



# **EVERLANDS COMMUNITY DEVELOPMENT DISTRICT**

**REGULAR BOARD MEETING  
& PUBLIC HEARING  
SEPTEMBER 30, 2022  
10:00 A.M.**

**Special District Services, Inc.  
The Oaks Center  
2501A Burns Road  
Palm Beach Gardens, FL 33410**

**[www.everlandscdd.org](http://www.everlandscdd.org)  
561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile**

**AGENDA**  
**EVERLANDS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Offices of B.S.E. Consultants, Inc.  
312 South Harbour City Boulevard  
Melbourne, Florida 32949  
**REGULAR BOARD MEETING & PUBLIC HEARING**  
September 30, 2022  
10:00 A.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. September 8, 2022 Regular Board Meeting & Public Hearing Minutes.....Page 2
- G. **Public Hearing**
  - 1. Proof of Publication.....Page 6
  - 2. Receive Public Comment on Fiscal Year 2022/2023 Final Budget
  - 3. Consider Resolution No. 2022-08 – Adopting Fiscal Year 2022/2023 Final Budget.....Page 7
- H. Old Business
- I. New Business
  - 1. Announce Landowners’ Meeting – November 1, 2022.....Page 17
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn



**Classified Ad Receipt  
(For Info Only - NOT A BILL)**

**Customer:** SPECIAL DISTRICT SERVICES, INC.

**Address:** 2501A BURNS ROAD  
PALM BEACH GARDENS FL 33410  
USA

**Ad No.:** 0005404914  
**Pymt Method** Credit Card  
**Net Amount** 490.24

**Run Times:** 2

**No. of Affidavits:** 1

**Run Dates:** 09/15/22, 09/22/22

**Text of Ad:**

Ad#5404914 9/15, 9/22/2022  
**NOTICE OF EVERLANDS COMMUNITY  
DEVELOPMENT DISTRICT  
PUBLIC HEARING AND REGULAR BOARD  
MEETING**

The Board of Supervisors (the "Board") of the Everlands Community Development District ("District") will hold a public hearing on September 30, 2022, at 10:00 a.m. at the offices of B.S.E. Consultants, Inc. located at 312 South Harbor City Boulevard, Melbourne, Florida 32949 for the purpose of hearing comments and objections on the adoption of the budget of the District for Fiscal Year 2022/2023. A regular board meeting of the District will also be held at that time where the Board may consider agenda items and any other business that may properly come before it.

A copy of the agenda and budget may be obtained from the District's website (www.everlandscdd.org) or at the offices of the District Manager, Special District Services, Inc., located at 10807 SW Tradition Square, Port St. Lucie, Florida 34987 during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when staff or Supervisors may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (772) 345-5119 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of 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 such appeal is to be based.

Meetings may be cancelled from time to time without advertised notice.

District Manager

**EVERLANDS COMMUNITY DEVELOP-  
MENT DISTRICT**

[www.everlandscdd.org](http://www.everlandscdd.org)

**EVERLANDS COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING & PUBLIC HEARING  
SEPTEMBER 8, 2022**

**A. CALL TO ORDER**

The Special Board Meeting of the Everlands Community Development District (the “District”) was called to order at 10:19 a.m. at 312 South Harbor City Boulevard, Melbourne, Florida 32949.

**B. PROOF OF PUBLICATION**

Proof of publication was presented which showed that notice of the Special Board Meeting had been published in *Florida Today* on August 19, 2022, and August 26, 2022, as legally required.

**C. ESTABLISH A QUORUM**

A quorum was established with the following Supervisors in attendance:

Gregory J. Pettibon, Jared Shaver and Bojana Brown. T.R. Beer attended by phone.

Also in attendance were Frank Sakuma of Special District Services, Inc.; Ken Ludwa of B.S.E. Consultants, Inc.; and General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A. (by phone).

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

Mr. Sakuma requested the addition of two items under New Business:

1. Resignation of TR Beer; and
2. Appointment to vacant Board seat.

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed approving the agenda, as amended.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. July 8, 2022, Regular Board Meeting**

The July 8, 2022, Regular Board Meeting minutes were presented for Board approval. A **motion** was made by Ms. Brown, seconded by Mr. Shaver and passed unanimously approving the minutes of the July 8, 2022, Regular Board Meeting, as presented.

**Note:** *At approximately 10:22 a.m., Mr. Sakuma recessed the Special Meeting and opened the Public Hearing on the Levy of Non-Ad Valorem Assessments.*

## **G. PUBLIC HEARING – LEVY OF NON-AD VALOREM ASSESSMENTS**

### **1. Proof of Publication**

Proof of publication was presented that a notice of the Public Hearing had been published in *Florida Today* on August 19, 2022, and August 26, 2022, as legally required.

### **2. Receive Public Comment on the Intent to Levy Special Assessments**

Ms. Wald spoke to the purpose of the meeting and steps necessary prior to Board consideration of Resolution 2022-05. Mr. Sakuma opened the public comment portion of the Public Hearing to receive comments from the public on the Intent to Levy Special Assessments. There being no comments, Mr. Sakuma closed the public comment portion of the Public Hearing.

### **3. Consider Approval of the Project and Levying of Non-Ad Valorem Special Assessments**

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed approving of the Project and Levying of Non-Ad Valorem Special Assessments.

### **4. Consider Adjusting and Equalizing of Non-Ad Valorem Special Assessments**

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed for Adjusting and Equalizing of Non-Ad Valorem Special Assessments.

### **5. Consider Resolution 2022-05 Authorizing Levy of Non-Ad Valorem Special Assessments**

Mr. Sakuma presented Resolution 2022-05, entitled:

#### **RESOLUTION 2022-05**

**A RESOLUTION OF THE EVERLANDS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING DISTRICT PROJECTS FOR CONSTRUCTION AND/OR ACQUISITION OF INFRASTRUCTURE IMPROVEMENTS AS TO THE EXPANSION AREA; EQUALIZING, APPROVING, CONFIRMING, AND LEVYING SPECIAL ASSESSMENTS ON PROPERTY SPECIALLY BENEFITED BY SUCH PROJECTS TO PAY THE COST THEREOF; PROVIDING FOR THE PAYMENT AND THE COLLECTION OF SUCH SPECIAL ASSESSMENTS BY THE METHODS PROVIDED FOR BY CHAPTERS 170, 190 AND 197, FLORIDA STATUTES; CONFIRMING THE DISTRICT'S INTENTION TO ISSUE SPECIAL ASSESSMENT REVENUE BONDS; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

Mr. Sakuma read the title of the resolution into the record and asked for Board consideration of the resolution.

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed to approve and adopt Resolution No. 2022-05, with approved amendments to the Engineer Report and Assessment Methodology, as presented.

**Note:** *At approximately 10:27 a.m., Mr. Sakuma closed the Public Hearing on the Levy of Non-Ad Valorem Assessments and simultaneously reconvened the Special Meeting.*

## **H. OLD BUSINESS**

There were no items for consideration.

## **K. NEW BUSINESS**

### **1. Consider Resolution 2022-06 Adopting Fiscal Year 2022/2023 Meeting Schedule**

Mr. Sakuma presented Resolution 2022-06 entitled:

#### **RESOLUTION NO. 2022-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EVERLANDS COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed to adopt Resolution 2022-06 as presented.

### **2. Consider Resolution 2022-07 Amending Resolution Setting the Public Hearing for Fiscal Year 2022/2023 Final Budget**

Mr. Sakuma presented Resolution 2022-07 entitled:

#### **RESOLUTION NO. 2022-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EVERLANDS COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2022-01, RESCHEDULING AND RESETTING THE DATE, TIME AND PLACE OF THE PUBLIC HEARING FOR CONSIDERATION OF THE BUDGET FOR FISCAL YEAR 2022/2023; AND PROVIDE AN EFFECTIVE DATE.**

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed to adopt Resolution 2022-07, as presented.

### **3. Consider Resignation of Supervisor TR Beer**

Mr. Sakuma notified the Board he had received a letter of resignation from Mr. Beer. Mr. Pettibon thanked Mr. Beer for his service.

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed to accept the resignation of Mr. Beer from his seat on the Board of Supervisors.

#### **4. Consider Nominations for Board Vacancy**

Mr. Sakuma advised that the resignation of Mr. Beer created a vacant board seat, which expires in November, 2022. Mr. Pettibon nominated Ms. Haley Mall for appointment to the Board. There were no other nominations.

A **motion** was made by Mr. Pettibon, seconded by Mr. Shaver and unanimously passed to appoint Ms. Haley Mall to the vacant board seat, which is set to expire in November, 2022.

#### **L. ADMINISTRATIVE MATTERS**

Ms. Wald advised the Board to adopt Landowners' Meeting Procedures at a future board meeting, and also to number the Board Seats at the Landowners' meeting.

#### **M. BOARD MEMBER COMMENTS**

There were no further comments from the Board.

#### **N. ADJOURNMENT**

Mr. Sakuma notified the Board the next meeting will be on September 30, 2022 at 10:00 a.m. There being no further business to come before the Board, Mr. Pettibon adjourned the meeting at 10:36 a.m.

**ATTESTED BY:**

---

Secretary/Assistant Secretary

---

Chairperson/Vice-Chair



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**(For Info Only - NOT A BILL)**

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District Manager

**EVERLANDS COMMUNITY DEVELOP-  
MENT DISTRICT**

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## RESOLUTION 2022-08

### THE ANNUAL APPROPRIATION RESOLUTION OF THE EVERLANDS COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June 2022, submitted to the Board of Supervisors (“**Board**”) of the Everlands Community Development District (“**District**”) a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the District Board, by passage of the Annual Appropriation Resolution, shall adopt 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; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project 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.

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EVERLANDS COMMUNITY DEVELOPMENT DISTRICT:

#### 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 in Section 2 below.
- b. That Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is

- c. That the Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Everlands Community Development District for the Fiscal Year Ending September 30, 2023."
- d. The final Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least two years.

**Section 4.     Effective Date.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 30<sup>th</sup> DAY OF SEPTEMBER 2022.**

ATTEST:

**EVERLANDS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

By: \_\_\_\_\_  
Chairperson / Vice Chairperson

**Exhibit A:**     Budget Fiscal Year 2022/2023

## **Exhibit A**

Budget Fiscal Year 2022/2023

Everlands  
Community Development District

**Final Budget For  
Fiscal Year 2022/2023  
October 1, 2022 - September 30, 2023**

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- III      DETAILED FINAL DEBT SERVICE FUND BUDGET**
- IV      ASSESSMENT COMPARISON**

**FINAL BUDGET**  
**EVERLANDS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2022/2023**  
**OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

|                                      | <b>FISCAL YEAR<br/>2022/2023<br/>BUDGET</b> |
|--------------------------------------|---|
| <b>REVENUES</b>                      |   |
| O&M Assessments                      | 100,000                                     |
| Developer Contribution               | 0   |
| Debt Assessments                     | 189,570                                     |
| Interest Income                      | 0   |
|                                      |   |
| <b>TOTAL REVENUES</b>                | <b>\$ 289,570</b>                           |
|                                      |   |
| <b>EXPENDITURES</b>                  |   |
| Supervisor Fees                      | 0   |
| Engineering/Inspections              | 3,500                                       |
| Management                           | 37,080                                      |
| Legal                                | 20,000                                      |
| Assessment Roll                      | 7,500                                       |
| Audit Fees                           | 4,400                                       |
| Arbitrage Rebate Fee                 | 0   |
| Insurance                            | 5,500                                       |
| Legal Advertisements                 | 2,000                                       |
| Miscellaneous                        | 2,045                                       |
| Postage                              | 300   |
| Office Supplies                      | 1,250                                       |
| Dues & Subscriptions                 | 175   |
| Trustee Fees                         | 4,250                                       |
| Continuing Disclosure Fee            | 1,000                                       |
| Miscellaneous Maintenance            | 5,000                                       |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 94,000</b>                            |
|                                      |   |
| <b>REVENUES LESS EXPENDITURES</b>    | <b>\$ 195,570</b>                           |
|                                      |   |
| Bond Payments                        | (178,196)                                   |
|                                      |   |
| <b>BALANCE</b>                       | <b>\$ 17,374</b>                            |
|                                      |   |
| County Appraiser & Tax Collector Fee | (5,791)                                     |
| Discounts For Early Payments         | (11,583)                                    |
|                                      |   |
| <b>EXCESS/ (SHORTFALL)</b>           | <b>\$ -</b>                                 |

**DETAILED FINAL BUDGET**  
**EVERLANDS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2022/2023**  
**OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

|                                      | FISCAL YEAR<br>2020/2021<br>ACTUAL | FISCAL YEAR<br>2021/2022<br>BUDGET | FISCAL YEAR<br>2022/2023<br>BUDGET | COMMENTS  |
|--------------------------------------|------------------------------------|------------------------------------|------------------------------------|---|
| <b>REVENUES</b>                      |                                    |                                    |                                    |   |
| O&M Assessments                      | 0                                  | 0                                  | 100,000                            | Expenditures/.94                                  |
| Developer Contribution               | 84,322                             | 84,475                             | 0                                  |   |
| Debt Assessments                     | 0                                  | 0                                  | 189,570                            | Bond Payments/.94                                 |
| Interest Income                      | 12                                 | 0                                  | 0                                  |   |
|                                      |                                    |                                    |                                    |   |
| <b>TOTAL REVENUES</b>                | <b>\$ 84,334</b>                   | <b>\$ 84,475</b>                   | <b>\$ 289,570</b>                  |   |
|                                      |                                    |                                    |                                    |   |
| <b>EXPENDITURES</b>                  |                                    |                                    |                                    |   |
| Supervisor Fees                      | 0                                  | 0                                  | 0                                  |   |
| Engineering/Inspections              | 11,330                             | 2,500                              | 3,500                              |   |
| Management                           | 36,000                             | 36,000                             | 37,080                             | CPI Increase (Capped At 3%)                       |
| Legal                                | 18,848                             | 20,000                             | 20,000                             |   |
| Assessment Roll                      | 0                                  | 7,500                              | 7,500                              | As Per Contract                                   |
| Audit Fees                           | 0                                  | 4,000                              | 4,400                              | For Fiscal Year 2021/2022 Audit                   |
| Arbitrage Rebate Fee                 | 0                                  | 0                                  | 0                                  | 2021 Bond Qualifies For Small User Exception      |
| Insurance                            | 5,000                              | 5,500                              | 5,500                              | Insurance Estimate                                |
| Legal Advertisements                 | 7,465                              | 6,000                              | 2,000                              | \$4,000 Decrease From 2021/2022 Budget            |
| Miscellaneous                        | 479                                | 1,000                              | 2,045                              |   |
| Postage                              | 294                                | 300                                | 300                                |   |
| Office Supplies                      | 448                                | 1,500                              | 1,250                              |   |
| Dues & Subscriptions                 | 175                                | 175                                | 175                                | Annual Fee Due Department Of Economic Opportunity |
| Trustee Fees                         | 0                                  | 0                                  | 4,250                              | Trustee Fees                                      |
| Continuing Disclosure Fee            | 0                                  | 0                                  | 1,000                              | Continuing Disclosure Fee                         |
| Miscellaneous Maintenance            | 0                                  | 0                                  | 5,000                              | Miscellaneous Maintenance                         |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 80,039</b>                   | <b>\$ 84,475</b>                   | <b>\$ 94,000</b>                   |   |
|                                      |                                    |                                    |                                    |   |
| <b>REVENUES LESS EXPENDITURES</b>    | <b>\$ 4,295</b>                    | <b>\$ -</b>                        | <b>\$ 195,570</b>                  |   |
|                                      |                                    |                                    |                                    |   |
| Bond Payments                        | 0                                  | 0                                  | (178,196)                          | 2023 P & I Payments Less Earned Interest          |
|                                      |                                    |                                    |                                    |   |
| <b>BALANCE</b>                       | <b>\$ 4,295</b>                    | <b>\$ -</b>                        | <b>\$ 17,374</b>                   |   |
|                                      |                                    |                                    |                                    |   |
| County Appraiser & Tax Collector Fee | 0                                  | 0                                  | (5,791)                            | Two Percent Of Total Assessment Roll              |
| Discounts For Early Payments         | 0                                  | 0                                  | (11,583)                           | Four Percent Of Total Assessment Roll             |
|                                      |                                    |                                    |                                    |   |
| <b>EXCESS/ (SHORTFALL)</b>           | <b>\$ 4,295</b>                    | <b>\$ -</b>                        | <b>\$ -</b>                        |   |



**DETAILED FINAL DEBT SERVICE FUND BUDGET**  
**EVERLANDS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2022/2023**  
**OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

|                            | FISCAL YEAR<br>2020/2021 | FISCAL YEAR<br>2021/2022 | FISCAL YEAR<br>2022/2023 |                                   |
|----------------------------|--------------------------|--------------------------|--------------------------|-----------------------------------|
| REVENUES                   | ACTUAL                   | BUDGET                   | BUDGET                   | COMMENTS                          |
| Interest Income            | 0                        | 0                        | 25                       | Projected Interest For 2022/2023  |
| Developer Contribution     | 0                        | 0                        | 0                        |                                   |
| NAV Tax Collection         | 0                        | 0                        | 178,196                  | Maximum Debt Service Collection   |
| <b>Total Revenues</b>      | <b>\$ -</b>              | <b>\$ -</b>              | <b>\$ 178,221</b>        |                                   |
|                            |                          |                          |                          |                                   |
| <b>EXPENDITURES</b>        |                          |                          |                          |                                   |
| Principal Payments         | 0                        | 0                        | 70,000                   | Principal Payment Due In 2023     |
| Interest Payments          | 0                        | 0                        | 105,921                  | Interest Payments Due In 2023     |
| Bond Redemption            | 0                        | 0                        | 2,300                    | Estimated Excess Debt Collections |
| <b>Total Expenditures</b>  | <b>\$ -</b>              | <b>\$ -</b>              | <b>\$ 178,221</b>        |                                   |
|                            |                          |                          |                          |                                   |
| <b>Excess/ (Shortfall)</b> | <b>\$ -</b>              | <b>\$ -</b>              | <b>\$ -</b>              |                                   |

**Series 2021 Bond Information**

|                           |               |                                 |                           |
|---------------------------|---------------|---------------------------------|---------------------------|
| Original Par Amount =     | \$3,200,000   | Annual Principal Payments Due = | December 15th             |
| Interest Rate =           | 2.20% - 4.00% | Annual Interest Payments Due =  | June 15th & December 15th |
| Issue Date =              | October 2021  |                                 |                           |
| Maturity Date =           | December 2051 |                                 |                           |
| Par Amount As Of 1/1/22 = | \$3,200,000   |                                 |                           |

# **EVERLANDS COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON**

|  | Original<br>Projected<br>Assessment* | Fiscal Year<br>2020/2021<br>Assessment* | Fiscal Year<br>2021/2022<br>Assessment* | Fiscal Year<br>2022/2023<br>Projected Assessment* |
|--|--------------------------------------|---|---|---|
| O & M For Single Family 50' - 2021 Project             |                                      | \$ -                                    | \$ -                                    | \$ 99.81  |
| Debt For Single Family 50' - 2021 Project              | \$ 1,170.17                          | \$ -                                    | \$ -                                    | \$ 1,170.19                                       |
| <b>Total For Single Family Residential</b>             | <b>\$ 1,170.17</b>                   | <b>\$ -</b>                             | <b>\$ -</b>                             | <b>\$ 1,270.00</b>                                |
| O & M For Expansion Area (840 Units)                   |                                      | \$ -                                    | \$ -                                    | \$ 99.81  |
| Debt For Expansion Area                                | \$ -                                 | \$ -                                    | \$ -                                    | \$ -  |
| <b>Total For Single Family Residential (840 Units)</b> | <b>\$ -</b>                          | <b>\$ -</b>                             | <b>\$ -</b>                             | <b>\$ 99.81</b>                                   |

\* Assessments Include the Following:

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information

1,002 Total Units

2021 Project

Single Family 50' : 162 Units

O&M Assessed To 1,002 Units

Debt Assessed To 162 Units

162 - 2021 Units

To Be Assessed On

2022/2023

Assessment Roll

840 - Expansion Units

To Be Direct

Billed In

2022/2023



## **SPECIAL DISTRICT (CDD) ELECTION PROCEDURES**

### **1. Landowners' Meeting**

In accordance with the provisions of Chapter 190, Florida Statutes, it is required that an initial meeting of the Landowners of the District be held within ninety (90) days following the effective date of the rule or ordinance establishing the District and thereafter every two (2) years during the month of November for the purpose of electing Supervisors. The second election by landowners shall be held on the first Tuesday in November; thereafter, there shall be an election of supervisors every two (2) years in November on a date established by the Board of Supervisors. The assembled Landowners shall organize by electing a Chairperson, who shall preside over the meeting; and a Secretary shall also be elected for recording purposes.

### **2. Establishment of Quorum**

Any Landowner(s) present or voting by proxy shall constitute a quorum at the meeting of the Landowners.

### **3. Nomination of Candidates**

At the meeting, the Chairperson shall call for nominations from the floor for Candidates for the Board of Supervisors. When there are no further nominations, the Chairperson shall close the floor for nominations. The names of each Candidate and the spelling of their names shall be announced. Nominees need not be present to be nominated.

### **4. Voting**

Each Landowner shall be entitled to cast one (1) vote for each acre (or lot parcel), or any fraction thereof, of land owned by him or her in the District, for each open position on the Board. (For example, if there are three (3) positions open, an owner of one (1) acre or less (or one lot parcel) may cast one (1) vote for each of the three (3) positions. An owner of two (2) acres (or two lot parcels) may cast two (2) votes for each of the three (3) positions.) Each Landowner shall be entitled to vote either in person or by a representative present with a lawful written proxy.

### **5. Registration for Casting Ballots**

The registration process for the casting of ballots by Landowners or their representatives holding their proxies shall be as follows:

- a) At the Landowners' Meeting and prior to the commencement of the first casting of ballots for a Board of Supervisor position, each Landowner, or their representative if proxies are being submitted in lieu thereof, shall be directed to register their attendance and the total number of votes by acreage (or lot parcels) to which each claims to be entitled, with the elected Secretary of the meeting or the District's Manager.

- b) At such registration, each Landowner, or their representative with a lawful proxy, shall be provided a numbered ballot for the Board of Supervisor position(s) open for election. A District representative will mark on the ballot the number of votes that such Landowner, or their representative, is registered to cast for each Board of Supervisor position open for election.
- c) All Landowner proxies shall be collected at the time of registration and retained with the Official Records of the District for subsequent certification or verification, if required.

#### 6. Casting of Ballots

Registration and the issuance of ballots shall cease once the Chairperson calls for the commencement of the casting of ballots for the election of a Board of Supervisor(s) and thereafter no additional ballots shall be issued.

The Chairperson will declare that the Landowners, or their representatives, be requested to cast their ballots for the Board of Supervisor(s). Once the ballots have been cast, the Chairperson will call for a collection of the ballots.

#### 7. Counting of Ballots

Following the collection of ballots, the Secretary or District Manager shall be responsible for the tabulation of ballots in order to determine the total number of votes cast for each candidate that is seeking election.

At the second and subsequent landowner elections\*, the two (2) candidates receiving the highest number of votes will be declared by the Chairperson as elected to the Board of Supervisors for four-year terms. The candidate receiving the next highest number of votes will fill the remaining open position on the Board of Supervisors for a two-year term, as declared by the Chairperson.

\* At the final landowner election (*after the 6<sup>th</sup> or 10<sup>th</sup> year*), the candidate receiving the highest number of votes will be elected to the Board of Supervisors for a four-year term (two (2) supervisors are elected by General Election).

#### 8. Contesting of Election Results

Following the election and announcement of the votes, the Chairperson shall ask the Landowners present, or those representatives holding proxies for Landowners, whether they wish to contest the election results. If no contests are received, said election results shall thereupon be certified.

If there is a contest, the contest must be addressed to the Chairperson and thereupon the individual casting a ballot that is being contested will be required to provide proof of ownership of the acreage (or lot parcels) for which they voted at the election within five (5) business days of the Landowners' Meeting. The proof of ownership shall be submitted to the District Manager who will thereupon consult with the District's General Counsel and together they will review the material provided and will determine the legality of the contested ballot(s). Once the contests are resolved, the Chairperson shall reconvene the Landowners' Meeting and thereupon certify the election results.

9. Recessing of Annual Landowners' Meeting

In the event there is a contest of a ballot or of the election, the Landowners' Meeting shall be recessed to a future time, date and location, at which time the election findings on the contest shall be reported in accordance with the procedure above and the newly elected Supervisor(s) shall thereupon take their Oath of Office.

10. Miscellaneous Provisions

- a) Each Landowner shall only be entitled to vote in person or by means of a representative attending in person and holding a lawful written proxy in order to cast said Landowner's votes.
- b) Proxies will not require that proof of acreage (or lot parcel) ownership be attached. Rather, proof of ownership must be provided timely by the holder of the proxy, if the proxy is contested in accordance with the procedure above.

**LANDOWNER PROXY  
EVERLANDS COMMUNITY DEVELOPMENT DISTRICT  
LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints \_\_\_\_\_ ("Proxy Holder") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Everlands Community Development District to be held on November 1, 2022 at 10:00 a.m. at the Offices of B.S.E. Consultants, Inc., 312 South Harbour City Boulevard, Melbourne, Florida 32949 and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may be legally considered at said meeting.

This proxy is to continue in full force and effect from the hereof until the conclusion of the above noted landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

\_\_\_\_\_  
Printed Name of Legal Owner

\_\_\_\_\_  
Signature of Legal Owner

\_\_\_\_\_  
Date

**Parcel Description\***

**# of Acres**

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

\_\_\_\_\_

\* Insert in the space above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. [If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

Pursuant to section 298 Florida Statutes (2022), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto.

**TOTAL NUMBER OF AUTHORIZED VOTES: \_\_\_\_\_**

**Please note that each eligible acre of land or fraction thereof is entitled to only one vote, for example, a husband and wife are together entitled to only one vote per their residence if it is located on one acre or less of real property.**

**If the Legal Owner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g. bylaws, corporate resolution, etc.)**

**BALLOT**  
**EVERLANDS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**LANDOWNERS' MEETING**

**BALLOT # \_\_\_\_\_**

**ELECTION OF BOARD SUPERVISORS**

**NOVEMBER 1, 2022**

The undersigned certifies that he/she is the owner (\_\_\_\_) or duly authorized **representative of lawful proxy of an owner** (\_\_\_\_) of land in the **Everlands Community Development District**, constituting \_\_\_\_\_ acre(s) and hereby casts up to the corresponding number of his/her vote(s) for the following candidate/candidates to hold the above-named open position:

**Name of Candidate**

**Number of Votes**

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Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Street Address or Tax Parcel Id Number for your Real Property:

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