses should die off.</p>		
<b>Recommendations &amp; Notes:</b> <u>Erosion still and issue on east end of pond.</u>		


<b>Date: 12/6/18</b>	<b>Pond # 190B</b>	
<p><b>What we found:</b> Trace of grass</p> <p><b>What we did:</b> Treated it</p> <p><b>What to Expect:</b> Pond levels to stay low unless we get a lot of rain.</p>		
<b>Recommendations &amp; Notes:</b> <u>Plant the littoral shelf in the spring.</u>		


Date: 12/6/18	Pond #200
<p><b>What we found:</b> Trace of grass on exposed shoreline</p> <p><b>What we did:</b> Treated it.</p> <p><b>What to expect:</b> Pond looks fine.</p>	
<p><b>Recommendations &amp; Notes:</b> This pond is set back, but building is going on. I would plant the Littoral shelf in the spring.</p>	


Date: 12/6/18	Pond #210
<p><b>What we found:</b> Algae, Grasses and Submersed.</p> <p><b>What we did:</b> Treated the algae and Submersed.</p> <p><b>What to expect :</b> This pond is a work in progress. It does look a little better.</p>	
<p><b>Recommendations &amp; Notes:</b> Plant the Littoral Shelves on both end of the pond. Grass Carp are a good idea because of the Slender Spikerush in the pond and possibly Blue Dye also. This pond is always a challenge for us because of its size and two littoral shelves on both ends. The depth of this pond is also the cause for many of the issues. (same)</p>	




<b>Date: 12/6/18</b>	<b>Pond #220</b>	
<p><b>What we found:</b> Water level down</p> <p><b>What we did:</b> Spot treat grasses.</p> <p><b>What to expect:</b> Pond to continue to look very good.</p>		
<p><b>Recommendations &amp; Notes:</b> Plant the shelf in front of the outfall structure in the spring.</p>		


<b>Date: 12/6/18</b>	<b>Pond #230</b>	
<p><b>What we found:</b> Light Grasses</p> <p><b>What we did:</b> Treated the grasses.</p> <p><b>What to expect:</b> Grasses to die off.</p>		
<p><b>Recommendations &amp; Notes:</b> Plant the Littoral shelf in front and around the outfall Structure in the spring.</p>		


<b>Date: 12/6/18</b>	<b>Pond #240A</b>	
<p><b>What we found:</b> Not much water in it.</p> <p><b>What we did:</b> Treated the exposed shoreline.</p> <p><b>What to expect:</b> Pond level to remain low.</p>		
<b>Recommendations &amp; Notes: Plant the Littoral Shelf in the Spring.</b>		


<b>Date: 12/6/18</b>	<b>Pond #240 B</b>	
<p><b>What we found:</b> Pond almost dry.</p> <p><b>What we did:</b> Treated exposed bottom.</p> <p><b>What to expect:</b> Hopefully the pond to fill up</p>		
<b>Recommendations &amp; Notes: Plant around the Outfall structure in the spring.</b>		




Date: 12/6/18	Pond #260
<p><b>What we found:</b> Trace of Algae and Spikerush</p> <p><b>What we did:</b> Treated the Algae and Submersed.</p> <p><b>What to expect:</b> Pond to look pretty good.</p>	
<p><b>Recommendations &amp; Notes:</b> Plant the Lit Shelf in the spring</p>	


Date: 12/6/18	Pond #270A
<p><b>What we found:</b> Trace of Torpedo grass and Spatterdock.</p> <p><b>What we did:</b> Treated for the grasses and trimmed up the Spatterdock.</p> <p><b>What to expect:</b> Pond continue to look pretty decent.</p>	
<p><b>Recommendations &amp; Notes:</b> Grass Carp and Blue Dye. Plants around the outfall.</p>	

Date: 12/6/18	Pond #270B
<p><b>What we found:</b> Pond level low</p> <p><b>What we did:</b> Treated grasses</p> <p><b>What to expect:</b> Grasses to die off.</p>	
<p><b>Recommendations &amp; Notes:</b> No depth at all.</p>	


Date: 12/6/18	Pond #280
<p><b>What we found:</b> Trace of Algae</p> <p><b>What we did:</b> Treated it.</p> <p><b>What to expect:</b> Pond to look good through the winter</p>	
<p><b>Recommendations &amp; Notes:</b> Blue Dye would help keep the algae away</p>	



Date: 12/6/18	Pond #290
<p><b>What we found:</b> Some algae</p> <p><b>What we did:</b> Treated it, It is looking a little better</p> <p><b>What to Expect:</b> Pond should be looking better through the winter.</p>	
<p><b>Recommendations &amp; Notes:</b> Could use more plants.</p>	

Date: 12/6/18	Pond #300
<p><b>What we found:</b> Pond looking great.</p> <p><b>What we did:</b> Treated exposed Shoreline</p> <p><b>What to Expect:</b> Pond to continue to look good.</p>	
<p><b>Recommendations &amp; Notes:</b> Possible Blue Dye and plants. No plants at all.</p>	


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<b>Date: 12/6 /18</b>	<b>Pond #310</b>
<p><b>What we found:</b> Pond almost dry.</p> <p><b>What we did:</b> Treat exposed bottom.</p> <p><b>What to expect:</b> Hopefully rain to fill the pond over the coming weeks.</p>	
<b>Recommendations &amp; Notes:</b> Plant littoral shelf in the spring.	



**What we found:** Outfall structure grate missing

**What we did:** Provided Proposal for replacing it.



**Recommendations & Notes:** Replace the grate because this is dangerous.

( See Proposal Attached)





# Aquagenix

A DBI SERVICES COMPANY

MANAGING YOUR ENVIRONMENTAL NEEDS

## Special Service Agreement

**Cordoba Ranch CDD**

c/o Inframark

210 N. University Drive, #702

Coral Springs, FL 33071

Contact: Andy Mendenhall Phone: (813) 991-1116

Proposal ID	Date	Terms
105230	12/11/2018	Balance Due 30 Days After Completion Of Work

Quantity	Description	Taxable	Unit Price	Extended Price
1	Revenue needed for the replacement of one cast iron grate on the stormwater structure located on Pond #170 (36 1/2' x 28)	No	\$375.00	\$375.00
1	Labor	No	\$112.50	\$112.50
			<b>Total</b>	<b>\$487.50</b>

This offer is good for twenty one (21) days from date of quote. Sales Tax Not Included.

**DO NOT PAY FROM THIS AGREEMENT - INVOICE TO FOLLOW**

*Steve Cooke*

**AQUAGENIX**

*Steve Cooke*

**PRINT NAME**

*12-11-18*

**DATE**

**CUSTOMER**

**PRINT NAME**

**DATE**