

**FOUR SEASONS AT CRYSTAL SPRINGS
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING AND PUBLIC HEARING
AUGUST 21, 2015**

FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT AGENDA AUGUST 21, 2015 at 2:00 p.m.

Silver Thorn Club, The Legends Room
4550 Golf Club Lane, Brooksville, FL 34609

District Board of Supervisors	Chairman	Brian Farrar
	Vice Chairman	Ed Andrews
	Supervisor	Ted Brown
	Supervisor	Vacant
	Supervisor	Vacant
District Manager	Meritus	Brian Lamb
District Attorney	Straley & Robin	Mark Straley
District Engineer	Stantec	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.** with the first section called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The second section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The third section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINISTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

August 21, 2015

Board of Supervisors

Four Seasons at Crystal Springs CDD

Dear Board Members:

The Regular Meeting and Public Hearing of the Board of Supervisors of the Four Seasons at Crystal Springs Community Development District will be held on **Friday, August 21, 2015 at 2:00 p.m.** at the Silver Thorn Club, The Legends Room, located at 4550 Golf Club Lane, Brooksville, FL 34609. Included below is the agenda:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**
- 3. PUBLIC HEARING ON FISCAL YEAR 2016 PROPOSED BUDGET**
 - A. Open Public Hearing on Fiscal Year 2016 Proposed Budget
 - B. Staff Presentations
 - C. Public Comment
 - D. Close Public Hearing on Fiscal Year 2016 Proposed Budget
 - E. Consideration of Resolution 2015-04; Adopting Fiscal Year 2016 BudgetTab 01
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Resolution 2015-05; Setting FY 2016 Meeting ScheduleTab 02
 - B. Consideration of Board of Supervisors Meeting Minutes May 22, 2015Tab 03
 - C. Consideration of Operations and Maintenance Expenditures August 2015Tab 04
 - D. Review of Financial Statements through July 31, 2015.....Tab 05
- 5. BUSINESS ITEMS**
 - A. General Matters of the District
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,



Brian Lamb
District Manager

RESOLUTION 2015-04

**A RESOLUTION OF THE FOUR SEASONS AT CRYSTAL SPRINGS
COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE FINAL BUDGET
FOR THE FISCAL YEAR 2016 (BEGINNING OCTOBER 1, 2015 AND ENDING
SEPTEMBER 30, 2016)**

WHEREAS, the District Manager submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing fiscal year, pursuant to the provision of Chapters 190 and 197, Florida Statutes; and

WHEREAS, the Board adopted said proposed budget and set August 21, 2015 as the date for a public hearing thereon, to receive public comments and caused notice of such public hearing to be given by mail and/or publication pursuant to Chapters 190 and 197, Florida Statutes; and

WHEREAS, Florida Statutes require that the District Board, by resolution, adopt the final approved budget for the ensuing fiscal year; and

WHEREAS, the Board is empowered to impose special assessments upon the properties within the District.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT THAT:**

Section 1. The Proposed Budget (as amended, if applicable) for Fiscal Year 2016 and attached hereto as Exhibit A, is hereby approved and adopted as Final, pursuant to Florida Statutes and incorporated herein by reference.

Section 2. Pursuant to the assessment levy approved in conjunction with the Adoption of the Fiscal Year 2016 Budget, attached hereto as Exhibit A.

Section 3. The Appropriate Officer(s) of the District and the District Manager are authorized to execute any and all necessary transmittals, certifications, or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

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

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST, 2015.

**FOUR SEASONS AT CRYSTAL SPRINGS
COMMUNITY DEVELOPMENT
DISTRICT**

CHAIRMAN

ATTEST:

SECRETARY

⁵
2016



FOUR SEASONS AT CRYSTAL SPRINGS

COMMUNITY DEVELOPMENT DISTRICT

PROPOSED ANNUAL OPERATING BUDGET

FISCAL YEAR 2016

May 22, 2015



FOUR SEASONS AT CRYSTAL SPRINGS

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2016

PROPOSED

ANNUAL OPERATING BUDGET

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May 22, 2015

FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT

Budget Introduction

Background Information

The Four Seasons at Crystal Springs Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2016, which begins on October 1, 2015. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities Financed by Non-Ad Valorem Assessments

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

FOUR SEASONS AT CRYSTAL SPRINGS

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2015 Operating Budget	Current Period Actuals 10/1/2014 - 3/31/15	Projected Revenues & Expenditures 04/01/15 to 9/30/15	Total Actuals and Projections Through 09/30/15	Over/(Under) Budget Through 09/30/15
REVENUES					
SPECIAL ASSESSMENTS					
Operations & Maintenance - Off Roll	15,405.00	61.78	0.00	61.78	(15,343.22)
TOTAL SPECIAL ASSESSMENTS	\$15,405.00	\$61.78	\$0.00	\$61.78	(\$15,343.22)
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	0.00	7,702.50	1,508.62	9,211.12	9,211.12
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$0.00	\$7,702.50	\$1,508.62	\$9,211.12	\$9,211.12
TOTAL REVENUES	\$15,405.00	\$7,764.28	\$1,508.62	\$9,272.90	(\$6,132.10)
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	1,200.00	0.00	400.00	400.00	(800.00)
TOTAL LEGISLATIVE	\$1,200.00	\$0.00	\$400.00	\$400.00	(\$800.00)
FINANCIAL & ADMINISTRATIVE					
District Manager	7,500.00	2,500.00	5,000.00	7,500.00	0.00
District Engineer	500.00	0.00	0.00	0.00	(500.00)
Public Officials Insurance	3,000.00	0.00	0.00	0.00	(3,000.00)
Legal Advertising	800.00	207.90	100.00	307.90	(492.10)
Bank Fees	230.00	165.20	74.80	240.00	10.00
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Miscellaneous Fees	500.00	0.00	150.00	150.00	(350.00)
TOTAL FINANCIAL & ADMINISTRATIVE	\$12,705.00	\$3,048.10	\$5,324.80	\$8,372.90	(\$4,332.10)
LEGAL COUNSEL					
District Counsel	1,500.00	0.00	500.00	500.00	(1,000.00)
TOTAL LEGAL COUNSEL	\$1,500.00	\$0.00	\$500.00	\$500.00	(\$1,000.00)
TOTAL EXPENDITURES	\$15,405.00	\$3,048.10	\$6,224.80	\$9,272.90	(\$6,132.10)
TOTAL REVENUES OVER / (UNDER) EXPENDITURES	\$0.00	\$4,716.18	(\$4,716.18)	\$0.00	\$0.00

FOUR SEASONS AT CRYSTAL SPRINGS

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2015 Operating Budget	Total Actuals and Projections Through 09/30/15	Over/(Under) Budget Through 09/30/15	Fiscal Year 2016 Proposed Operating Budget	Increase / (Decrease) from FY 2015 to FY 2016
REVENUES					
SPECIAL ASSESSMENTS					
Operations & Maintenance - Off Roll	15,405.00	61.78	(15,343.22)	15,405.00	0.00
TOTAL SPECIAL ASSESSMENTS	\$15,405.00	\$61.78	(\$15,343.22)	\$15,405.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	0.00	9,211.12	9,211.12	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$0.00	\$9,211.12	\$9,211.12	\$0.00	\$0.00
TOTAL REVENUES	\$15,405.00	\$9,272.90	(\$6,132.10)	\$15,405.00	\$0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	1,200.00	400.00	(800.00)	1,200.00	0.00
TOTAL LEGISLATIVE	\$1,200.00	\$400.00	(\$800.00)	\$1,200.00	\$0.00
FINANCIAL & ADMINISTRATIVE					
District Manager	7,500.00	7,500.00	0.00	7,500.00	0.00
District Engineer	500.00	0.00	(500.00)	500.00	0.00
Public Officials Insurance	3,000.00	0.00	(3,000.00)	3,000.00	0.00
Legal Advertising	800.00	307.90	(492.10)	800.00	0.00
Bank Fees	230.00	240.00	10.00	230.00	0.00
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Miscellaneous Fees	500.00	150.00	(350.00)	500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$12,705.00	\$8,372.90	(\$4,332.10)	\$12,705.00	\$0.00
LEGAL COUNSEL					
District Counsel	1,500.00	500.00	(1,000.00)	1,500.00	0.00
TOTAL LEGAL COUNSEL	\$1,500.00	\$500.00	(\$1,000.00)	\$1,500.00	\$0.00
TOTAL EXPENDITURES	\$15,405.00	\$9,272.90	(\$6,132.10)	\$15,405.00	\$0.00
TOTAL REVENUES OVER / (UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FISCAL YEAR 2016
PROPOSED OPERATING BUDGET

FOUR SEASONS AT CRYSTAL SPRINGS

COMMUNITY DEVELOPMENT DISTRICT

Legislative

Supervisor's Fees

The amount paid to each Supervisor for the time devoted to the District business and monthly meetings. The amount permitted is \$200.00 per meeting for each member of the Board.

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District' business, including any and all financial work work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Public Officials Insurance

Public officials liability insurance is required as a protective measure for the District.

Legal Advertising

This is required to conducts the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Postage, Phone, Faxes, Copies

Cost of materials and service to produce agendas and conduct day-to-day business of the District.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATE, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

WHEREAS, Four Seasons at Crystal Springs Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hernando County, Florida; and

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. Regular meetings of the Board of Supervisors of the Four Seasons at Crystal Springs Community Development District, for the Fiscal Year 2016, shall be held as provided on the schedule, which is attached hereto and made a part heretofore, as Exhibit A.

Section 2. In accordance with Section 189.417(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with Hernando County and the Florida Department of Community Affairs, a schedule of the District’s regular meetings.

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

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST, 2015.

**FOUR SEASONS AT CRYSTAL SPRINGS
COMMUNITY DEVELOPMENT DISTRICT**

CHAIRMAN

ATTEST:

SECRETARY

EXHIBIT A**BOARD OF SUPERVISORS MEETING DATES
FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2016****FISCAL YEAR 2015/2016**

November	20, 2015	2:00 p.m.
May	20, 2016	2:00 p.m.
August	19, 2016	2:00 p.m.

All meetings will convene at 2:00 p.m., at Silver Thorn Club, The Legends Room, located at 4550 Golf Club Lane, Brooksville, Florida 34609.

**FOUR SEASONS AT CRYSTAL SPRINGS
COMMUNITY DEVELOPMENT DISTRICT**

May 22, 2015 Minutes of Meeting

Minutes of the Meeting

The Regular Meeting of the Board of Supervisors for Four Seasons of Crystal Springs Community Development District was held on Friday, May 22, 2015 at 2:00 p.m. at the Silver Thorn Club, The Legends Room, located at 4550 Golf Club Lane, Brooksville, FL 34609.

1. CALL TO ORDER/ROLL CALL

Ms. Hukill called the Regular Meeting of Four Seasons at Crystal Springs Community Development District to order at 2:05 p.m. on Friday, May 22, 2015.

Board Members Present and Constituting a Quorum:

Brian Farrar	Chairman
Ed Andrews	Vice Chairman
Ted Brown	Supervisor

Staff Members Present:

Debby Hukill	Meritus Districts
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2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no members of the public present.

3. BUSINESS ADMINISTRATION

A. Consideration of Resolution 2015-01; Canvassing and Certifying the Results of the Landowners Election

MOTION TO:	Approve Resolution 2015-01.
MADE BY:	Supervisor Andrews
SECONDED BY:	Supervisor Brown
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

B. Consideration of Resolution 2015-02; Re-Designating Officers

MOTION TO:	Approve Resolution 2015-02 leaving officers as is.
MADE BY:	Supervisor Andrews
SECONDED BY:	Supervisor Brown
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

C. Consideration of Resolution 2015-03; Approving Fiscal Year 2016 Proposed Budget & Setting Public Hearing

MOTION TO:	Approve Resolution 2015-03 for August 21, 2015 at 2:00 pm.
MADE BY:	Supervisor Andrews
SECONDED BY:	Supervisor Brown
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

D. Consideration of Board of Supervisors Meeting Minutes August 22, 2014

MOTION TO:	Approve Meeting Minutes from August 22, 2014.
MADE BY:	Supervisor Brown
SECONDED BY:	Supervisor Andrews
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

E. Consideration of Landowners Election Meeting Minutes November 14, 2014

MOTION TO:	Approve Landowners Election Meeting Minutes from November 14, 2014.
MADE BY:	Supervisor Farrar
SECONDED BY:	Supervisor Andrews
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

F. Consideration of Operations and Maintenance Expenditures May 2015

MOTION TO:	Approve Operations and Maintenance Expenditures for May 2015.
MADE BY:	Supervisor Brown
SECONDED BY:	Supervisor Andrews
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

G. Review of Financial Statements through March 31, 2015

The Board reviewed the financials.

4. BUSINESS ITEMS

A. Annual Disclosure of Qualified Electors

Ms. Hukill announced as of April 15, 2015 Four Seasons CDD had zero (0) qualified electors in the community.

B. General Matters of the District

None

5. STAFF REPORTS

A. District Counsel

B. District Engineer

C. District Manager

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

7. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Farrar
SECONDED BY:	Supervisor Andrews
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

**These minutes were done in summary format.*

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

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

Signature

Signature

Printed Name

Printed Name

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Title:

- ☐ **Secretary**
☐ **Assistant Secretary**

Recorded by Records Administrator

Signature

Date

Official District Seal

4 Seasons at Crystal Sp. Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	6947	\$ 2,500.00		Contractual Services - May
Monthly Contract Sub-Total		\$ 2,500.00		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Supervisor: Ed Andrews	EA052215	\$ 200.00	\$ 200.00	Supervisor Fees - 05/22/15
Times Publishing Company	119373 051815	51.70		BOS meeting time change - 05/15/15
Times Publishing Company	119373 072315	124.12	\$ 175.82	Public hearing - 07/15/15
Regular Services Sub-Total		\$ 375.82		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 2,875.82		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

**4 Seasons at Crystal Sp. Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
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[] Chairman [] Vice Chairman [] Assistant Secretary

Meritus Districts

5680 W. Cypress St.
Suite A
Tampa, FL 33607



INVOICE

Invoice Number: 6947
Invoice Date: Jul 1, 2015
Page: 1

Voice: 813-873-7300
Fax: 813-873-7070

Bill To:

Four Seasons @ Crystal Springs CDD
5680 W.Cypress Street
Ste A
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Four Seasons		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		7/1/15

Quantity	Item	Description	Unit Price	Amount
		May 29 CDD Meeting		2,500.00
		<i>De</i>		

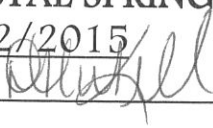
Subtotal	2,500.00
Sales Tax	
Total Invoice Amount	2,500.00
Payment/Credit Applied	
TOTAL	2,500.00

Check/Credit Memo No:

Approved 6/23/2015 by bhowell

FOUR SEASONS AT CRYSTAL SPRINGS CDD

MEETING DATE: 05/22/2015

DMS Staff Signature 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Vacant			
Ed Andrews	✓	Salary Accepted	\$200.00
Brian Farrar	✓	Waived	\$0.00
Ted Brown	✓	Waived	\$0.00
Vacant			

Approved 6/2/2015 by rios



Times Publishing Company
P.O. Box 175
St. Petersburg, FL 33731-0175
Toll Free Phone: 1 (877) 321-7355
Fed Tax ID 59-0482470

AD SALES HOURS

M - TH 7:30 - 6:30

FRI 7:30-5:30

CUSTOMER SERVICE HOURS

M-F 8:00 - 5:00

ADVERTISING INVOICE

Advertising Run Dates	Advertiser/Client Name
05/15/15 - 05/15/15	FOUR SEASONS AT CRYSTAL SPRINGS CDD
Billing Date	Customer Account
05/18/15	119373
Total Amount Due	Ad Number
\$51.70	132406

RECEIVED

MAY 22 2015

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Class	Description PO Number	Insertions	Size	Net Amount
05/15/15	05/15/15	132406	405	FSCS 195 BOS Meeting Time Chan	2	12.78IN	51.70

Approved 5/28/2015 by bhowell



Times Publishing Company
P.O. Box 175
St. Petersburg, FL 33731-0175
Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business

FOUR SEASONS AT CRYSTAL SPRINGS CD
ATTN: MERITUS DISTRICTS
5680 W CYPRESS ST SUITE A
TAMPA, FL 33607

Advertising Run Dates		Advertiser/Client Name	
05/15/15 - 05/15/15		FOUR SEASONS AT CRYSTAL SPRINGS CDD	
Billing Date	Sales Rep	Customer Account	
05/18/15	Sarah Potts	119373	
Total Amount Due	Customer Type	Ad Number	
\$51.70	AO	132406	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

TAMPA BAY TIMES
DEPT 3396
P.O. BOX 123396
DALLAS, TX 75312-3396

[illegible]

052615



M-F 8:00 - 5:00

073015

Four Seasons at Crystal Springs Community Development District

Financial Statements
(Unaudited)

Period Ending
July 31st , 2015



Meritus Districts
5680 W. Cypress Street ~ Suite A ~ Tampa, Florida 33607-1775
Phone (813) 873-7300 ~ Fax (813) 873-7070

Four Seasons at Crystal Springs Community Development District

Balance Sheet

As of 7/31/2015

(In Whole Numbers)

	General Fund	Total
Assets		
Cash	7,545	7,545
Accounts Receivable	0	0
Prepaid Items	0	0
Total Assets	<u>7,545</u>	<u>7,545</u>
Liabilities		
Accounts Payable	124	124
Accrued Expenses Payable	0	0
Deposit Due Developer	0	0
Total Liabilities	<u>124</u>	<u>124</u>
Fund Equity & Other Credits Contributed Capital		
Fund Balance--Unreserved	1,988	1,988
Net Changes In Fund Balances For Year	5,433	5,433
Total Fund Equity & Other Credits Contributed Capital	<u>7,421</u>	<u>7,421</u>
Total Liabilities & Fund Equity	<u>7,545</u>	<u>7,545</u>

Four Seasons at Crystal Springs Community Development District

Income Stmt - GF - Unposted Transactions Included In Report

General Fund - 001

From 10/1/2014 Through 7/31/2015

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget to Actual Variance	Budget Percent Remaining
Revenues				
Special Assessments				
Operations & Maintenance - Off Roll	15,405	62	(15,343)	(99.59)%
Contributions & Donations From Private Sources				
Developer Contributions	0	11,554	11,554	0.00%
Total Revenues	15,405	11,616	(3,789)	(24.60)%
Expenditures				
Legislative				
Supervisor Fees	1,200	200	1,000	83.33%
Financial & Administrative				
District Manager	7,500	5,000	2,500	33.33%
District Engineer	500	0	500	100.00%
Financial Advisory Fees	0	175	(175)	0.00%
Public Officials Insurance	3,000	0	3,000	100.00%
Legal Advertising	800	384	416	52.03%
Bank Fees	230	249	(19)	(8.14)%
Dues, Licenses & Fees	175	175	0	0.00%
Miscellaneous Fees	500	0	500	100.00%
Legal Counsel				
District Counsel	1,500	0	1,500	100.00%
Total Expenditures	15,405	6,182	9,223	59.87%
Subtotal: Rev Over / (Under) Exp	0	5,433	5,433	0.00%
Total: Revenues Over / Under Expenditures	0	5,433	5,433	0.00%

Four Seasons at Crystal Springs Community Development District
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 072015

Reconciliation Date: 7/31/2015

Status: Open

Bank Balance	7,545.19
Less Outstanding Checks/Vouchers	0.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	7,545.19
Balance Per Books	<u>7,545.19</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Four Seasons at Crystal Springs Community Development District
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 072015

Reconciliation Date: 7/31/2015

Status: Open

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1072	7/1/2015	System Generated Check/Voucher	2,500.00	Meritus Districts
Cleared Checks/Vouchers			2,500.00	

Four Seasons at Crystal Springs Community Development District
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 072015

Reconciliation Date: 7/31/2015

Status: Open

Cleared Other Cash Items

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
JV106	7/31/2015	Bank Fees - 05/15 thru 07/15	<u>(62.67)</u>
Cleared Other Cash Items			(62.67)
			<u><u> </u></u>

SUNTRUST BANK
PO BOX 305183
NASHVILLE TN 37230-5183

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07/31/2015
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Account Statement



FOUR SEASONS AT CRYSTAL SPRINGS COMMUN
5680 W CYPRESS ST STE A
TAMPA FL 33607-1775

Questions? Please call
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Account Summary	Account Type	Account Number	Statement Period
	BUSINESS CHECKING		07/01/2015 - 07/31/2015

Description	Amount	Description	Amount
Beginning Balance	\$10,065.90	Average Balance	\$7,557.88
Deposits/Credits	\$0.00	Average Collected Balance	\$7,557.88
Checks	\$2,500.00	Number of Days in Statement Period	31
Withdrawals/Debits	\$20.71		
Ending Balance	\$7,545.19		

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	1072	2,500.00	07/01						

Checks: 1

Withdrawals/Debits	Date Paid	Amount	Serial #	Description
	07/20	20.71		ACCOUNT ANALYSIS FEE

Withdrawals/Debits: 1

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	07/01	7,565.90	7,565.90	07/20	7,545.19	7,545.19