

SUMMERSTONE

COMMUNITY DEVELOPMENT DISTRICT

March 28, 2025

BOARD OF SUPERVISORS PUBLIC HEARING AND REGULAR MEETING AGENDA

SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Summerstone Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

March 21, 2025

Board of Supervisors
Summerstone Community Development District

Dear Board Members:

The Board of Supervisors of the Summerstone Community Development District will hold a Public Hearing and Regular Meeting on March 28, 2025, at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consider Appointment to Fill Unexpired Term of Seat 1; *Term Expires November 2026*
4. Administration of Oath of Office to Appointed Supervisor, *(the following to be provided under separate cover)*
 - A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - B. Membership, Obligations and Responsibilities
 - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
5. Acceptance of Resignation of Bob Parrish [Seat 3]
6. Consider Appointment to Fill Unexpired Term of Seat 3; *Term Expires November 2026*
 - Administration of Oath of Office to Appointed Supervisor
7. Acceptance of Resignation of Jake Essman [Seat 4]
8. Consider Appointment to Fill Unexpired Term of Seat 4; *Term Expires November 2028*
 - Administration of Oath of Office to Appointed Supervisor

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

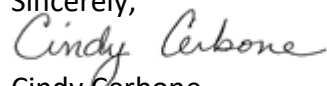
9. Consideration of Resolution 2025-07, Electing and Removing Officers of the District and Providing for an Effective Date
10. Public Hearing on Rule Relating to Overnight Parking and Parking Enforcement
 - A. Affidavits of Publication
 - Notice of Rule Development
 - Notice of Rulemaking
 - B. Consideration of Resolution 2025-08, Adopting Rules Relating to Parking Enforcement; and Providing for Severability and an Effective Date
11. Acceptance of Unaudited Financial Statements as of February 28, 2025
12. Approval of January 24, 2025 Regular Meeting Minutes
13. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Lighthouse Engineering, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - Discussion: Insurance Vertical Assets
 - NEXT MEETING DATE: April 25, 2025 at 10:00 AM, *or immediately following the adjournment of the Avalon Park West CDD meetings*

○ QUORUM CHECK

| | | | | |
|--------|--------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | RILEY OTERO | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 3 | | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 4 | | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 5 | MAGGIE KUPER | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |

14. Board Members' Comments/Requests
15. Public Comments
16. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,

Cindy Cerbone
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 131 733 0895

SUMMERSTONE

COMMUNITY DEVELOPMENT DISTRICT

5

Daphne Gillyard

From: Jamie Sanchez
Sent: Friday, March 21, 2025 2:54 PM
To: Daphne Gillyard
Subject: Summerstone agenda item - FW: Resignation

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Please add Bob's resignation to Summerstone agenda.

Thank you,

Jamie

Jamie Sanchez
District Manager
E-Mail: sanchezj@whhassociates.com
Wrathell, Hunt and Associates, LLC
2300 Glades Road #410W
Boca Raton, FL 33431
Toll-free: (877)276-0889
Phone: (561)571-0010 ext. 135
Cell: (561)512-9027
Fax: (561)571-0013

Mailing Address (for all payments sent via US Mail):
P.O. Box 810036
Boca Raton, FL 33481

Physical Address (for all payments sent via express services: FedEx, UPS, etc):
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

FRAUD ALERT ---- DUE TO INCREASED INCIDENTS OF WIRE FRAUD, IF YOU RECEIVE WIRE INSTRUCTIONS FROM OUR OFFICE DO NOT SEND A WIRE.

www.whhassociates.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this office. Instead, contact this office by phone or in writing.

-----Original Message-----

From: Bob Parrish <bob.parrish.cdd@gmail.com>
Sent: Wednesday, March 5, 2025 7:45 AM
To: Cindy Cerbone <cerbonec@whhassociates.com>; Jamie Sanchez <sanchezj@whhassociates.com>

Subject: Resignation

Good morning,

Please accept this as my resignation from the Summerstone CDD board.

--

Best Regards,
Bob Parrish

SUMMERSTONE

COMMUNITY DEVELOPMENT DISTRICT

7

NOTICE OF TENDER OF RESIGNATION

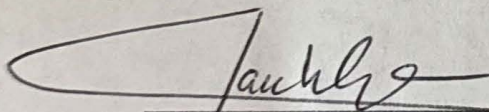
To: Board of Supervisors
Summerstone Community Development District
Attn: District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

From: Jacob Essman
Printed Name

Date: 3/19/25
Date

I hereby tender my resignation as a member of the Board of Supervisors of the *Summerstone Community Development District*. My tendered resignation will be deemed to be effective as of the time a quorum of the remaining members of the Board of Supervisors accepts it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Tender of Resignation has been executed by me and ☐ personally presented at a duly noticed meeting of the Board of Supervisors, ☐ scanned and electronically transmitted to gillyardd@whhassociates.com or ☐ faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the fax or email copy shall be binding and enforceable as an original.


Signature

SUMMERSTONE

COMMUNITY DEVELOPMENT DISTRICT

9

RESOLUTION 2025-07

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT ELECTING
AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR
AN EFFECTIVE DATE.**

WHEREAS, the Summerstone Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF SUMMERSTONE COMMUNITY DEVELOPMENT
DISTRICT THAT:**

SECTION 1. The following is/are elected as Officer(s) of the District effective March 28, 2025:

_____ is elected Chair
_____ is elected Vice Chair
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of March 28, 2025:

| | |
|--------------------|-------------------|
| <u>Bob Parrish</u> | <u>Chair</u> |
| <u>Jake Essman</u> | <u>Vice Chair</u> |

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Cindy Cerbone is Assistant Secretary

Jamie Sanchez is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED this 28th day of March, 2025.

ATTEST:

**SUMMERSTONE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

SUMMERSTONE

COMMUNITY DEVELOPMENT DISTRICT

10A

Serial Number
25-00289P

Business Observer

Published Weekly
New Port Richey , Pasco County, Florida

COUNTY OF PASCO

STATE OF FLORIDA

Before the undersigned authority personally appeared Lindsey Padgett who on oath says that he/she is Publisher's Representative of the Business Observer a weekly newspaper published at New Port Richey , Pasco County, Florida; that the attached copy of advertisement,

being a Notice of Public Hearing

in the matter of Summerstone Public Hearing on March 28, 2025

in the Court, was published in said newspaper by print in the

issues of 2/14/2025

Affiant further says that the Business Observer complies with all legal requirements for publication in chapter 50, Florida Statutes.

*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.

**NOTICE OF RULE DEVELOPMENT BY THE
SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT
(PARKING RULES)**

In accordance with Chapters 120 and 190, Florida Statutes, the Summerstone Community Development District ("District") hereby gives notice of its intent to develop a rule entitled Rule Relating to Parking and Parking Enforcement. The purposes and effects of the rules are to provide for towing of cars on District-owned property. Specific legal authority for the rules includes Sections 120.54, 190.011, 190.012, 190.035, and 190.041, Florida Statutes. Public hearings will be conducted by the District on March 28, 2025, at 10:00 a.m., at Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

Additional information regarding these public hearings may be obtained from the District's website, <https://www.summerstonecdd.net> or by contacting the District Manager, Jamie Sanchez, at sanchezj@whhassociates.com or by calling (561)571-0010. A copy of the proposed rules may be obtained by contacting the District Manager, Wrathell, Hunt & Associates LLC at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or by calling (561) 570-0010.

Jamie Sanchez
District Manager
February 14, 2025

25-00289P


Lindsey Padgett

Sworn to and subscribed, and personally appeared by physical presence before me,

14th day of February, 2025 A.D.

by Lindsey Padgett who is personally known to me.



Notary Public, State of Florida

Kimberly S. Martin (SEAL)

Comm.: HH 282034

Expires: July 25, 2026

Notary Public - State of Florida



Serial Number
25-00357P

Business Observer

Published Weekly
New Port Richey , Pasco County, Florida

COUNTY OF PASCO

STATE OF FLORIDA

Before the undersigned authority personally appeared Lindsey Padgett who on oath says that he/she is Publisher's Representative of the Business Observer a weekly newspaper published at New Port Richey , Pasco County, Florida; that the attached copy of advertisement,

being a Summerstone Notice of Rulemaking

in the matter of

in the Court, was published in said newspaper by print in the

issues of 2/21/2025

Affiant further says that the Business Observer complies with all legal requirements for publication in chapter 50, Florida Statutes.

*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.

NOTICE OF RULEMAKING FOR THE SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT (PARKING RULES)

Public hearings will be conducted by the Board of Supervisors of the Summerstone Community Development District ("District") on March 28, 2025, at 10:00 a.m., at Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

In accordance with Chapters 120 and 190, Florida Statutes, the District hereby gives the public notice of its intent to promulgate a rule entitled Rule Relating to Parking and Parking Enforcement. The purposes and effects of the rules are to provide for towing of cars on District-owned roads and other property. The proposed rules include the District's right to impose a fine up to \$1,000 plus attorney's fees for a violation of the proposed rules. The proposed rules may be adjusted at the public hearing pursuant to discussion by the Board of Supervisors and public comment. Specific legal authority for the rules includes Sections 120.54, 190.011, 190.012, and 190.035, Florida Statutes. Prior notice of rule development was published in the Business Observer on February 14, 2025.

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), Florida Statutes, must do so in writing within twenty-one (21) days after publication of this notice to the District Manager's Office.

The public hearings may be continued to a date, time, and place to be specified on the record at the hearing without additional notice. If anyone chooses to appeal any decision of the Board with respect to any matter considered at the public hearings, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based. At the hearings, staff or Supervisors may participate in the public hearing by speaker telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the hearings is asked to advise the District Manager, Wrathell, Hunt & Associates LLC at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or by calling (561) 570-0010 (hereinafter, the "District Office") at least forty-eight (48) hours prior to the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A copy of the proposed rules may be obtained by contacting the District Manager's Office at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or by calling (561) 570-0010.

Jamie Sanchez
District Manager

February 21, 2025

25-00357P


Lindsey Padgett

Sworn to and subscribed, and personally appeared by physical presence before me,

21st day of February, 2025 A.D.

by Lindsey Padgett who is personally known to me.


Notary Public, State of Florida
(SEAL)



SUMMERSTONE

COMMUNITY DEVELOPMENT DISTRICT

10B

RESOLUTION 2025-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES RELATING TO PARKING ENFORCEMENT; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Summerstone Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in Pasco County, Florida;

WHEREAS, the District owns and maintains certain common areas that are located within the boundaries of the District ("**District Property**");

WHEREAS, unauthorized vehicles or vessels on District Property restrict the District's vendors from performing their responsibilities and may pose a danger or cause a hazard to the health, safety, and welfare of District, its residents, its infrastructure, and the general public;

WHEREAS, the Board of Supervisors of the District ("**Board**") is authorized by Sections 190.011(15) and 190.012(3), Florida Statutes, to establish a parking enforcement rule for District Property and to fine owners of vehicles hazardously parked on District Property and/or have the vehicles towed from District Property, provided that the District follows the authorization and notice and procedural requirements in Section 715.07, Florida Statutes;

WHEREAS, the District desires to adopt a *Parking Enforcement Rule* ("**Rule**") in accordance with the provisions of Section 715.07, Florida Statutes, authorize the engagement of a towing operator to tow unauthorized vehicles or vessels, and provide for the operation and enforcement of the Rule as set forth herein; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt by resolution the Rule for immediate use and application.

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

SECTION 1. The District hereby adopts the Rule, attached hereto as **Exhibit A**.

SECTION 2. If any provision of this Resolution or the Rule is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 28th day of March, 2025.

ATTEST:

**SUMMERSTONE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Parking Enforcement Rules

Exhibit A: Parking Enforcement Rules

EXHIBIT A

SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT RULE RELATING TO PARKING AND PARKING ENFORCEMENT

In accordance with Chapter 190, Florida Statutes, and on March 28, 2025 at a duly noticed public meeting, and after a public hearing, the Board of Supervisors of the Summerstone Community Development District ("District") adopted the following rule to govern parking and parking enforcement on District property.

(1) **Introduction:** The District finds that parked vehicles can cause hazards and danger to the health, safety and welfare of District residents and the public. This Rule authorizes the towing/removal of unauthorized vehicles and vessels parked on District property designated as Tow-Away Zones, which are identified on **Exhibit A** attached hereto and incorporated herein by this reference.

(2) **Designated Parking Areas:** Vehicles and vessels may be parked on District property only as set forth below:

- a. **DISTRICT AND COUNTY ROADWAYS.** Please refer to Chapter 316, *Florida Statutes*, and Sections 70 and 106, Pasco County Code of Ordinances, for laws related to authorized and unauthorized parking of vehicles or vessels on District and County property including roadways. During holidays, the District understands that many will have visitors and there are not many parking areas. In addition to abiding by state law and local ordinances, the District asks residents to be respectful to your neighbors and not block driveways or areas that prevent vehicles from backing up from their driveways.
- b. **OTHER DISTRICT PROPERTY.** For all other District property, no parking is permitted at any time.

(3) **Establishment of Tow-Away Zone.**

- a. **DISTRICT TOW-AWAY ZONES.** All District property in which parking is prohibited as set forth in Section (2) herein is identified in Exhibit A and is hereby declared a Tow-Away Zone.
- b. **DISTRICT AND COUNTY ROADWAYS.** In the event that a vehicle is parked on District or County roadways in contravention of state law and/or local ordinances, the District Manager or his/her designee shall contact the Pasco County Sheriff's Office to enforce such parking regulations.

(4) **Exceptions.**

- a. **DISTRICT STAFF/EMPLOYEES.** District Staff and employees may park vehicles in Tow -Away Zones without charge in order to facilitate District business.
- b. **VENDORS/CONTRACTORS.** The District Manager or his/her designee may authorize in writing vendors/consultants to park company vehicles in Tow -Away Zones without charge and in order to facilitate District business; provided, however, that such authorization is limited to active projects or construction/maintenance related activities. All vehicles so authorized must be identified by a vendor window pass or have company vehicle signage clearly visible. Unless written authorization is provided, no vehicle used in business for the purpose of transporting good, equipment and the like, shall be parked on District property, except during the period of delivery of goods or during the provision of services.

(5) **Towing/Removal Procedures.**

- a. **SIGNAGE AND LANGUAGE REQUIREMENTS.** Notice of the Tow-Away Zones shall be approved by the District's Board and shall be posted on District property in the manner set forth in section 715.07, *Florida Statutes*. Such signage is to be placed in conspicuous locations in the areas identified in Section (3) herein, and shall identify the hours in which the area is designated as a Tow-Away Zone, if applicable, in accordance with section 715.07, *Florida Statutes*.
- b. **TOWING AND REMOVAL AUTHORITY.** To effect towing/removal of a vehicle or vessel, the District Manager or his/her designee must verify that the subject vehicle or vessel was not authorized to park under this Rule during the period in question, and then must contact a firm authorized by Florida law to tow/remove vehicles and vessels for the removal of such unauthorized vehicle or vessel at the owner's expense. The vehicle or vessel shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in section 715.07, *Florida Statutes*.
- c. **AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District's Board is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and vessels from the District's Tow-Away Zones in accordance with Florida law and with the policies set forth herein.

(6) **Other District Penalties.** If any person is found to have violated any of the provisions of this rule, and pursuant to Sections 120.69(2) and (7), Florida Statutes and other applicable law,

the District shall have the right to impose a fine of up to the amount of \$1,000 and collect such fine and attorney's fees as a contractual lien or as otherwise provided by Florida law.

(7) **Parking at Your Own Risk.** The District assumes no liability for any theft, vandalism and/or damage that might occur to personal property and/or vehicles or vessels parked on District property.

(8) **Sovereign Immunity.** Nothing herein shall constitute or be construed as a waiver of the District's limitation on liability contained in Section 768.28, *Florida Statutes*, or applicable statutes or law.

Effective date: March 28, 2025

SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
FEBRUARY 28, 2025**

**SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
FEBRUARY 28, 2025**

| | General Fund | Debt Service Fund Series 2020 | Debt Service Fund Series 2021 | Capital Projects Fund Series 2020 | Capital Projects Fund Series 2021 | Total Governmental Funds |
|--------------------------------------|------------------|---|---|---|---|--------------------------------|
| ASSETS | | | | | | |
| Cash | \$174,731 | \$ - | \$ - | \$ - | \$ - | \$ 174,731 |
| Investments | | | | | | |
| Revenue | - | 294,572 | 390,728 | - | - | 685,300 |
| Reserve | - | 132,007 | 37,449 | - | - | 169,456 |
| Construction | - | - | - | 161 | - | 161 |
| Cost of issuance | - | - | 2,176 | - | - | 2,176 |
| Interest | - | - | 4,631 | - | - | 4,631 |
| Sinking | - | - | 626 | - | - | 626 |
| Prepayment | - | - | 132 | - | - | 132 |
| Due from general fund | - | 1,847 | 2,604 | - | - | 4,451 |
| Due from other | 44 | - | - | - | - | 44 |
| Total assets | <u>\$174,775</u> | <u>\$428,426</u> | <u>\$438,346</u> | <u>\$ 161</u> | <u>\$ -</u> | <u>\$ 1,041,708</u> |
| LIABILITIES AND FUND BALANCES | | | | | | |
| Liabilities: | | | | | | |
| Accounts payable | \$ 4,382 | \$ - | \$ - | \$ - | \$ - | \$ 4,382 |
| Due to other | 1,645 | - | - | - | - | 1,645 |
| Due to Landowner | 15,565 | - | - | - | - | 15,565 |
| Due to debt service fund 2020 | 1,847 | - | - | - | - | 1,847 |
| Due to debt service fund 2021 | 2,604 | - | - | - | - | 2,604 |
| Landowner advance | 6,000 | - | - | - | - | 6,000 |
| Total liabilities | <u>32,043</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>32,043</u> |
| Fund balances: | | | | | | |
| Restricted for: | | | | | | |
| Debt service | - | 428,426 | 438,346 | - | - | 866,772 |
| Capital projects | - | - | - | 161 | - | 161 |
| Unassigned | 142,732 | - | - | - | - | 142,732 |
| Total fund balances | <u>142,732</u> | <u>428,426</u> | <u>438,346</u> | <u>161</u> | <u>-</u> | <u>1,009,665</u> |
| Total liabilities and fund balances | <u>\$174,775</u> | <u>\$428,426</u> | <u>\$438,346</u> | <u>\$ 161</u> | <u>\$ -</u> | <u>\$ 1,041,708</u> |

**SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

| | Current Month | Year to Date | Adopted Budget | % of Budget |
|--|------------------|-------------------|-------------------|----------------|
| REVENUES | | | | |
| Assessment levy: on-roll - net | \$ 757 | \$ 105,872 | \$ 108,329 | 98% |
| Total revenues | <u>757</u> | <u>105,872</u> | <u>108,329</u> | 98% |
| EXPENDITURES | | | | |
| Professional & administrative | | | | |
| Supervisors | - | 431 | 12,918 | 3% |
| Management/accounting/recording | 4,000 | 20,000 | 48,000 | 42% |
| Legal | - | 964 | 14,500 | 7% |
| Engineering | - | - | 3,000 | 0% |
| Audit | - | - | 4,500 | 0% |
| Arbitrage rebate calculation | - | - | 1,500 | 0% |
| Dissemination agent | 167 | 833 | 2,000 | 42% |
| Trustee | - | 8,062 | 9,000 | 90% |
| Telephone | 17 | 83 | 200 | 42% |
| Postage | 25 | 25 | 500 | 5% |
| Printing & binding | 42 | 208 | 500 | 42% |
| Legal advertising | 131 | 632 | 1,500 | 42% |
| Annual special district fee | - | 175 | 175 | 100% |
| Insurance | - | 6,016 | 6,364 | 95% |
| Contingencies/bank charges | - | 70 | 500 | 14% |
| Website hosting & maintenance | - | 705 | 705 | 100% |
| Website ADA compliance | - | - | 210 | 0% |
| Tax collector | 15 | 2,115 | 2,257 | 94% |
| Total expenditures | <u>4,397</u> | <u>40,319</u> | <u>108,329</u> | |
| Excess/(deficiency) of revenues over/(under) expenditures | (3,640) | 65,553 | - | |
| Net change in fund balances | (3,640) | 65,553 | - | |
| Fund balances - beginning | 146,372 | 77,179 | 56,550 | |
| Fund balances - ending | <u>\$142,732</u> | <u>\$ 142,732</u> | <u>\$ 56,550</u> | |

**SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND, SERIES 2020
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

| | Current Month | Year To Date | Budget | % of Budget |
|--|-------------------|-------------------|-------------------|----------------|
| REVENUES | | | | |
| Assessment levy: on-roll - net | \$ 1,885 | \$ 263,514 | \$ 269,630 | 98% |
| Interest | 1,037 | 4,162 | - | N/A |
| Total revenues | <u>2,922</u> | <u>267,676</u> | <u>269,630</u> | 99% |
| EXPENDITURES | | | | |
| Principal | - | - | 95,000 | 0% |
| Interest | - | 82,725 | 165,450 | 50% |
| Total debt service | <u>-</u> | <u>82,725</u> | <u>260,450</u> | 32% |
| Other fees & charges | | | | |
| Tax collector | 38 | 5,265 | 5,617 | 94% |
| Total expenditures | <u>38</u> | <u>87,990</u> | <u>266,067</u> | 33% |
| Excess/(deficiency) of revenues over/(under) expenditures | 2,884 | 179,686 | 3,563 | |
| Net change in fund balances | 2,884 | 179,686 | 3,563 | |
| Fund balances - beginning | 425,542 | 248,740 | 239,148 | |
| Fund balances - ending | <u>\$ 428,426</u> | <u>\$ 428,426</u> | <u>\$ 242,711</u> | |

**SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND, SERIES 2021
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

| | Current Month | Year To Date | Budget | % of Budget |
|--|-------------------|-------------------|-------------------|----------------|
| REVENUES | | | | |
| Assessment levy: on-roll - net | \$ 2,655 | \$ 371,196 | \$ 379,812 | 98% |
| Interest | 901 | 2,832 | - | N/A |
| Total revenues | <u>3,556</u> | <u>374,028</u> | <u>379,812</u> | 98% |
| EXPENDITURES | | | | |
| Principal | - | - | 150,000 | 0% |
| Interest | - | 109,511 | 219,023 | 50% |
| Tax collector | 53 | 7,416 | 7,913 | 94% |
| Total debt service | <u>53</u> | <u>116,927</u> | <u>376,936</u> | 31% |
| Excess/(deficiency) of revenues over/(under) expenditures | 3,503 | 257,101 | 2,876 | |
| OTHER FINANCING SOURCES/(USES) | | | | |
| Transfer in | - | (622) | - | N/A |
| Transfer out | - | 286 | - | N/A |
| Total other financing sources | <u>-</u> | <u>(336)</u> | <u>-</u> | N/A |
| Net change in fund balances | 3,503 | 257,437 | 2,876 | |
| Fund balances - beginning | 434,843 | 180,909 | 228,118 | |
| Fund balances - ending | <u>\$ 438,346</u> | <u>\$ 438,346</u> | <u>\$ 230,994</u> | |

**SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND, SERIES 2020
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

| | Current Month | Year To Date |
|--|----------------------|----------------------|
| REVENUES | | |
| Interest | \$ 1 | \$ 3 |
| Total revenues | <u>1</u> | <u>3</u> |
| EXPENDITURES | <u>-</u> | <u>-</u> |
| Total expenditures | <u>-</u> | <u>-</u> |
| Excess/(deficiency) of revenues over/(under) expenditures | 1 | 3 |
| Net change in fund balances | 1 | 3 |
| Fund balances - beginning | 160 | 158 |
| Fund balances - ending | <u><u>\$ 161</u></u> | <u><u>\$ 161</u></u> |

**SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND, SERIES 2021
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

| | Current Month | Year To Date |
|--|--------------------|--------------------|
| REVENUES | | |
| Interest | \$ - | \$ 5 |
| Total revenues | <u>-</u> | <u>5</u> |
| EXPENDITURES | | |
| Construction costs - Developer | <u>-</u> | <u>-</u> |
| Total expenditures | <u>-</u> | <u>-</u> |
| Excess/(deficiency) of revenues over/(under) expenditures | - | 5 |
| OTHER FINANCING SOURCES/(USES) | | |
| Transfer out | - | (622) |
| Transfer in | <u>-</u> | <u>287</u> |
| Total other financing sources/(uses) | <u>-</u> | <u>(335)</u> |
| Net change in fund balances | - | (330) |
| Fund balances - beginning | <u>-</u> | <u>330</u> |
| Fund balances - ending | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> |

SUMMERSTONE

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Summerstone Community Development District held a Regular Meeting on January 24, 2025, at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

Present were:

| | |
|----------------------|---------------------|
| Robert "Bob" Parrish | Chair |
| Jacob "Jake" Essman | Vice Chair |
| Riley Otero | Assistant Secretary |

Also present:

| | |
|----------------------------|------------------------------------|
| Jamie Sanchez | District Manager |
| Cindy Cerbone | Wrathell, Hunt and Associates, LLC |
| Chris Conti | Wrathell, Hunt and Associates, LLC |
| Jere Earlywine | District Counsel |
| Ryan Dugan (via telephone) | Kutak Rock LLP |
| Alex Gormley | Access Management |
| Neeraj Chandler | Access Management |
| Rangel Rodriguez | Access Management |
| Maggie Kuper | Supervisor-Appointee |
| Members of the Public | |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:02 a.m. The Oath of Office was administered to Mr. Riley Otero and Mr. Jake Essman before the meeting.

Supervisors Parrish, Otero and Essman were present. Supervisors Moulton and Wiggins were not present.

Mr. Sanchez stated the members of the public are mostly here for the Avalon Park West CDD meeting following this meeting.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors [Seats 1, 2, 4] (the following to be provided in a separate package)

Ms. Sanchez stated she administered the Oath of Office to Mr. Riley Otero and Mr. Jake Essman before the meeting. She provided and explained the following before the meeting:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Ms. Sanchez recapped the results of the Landowners' Election, as follows:

| | | | |
|--------|--------------|---------|-------------|
| Seat 1 | Mary Moulton | 1 Vote | 2-Year Term |
| Seat 2 | Riley Otero | 2 Votes | 4-Year Term |
| Seat 4 | Jakes Essman | 2 Votes | 4-Year Term |

On MOTION by Mr. Essman and seconded by Mr. Parrish, with all in favor, Resolution 2025-03, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

Ms. Sanchez stated that Ms. Moulton declined her Board Seat.

74

75 **FIFTH ORDER OF BUSINESS**76 **Acceptance of Resignation of John Wiggins**
77 **[Seat 5]**

78

Ms. Sanchez presented Mr. John Wiggins' resignation.

79

80 **On MOTION by Mr. Essman and seconded by Mr. Parrish, with all in favor, the**
81 **resignation of Mr. John Wiggins from Seat 5, was accepted.**

82

83

84 **SIXTH ORDER OF BUSINESS**85 **Consider Appointment of Maggie Kuper to**
86 **Fill Unexpired Term of Seat 5; Term Expires**
87 **November 2026**

88

Mr. Parrish nominated Ms. Maggie Kuper to fill Seat 5.

89

No other nominations were made.

90

91 **On MOTION by Mr. Parrish and seconded by Mr. Essman, with all in favor, the**
92 **appointment of Ms. Maggie Kuper to Seat 5, was approved.**

93

94

95

- **Administration of Oath of Office to Marggie Kuper**

96

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath
97 of Office to Ms. Maggie Kuper.

98

99 **SEVENTH ORDER OF BUSINESS**100 **Consideration of Resolution 2025-04,**
101 **Electing and Removing Officers of the**
102 **District and Providing for an Effective Date**

103

Ms. Sanchez presented Resolution 2025-04. Mr. Essman nominated the following slate:

104

Robert "Bob" Parrish

Chair

105

Jacob "Jake" Essman

Vice Chair

106

Riley Otero

Assistant Secretary

107

Maggie Kuper

Assistant Secretary

108

No other nominations were made. This Resolution removes the following from the Board:

109 John Wiggins Assistant Secretary

110 Mary Moulton Assistant Secretary

111 The following prior appointments by the Board remain unaffected by this Resolution:

112 Craig Wrathell Secretary

113 Cindy Cerbone Assistant Secretary

114 Jamie Sanchez Assistant Secretary

115 Craig Wrathell Treasurer

116 Jeff Pinder Assistant Treasurer

117

118 **On MOTION by Mr. Essman and seconded by Mr. Parrish, with all in favor,**
119 **Resolution 2025-04, Electing, as nominated, and Removing Officers of the**
120 **District and Providing for an Effective Date, was adopted.**

121

122

123 **EIGHTH ORDER OF BUSINESS**

**Presentation of Audited Financial Report
for Fiscal Year Ended September 30, 2023,
Prepared by McDirmit Davis**

124

125

126

127 Ms. Sanchez noted the pertinent information in the Audited Annual Financial Report for
128 the Fiscal Year Ended September 30, 2023. It was a clean audit; there were no findings,
129 recommendations, deficiencies on internal control or instances of noncompliance.

130 **A. Consideration of Resolution 2025-05, Hereby Accepting the Audited Financial Report for**
131 **the Fiscal Year Ended September 30, 2023**

132 **On MOTION by Mr. Essman and seconded by Mr. Parrish, with all in favor,**
133 **Resolution 2025-05, Hereby Accepting the Audited Financial Report for the Fiscal**
134 **Year Ended September 30, 2023, was adopted.**

135

136

137 **NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-06,
Setting a Public Hearing to Adopt Rules
Relating to Parking and Parking
Enforcement; and Providing for Severability
and an Effective Date**

138

139

140

141

142

143 Ms. Sanchez presented Resolution 2025-06.

144 **A. Rules Relating to Parking and Parking Enforcement**

Regarding implementing an interim Towing Policy, District Counsel does not recommend doing so before adopting the final Rules at the March 28, 2025 public hearing, as it would not allow towing off CDD property. He suggested preparing a towing contract for the next meeting.

On MOTION by Mr. Parrish and seconded by Mr. Essman, with all in favor, Resolution 2025-06, Setting a Public Hearing on March 28, 2025 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545, to Adopt Rules Relating to Parking and Parking Enforcement; and Providing for Severability and an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services

- A. Affidavit of Publication
- B. RFQ Package
- C. Respondent: Lighthouse Engineering, Inc.
- D. Competitive Selection Criteria/Ranking

Ms. Sanchez stated that, with Lighthouse as the sole respondent to the RFQ, the Board can deem Lighthouse as the #1 ranked respondent and authorize Staff to execute a contract.

Staff responded to questions regarding why only one response was received and the current District Engineer's desire to resign. They reviewed the RFQ process.

- E. Award of Contract

On MOTION by Mr. Parrish and seconded by Mr. Essman, with all in favor, deeming the sole respondent, Lighthouse Engineering, Inc., as the #1 ranked respondent to the RFQ for Engineering Services, awarding the Engineering Services Contract to Lighthouse Engineering, Inc., and authorizing District Counsel to prepare an Agreement with Lighthouse Engineering, Inc. and for Staff to implement the Agreement, was approved.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2024

On MOTION by Mr. Essman and seconded by Mr. Parrish, with all in favor, the Unaudited Financial Statements as of December 31, 2024, were accepted.

TWELFTH ORDER OF BUSINESS**Approval of Minutes**

- A. November 8, 2024 Regular Meeting
- B. November 22, 2024 Landowners' Meeting

On MOTION by Mr. Essman and seconded by Mr. Parrish, with all in favor, the November 8, 2024 Regular Meeting Minutes and the November 22, 2024 Landowners' Meeting Minutes, both as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kutak Rock LLP
- B. District Engineer: Clearview Land Design, P.L.

There were no District Counsel or District Engineer reports.

On MOTION by Mr. Parrish and seconded by Mr. Essman, with all in favor, terminating the District Engineering Contract with Clearview Land Design, P.L., effective upon executing the Engineering Services Contract with Lighthouse Engineering, Inc., was approved.

- C. District Manager: Wrathell, Hunt and Associates, LLC

- Discussion: Insurance Vertical Assets

Ms. Sanchez stated she will work with Mr. Parrish to ensure the CDD has no vertical assets to insure.

- NEXT MEETING DATE: February 28, 2025 at 10:00 AM or immediately following the adjournment of the Avalon Park West CDD meetings

- QUORUM CHECK

The February 28, 2025 meeting will be cancelled. The next regular meeting will be held on March 28, 2025.

215 **FOURTEENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

216

217 There were no Board Members' comments or requests.

218

219 **FIFTEENTH ORDER OF BUSINESS** **Public Comments**

220

221 No members of the public spoke.

222

223 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**

224

225 **On MOTION by Mr. Parrish and seconded by Mr. Essman, with all in favor, the**
226 **meeting adjourned at 10:28 a.m.**

227

228

229

230

231

232

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

233
234
235
236
237

Secretary/Assistant Secretary

Chair/Vice Chair

SUMMERSTONE
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

| SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT | | |
|--|--|-----------|
| | | |
| BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE | | |
| | | |
| LOCATION | | |
| <i>Avalon Park West Amenity Center 5060 River Glen Boulevard, Wesley Chapel, Florida 33545</i> | | |
| | | |
| DATE | POTENTIAL DISCUSSION/FOCUS | TIME |
| | | |
| October 25, 2024 CANCELED | Regular Meeting | 10:00 AM* |
| | | |
| November 8, 2024 | Regular Meeting | 10:00 AM |
| | | |
| November 22, 2024 | Landowners' Meeting | 10:00 AM |
| | | |
| November 22, 2024 CANCELED | Regular Meeting | 10:00 AM* |
| | | |
| January 24, 2025 | Regular Meeting | 10:00 AM |
| | | |
| February 28, 2025 CANCELED | Regular Meeting | 10:00 AM* |
| | | |
| March 28, 2025 | Public Hearing and Regular Meeting <i>Adoption of Parking Enforcement Rules</i> | 10:00 AM* |
| | | |
| April 25, 2025 | Regular Meeting | 10:00 AM* |
| | | |
| May 23, 2025 | Regular Meeting | 10:00 AM* |
| | | |
| June 27, 2025 | Regular Meeting | 10:00 AM* |
| | | |
| July 25, 2025 | Regular Meeting | 10:00 AM* |
| | | |
| August 22, 2025 | Regular Meeting | 10:00 AM* |
| | | |
| September 26, 2025 | Regular Meeting | 10:00 AM* |
| | | |
| <i>*Meetings will convene immediately following the adjournment of the Avalon Park West CDD meetings, scheduled to commence at 10:00 AM.</i> | | |