

**Cordoba Ranch Community  
Development District**

**October 22, 2019**

**Agenda Package**

# **Cordoba Ranch Community Development District**

## **Inframark, Infrastructure Management Services**

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

Telephone: (954) 603-0033 • Fax: (954) 345-1292

October 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, October 22, 2019 at 9:30 a.m. **at the Cordoba Ranch Model Center, 2519 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. August 27, 2019 Meeting Minutes
  - B. Financial Statements
  - C. Motion to Assign Fund Balance
  - D. Fiscal Year 2019 Audit Engagement Letter – Grau & Associates
  - E. Fence Application – Permission to Install Within a Drainage Easement
  - F. Paver Driveway Widening Application
3. Aquagenix Report - October
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 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, August 27, 2019 at 9:30 a.m. in the Cordoba Ranch Model Center, 2516 Cordoba Ranch Boulevard, Lutz, Florida.

Present and constituting a quorum were:

Kelly Evans	Chairperson
Pete Williams	Vice Chairman
Lori Campagna	Assistant Secretary
Charlie Peterson	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Vivek Babbar	District Counsel
Tonja Stewart	District Engineer
David Wenck	Field Manager
Residents	

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

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

**SECOND ORDER OF BUSINESS**

**Approval of the Consent Agenda**

- A. June 25, 2019 Meeting Minutes**
- B. Financial Statements**
- C. Fiscal Year 2020 Proposed Meeting Schedule**

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

**THIRD ORDER OF BUSINESS**

**Public Hearing to Adopt the Fiscal Year  
2020 Budget**

On MOTION by Ms. Evans seconded by Mr. Williams with all in favor the fiscal year 2020 budget public hearing was opened.

- Questions and comments from the audience were addressed.

On MOTION by Ms. Evans seconded by Mr. Williams with all in favor the fiscal year 2020 budget public hearing was closed.

**A. Resolution 2019-4 Adopting the Fiscal Year 2020 Budget**

On MOTION by Mr. Williams seconded by Ms. Campagna with all in favor Resolution 2019-4 relating to the annual appropriations of the District and adopting the budget for the fiscal year beginning October 1, 2019; and ending September 30, 2020; and providing for an effective date was adopted.

**B. Resolution 2019-5 Levying Special Assessments**

On MOTION by Mr. Williams seconded by Ms. Evans with all in favor Resolution 2019-5 levying and imposing special assessments; providing for collection and enforcement of special assessments; approving an assessment roll; providing for amendment of the assessment roll; providing a severability clause; and providing an effective date was adopted.

**FOURTH ORDER OF BUSINESS**

**Aquagenix Report - August**

- The Aquagenix report was reviewed.
- Format of the report was addressed.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

- None

**B. District Engineer**

- Directional signage for the bike path was discussed. The signage will be corrected.

**C. District Manager**

- Proposal for installation of Christmas lights was distributed.

On MOTION by Ms. Evans seconded by Ms. Campagna with all in favor the proposal for installation of Christmas lights was approved.

- Proposal to troubleshoot fountain problems was discussed. The Board agreed to proceed.
- Requests to repair the damaged streetlights have been submitted.
- Landscaper to trim grass at the entrance.

**SIXTH ORDER OF BUSINESS**

**Audience Comments**

- Residents commented on landscaping; signage; and security cameras;

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

- None

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

Kelly Evans  
Chairperson

**2B.**

**Cordoba Ranch  
Community Development District**

*Financial Report*

*September 30, 2019*

**Prepared by:**

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**Cordoba Ranch  
Community Development District**

**Financial Statements**

**(Unaudited)**

**September 30, 2019**

**Balance Sheet**  
September 30, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2006 DEBT SERVICE FUND	TOTAL
<b><u>ASSETS</u></b>			
Cash - Checking Account	\$ 118,883	\$ -	\$ 118,883
Due From Other Funds	-	5,401	5,401
Investments:			
Money Market Account	362,841	-	362,841
Prepayment Account	-	9,328	9,328
Reserve Fund	-	226,882	226,882
Revenue Fund	-	184,677	184,677
Prepaid Items	9,180	-	9,180
Deposits	11,540	-	11,540
<b>TOTAL ASSETS</b>	<b>\$ 502,444</b>	<b>\$ 428,515</b>	<b>\$ 930,959</b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 24,731	\$ -	\$ 24,731
Due To Other Funds	5,401	-	5,401
<b>TOTAL LIABILITIES</b>	<b>30,132</b>	<b>-</b>	<b>30,132</b>
<b><u>FUND BALANCES</u></b>			
<b>Nonspendable:</b>			
Prepaid Items	9,180	-	9,180
Deposits	11,540	-	11,540
<b>Restricted for:</b>			
Debt Service	-	428,515	428,515
<b>Assigned to:</b>			
Operating Reserves	39,870	-	39,870
Reserves - Capital Projects	195,045	-	195,045
<b>Unassigned:</b>	216,677	-	216,677
<b>TOTAL FUND BALANCES</b>	<b>\$ 472,312</b>	<b>\$ 428,515</b>	<b>\$ 900,827</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 502,444</b>	<b>\$ 428,515</b>	<b>\$ 930,959</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending September 30, 2019

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	\$ -	\$ -	\$ 7,003	\$ 7,003	0.00%
Interest - Tax Collector	-	-	181	181	0.00%
Special Assmnts- Tax Collector	357,623	357,623	357,622	(1)	100.00%
Special Assmnts- CDD Collected	135,125	135,125	135,125	-	100.00%
Special Assmnts- Discounts	(14,305)	(14,305)	(13,382)	923	93.55%
Gate Bar Code/Remotes	-	-	963	963	0.00%
<b>TOTAL REVENUES</b>	<b>478,443</b>	<b>478,443</b>	<b>487,512</b>	<b>9,069</b>	<b>101.90%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
P/R-Board of Supervisors	2,400	2,400	1,200	1,200	50.00%
ProfServ-Arbitrage Rebate	500	500	-	500	0.00%
ProfServ-Dissemination Agent	5,000	5,000	5,000	-	100.00%
ProfServ-Engineering	7,500	7,500	6,638	862	88.51%
ProfServ-Legal Services	7,000	7,000	3,354	3,646	47.91%
ProfServ-Mgmt Consulting Serv	46,500	46,500	46,500	-	100.00%
ProfServ-Trustee Fees	3,500	3,500	3,313	187	94.66%
Auditing Services	3,500	3,500	3,500	-	100.00%
Postage and Freight	1,000	1,000	684	316	68.40%
Public Officials Insurance	2,239	2,239	1,850	389	82.63%
Printing and Binding	600	600	725	(125)	120.83%
Legal Advertising	3,500	3,500	1,989	1,511	56.83%
Misc-Assessmnt Collection Cost	7,152	7,152	6,885	267	96.27%
Misc-Web Hosting	900	900	900	-	100.00%
Annual District Filing Fee	175	175	175	-	100.00%
<b>Total Administration</b>	<b>91,466</b>	<b>91,466</b>	<b>82,713</b>	<b>8,753</b>	<b>90.43%</b>
<b>Other Public Safety</b>					
Contracts-Security Camera	2,500	2,500	2,500	-	100.00%
Contracts-Security Services	13,608	13,608	14,541	(933)	106.86%
Communication - Telephone	1,644	1,644	1,680	(36)	102.19%
R&M-Gatehouse	600	600	-	600	0.00%
<b>Total Other Public Safety</b>	<b>18,352</b>	<b>18,352</b>	<b>18,721</b>	<b>(369)</b>	<b>102.01%</b>
<b>Electric Utility Services</b>					
Utility - General	7,800	7,800	6,480	1,320	83.08%
Electricity - Streetlighting	63,528	63,528	63,024	504	99.21%
<b>Total Electric Utility Services</b>	<b>71,328</b>	<b>71,328</b>	<b>69,504</b>	<b>1,824</b>	<b>97.44%</b>
<b>Flood Control/Stormwater Mgmt</b>					
Contracts-Aquatic Control	12,408	12,408	14,365	(1,957)	115.77%

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending September 30, 2019

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-Fountain	1,000	1,000	250	750	25.00%
R&M-Mitigation	11,460	11,460	9,350	2,110	81.59%
R&M Lake & Pond Bank	6,675	6,675	2,528	4,147	37.87%
Impr - Aquatic Plants	5,000	5,000	5,022	(22)	100.44%
<b>Total Flood Control/Stormwater Mgmt</b>	<b>36,543</b>	<b>36,543</b>	<b>31,515</b>	<b>5,028</b>	<b>86.24%</b>
<b>Field</b>					
Contracts-Landscape	114,994	114,994	114,994	-	100.00%
Insurance - Property	1,735	1,735	1,242	493	71.59%
Insurance - General Liability	2,490	2,490	2,250	240	90.36%
R&M-Entry Feature	200	200	-	200	0.00%
R&M-Irrigation	9,000	9,000	7,410	1,590	82.33%
R&M-Mulch	23,100	23,100	14,700	8,400	63.64%
R&M-Pest Control	3,200	3,200	2,649	551	82.78%
R&M-Plant Replacement	15,000	15,000	-	15,000	0.00%
R&M-Well Maintenance	5,000	5,000	-	5,000	0.00%
R&M-Annals	19,000	19,000	14,018	4,982	73.78%
Holiday Lighting & Decorations	2,500	2,500	2,500	-	100.00%
Op Supplies - Fertilizer	7,800	7,800	2,888	4,912	37.03%
<b>Total Field</b>	<b>204,019</b>	<b>204,019</b>	<b>162,651</b>	<b>41,368</b>	<b>79.72%</b>
<b>Parks and Recreation - General</b>					
ProfServ-Wildlife Management Service	16,800	16,800	19,510	(2,710)	116.13%
Misc-Contingency	14,995	14,995	16,601	(1,606)	110.71%
<b>Total Parks and Recreation - General</b>	<b>31,795</b>	<b>31,795</b>	<b>36,111</b>	<b>(4,316)</b>	<b>113.57%</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>478,443</b>	<b>401,215</b>	<b>77,228</b>	<b>83.86%</b>
Excess (deficiency) of revenues					
Over (under) expenditures	-	-	86,297	86,297	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	\$ -	\$ -	\$ 206,426	\$ 206,426	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>265,886</b>	<b>265,886</b>	<b>265,886</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 265,886</b>	<b>\$ 265,886</b>	<b>\$ 472,312</b>		

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending September 30, 2019

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	\$ 350	\$ 1,802	\$ 1,452	514.86%
Special Assmnts- Tax Collector	455,697	455,697	455,697	-	100.00%
Special Assmnts- CDD Collected	172,182	172,182	172,182	-	100.00%
Special Assmnts- Discounts	(18,228)	(18,228)	(17,051)	1,177	93.54%
<b>TOTAL REVENUES</b>	<b>610,001</b>	<b>610,001</b>	<b>612,630</b>	<b>2,629</b>	<b>100.43%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
Misc-Assessmnt Collection Cost	9,114	9,114	8,773	341	96.26%
<b>Total Administration</b>	<b>9,114</b>	<b>9,114</b>	<b>8,773</b>	<b>341</b>	<b>96.26%</b>
<b>Debt Service</b>					
Principal Debt Retirement	215,000	215,000	215,000	-	100.00%
Principal Prepayments	-	-	200,000	(200,000)	0.00%
Interest Expense	389,610	389,610	384,060	5,550	98.58%
<b>Total Debt Service</b>	<b>604,610</b>	<b>604,610</b>	<b>799,060</b>	<b>(194,450)</b>	<b>132.16%</b>
<b>TOTAL EXPENDITURES</b>	<b>613,724</b>	<b>613,724</b>	<b>807,833</b>	<b>(194,109)</b>	<b>131.63%</b>
Excess (deficiency) of revenues Over (under) expenditures	(3,723)	(3,723)	(195,203)	(191,480)	5243.16%
<b>OTHER FINANCING SOURCES (USES)</b>					
Interfund Transfer - In	-	-	2,227	2,227	0.00%
Contribution to (Use of) Fund Balance	(3,723)	-	-	-	0.00%
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(3,723)</b>	<b>-</b>	<b>2,227</b>	<b>2,227</b>	<b>n/a</b>
Net change in fund balance	\$ (3,723)	\$ (3,723)	\$ (192,976)	\$ (189,253)	n/a
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>621,491</b>	<b>621,491</b>	<b>621,491</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 617,768</b>	<b>\$ 617,768</b>	<b>\$ 428,515</b>		

**Cordoba Ranch  
Community Development District**

Supporting Schedules

September 30, 2019

**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	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	
01/29/19	43,046	43,046		43,046
01/29/19	33,781	33,781	33,781	
04/23/19	43,046	43,046		43,046
04/23/19	33,781	33,781	33,781	
<b>TOTAL</b>	<b>\$ 307,307</b>	<b>\$ 307,307</b>	<b>\$ 135,125</b>	<b>\$ 172,182</b>
% COLLECTED			100%	100%
TOTAL OUTSTANDING			-	-

**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				\$ 813,319	\$ 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
01/07/19	37,953	1,185	775	39,913	17,550	22,363
02/06/19	11,487	239	234	11,961	5,259	6,701
03/07/19	11,604	-	237	11,841	5,207	6,634
04/08/19	7,840	-	160	8,000	3,518	4,482
05/07/19	1,032	(31)	21	1,022	450	573
06/14/19	9,640	(286)	197	9,550	4,199	5,351
<b>TOTAL</b>	<b>767,229</b>	<b>30,433</b>	<b>15,658</b>	<b>813,319</b>	<b>357,623</b>	<b>455,697</b>
% COLLECTED				100.00%	100.00%	100.00%
TOTAL OUTSTANDING				\$ -	\$ -	\$ -

**Cash & Investment Report**  
**September 30, 2019**

<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	\$ 118,883
Money Market Account	Bank United	1.50%	\$ 362,841
		<b>Subtotal</b>	<u>481,724</u>
<b>DEBT SERVICE AND CAPITAL PROJECT FUNDS</b>			
Series 2006 Prepayment Account	US Bank	0.03%	\$ 9,328
Series 2006 Reserve Account	US Bank	0.03%	\$ 226,882
Series 2006 Revenue Account	US Bank	0.03%	\$ 184,677
		<b>Subtotal</b>	<u>420,887</u>
		<b>Total</b>	<u><u>\$ 902,611</u></u>

**CORDOBA RANCH**  
**Community Development District**

Payment Register by Fund  
For the Period from 9/1/2019 to 9/30/2019  
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	2608	09/05/19	STATE WILDLIFE TRAPPER	1258	AUG HOG REMOVAL	ProfServ-Wildlife Management Service	531074-57201	\$1,400.00
001	2609	09/05/19	ARMSTRONG ENVIRONMENTAL SVC	12759	WETLAND MITIGATION 7/27/19	Contracts-Aquatic Control	534067-53801	\$850.00
001	2610	09/05/19	ENVERA SYSTEMS	682265	SEPT GATE MONITORING/ADD RESIDENTS	ADD RESIDENTS	534037-52901	\$730.00
001	2610	09/05/19	ENVERA SYSTEMS	682265	SEPT GATE MONITORING/ADD RESIDENTS	GATE MONITORING	534036-52901	\$783.00
001	2611	09/05/19	GRAU & ASSOCIATES	17850	AUDIT FYE 09/30/18	Auditing Services	532002-51301	\$2,500.00
001	2612	09/06/19	AQUAGENIX	4050745	CHECK ON SO FNTN LIGHT SYSTEM	R&M-Fountain	546032-53801	\$250.00
001	2613	09/06/19	AQUAGENIX	4061563	SEPT AQUATIC MAINT	Contracts-Aquatic Control	534067-53801	\$1,034.00
001	2614	09/06/19	V GLOBAL TECH	1351	SEPT WEBSITE MAINT	Misc-Web Hosting	549915-51301	\$75.00
001	2615	09/06/19	FEDEX	6-719-42982	AUG POSTAGE	Postage and Freight	541006-51301	\$71.39
001	2616	09/06/19	ENVERA SYSTEMS	682996	OCT 2019 GATE ACCESS MONITORING	Prepaid Items	155000-53901	\$1,513.00
001	2617	09/13/19	FEDEX	6-726-34131	AUG POSTAGE	Postage and Freight	541006-51301	\$20.32
001	2618	09/13/19	ENVERA SYSTEMS	INV000002726	34 WINDSHIELD STICKER TAGS	Misc-Contingency	549900-57201	\$1,092.00
001	2619	09/20/19	ARMSTRONG ENVIRONMENTAL SVC	12791	WETLAND MITIGATION 8/22/19	Contracts-Aquatic Control	534067-53801	\$850.00
001	2620	09/20/19	SSS DOWN TO EARTH OPCO LLC	46016	IRR REPRS	R&M-Irrigation	546041-53901	\$1,396.12
001	2621	09/24/19	STATE WILDLIFE TRAPPER	1266	WILDLIFE REMOVAL	ProfServ-Wildlife Management Service	531074-57201	\$1,770.00
001	4015	09/17/19	CORDOBA RANCH CDD	09102019-4970	XFER TO CENTERSTATE BANK #9280	XFER TO	103000	\$30,000.00
001	DD01334	09/16/19	FRONTIER - ACH	082219-2135 ACH	8/22-9/21/19 SERVICE	Utility - General	543001-53100	\$140.98
001	DD01335	09/12/19	TAMPA ELECTRIC - ACH	082219 ACH	7/19-8/16/19 ELEC ACH	Utility - General	543001-53100	\$190.57
001	DD01335	09/12/19	TAMPA ELECTRIC - ACH	082219 ACH	7/19-8/16/19 ELEC ACH	Electricity - Streetlighting	543013-53100	\$5,282.47
<b>Fund Total</b>								<b>\$49,948.85</b>

<b>Total Checks Paid</b>	<b>\$49,948.85</b>
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**2C.**

**CORDOBA RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**Motion: Assigning Fund Balance as of 09/30/2019**

The Board hereby assigns the FY 2019 Reserves as follows:

Operating Reserve	\$39,870
Capital Projects	\$195,045

**2D.**



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280  
 Boca Raton, Florida 33431  
 (561) 994-9299 • (800) 299-4728  
 Fax (561) 994-5823  
 www.graucpa.com

September 20, 2019

To Board of Supervisors  
 Cordoba Ranch Community Development District  
 210 N. University Drive, Suite 702  
 Coral Springs, FL 33071

We are pleased to confirm our understanding of the services we are to provide Cordoba Ranch Community Development District, Hillsborough County, Florida ("the District") for the fiscal year ended September 30, 2019. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Cordoba Ranch Community Development District as of and for the fiscal year ended September 30, 2019. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2019 audit.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

## Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

**Examination Objective**

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

**Other Services**

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

**Management Responsibilities**

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Our fee for these services will not exceed \$3,500 for the September 30, 2019 audit. The fee for each annual renewal will be agreed upon separately.

We will complete the audit within prescribed statutory deadlines, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Cordoba Ranch Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



---

(Antonio J. Grau)

RESPONSE:

This letter correctly sets forth the understanding of Cordoba Ranch Community Development District.

By: \_\_\_\_\_

Title: \_\_\_\_\_

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



## PEER REVIEW PROGRAM

is proud to present this

Certificate of Recognition

to

# Grau & Associates

For having a system of quality control for its accounting and auditing practice in effect for the year ended June 30, 2016 which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

A handwritten signature in black ink, reading "Anita Ford", written over a horizontal line.

Anita Ford, Chair  
AICPA Peer Review Board  
2016



**2E.**

### Mailed to Homeowner

LAWRENCE J KANTROWITZ  
ANA LUISA REYES

1644

63-27/631 FL  
23363

9/5/19

Date

Pay to the order of Cadogan Estates \$ 100.00

One hundred dls 00/100 cents.

Dollars



Photo  
Safe  
Deposit®  
Details on back

**Bank of America** 

ACH R/T 063100277

For



MP



## FOR FENCES & LANDSCAPING

**NOTE:** This form must be signed by the homeowner and returned along with the original architectural application **BEFORE** any work is started. Should work commence prior to obtaining appropriate authorization, or if the criteria below are not met, the Developer or Builder shall not be responsible for any drainage issues or property damage.

Prior to submitting your request for a fence or landscaping, it would be wise for you to consider the soil conditions and drainage design for your home site. In most cases your home site drains to swales at the midpoint between your neighbor's home. The installation of a fence or landscaping in this area will reduce ability of the swale to drain water from your home site and increase puddling and muddy soil conditions. It is wise to keep the fence off the ground and use pressure treated lumber on the posts.

Landscaping should never be placed in swales. This will not only create drainage problems, but most landscaping will be negatively affected by the wet conditions in the swales. It is a good idea when planting landscaping to mound the bed up so the landscaping material is planted in ground that is at least a few inches higher than the sod. Even higher mounds may be necessary for materials that are water sensitive. Please check with the utility companies before planting anything in the front yard as there are various lines running in this area.

As a precaution, please remember that all fences must be installed with the posts on the inside of your homesite, and the side without any supports shall face out from the Lot.

Any owner who installs a fence within a utility and/or drainage easement must agree to the terms and conditions outlined in the Declaration.

I, Ana Lisa Reyes Arda, understand the above and will take proper precautions when installing my fence or landscaping. I also I have read the Basic Fence Criteria for the Association as adopted by the Board and ACC as part of the Architectural Exterior Color Schemes & Design Criteria. Additionally, I have read Article III, Section 13 of the Declaration of Covenants regarding restrictions and guidelines for fencing and the maintenance thereof.

\_\_\_\_\_  
(Homeowner)

\_\_\_\_\_  
(Homeowner)

Address: 3226 Cordoba Ranch Blvd  
Lot 3, FL 33559

From: Ana Reyes  
 Sent: Monday, August 12, 2019 7:59 PM  
 To: ANA KANTROWITZ  
 Subject:

We are kindly requesting the approval to move our rear fence from it's current location to the rear property line (of course at our expense).

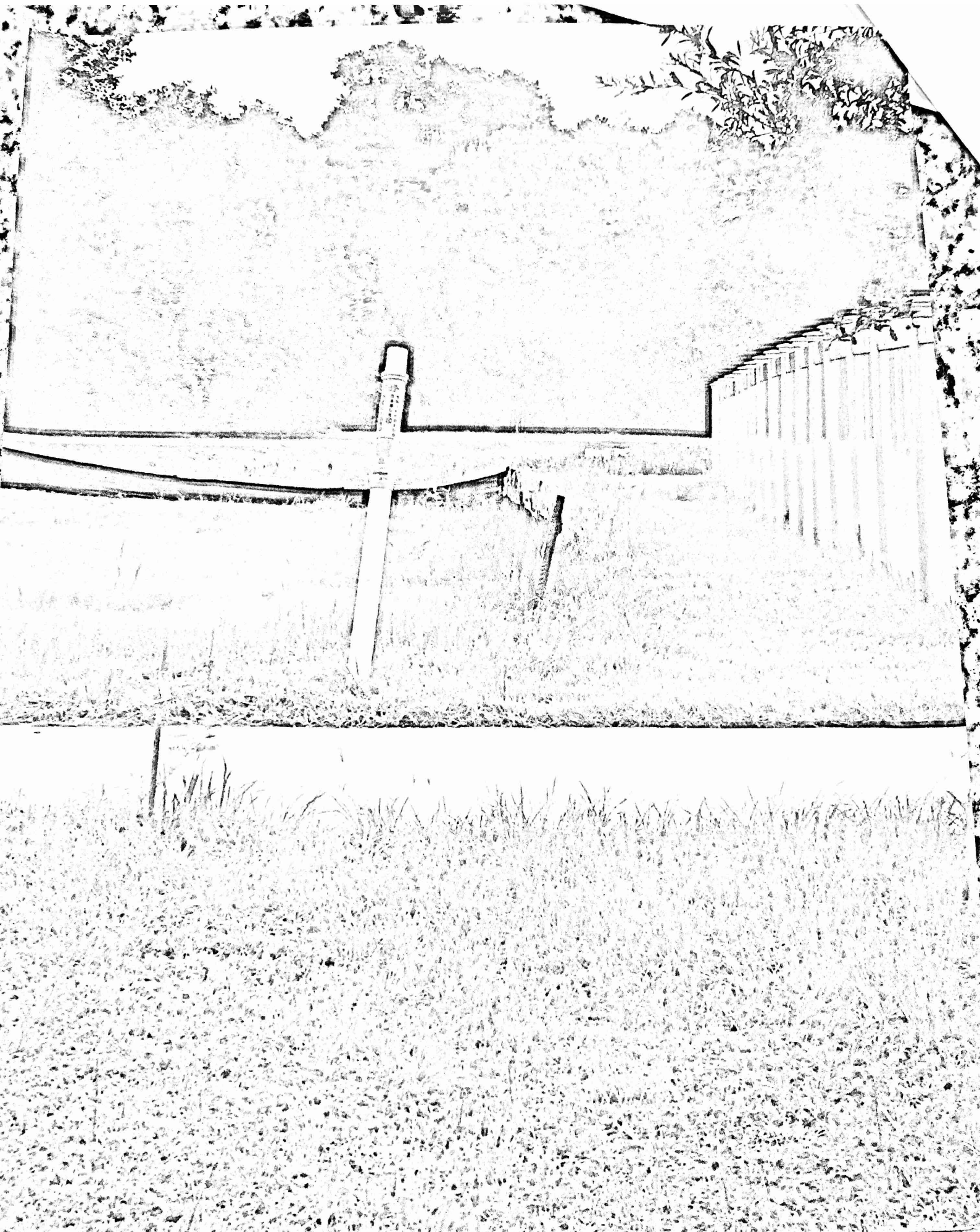
We have about 10 ft of our property behind our current rear fence. WCI is currently building a house behind us, once built, our rear fence will face the bright side of the new home, the issue comes with the fact that the new home will not have a backyard only a side yard, which is exactly behind our rear fence, we understand they cannot attach to our fence, but we want to prevent any issues with the neighbors using our property since that visually would be part of their side yard.

The builder already has taken part of our grass and put a black tarp within our property and had caused damage in our sprinklers, we understand that would be repair, but we want to avoid any more issues to come, specially with the rear neighbor using the 10 ft of our property that is currently behind our yard and we also want to prevent any more damage from the builder crews.

Attached is the Survey for reference. And picture of violation of property line: We want to move fence to property line. please:  
 Original fence was installed by Danielle fence and they are ready to move the fence out at our call, once we get God's will committee acceptance to move our rear fence to the property line.

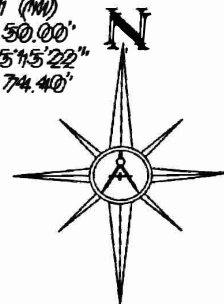
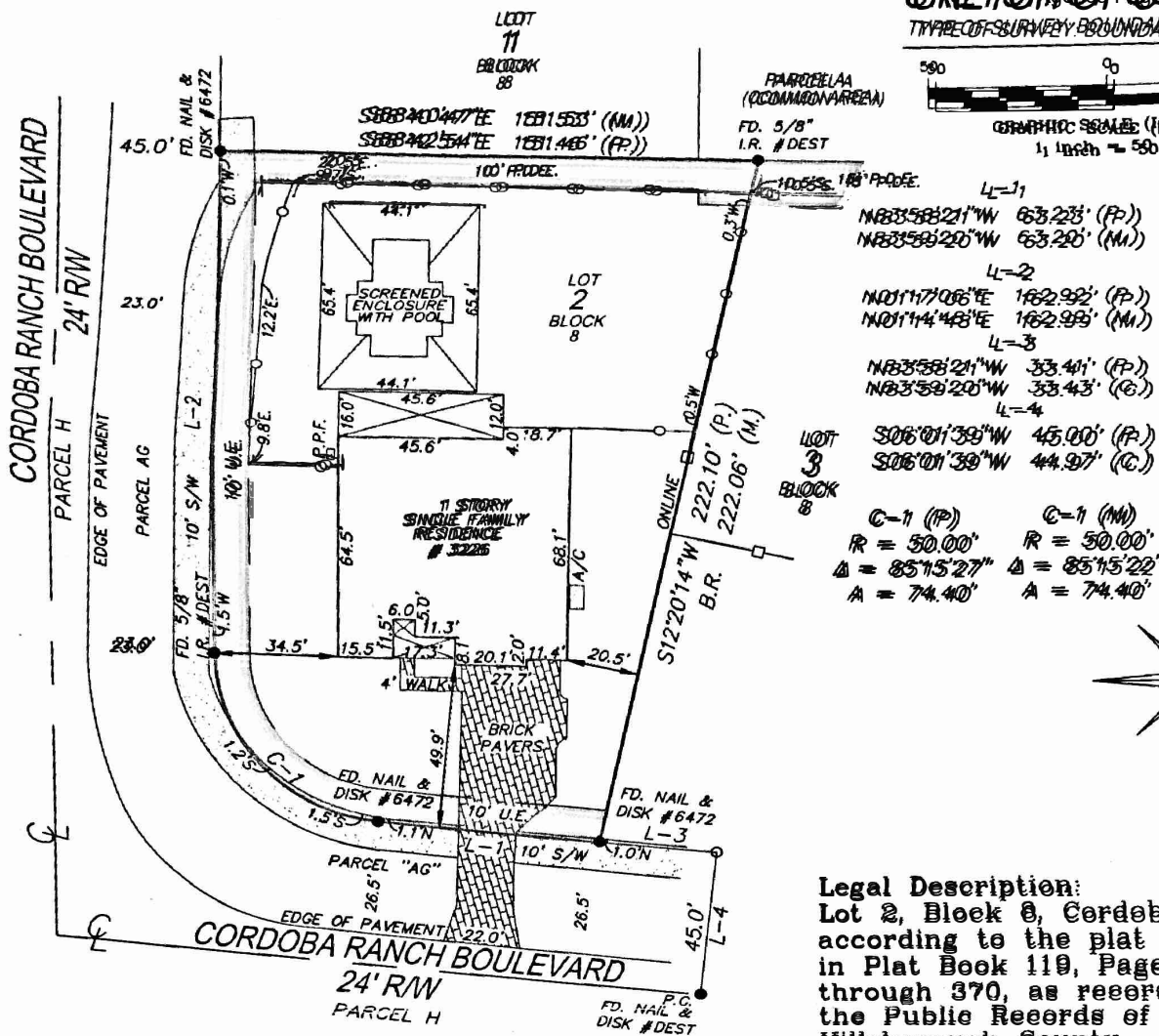
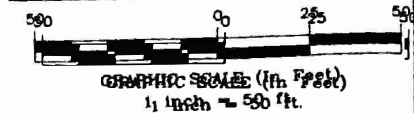
If you need any clarification we would be more than happy to talk.

Ana Reyes/Lawrence Kantrowitz  
 860-874-6409  
 860-874-6409





### TYPE OF SURVEY BOUNDARY



**Legal Description:**  
**Lot 2, Block 8, Cordoba Ranch,**  
**according to the plat recorded**  
**in Plat Book 119, Pages 274**  
**through 370, as recorded in**  
**the Public Records of**  
**Hillsborough County,**  
**Florida.**

**Property Address:**  
**3226 Cordoba Ranch Boulevard**  
**Lutz, Florida 33559**

3. LEGAL DESCRIPTION PROVIDED BY OTHERS

4. UNDERSTANDS AND FEATURES, SUCH AS, IMPROVEMENTS, ENCROACHMENTS, FOUNDATIONS OR UTILITIES, IF EXISTENT, ARE NOT FLOCCATED AS A PART OF THIS SURVEY.

5. BUILDING TIES ARE TO THE FACE OF THE WALL AND ARE NOT TO BE USED TO RECONSTRUCT BOUNDARY LINES. THE DIMENSIONS OF BUILDING(S) AS SHOWN HEREON DO NOT INCLUDE AN EAVE OVERHANG UNLESS OTHERWISE NOTED.

6. NO IDENTIFICATION FOUND ON PROPERTY CORNERS UNLESS OTHERWISE SHOWN.

7. DIMENSIONS SHOWN ARE PLAT AND MEASURED UNLESS OTHERWISE SHOWN.

8. BEARINGS SHOWN HEREON ARE REFERENCES TO THE LINE NOTED B/R.

9. THE SURVEY DEPICTED HEREON FORMS A CLOSED GEOMETRIC FIGURE.

10. THIS SURVEY IS PREPARED FOR THE EXCLUSIVE USE AND BENEFIT OF THE PARTIES LISTED HEREON, LIABLE TO THIRD PARTIES, AND MAY NOT BE TRANSFERRED OR ASSIGNED.

11. THIS DRAWING MAY NOT BE TO SCALE DUE TO ELECTRONIC TRANSFER OR COPY.

12. THIS SURVEY DOES NOT RELIEVE OR DETERMINE PROPERTY OWNERSHIP OR BOUNDARY OF PLACES, IF ANY, WERE NOT DETERMINED AS A PART OF THIS SURVEY.

13. THE SURVEY DEPICTED HEREON IS NOT INTENDED TO SHOW THE LOCATION OR EXISTENCE OF A WETLAND OR JURISDICTIONAL AREAS. THERE MAY BE AREAS WITHIN THE BOUNDARIES OF THIS SURVEY THAT MAY BE CONSIDERED JURISDICTIONAL BY VARIOUS AGENCIES.

14. THIS SURVEY IS VALID IN ACCORDANCE WITH F.S. § 687.02(2) FOR A PERIOD OF 300 DAYS FROM THE DATE OF CERTIFICATION.

15. THIS SURVEY IS INTENDED FOR MORTGAGE OR REFUNDABLE PURPOSES ONLY, AND IS EXCLUSIVELY FOR THIS USE BY THOSE TO WHOM IT IS CERTIFIED. THIS SURVEY IS NOT TO BE USED FOR CONSTRUCTION, PERMITTING, DESIGN OR ANY OTHER USE WITHOUT THE WRITTEN CONSENT OF THE ATTESTING SURVEYOR.

16. THIS IS NOT AN ALTA/ACRMA AND THIS SURVEY

17. THESE LANDS MAY BE SUBJECT TO ENCUMBRANCES, LIMITATIONS, RESTRICTIONS, RESERVATIONS, AND/OR OTHER RECORDED AND UNRECORDED NOT SHOWN ON THIS PLAT

AC	AIR CONDITIONER	N	NAD	NORTH
AB	SEARING REFERENCE	NAD	NAI & DISG	
C	CALCULATED	NAR	NORTHMAN	
CM	CONCRETE MONUMENT	OAL	OVERHEAD LINES	
COMC	CONCRETE	OAB	OFFICIAL RECORDS BOOK	
CALC	CALCULATED	P	PLAT	
CATY	CABLE TELEVISION RISER	PAB	PLAT BOOK	
CH	CHANGING	PB	POINT OF CURVATURE	
CHD	CHILD HEARING	PCG	POINT OF COMPOUND CURVATURE	
QDR	CORNER	P.C.P.	PERMANENT CONTROL POINT	
QDR	CORNER	PG	PAGE	
D	DESCRIPTION OR DEED	P/P	POINT OF INTERSECTION	
DLE	DRAINAGE EASEMENT	P/K	PARKWAY/AVENUE/RAIL	
EL	ELEVATION	POL	POINT ON LINE	
ELEV.	ELEVATION	POLY	POLY	
E	EAST	POLY	POLY	
E.O.P.	EDGE OF PAVEMENT	POLY	POLY	
E.O.W.	EDGE OF WATER	P.O.B.	POINT OF BEGINNING	
EFFUSE	ELECTRIC POWER	P.O.C.	POINT OF COMMENCEMENT	
	UTILITY EASEMENT	P.O.C.	POINT OF BEGINNING	
EBENT.	EASEMENT	P.O.C.	POINT OF COMMENCEMENT	
FT.	FINISHED FLOOR	P.O.M.	POINT OF MEASURE CURVE	
FD	FENCED	PRM.	PERMANENT REFERENCE MONUMENT	
IFP.	IRON PIPE	PT	POINT OF TANGENCY	
IRON	IRON PIPE	RAD	RADIUS	
IL	IRON LENGTH	RADIAL	RADIUS	
NI	RAILROAD FREED	RAD PNT	RADIUS POINT	
REE	WATER EASEMENT	RAY	RIGHT OF WAY	
		S	SOUTH	

**CERTIFIED**  
**Lawrence**  
**Anna Royce**  
**Hillsboro**  
**First Am**  
**Company**

SIDEWALK  
 TELEPHONE  
 TELEPHONE FACILITIES  
 TOP OF BANK  
 TRANSFORMER  
 UTILITY EASEMENT  
 WELLS  
 WATER METER

**SYMBOLS**  
 CENTERLINE  
 CENTRAL ANGLE DELTA  
 CONCRETE  
 CONCRETE  
 CONCRETE  
 CONCRETE  
 EXISTING ELEVATION  
 AIR FENCE  
 PROPERTY CORNER  
 SITE BENCHMARK  
 WELLS  
 WIRE FENCE  
 WOOD FENCE  
 WOOD FENCE

**CERTIFIED TO:**  
Lawrence Kantowitz;  
Ana Reyes Avila;  
Hillsborough Title, LLC;  
First American Title Insurance  
Company;  
Quicken Loans Inc.; its  
successors and/or assigns.

**F4 FOOD ZONE** N4440.2  
N4440.0

(FOR INFORMATIONAL PURPOSES ONLY)

SUBJECT PROPERTY SHOWN HEREON APPEARS TO BE LOCATED IN F4 FOOD ZONE "A",  
PER FIRM, COMMUNITY & PANEL NUMBER 1201200701, LAST REVISION DATE 12/08/2008

THIS SURVEY OF MAPS DOES NOT GUARANTEE AS TO THE ACCURACY OF  
THE ABOVE INFORMATION. IT IS SUGGESTED THAT A F4 FOOD ZONE DETERMINATION  
BE OBTAINED FROM THE COUNTY IN WHICH THE SUBJECT PROPERTY LIES.

THIS SURVEY SKETCH IS COPYRIGHTED MATERIAL. ©

Section 177, Township 27 South, Range 189 East			
Drawn by: P.S.B.		Survey Number: 189-0188	
4			
5			
2			
1			
NOS	RESUBDIVISION	BBY	DATE

Prepared By  
**Lake Ridge Surveying & Mapping, LLC**  
19990 LEGENDARY BLVD  
OVERLAND, FL 34711  
CERTIFICATE OF AUTHORIZATION LB9723

PHONE 407-385-3351  
407-385-3352  
FAX 11-888-9241-8869

SURVEYORS CERTIFICATION  
I, THE UNDERSIGNED REGISTERED SURVEYOR HEREBY CERTIFY THAT THIS DOCUMENT WAS PREPARED UNDER A DIRECT SURVEY AND UNDER THE FOLLOWING SPECIAL KNOWLEDGE INFORMATION AND OBTAINED BY A PERSON WHO HAS BEEN A PERSON OF THE INFORMATION GIVEN HEREON

LAST DATE OF FIELD SURVEY: 11-29-2019

SIGNATURE DATE: 1-30-2019

Subsequent to the date of this report, the following information has been received from the client:

Patricia K. Juehl FOR THE FIRM

PATRICK K. JUEHL, Professional Land Surveyor & Mapper No. 6637, State of Florida

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL EMBOSSED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER APPEARING IN EITHER ORDER OF PRECEDENCE SIGNATURE OR EMBOSSED SEAL

**2F**



Effective January 2018 All Applications will have a \$100 Application Fee. Please mail to the address listed below.

All Meetings are the 3rd Thursday of the month at 8:00 PM. All Applications due 2nd Friday of the month.

**Cordoba Property Owners Association Inc.**  
c/o Evergreen Lifestyles Management  
2100 S Hiawassee Rd, Orlando, FL 32835  
ARCApplication@Evergreen-LM.com

DATE Sept 26, 2019

**ATTENTION: ARCHITECTURAL CONTROL COMMITTEE (ACC)**

**The undersigned owner seeks approval of the Committee as follows:**

- ☐ Painting (Color Chips included for House)
- ☒ Additions/Alterations of Existing Structures/or Property
- ☐ Prior Additions/Alterations of Existing Structure/or Property

**Narrative Description of Additions/Alterations (Continue on Additional Sheet if Necessary)**

**INCLUDE:**

- ☐ Lot Survey Showing Dimensions, Setbacks, Landscaping, Etc.
- ☐ New Structure - Plans Enclosed Including Lot Survey, Landscaping Plan and Exterior Materials and Colors
- ☐ \$100.00 Deposit (Pool, Fence, Lanai, etc) to: "Cordoba Estates" by check or money order
- ☐ \$50.00 Deposit for Landscaping modifications to: "Cordoba Estates" by check or money order

The undersigned property owner hereby acknowledges and agrees that they will be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules and regulations, code, and ordinances; including, without limitation, zoning ordinances, subdivision regulations, and building codes. The Board, Association or management company shall have no liability or obligation to determine whether such improvements, alterations and additions comply with any such laws, rules, regulations, codes or ordinances. The undersigned also understand that the has up to thirty (30) calendar days to return said application; however, in the event the does not take action to either approve or disapprove the application within such 30 day period, the request shall be deemed DISAPPROVED.

SIGNATURE OF OWNER: [Signature]

PRINT NAME: Michael Kretzinger

PROPERTY ADDRESS: 17923 Barn Close Dr Lutz, FL 33559

TELEPHONE: (H) 813-810-7145(W)

E-Mail: Mike.MRK@msn.com

**ACTION OF THE REVIEW COMMITTEE**

☐ RECOMMEND APPROVAL ☐ APPROVED WITH CONDITIONS

☐ DISAPPROVE FOR THE FOLLOWING REASON:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date

Chairperson, ACC

<input type="checkbox"/> Received by Mgmt. Co.	<input type="checkbox"/> Manager Sign-Off	<input type="checkbox"/> Received by Clerk
<input type="checkbox"/> Mailed to Committee	<input type="checkbox"/> Returned by Committee	<input type="checkbox"/> Mailed to Homeowner

LOT AREA = 22,001 Sq. Ft. +/-  
 LOT AREA = 22,001 Sq. Ft. +/-

NOTE - PROPOSED GROUND ELEVATIONS & PROPOSED LOWEST FLOOR ELEVATIONS ARE PER CLEARVIEW LAND DESIGN, P.L.  
 NOTE - PROPOSED GROUND ELEVATIONS & PROPOSED LOWEST FLOOR ELEVATIONS ARE PER CLEARVIEW LAND DESIGN, P.L.  
 52.57 LOT GRADING PLAN  
 + = PROPOSED PLAN ELEVATION  
 TYPE "A" LOT GRADING

TYPE "A" LOT GRADING

This is NOT a survey  
 Proposed "5513" model  
 "B" Elevation

Proposed lowest floor  
 Elevation = 57.70

Proposed lowest garage  
 slab elevation = 57.24  
 Entry

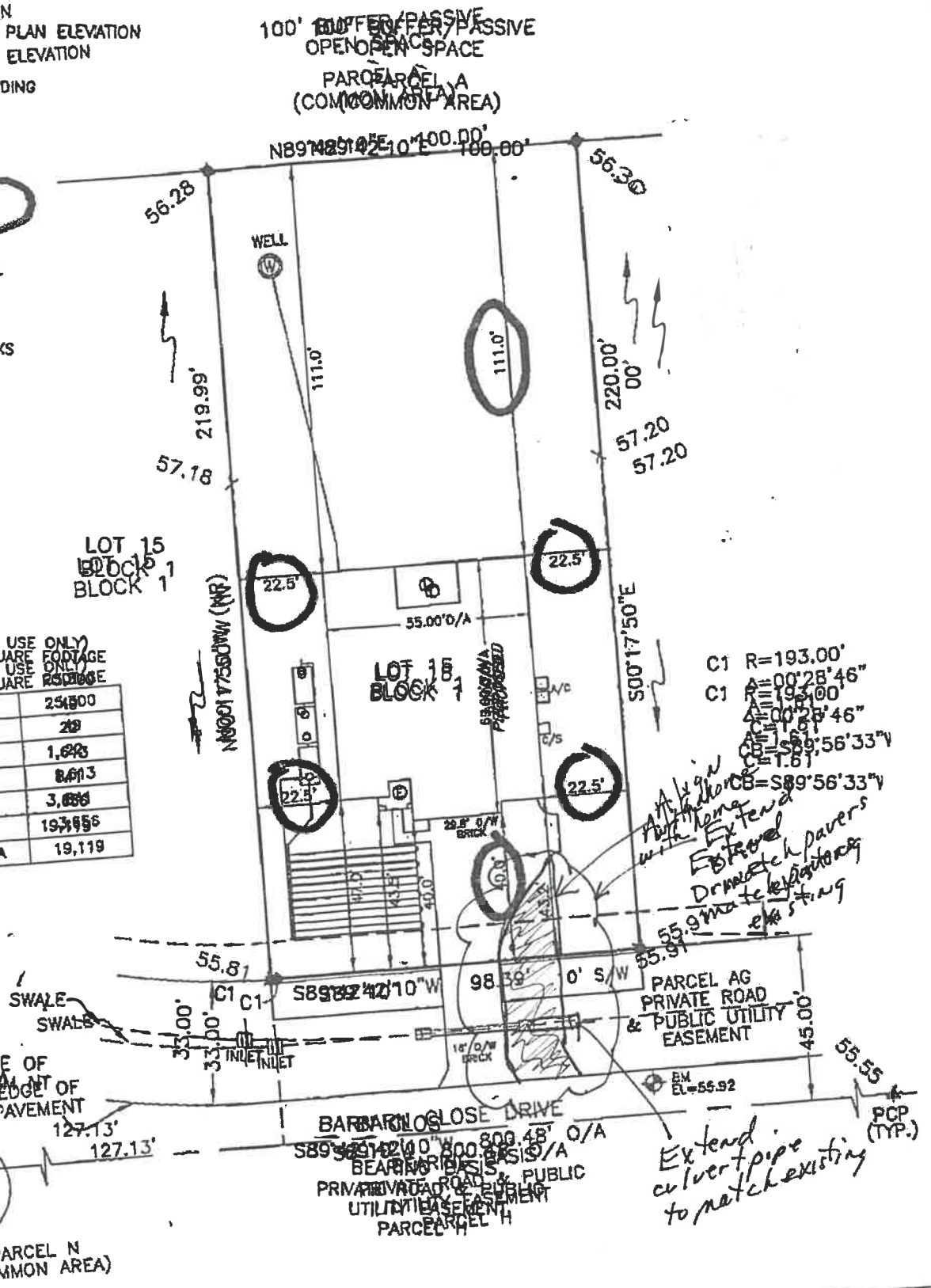
(E) Entry

BUILDING SETBACKS  
 FRONT - 25.0'  
 BUILDING SIDE SETBACKS  
 FRONT - 25.05'  
 SIDE - 10.0'  
 REAR - 25.0'

LOT 15  
 BLOCK 1  
 BLOCK 1

(FOR INTERNAL USE ONLY)  
 APPROXIMATE SQUARE FOOTAGE  
 OVERALL INTERNAL USE ONLY  
 APPROXIMATE SQUARE FOOTAGE

ENTRY WALKWAY	25,800
A/C PAD	29
ENTRY WALKWAY	29
DRIVEWAY	1,623
R/W SIDEWALK	8,613
DRIVEWAY	3,686
R/W SIDEWALK	19,155
LANDSCAPE AREA	19,119



PAULA S. KRETZINGER  
21143 SKI WAY  
PAULA S. KRETZINGER  
21143 SKI WAY  
LAND O LAKES, FL 34638

63-8412/2670

DATE 9/26/19 687

PAY TO THE ORDER OF Cordoba Estates

- One hundred and 00/100 \$100.00

CHASE  
JPMorgan Chase Bank, N.A.  
www.Chase.com

MEMO 17923 from close of  
ARC application

DOLLARS  Security Features  
Included  
Circle on Back

MP

## **Third Order of Business**



10/14/2019

The following report is for October to illustrate what has changed from September and what to expect through October and the coming months. The photos were taken on Tuesday 10-8-19 and

The ponds were treated on Tuesday 10-8-19

Thank you for your business!

Sincerely,

Scott Croft

Aquagenix





## Pond #100

**Date:** 10/8/19

**What we found:** Water level is still at an average level.

**What we did:** Treated minor amount of submersed vegetation.

**What to expect** It will die off and pond will continue to look good.



**Recommendations & Notes:** Fountains are both pulled in and an estimate sent for repairs

**Date:** 10/8/19

## Pond #110

**What we found:** Water level is still at an average depth.

**What we did:** Treated for grasses.

**What to Expect:** Pond in good shape.



**Notes:** Fountain pulled in and float is off awaiting the ok on the repairs.

**Date: 10/8/19**

## **Pond #120**

**What we found: Light Grasses**

**What we did:** Treated grass

**What to Expect:** Pond to look good moving through this month



**Recommendations & Notes:** Plantings Still look Really Good

**Date: 10/8/19**

## **Pond #125**



**What we found:** Some light Algae and Slender Spikerush

**What we did:** Treated the Slender Spikerush.

**What to Expect:** The SSR will die off and could cause an Algae bloom.



**Recommendations & Notes:** It would need a Barrier, but Grass Carp would be a good idea because of the submersed vegetation. Anytime we have Slender Spikerush in a pond we recommend Grass Carp.

<p><b>Date: 10/8/19</b></p>	<p><b>Pond #126</b></p>	
<p><b>What we found:</b> Some Algae and grass.</p> <p><b>What we did:</b> Treated both</p> <p><b>What to expect:</b> Algae and grasses will die off.</p>		
<p><b>Date: 10/8/19</b></p>	<p><b>Pond #130</b></p>	
<p><b>What we found:</b> Some Algae.</p> <p><b>What we did:</b> Treated for it.</p> <p><b>What to expect:</b> Algae will die off</p>		
<p><b>Recommendations &amp; Notes:</b> No depth to this pond, so we try to leave the Spatterdock to uptake the nutrients.</p>		



Date: 10/8/19

## Pond #143A

Agenda Page #45

**What we found:** Trace of Algae and grasses

**What we did:** Treated for both

**What to expect:** Algae and grasses to die off.



**Recommendations & Notes:** Small Fountain at some point down the line would look nice

Page 4

Date: 10/8/19

## Pond #143B

**What we found:** Trace of Grass and water level a little low

**What we Did:** Treated for the grass

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



**Recommendations & Notes:** Would also need a barrier on the outfall structure, but could use a few Grass Carp

Date: 10/8/19

## Pond #146

Agenda Page #46

**What we found:** Trace of Algae and Spatterdock.

**What we did:** Treated for both

**What to expect:** Both will die off



**Recommendations & Notes:** Could also use some Grass Carp, but would also need a barrier on outfall. Does get some submersed.

Date: 10/8/19

## Pond #150

Page 5

**What we found:** Trace of Algae and Grasses.

**What we did:** Treated for both

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



**Recommendations & Notes:** Pond is looking better

**Date: 10/8/19**

## Pond #170

**What we found:** Pond in good shape as usual.

**What we did:** Spot treated for trace of grass

**What to Expect:** Grass to die off.



**Recommendations & Notes:** Fountain in this pond would look very nice. Still a true statement. Would need a power source for 240 volt service.

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**Date: 10/8/19**

## Pond #180

**What we found:** Light algae


**What we did:** Treated for it.

**What to expect:** Algae to die off.



**Notes:** Could really use grass carp to help fight the submersed vegetation in this pond. Would need barriers on the structure though.



<p><b>Date: 10/8/19</b></p>	<p><b>Pond #185</b></p>
<p><b>What we found:</b> Light Algae and Grasses.</p> <p><b>What we did:</b> Treated for it.</p> <p><b>What to expect:</b> Algae to die off.</p>	
<p><b><u>Notes:</u></b> Pond really shaped up this year</p>	

**Date: 10-8-19**

## **Pond 190A**

**What we found:** Water level down since last visit.

**What we did:** Touched up grasses.

**What to expect:** Grasses to die off



**Recommendations & Notes:**

**Date: 10/8/19**

## **Pond # 190B**


**What we found:** Trace of grass.


**What we did:** Treated it

**What to Expect:** Grass to die off



**Recommendations & Notes:** Pond in good shape

Date: 10/8/19	Pond #200
<p><b>What we found:</b> Trace of grass</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> Plants are doing nicely</p>	

Date: 10/8/19	Pond #210
<p><b>What we found:</b> Pond in better shape</p> <p><b>What we did:</b> Treated the perimeter for algae.</p> <p><b>What to expect:</b> Plantings to continue to expand and algae to Hopefully stay minimal .</p>	
<p><b>Recommendations &amp; Notes:</b> Plants are really expanding</p>	



**Date: 10/8/19**

## **Pond #220**

**What we found:** Trace of Algae

**What we did:** Treated it

**What to expect:** algae to die off.



**Recommendations & Notes:** Plants are limited on this pond

**Date: 10/8/19**

## **Pond #230**


**What we found:** Water level is down this month


**What we did:** Spot treated exposed shoreline.

**What to expect:** Grasses to die off.



**Recommendations & Notes:** Planting look still doing very well.

<b>Date: 10/8/19</b>	<b>Pond #240A</b>	
<p><b>What we found:</b> Trace of exposed shoreline grass</p> <p><b>What we did:</b> Treated grasses</p> <p><b>What to expect:</b> Pond level down over the next 4-5- months</p>		
<p><b>Recommendations &amp; Notes:</b> Plantings do look pretty good</p>		

<b>Date: 10/8/19</b>	<b>Pond #240 B</b>	
<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 level to stay low over the winter months</p>		
<p><b>Recommendations &amp; Notes:</b> Pond level low</p>		



**Date:** 10/8/19

## Pond #260

**What we found:** Trace of Grasses

**What we did:** Treated for it

**What to expect:** Grasses to die off



**Recommendations & Notes:** Planting look very good. Pond level is low.

**Date:** 10/8/19

## Pond #270A


**What we found:** Trace of grass


**What we did:** Treated for the grasses and spot treat the Spatterdock.

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



**Recommendations & Notes:** Water level up and pond looks very good

Date: 10/8/19	Pond #270B
<p><b>What we found:</b> Some grasses</p> <p><b>What we did:</b> Treated for the grasses</p> <p><b>What to expect:</b> Grasses to die off</p>	
<p><b>Recommendations &amp; Notes:</b></p>	

Date: 10/8/19	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> Algae to die off</p>	
<p><b>Recommendations &amp; Notes:</b> Plants look pretty good</p>	



**Date: 10/8/19****Pond #290**

**What we found:** Trace of algae  
And light exposed grasses

**What we did:** Treated both

**What to Expect:** Pond and  
plantings to look very good



**Recommendations & Notes:**

**Date: 10/8/19****Pond #300**

**What we found:** Trace of Algae

**What we did:** Treated the Algae

**What to Expect:** Algae to die off



**Recommendations & Notes:**

**Date: 10/8/19****Pond #310**

**What we found:** Pond level has dropped and some floating growth

**What we did:** Treated for floating growth

**What to expect:** Grasses on top will die off.



**Recommendations & Notes:** I would plant this with about another 200-300 plants

**Date: 10/8/19****Pond #320**

**What we found:** Pond level very low

**What we did:** Treated exposed shoreline

**What to expect:** Grasses to die off



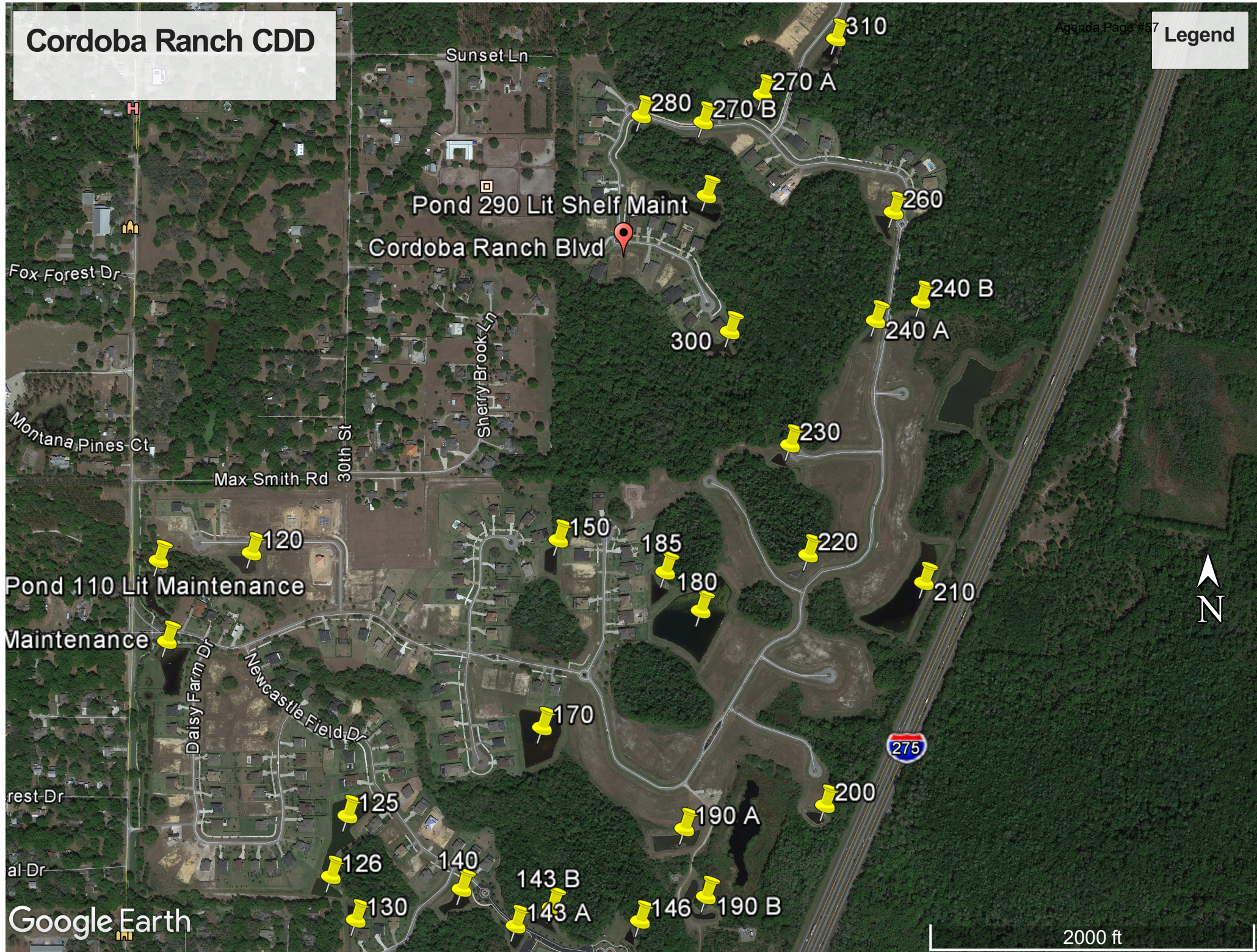
**Recommendations & Notes:**



# Cordoba Ranch CDD

Agenda Page #57

Legend



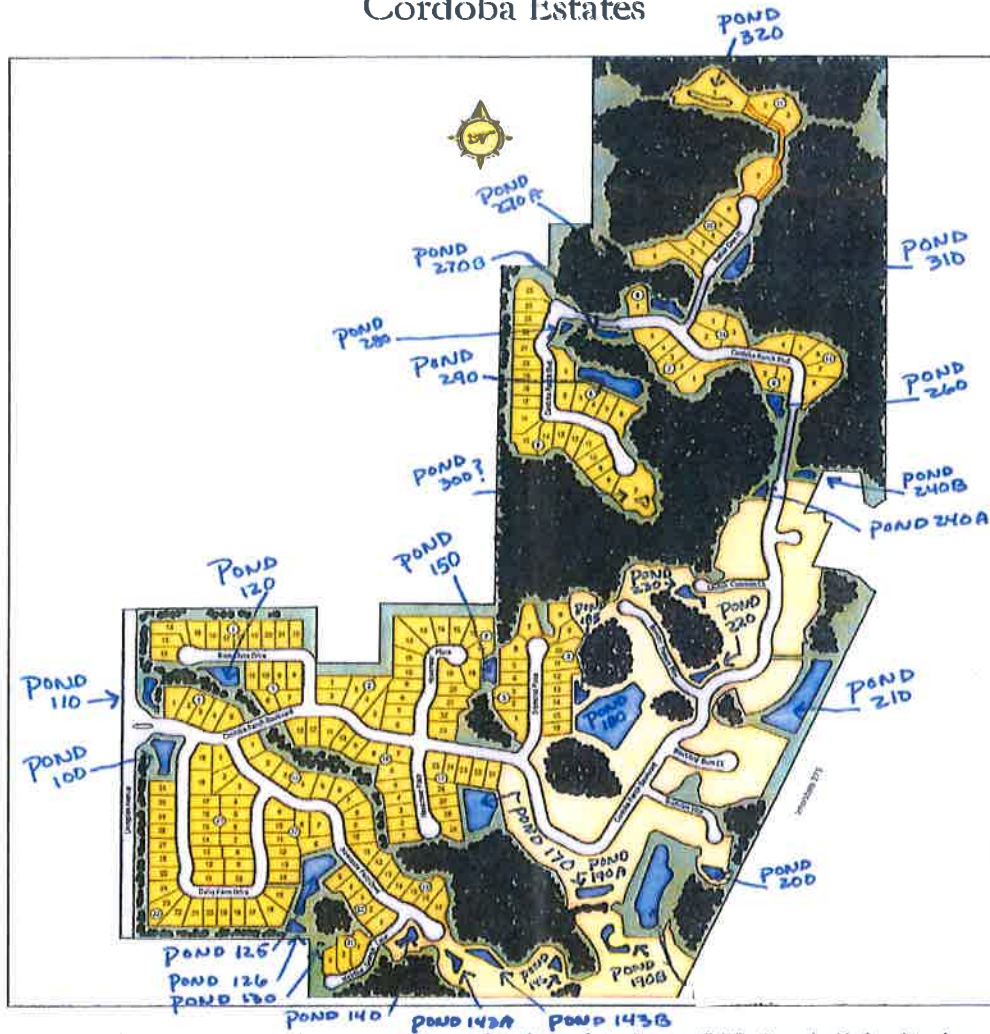


# Cordoba Ranch Lake Management Report



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.