

**FOUR SEASONS AT CRYSTAL SPRINGS
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
CONTINUED PUBLIC HEARING
& REGULAR MEETING
AUGUST 19, 2021**

**FOUR SEASONS AT CRYSTAL SPRINGS
COMMUNITY DEVELOPMENT DISTRICT AGENDA
AUGUST 19, 2021 AT 1:00 p.m.
CASCADES CLUBHOUSE
LOCATED AT 5459 COTILLION BLVD, BROOKSVILLE, FL 34601**

District Board of Supervisors	Chairman Vice-Chairman Supervisor Supervisor Supervisor	Bill Conerly Jack Koehler Eric Davidson Ryan Sampson Vacant
District Manager	Meritus	Gene Roberts
District Attorney	Straley Robin Vericker	Vivek Babbar
District Engineer	Stantec	Tonja Stewart

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

The meeting will begin at **1:00 p.m.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the second section called **Public Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. The third section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, 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. 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 fourth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Vendor/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 sixth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

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 7-1-1, 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.

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.

Four Seasons at Crystal Springs Community Development District

Dear Board Members:

The Continued Public Hearing & Regular Meeting of the Board of Supervisors of Four Seasons at Crystal Springs Community Development District will be held on **Thursday, August 19, 2021 at 1:00 p.m.** at the Cascades Clubhouse located at 5459 Cotillion Blvd, Brooksville, FL 34601. Please let us know 24 hours before the meeting if you wish to call in for the meeting. Following is the agenda for the meeting:

Call In Number: 1-866-906-9330

Access Code: 7979718

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. RECESS TO PUBLIC HEARING**
- 4. PUBLIC HEARING ON ADOPTING FISCAL YEAR 2022 BUDGET**
 - A. Open Public Hearing on Fiscal Year 2022 Budget
 - B. Staff Presentations
 - C. Public Comments
 - D. Consideration of Resolution 2021-02; Adopting Fiscal Year 2022 Budget.....Tab 01
 - i. Consideration of Developer Funding Agreement.....Tab 02
 - E. Close Public Hearing on Fiscal Year 2022 Budget
- 5. RETURN TO REGULAR MEETING**
- 6. BUSINESS ITEMS**
 - A. Consideration of Resolution 2021-03; Setting Fiscal Year 2022 Meeting Schedule.....Tab 03
 - B. General Matters of the District
- 7. CONSENT AGENDA**
 - A. Consideration of the Regular Meeting Minutes May 13, 2021 Tab 04
 - B. Consideration of Operations and Maintenance Expenditures May 2021 Tab 05
 - C. Consideration of Operations and Maintenance Expenditures June 2021 Tab 06
 - D. Consideration of Operations and Maintenance Expenditures July 2021 Tab 07
 - E. Review of Financial Statements Month Ending July 31, 2021 Tab 08
- 8. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 9. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 10. ADJOURNMENT**

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

Gene Roberts
District Manager

RESOLUTION 2021-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; APPROVING THE FORM OF A BUDGET FUNDING AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

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

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

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

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

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

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

WHEREAS, **Walton Acquisitions FL, LLC**, a Florida limited liability company (“**Developer**”), as the developer of certain lands within the District, has agreed to fund the FY 2021-2022 Budget as shown in the revenues line item of the FY 2021-2022 Budget pursuant to a budget funding agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Budget

- a.** That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s records office, and hereby approves certain amendments thereto, as shown below.
- b.** That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida

Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2020-2021 and/or revised projections for fiscal year 2021-2022.

- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's records office and identified as "The Budget for the Four Seasons at Crystal Springs Community Development District for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022".
- d. The final adopted budget shall be posted by the District Manager on the District's website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

Section 2. Appropriations. There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2021, and ending September 30, 2022, the sum of **\$18,988**, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year.

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

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

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

Section 4. Approving the Form of a Budget Funding Agreement with Developer. The Budget Funding Agreement between the District and Developer attached hereto as **Exhibit B** is hereby approved in substantial form. The Chair or the Vice-Chair of the Board are hereby authorized and directed to execute and deliver said agreement on behalf of and in the name of the District. The Secretary or any Assistant Secretary of the Board are hereby authorized to attest such execution. Any additions, deletions or modifications may be made and approved by the Chair or

the Vice-Chair and their execution of the agreement shall be conclusive evidence of such approval.

Section 5. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 19, 2021.

Attested By:

**Four Seasons at Crystal Springs
Community Development District**

Name: _____
Secretary/Assistant Secretary

Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2021-2022 Adopted Budget

Exhibit B: Form of Budget Funding Agreement with Developer

2022



FOUR SEASONS AT CRYSTAL SPRINGS

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022
FINAL ANNUAL OPERATING BUDGET

AUGUST 13, 2021



FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022 FINAL ANNUAL OPERATING BUDGET

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AUGUST 13, 2021

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 2022, which begins on October 1, 2021. 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

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 2021 Final Operating Budget	Current Period Actuals 10/1/20 - 3/31/21	Projected Revenues & Expenditures 4/1/21 to 9/30/21	Total Actuals and Projections Through 9/30/21	Over/(Under) Budget Through 9/30/21
REVENUES					
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	18,988.00	10,477.12	8,510.88	18,988.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	18,988.00	10,477.12	8,510.88	18,988.00	0.00
TOTAL REVENUES	\$18,988.00	\$10,477.12	\$8,510.88	\$18,988.00	\$0.00
EXPENDITURES					
FINANCIAL & ADMINISTRATIVE					
District Manager	6,000.00	3,000.00	3,000.00	6,000.00	0.00
District Engineer	500.00	0.00	500.00	500.00	0.00
Postage, Phone, Faxes, Copies	25.00	0.00	25.00	25.00	0.00
Public Officials Insurance	2,537.00	2,421.00	116.00	2,537.00	0.00
Legal Advertising	800.00	0.00	800.00	800.00	0.00
Bank Fees	250.00	75.00	175.00	250.00	0.00
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	600.00	0.00	600.00	600.00	0.00
ADA Website Compliance	3,000.00	0.00	3,000.00	3,000.00	0.00
Website Administration	1,500.00	1,000.02	499.98	1,500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	15,387.00	6,671.02	8,715.98	15,387.00	0.00
LEGAL COUNSEL					
District Counsel	500.00	130.50	369.50	500.00	0.00
TOTAL LEGAL COUNSEL	500.00	130.50	369.50	500.00	0.00
OTHER PHYSICAL ENVIRONMENT					
Property & Casualty Insurance	3,101.00	2,960.00	0.00	3,101.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	3,101.00	2,960.00	0.00	3,101.00	0.00
TOTAL EXPENDITURES	\$18,988.00	\$9,761.52	\$9,085.48	\$18,988.00	\$0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$715.60	(\$574.60)	\$0.00	\$0.00

FISCAL YEAR 2021 BUDGET ANALYSIS

FOUR SEASONS AT CRYSTAL SPRINGS

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2021 Final Operating Budget	Total Actuals and Projections Through 9/30/21	Over/(Under) Budget Through 9/30/21	Fiscal Year 2022 Final Operating Budget	Increase / (Decrease) from FY 2021 to FY 2022
REVENUES					
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	18,988.00	18,988.00	0.00	18,988.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	18,988.00	18,988.00	0.00	18,988.00	0.00
TOTAL REVENUES	\$18,988.00	\$18,988.00	\$0.00	\$18,988.00	\$0.00
EXPENDITURES					
FINANCIAL & ADMINISTRATIVE					
District Manager	6,000.00	6,000.00	0.00	6,000.00	0.00
District Engineer	500.00	500.00	0.00	500.00	0.00
Postage, Phone, Faxes, Copies	25.00	25.00	0.00	25.00	0.00
Public Officials Insurance	2,537.00	2,537.00	0.00	2,663.00	126.00
Legal Advertising	800.00	800.00	0.00	675.00	(125.00)
Bank Fees	250.00	250.00	0.00	250.00	0.00
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	600.00	600.00	0.00	544.00	(56.00)
ADA Website Compliance	3,000.00	3,000.00	0.00	2,900.00	(100.00)
Website Administration	1,500.00	1,500.00	0.00	1,500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	15,387.00	15,387.00	0.00	15,232.00	(155.00)
LEGAL COUNSEL					
District Counsel	500.00	500.00	0.00	500.00	0.00
TOTAL LEGAL COUNSEL	500.00	500.00	0.00	500.00	0.00
OTHER PHYSICAL ENVIRONMENT					
Property & Casualty Insurance	3,101.00	3,101.00	0.00	3,256.00	155.00
TOTAL OTHER PHYSICAL ENVIRONMENT	3,101.00	3,101.00	0.00	3,256.00	155.00
TOTAL EXPENDITURES	\$18,988.00	\$18,988.00	\$0.00	\$18,988.00	\$0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FISCAL YEAR 2022
FINAL ANNUAL OPERATING BUDGET

FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial 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.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Miscellaneous Administration

This is required of the District to store its official records.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

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

FISCAL YEAR 2022
FINAL ANNUAL OPERATING BUDGET

FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

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.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Investment Reporting Fees

This is to provide an investment report to the District on a quarterly basis.

Office Supplies

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

Technology Services

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

Website Administration

This is for maintenance and administration of the District's official website.

Capital Outlay

This is to purchase new equipment as required.

Legal Counsel

District Counsel

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

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Garbage/Solid Waste Control Services

Garbage Collection

This item is for pick up at the recreation facility and parks as needed.

Water-Sewer Combination Services

Water Utility Services

This item is for the potable and non-potable water used for irrigation.

FISCAL YEAR 2022
FINAL ANNUAL OPERATING BUDGET

FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property Taxes

This item is for property taxes assessed to lands within the District.

Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

Pool Maintenance

This item is necessary to contract with a vendor to maintain the pool within state guidelines for public use.

Clubhouse Maintenance

This item provides for operations, maintenance, and supplies to the District's Amenity Center.

FISCAL YEAR 2022
FINAL ANNUAL OPERATING BUDGET

FY 2021-2022 Budget Funding Agreement
(Four Seasons at Crystal Springs Community Development District)

This FY 2021-2022 Budget Funding Agreement (this “**Agreement**”) is made and entered into as of August 19, 2021, between the **Four Seasons at Crystal Springs Community Development District**, a local unit of special-purpose government, established pursuant to Chapter 190, Florida Statutes (the “**District**”), whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607 and **Walton Acquisitions FL, LLC**, a Florida limited liability company (the “**Developer**”), whose mailing address is 14614 North Kierland Blvd., Suite 120, Scottsdale, Arizona 85254.

Recitals

WHEREAS, the District was established for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is adopting its budget for fiscal year 2021-2022 as attached hereto as **Exhibit A** (the “**FY 2021-2022 Budget**”), which commences on October 1, 2021, and concludes on September 30, 2022;

WHEREAS, the District has the option of levying non-ad valorem assessments on all lands that will benefit from the activities set forth in the FY 2021-2022 Budget, or utilizing such other revenue sources as may be available to it;

WHEREAS, the District is willing to allow the Developer to provide such funds as are necessary to allow the District to proceed with its activities as described the FY 2021-2022 Budget so long as payment is timely provided;

WHEREAS, the Developer presently owns certain property within the District as reflected on the assessment roll on file with the District Manager (the “**Property**”);

WHEREAS, the Developer agrees that the activities of the District described in the FY 2021-2022 Budget provide a special and peculiar benefit to the Property that is equal to or in excess of the expenses reflected in the FY 2021-2022 Budget; and

WHEREAS, the Developer has agreed to enter into this Agreement in lieu of having the District levy non-ad valorem special assessments as authorized by law against the Property to fund the activities of the District as set forth in the FY 2021-2022 Budget.

Operative Provisions

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

- 1. Funding Obligations.** From time to time during the 2021-2022 fiscal year, the Developer agrees to make available to the District the aggregate sum of up to **\$18,988** in accordance with the FY 2021-2022 Budget as such expenses are incurred by the District. Such payments shall be made within 30 days of written request for funding by the District. All funds provided hereunder shall be placed in the District's general operating account.
- 2. FY 2021-2022 Budget Revisions.** The District and Developer agree that the FY 2021-2022 Budget shall be revised at the end of the 2021-2022 fiscal year to reflect the actual expenditures of the District for the period beginning on October 1, 2021 and ending on September 30, 2022. The Developer shall

not be responsible for any additional costs other than those costs provided for in the FY 2021-2022 Budget. However, if the actual expenditures of the District are less than the amount shown in the FY 2021-2022 Budget, the Developer's funding obligations under this Agreement shall be reduced by that amount.

3. Right to Lien Property.

- a. The District shall have the right to file a continuing lien (“**Lien**”) upon the Property for all payments due and owing under this Agreement and for interest thereon, and for reasonable attorneys’ fees, paralegals’ fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this Lien. In the event the Developer sells any portion of the Property after the execution of this Agreement, the Developer’s rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a Lien upon the remaining Property owned by the Developer.
- b. The Lien shall be effective as of the date and time of the recording of a “Notice of Lien for the FY 2021-2022 Budget” in the public records of Hernando County, Florida, stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement.
- c. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager’s direction, the District may also bring an action at law against the record title holders to the Property to pay the amount due under this Agreement, may foreclose the Lien against the Property in any manner authorized by law, or may levy special assessments for the Lien amount and certify them for collection by the tax collector.

4. Default. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right to seek specific performance of the Developer’s payment obligations under this Agreement, but shall not include special, consequential, or punitive damages.

5. Enforcement and Attorney Fees. In the event either party is required to enforce this Agreement, then the prevailing party shall be entitled to all fees and costs, including reasonable attorney’s fees and costs, from the non-prevailing party.

6. Governing Law and Venue. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida with venue in Hernando County, Florida.

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

8. Termination of Agreement. The Agreement shall be effective upon execution by both parties hereto and shall remain in force until the end of the 2021-2022 fiscal year on September 30, 2022. The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

9. Third Parties. This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party

hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

- 10. Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
- 11. Assignment.** This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.
- 12. Authority.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
- 13. Entire Agreement.** This instrument shall constitute the final and complete expression of this Agreement between the parties relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**Four Seasons at Crystal Springs
Community Development District**

William Conerly
Chair of the Board of Supervisors

Walton Acquisitions FL, LLC,
a Florida limited liability company

By: Walton International Group, Inc.
an Arizona corporation
Manager

By: _____
Name: _____
Title: _____

Exhibit A: FY 2021-2022 FY 2021-2022 Budget

RESOLUTION 2021-03

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 FOR THE FISCAL YEAR 2021/2022, AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

WHEREAS, Four Seasons at Crystal Springs Community Development District (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 (the “**Board**”), is statutorily authorized to exercise the powers granted to the District; and

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

WHEREAS, the Board is statutorily required to file annually with the local governing authority 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 District, for the Fiscal Year 2021/2022, shall be held as provided on the schedule attached as **Exhibit A**.

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with the Hernando County a schedule of the District’s regular meetings.

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

PASSED AND ADOPTED THIS 19th DAY OF AUGUST, 2021.

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

CHAIRMAN

ATTEST:

SECRETARY

EXHIBIT A

**FOUR SEASONS AT CRYSTAL SPRINGS COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS REGULAR MEETING SCHEDULE**

FISCAL YEAR 2021/2022

May 13, 2022 11:00 a.m.

August 12, 2022 11:00 a.m.

**All meetings will convene at the Cascades Clubhouse located at 5459 Cotillion Blvd, Brooksville, FL
34601.**

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

May 13, 2021 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Four Seasons of Crystal Springs Community Development District was held on **Friday, May 13, 2021 at 11:00 a.m.** at the Southern Hills Plantation Clubhouse located at 5458 Cotillion Blvd., Brooksville, FL 34601.

1. CALL TO ORDER/ROLL CALL

Gene Roberts called the Regular Meeting of Four Seasons at Crystal Springs Community Development District to order on **Friday, May 13, 2021 at 11:02 a.m.**

Board Members Present and Constituting a Quorum:

Bill Conerly	Chair
Jack Koehler	Vice-Chair
Eric Davidson	Supervisor

Staff Members Present:

Gene Roberts	Meritus
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There were no audience members present.

2. PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

3. BUSINESS ITEMS

A. Consideration of Resolution 2021-01; Approving Proposed FY 2022 Budget & Setting Public Hearing

Mr. Roberts summarized the proposed budget line items for 2022 stated there would be no increase. The public hearing will set for August 13, 2021 at 11:00 a.m. at the current location.

MOTION TO:	Approve Resolution 2021-01.
MADE BY:	Supervisor Conerly
SECONDED BY:	Supervisor Koehler
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

47 **B. Announcement of Annual Notice of Qualified Electors**

48
49 Mr. Roberts announced that as of April 15, 2021, Four Seasons at Crystal Springs CDD had 0
50 qualified electors.

51
52 **C. General Matters of the District**

53
54 There were no additional general matters.

55
56
57 **4. CONSENT AGENDA**

58 **A. Consideration of Board of Supervisors Public Hearing & Regular Meeting**
59 **Minutes August 14, 2020**

60 **B. Consideration of Operations and Maintenance Expenditures July 2020 –**
61 **September 2020**

62 **C. Consideration of Operations and Maintenance Expenditures October 2020 –**
63 **April 2021**

64 **D. Review of Financial Statements through April 30, 2021**

65
66 The Board reviewed the Consent Agenda items.

67
68 MOTION TO: Approve the Consent Agenda.
69 MADE BY: Supervisor Conerly
70 SECONDED BY: Supervisor Koehler
71 DISCUSSION: None further
72 RESULT: Called to Vote: Motion PASSED
73 3/0 - Motion passed unanimously

74
75
76 **5. STAFF REPORTS**

77 **A. District Counsel**
78 **B. District Engineer**
79 **C. District Manager**

80
81 There were no staff reports at this time.

82
83
84 **6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

85
86 There were no supervisor requests or audience comments.

87
88
89

90 **7. ADJOURNMENT**

91

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

98

99 **Please note the entire meeting is available on disc.*

100

101 **These minutes were done in summary format.*

102

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

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

109

110

111

112

Signature

Signature

113

114

115

Printed Name

Printed Name

116

117

Title:

Title:

118

Chairman

Secretary

119

Vice Chairman

Assistant Secretary

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121

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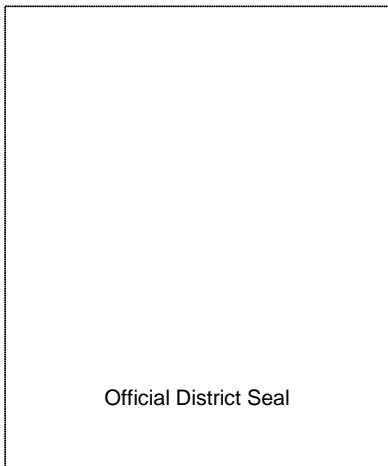
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Official District Seal

Recorded by Records Administrator

Signature

Date

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	10553	\$ 625.00		District Management Service - May 2021
Monthly Contract Sub-Total		\$ 625.00		
Variable Contract				
Straley Robin Vericker	19889	\$ 233.00		Professional Services thru 05/15/2021
Variable Contract Sub-Total		\$ 233.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Supervisor: Jack Koehler	JK051321	\$ 200.00	\$ 200.00	Supervisor Fee - 05/13/2021
Regular Services Sub-Total		\$ 200.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 1,058.00		

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

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

Invoice Number: 10553
Invoice Date: May 1, 2021
Page: 1

Bill To:
Four Seasons @ Crystal Springs CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Four Seasons		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		5/1/21

Quantity	Item	Description	Unit Price	Amount
		District Management Services - May		500.00
		Website Administration		125.00

Subtotal	625.00
Sales Tax	
Total Invoice Amount	625.00
Payment/Credit Applied	
TOTAL	625.00

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Four Seasons at Crystal Springs
c/o MERITUS DISTRICTS
2005 PAN AM CIRCLE, SUITE 300
TAMPA, FL 33607

May 25, 2021

Client: 001352

Matter: 000001

Invoice #: 19889

Page: 1

RE: General

For Professional Services Rendered Through May 15, 2021

SERVICES

Date	Person	Description of Services	Hours	
4/27/2021	LB	PREPARE DRAFT RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING ON SAME.	0.5	
4/29/2021	VKB	REVIEW AND REVISE RESOLUTION ADOPTING PRELIMINARY O/M BUDGET AND SETTING THE DATE FOR THE PUBLIC HEARING.	0.2	
4/30/2021	LB	FINALIZE RESOLUTION APPROVING PRELIMINARY BUDGET FOR FY 2021/2022; PREPARE CORRESPONDENCE TO DISTRICT MANAGER TRANSMITTING SAME.	0.2	
5/12/2021	LB	PREPARE PUBLICATION AD FOR FY 2021/2022 BUDGET.	0.4	
Total Professional Services			1.3	\$233.00

PERSON RECAP

Person		Hours	Amount
VKB	Vivek K. Babbar	0.2	\$57.00
LB	Lynn Butler	1.1	\$176.00

51460.3107
UR

May 25, 2021
Client: 001352
Matter: 000001
Invoice #: 19889

Page: 2


Total Services	\$233.00	
Total Disbursements	\$0.00	
Total Current Charges		\$233.00

PAY THIS AMOUNT		\$233.00
------------------------	--	-----------------

Please Include Invoice Number on all Correspondence

FOUR SEASONS AT CRYSTAL SPRINGS CDD

MEETING DATE: May 13, 2021

DMS Staff Signature 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Bill Conerly	<input checked="" type="checkbox"/>	Salary Waived	\$0.00
Jack Koehler	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00
Eric Davidson	<input checked="" type="checkbox"/>	Salary Waived	\$0.00
Ryan Sampson	<input type="checkbox"/>	Salary Accepted	\$200.00
Vacant	<input type="checkbox"/>	Salary Waived	\$0.00

JK051321

**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	10629	\$ 625.00		District Management Service - June 2021
Monthly Contract Sub-Total		\$ 625.00		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
ADA Site Compliance	1741	\$ 1,500.00		Compliance Service - 06/01/2021
Regular Services Sub-Total		\$ 1,500.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 2,125.00		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

Chairman Vice Chairman Assistant Secretary

Meritus Districts

2005 Pan Am Circle
 Suite 300
 Tampa, FL 33607

Voice: 813-397-5121
 Fax: 813-873-7070

INVOICE

Invoice Number: 10629
 Invoice Date: Jun 1, 2021
 Page: 1

Bill To:
Four Seasons @ Crystal Springs CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Four Seasons		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		6/1/21

Quantity	Item	Description	Unit Price	Amount
		District Management Services - June <i>5/300/3101</i>		500.00
		Website Administration <i>5103</i>		125.00

Subtotal	625.00
Sales Tax	
Total Invoice Amount	625.00
Payment/Credit Applied	
TOTAL	625.00

ADA Site Compliance
 6400 Boynton Beach Blvd 742721
 Boynton Beach, FL 33474
 accounting@adasitecompliance.com



Invoice

BILL TO
Four Season Crystal Springs CDD

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1741	06/01/2021	\$1,500.00	06/15/2021	Net 14	

DESCRIPTION	AMOUNT
Technological Auditing, Compliance Shield, Customized Accessibility Policy, and Consulting with Accessibility and Compliance Experts	1,500.00

BALANCE DUE **\$1,500.00**

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	10671	\$ 632.71		District Management Services - July 2021
Monthly Contract Sub-Total		\$ 632.71		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Regular Services Sub-Total		\$ 0.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 632.71		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

Chairman Vice Chairman Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

INVOICE NO.: 10671
DATE: 07/01/2021
DUE DATE: 07/01/2021

BILLING ADDRESS
Four Seasons at Crystal Spings
CDD
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
	District Management Services July		625.00
	Postage May		0.51
48	Copies BW May	0.15	7.20
SUBTOTAL			632.71
NEW CHARGES			
TOTAL			632.71

Four Seasons at Crystal Springs Community Development District

Financial Statements
(Unaudited)

Period Ending
July 31, 2021



Meritus Districts
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607-1775
Phone (813) 873-7300 ~ Fax (813) 873-7070

Four Seasons at Crystal Springs CDD

Balance Sheet

As of 7/31/2021
(In Whole Numbers)

	General Fund	Total
Assets		
Cash-Operating Account	904	904
Prepaid Expenses	0	0
Prepaid Insurance-Gen Liab	0	0
Prepaid Insurance-Professional Liability	0	0
Other	0	0
Total Assets	904	904
Liabilities		
Accounts Payable	2,133	2,133
Other	0	0
Total Liabilities	2,133	2,133
Fund Equity & Other Credits		
Contributed Capital		
Fund Balance-Unreserved	(443)	(443)
Other	(786)	(786)
Total Fund Equity & Other Credits Contributed Capital	(1,229)	(1,229)
Total Liabilities & Fund Equity	904	904

Four Seasons at Crystal Springs CDD

Income Statement

001 - General Fund
From 10/1/2020 Through 7/31/2021
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Contributions & Donations From Private Sources				
Developer Contributions	18,988	13,227	(5,762)	(30)%
Total Revenues	18,988	13,227	(5,762)	(30)%
Expenditures				
Legislative				
Supervisor Fees	0	200	(200)	0 %
Financial & Administrative				
District Manager	6,000	5,125	875	15 %
District Engineer	500	0	500	100 %
Postage, Phone, Faxes, Copies	25	8	17	69 %
Public Officials Insurance	2,537	2,421	116	5 %
Legal Advertising	800	0	800	100 %
Bank Fees	250	135	115	46 %
Dues, Licenses & Fees	175	175	0	0 %
Website Administration	1,500	2,625	(1,125)	(75)%
Email Hosting Vendor	600	0	600	100 %
ADA Wbbsite Compliance	3,000	0	3,000	100 %
Legal Counsel				
District Counsel	500	364	137	27 %
Other Physical Environment				
Property & Casualty Insurance	3,101	2,960	141	5 %
Total Expenditures	18,988	14,012	4,976	26 %
Excess Of Revenues Over (Under) Expenditures	0	(786)	(786)	0 %
Fund Balance, Beginning of Period	0	(443)	(443)	0 %
Fund Balance, End of Period	0	(1,229)	(1,229)	0 %

Four Seasons at Crystal Springs CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 07/31/2021
Reconciliation Date: 7/31/2021
Status: Locked

Bank Balance	904.05
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	904.05
Balance Per Books	<u>904.05</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Four Seasons at Crystal Springs CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 07/31/2021
Reconciliation Date: 7/31/2021
Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
CD015	7/30/2021	July Bank Fee	<u>15.00</u>	
Cleared Checks/Vouchers			<u>15.00</u>	

Four Seasons at Crystal Springs CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 07/31/2021
Reconciliation Date: 7/31/2021
Status: Locked

Cleared Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
001	7/2/2021	Developer Funding 07.02.21	632.71	
Cleared Deposits			632.71	