

# **STONEGATE PRESERVE**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**May 18, 2023**

**BOARD OF SUPERVISORS  
REGULAR  
MEETING AGENDA**

**STONEGATE PRESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA**  
**LETTER**

# Stonegate Preserve 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

May 11, 2023

### ATTENDEES:

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

Board of Supervisors

Stonegate Preserve Community Development District

Dear Board Members:

The Board of Supervisors of the Stonegate Preserve Community Development District will hold a Regular Meeting on May 18, 2023 at 11:30 a.m., at The Harrison Ranch Clubhouse, 5755 Harrison Ranch Blvd., Parrish, Florida 34219. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Acceptance of Resignation of Laura Coffey [SEAT 2]
4. Consider Appointment to Fill Unexpired Term of Seat 2; *Term Expires November 2026*
  - A. Administration of Oath of Office (*the following will be provided in a separate package*)
    - I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
    - II. Membership, Obligations and Responsibilities
    - III. Financial Disclosure Forms
      - a. Form 1: Statement of Financial Interests
      - b. Form 1X: Amendment to Form 1, Statement of Financial Interests
      - c. Form 1F: Final Statement of Financial Interests
    - IV. Form 8B: Memorandum of Voting Conflict
  - B. Consideration of Resolution 2023-03, Designating Certain Officers of the District, and Providing for an Effective Date
5. Consideration of Resolution 2023-04, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

6. Consideration of Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
7. Consideration of Resolution 2023-01, Designating the Primary Administrative Office and Principal Headquarters of the District; Designating the Location of the Local District Records Office; and Providing an Effective Date
8. Acceptance of Unaudited Financial Statements as of March 31, 2023
9. Approval of January 20, 2023 Regular Meeting Minutes
10. Staff Reports
  - A. District Counsel: *Kutak Rock LLP*
  - B. District Engineer (Interim): *Heidt Design, LLC*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- 0 Registered Voters in District as of April 15, 2023
- NEXT MEETING DATE: June 16, 2023 at 11:30 AM

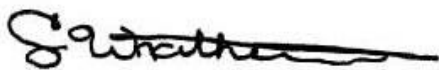
○ QUORUM CHECK

SEAT 1	KELLY EVANS	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2		<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	LORI CAMPAGNA	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	BEN GAINER	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	CHRISTOPHER SMITH	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

11. Board Members' Comments/Requests
12. Public Comments
13. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Kristen Suit at (410) 207-1802.

Sincerely,



Craig Wrathell  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

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

**PARTICIPANT PASSCODE: 943 865 3730**

**STONEGATE PRESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**3**

**NOTICE OF TENDER OF RESIGNATION**

To: Board of Supervisors  
Stonegate Preserve Community Development District  
Attn: Craig Wrathell/Kristen Suit, District Managers  
2300 Glades Road, Suite 410W  
Boca Raton, Florida 33431

From:                     Laura Coffey                      
                    Printed Name

Date:                     4/26/23                      
                    Date

I hereby tender my resignation as a member of the Board of Supervisors of the *Stonegate Preserve 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](mailto: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.

***Laura Coffey*** \_\_\_\_\_  
Signature

**STONEGATE PRESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**4B**

**RESOLUTION 2023-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STONEGATE PRESERVE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

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

**WHEREAS**, the Board of Supervisors of the District desires to designate certain Officers of the District.

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

**SECTION 1.** \_\_\_\_\_ is appointed Chair.

**SECTION 2.** \_\_\_\_\_ is appointed Vice Chair.

**SECTION 3.** \_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

**Kristen Suit** is appointed Assistant Secretary.

**SECTION 4.** This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

**SECTION 5.** This Resolution shall become effective immediately upon its adoption.

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**PASSED AND ADOPTED** this 18th day of May, 2023.

ATTEST:

**STONEGATE PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

# **STONEGATE PRESERVE**

**COMMUNITY DEVELOPMENT DISTRICT**

**5**

**RESOLUTION 2023-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STONEGATE PRESERVE COMMUNITY DEVELOPMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Stonegate Preserve Community Development District (“**District**”) prior to June 15, 2023, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: \_\_\_\_\_

HOUR: \_\_\_\_\_

LOCATION: The Harrison Ranch Clubhouse  
5755 Harrison Ranch Boulevard  
Parrish, Florida 34219

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Manatee County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 18TH DAY OF MAY, 2023.**

ATTEST:

**STONEGATE PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Fiscal Year 2023/2024 Proposed Budget

**Exhibit A**

Fiscal Year 2023/2024 Proposed Budget

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2024**

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
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**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023	Total Actual & Projected	
<b>REVENUES</b>					
Landowner contribution	\$ 431,660	\$ 31,776	\$ 415,981	\$ 447,757	\$ 431,160
Total revenues	431,660	31,776	415,981	447,757	431,160
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Supervisors	6,459	696	5,763	6,459	6,459
Management/accounting/recording**	48,000	10,000	38,000	48,000	48,000
Legal	30,000	1,205	28,795	30,000	30,000
Engineering	15,000	-	15,000	15,000	15,000
Audit	5,500	-	5,500	5,500	5,500
Arbitrage rebate calculation*	500	-	500	500	500
Dissemination agent*	1,000	-	1,000	1,000	1,000
Trustee*	5,500	-	5,500	5,500	5,500
Telephone	200	83	117	200	200
Postage	500	-	500	500	500
Printing & binding	500	208	292	500	500
Legal advertising	1,700	-	1,700	1,700	1,700
Annual special district fee	175	-	175	175	175
Insurance	5,500	5,000	-	5,000	5,500
Meeting room rental	900	-	900	900	900
Contingencies/bank charges	500	510	-	510	500
Website hosting & maintenance	705	-	705	705	705
Website ADA compliance	210	-	210	210	210
Total professional & administrative	122,849	17,702	104,657	122,359	122,849
<b>Field operations</b>					
Management	15,000	-	15,000	15,000	15,000
Stormwater Management	-	-	-	-	-
Maintenance contract-wet ponds	15,000	-	15,000	15,000	15,000
Wetland maintenance	35,000	-	35,000	35,000	35,000
Wetland monitoring and reporting	7,500	-	7,500	7,500	7,500
Contingency	10,500	-	10,500	10,500	13,500
Property insurance	25,000	-	25,000	25,000	25,000
Irrigation Supply	-	-	-	-	-
Maintenance Contract	3,000	-	3,000	3,000	3,000
Well repairs, maintenance & reporting	5,000	-	5,000	5,000	6,500
Monuments	-	-	-	-	-
Repairs and maintenance	10,000	-	10,000	10,000	5,000
Streetlights/electricity	60,000	-	60,000	60,000	60,000
Landscape Maintenance	-	-	-	-	-
Maintenance contract	107,811	-	107,811	107,811	107,811
Plant replacement	10,000	-	10,000	10,000	10,000
Irrigation repairs	5,000	-	5,000	5,000	5,000
Total field operations	308,811	-	308,811	308,811	308,311
Total expenditures	431,660	17,702	413,468	431,170	431,160



**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

	Fiscal Year 2023				
Excess/(deficiency) of revenues over/(under) expenditures	-	14,074	2,513	16,587	-
Fund balance - beginning (unaudited)	-	(16,587)	(2,513)	(16,587)	-
Fund balance - ending	<u>\$ -</u>	<u>\$ (2,513)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

\*These items will be realized when bonds are issued

\*\*WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

	Landowner Contribution per Unit
Total professional & administrative	\$ 155.51
Total field operations	390.27
Total expenditures	545.78

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

Supervisors	\$ 6,459
Statutorily set at \$200 for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year.	
Management/accounting/recording**	48,000
<b>Wrathell, Hunt and Associates, LLC</b> (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	30,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	15,000
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	5,500
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation*	500
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent*	1,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Trustee*	5,500
Telephone	200
Postage	500
Telephone and fax machine.	
Printing & binding	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Legal advertising	1,700
Letterhead, envelopes, copies, agenda packages	
Annual special district fee	175
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Insurance	5,500
Annual fee paid to the Florida Department of Economic Opportunity.	
Meeting room rental	900
Contingencies/bank charges	500
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website hosting & maintenance	705
Website ADA compliance	210
Total Professional and Administrative	<u>122,849</u>

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Field operations**

Management	15,000
Covers the costs of part time contract management / quality control	
Stormwater Management	
Maintenance contract-wet ponds	15,000
Covers the costs of once per month review and treatment of wet stormwater ponds.	
Wetland maintenance	35,000
Covers the costs of twice a year review and treatment of nuisance and exotic vegetation.	
Wetland monitoring and reporting	7,500
Covers the costs of required annual monitoring and report submittal.	
Contingency	13,500
Property insurance	25,000
Irrigation Supply	
Maintenance Contract	3,000
Covers the costs of monthly preventative maintenance visits on irrigation well pumping stations	
Well repairs, maintenance & reporting	6,500
Covers the costs or repairs and maintenance to the 2 well pumps.	
Monuments	
Repairs and maintenance	5,000
Covers the costs of entry monument maintenance	
Streetlights/electricity	60,000
Covers the costs of solar street lighting, electricity for monument and landscape uplighting, covers the cost of electricity for two wells pumps.	
Landscape Maintenance	
Maintenance contract	107,811
Covers the costs of all inclusive landscape maintenance at the main entry, road right of ways, buffers and pocket parks.	
Plant replacement	10,000
Covers the costs of periodic plant replacement or enhancements.	
Irrigation repairs	<u>5,000</u>
Covers the costs of repairs to the Districts irrigation systems.	
Total field operations	308,311
Total expenditures	<u><u>\$431,160</u></u>

# **STONEGATE PRESERVE**

**COMMUNITY DEVELOPMENT DISTRICT**

**6**

**RESOLUTION 2023-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STONEGATE PRESERVE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE**

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

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

**WHEREAS**, the Board desires to adopt the Fiscal Year 2023/2024 meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE STONEGATE PRESERVE COMMUNITY DEVELOPMENT DISTRICT:**

1. **ADOPTING FISCAL YEAR 2023/2024 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2024/2024 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 18th day of May, 2023.

ATTEST:

**STONEGATE PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**EXHIBIT "A"**

<b>STONEGATE PRESERVE COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>The Harrison Ranch Clubhouse, 5755 Harrison Ranch Blvd., Parrish, Florida 34219</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 20, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>November 17, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>December 22, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>January 19, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>February 16, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>March 22, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>April 19, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>May 17, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>June 21, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>July 19, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>August 16, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>September 20, 2024</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>

**STONEGATE PRESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**7**

**RESOLUTION 2023-01**

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE STONEGATE PRESERVE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT; DESIGNATING THE LOCATION OF THE LOCAL DISTRICT RECORDS OFFICE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Stonegate Preserve 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 Manatee County, Florida; and

**WHEREAS**, the District desires to designate its primary administrative office as the location where the District’s public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District’s Record’s Custodian in order to provide citizens with the ability to access the District’s records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

**WHEREAS**, the District also desires to specify the location of the District’s principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District; and

**WHEREAS**, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District’s records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

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

**SECTION 1.** The District’s primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

**SECTION 2.** The District’s principal headquarters for purposes of establishing proper venue shall be located in Manatee County, Florida.

**SECTION 3.** The District’s local records office shall be located at \_\_\_\_\_.

**SECTION 4.** This Resolution shall take effect immediately upon adoption.



**PASSED AND ADOPTED** this 18th day of May, 2023.

**ATTEST:**

**STONEGATE PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

# **STONEGATE PRESERVE**

**COMMUNITY DEVELOPMENT DISTRICT**

# **UNAUDITED FINANCIAL STATEMENTS**

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
MARCH 31, 2023**

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
MARCH 31, 2023**

	General Fund	Debt Service Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash	\$ 6,579	\$ -	\$ 6,579
Due from Landowner	2,058	-	2,058
Total assets	<u>\$ 8,637</u>	<u>\$ -</u>	<u>\$ 8,637</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 2,058	\$ -	\$ 2,058
Due to Landowner	-	9,750	9,750
Due to other	272	-	272
Accrued wages payable	200	-	200
Accrued taxes payable	107	-	107
Landowner advance	6,000	-	6,000
Total liabilities	<u>8,637</u>	<u>9,750</u>	<u>18,387</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred receipts	2,058	-	2,058
Total deferred inflows of resources	<u>2,058</u>	<u>-</u>	<u>2,058</u>
Fund balances:			
Restricted			
Debt service	-	(9,750)	(9,750)
Unassigned	(2,058)	-	(2,058)
Total fund balances	<u>(2,058)</u>	<u>(9,750)</u>	<u>(11,808)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 8,637</u>	<u>\$ -</u>	<u>\$ 8,637</u>

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Landowner contribution	\$ 2,514	\$ 34,289	\$ 431,660	8%
Total revenues	<u>2,514</u>	<u>34,289</u>	<u>431,660</u>	8%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	-	696	6,459	11%
Management/accounting/recording**	2,000	12,000	48,000	25%
Legal	-	1,205	30,000	4%
Engineering	-	-	15,000	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	-	-	1,000	0%
Trustee*	-	-	5,500	0%
Telephone	17	100	200	50%
Postage	-	-	500	0%
Printing & binding	42	250	500	50%
Legal advertising	-	-	1,700	0%
Annual special district fee	-	-	175	0%
Insurance	-	5,000	5,500	91%
Meeting room rental	-	-	900	0%
Contingencies/bank charges	-	509	500	102%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	<u>2,059</u>	<u>19,760</u>	<u>122,849</u>	16%
<b>Field operations</b>				
Management	-	-	15,000	0%
Stormwater management				
Maintenance contract-wet ponds	-	-	15,000	0%
Wetland maintenance	-	-	35,000	0%
Wetland monitoring and reporting	-	-	7,500	0%
Stormwater needs analysis reporting	-	-	10,500	0%
Property insurance	-	-	25,000	0%
Irrigation supply				
Maintenance contract	-	-	3,000	0%
Well repairs and maintenance	-	-	5,000	0%
Monuments				
Repairs and maintenance	-	-	10,000	0%
Electricity	-	-	60,000	0%
Landscape maintenance				
Maintenance contract	-	-	107,811	0%
Plant replacement	-	-	10,000	0%
Irrigation repairs	-	-	5,000	0%
Total field operations	<u>-</u>	<u>-</u>	<u>308,811</u>	0%

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED MARCH 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Total expenditures	<u>2,059</u>	<u>19,760</u>	<u>431,660</u>	<u>5%</u>
Excess/(deficiency) of revenues over/(under) expenditures	455	14,529	-	
Fund balances - beginning	<u>(2,513)</u>	<u>(16,587)</u>	-	
Fund balances - ending	<u>\$ (2,058)</u>	<u>\$ (2,058)</u>	<u>\$ -</u>	

\*These items will be realized when bonds are issued

\*\*WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

**STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND  
FOR THE PERIOD ENDED MARCH 31, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 <b>EXPENDITURES</b>		
Cost of issuance	<u>-</u>	<u>575</u>
Total debt service	<u>-</u>	<u>575</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 -	 (575)
 Fund balances - beginning	 (9,750)	 (9,175)
Fund balances - ending	<u>\$ (9,750)</u>	<u>\$ (9,750)</u>

**STONEGATE PRESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**



**DRAFT**

**MINUTES OF MEETING  
STONEGATE PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stonegate Preserve Community Development District held a Regular Meeting and Audit Committee on January 20, 2023 at 11:30 a.m., at The Harrison Ranch Clubhouse, 5755 Harrison Ranch Blvd., Parrish, Florida 34219.

**Present were:**

Kelly Evans	Chair
Laura Coffey	Vice Chair
Christopher Smith	Assistant Secretary

**Also present, were:**

Kristen Suit	District Manager
Lindsay Whelan (via telephone)	District Counsel
Strickland Smith (via telephone)	District Engineer
Barry Mazzone	Field Operations Manager

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 11:32 a.m.

Supervisors Evans, Coffey and Smith were present, in person. Supervisors Campagna and Gainer were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2023-02, Adopting Certain Amendments to the District's Record Retention Policy; Addressing Conflicts and Severability; and Providing for Severability and an Effective Date**

40 Ms. Whelan reviewed the amendments to the CDD’s Record Retention Policy.

41 Ms. Suit presented Resolution 2023-02.

42

43 **On MOTION by Ms. Evans and seconded by Ms. Coffey, with all in favor,**  
44 **Resolution 2023-02, Adopting Certain Amendments to the District’s Record**  
45 **Retention Policy; Addressing Conflicts and Severability; and Providing for**  
46 **Severability and an Effective Date, was adopted.**

47

48

49 **FOURTH ORDER OF BUSINESS**

**Recess Regular Meeting/Commencement  
of Audit Selection Committee Meeting**

50

51

52

53 **On MOTION by Ms. Evans and seconded by Ms. Coffey, with all in favor, the**  
54 **Regular Meeting recessed and the Audit Selection Committee Meeting**  
55 **commenced.**

56

57

58 **FIFTH ORDER OF BUSINESS**

**Review of Response to Request for  
Proposals (RFP) for Annual Audit Services**

59

60

61 **A. Affidavits of Publication**

62 **B. RFP Package**

63 The above items were included for informational purposes.

64 **C. Respondent: Berger, Toombs, Elam, Gaines & Frank**

65 Ms. Suit presented the Berger, Toombs, Elam, Gaines & Frank (BTEGF) proposal and fee  
66 schedule, which includes an option for annual renewals. Ms. Evans stated she will approve the  
67 proposal with the understanding that any future fee increase must be approved by the Board.

68 **D. Auditor Evaluation Matrix/Ranking**

69 The Committee collectively ranked BTEGF as the #1 ranked firm.

70

71 **On MOTION by Ms. Evans and seconded by Ms. Coffey, with all in favor, the**  
72 **Audit Selection Committee ranked Berger, Toombs, Elam, Gaines & Frank as**  
73 **the #1 ranked respondent to the RFP for Annual Audit Services.**

74

75

76 **SIXTH ORDER OF BUSINESS** **Termination of Audit Selection Committee**  
 77 **Meeting/Reconvene Regular Meeting**  
 78  
 79

80 **On MOTION by Ms. Evans and seconded by Ms. Coffey, with all in favor, the**  
 81 **Audit Selection Committee Meeting terminated and the Regular Meeting**  
 82 **reconvened.**

83  
 84  
 85 **SEVENTH ORDER OF BUSINESS** **Consider Recommendation of Audit**  
 86 **Selection Committee**  
 87

- 88 • **Award of Contract**

89  
 90 **On MOTION by Ms. Evans and seconded by Mr. Smith, with all in favor,**  
 91 **accepting the Audit Selection Committee’s recommendation, ranking Berger,**  
 92 **Toombs, Elam, Gaines & Frank as the #1 ranked respondent to the RFP for**  
 93 **Annual Audit Services, authorizing engagement of Berger, Toombs, Elam,**  
 94 **Gaines & Frank and authorizing the Chair to execute, was approved.**

95  
 96  
 97 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution 2023-01,**  
 98 **Designating the Primary Administrative**  
 99 **Office and Principal Headquarters of the**  
 100 **District; Designating the Location of the**  
 101 **Local District Records Office; and Providing**  
 102 **an Effective Date**  
 103

104 This item was deferred.

105  
 106 **NINTH ORDER OF BUSINESS** **Consideration of Response(s) to Request**  
 107 **for Qualifications (RFQ) for Engineering**  
 108 **Services**  
 109

- 110 **A. Affidavit of Publication**

- 111 **B. RFQ Package**

112 These items were included for informational purposes.

- 113 **C. Respondent: Heidt Design, LLC**

114 Ms. Suit stated that Heidt Design, LLC was the only respondent to the RFQ.

115 **D. Competitive Selection Criteria/Ranking**

116 Ms. Suit stated that, as the sole respondent, the Board can rank Heidt Design, LLC as the  
117 #1 ranked respondent.

118 **E. Award of Contract**

119

120 **On MOTION by Ms. Evans and seconded by Ms. Coffey, with all in favor,**  
121 **ranking Heidt Design, LLC as the #1 ranked respondent to the RFQ for District**  
122 **Engineering Services and authorizing Staff to negotiate and prepare a**  
123 **Continuing Services Agreement with Heidt Design, LLC and for the Chair to**  
124 **execute, was approved.**

125

126

127 **TENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of November 30, 2022**

128

129

130 Ms. Suit presented the Unaudited Financial Statements as of November 30, 2022.

131

132 **On MOTION by Ms. Evans and seconded by Mr. Smith, with all in favor, the**  
133 **Unaudited Financial Statements as of November 30, 2022, were accepted.**

134

135

136 **ELEVENTH ORDER OF BUSINESS**

**Approval of August 19, 2022 Public  
Hearings and Regular Meeting Minutes**

137

138

139 Ms. Suit presented the August 19, 2022 Public Hearings and Regular Meeting Minutes.

140

141 **On MOTION by Ms. Evans and seconded by Mr. Smith, with all in favor, the**  
142 **August 19, 2022 Public Hearings and Regular Meeting Minutes, as presented,**  
143 **were approved.**

144

145

146 **TWELFTH ORDER OF BUSINESS**

**Staff Reports**

147

148 **A. District Counsel: *Kutak Rock LLP***

149 Ms. Whelan stated the bond validation hearing was successful and the 30-day appeal  
150 period ended. When the Board is ready to begin the bond issuance process, Staff will be able to  
151 issue the bonds expeditiously.

152 Ms. Evans stated the intent is to issue bonds in the fourth quarter.

153 **B. District Engineer (Interim): *Heidt Design, LLC***

154 Ms. Suit noted that “(Interim)” will be removed, going forward.

155 Ms. Evans asked if Version 3 of the comments to the plat were addressed and  
156 resubmitted or if it is still being prepared. Mr. Strickland Smith stated it is still in progress; two  
157 responses are pending and he expects to submit it at the beginning of next week. Responses  
158 should be received within two weeks. Ms. Evans hoped it will be presented at the next meeting.  
159 Mr. Smith stated that seemed reasonable.

160 Supervisor Smith asked if addresses were issued during construction plan review. The  
161 District Engineer stated they were requested from the County; he will follow up.

162 **C. District Manager: *Wrathell, Hunt and Associates, LLC***

163 • **NEXT MEETING DATE: February 17, 2023 at 11:30 A.M.**

164 ○ **QUORUM CHECK**

165 The next meeting will be February 17, 2023, unless cancelled.

166 The Board welcomed Mr. Mazzone and discussed construction timelines.

167

168 **THIRTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

169

170 There were no Board Members’ comments or requests.

171

172 **FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

173

174 There were no public comments.

175

176 **FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

177

178 There being nothing further to discuss, the meeting adjourned.

179

180

181

**On MOTION by Ms. Evans and seconded by Ms. Campagna, with all in favor,  
the meeting adjourned at 11:48 a.m.**

182  
183  
184  
185  
186  
187

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

\_\_\_\_\_  
Chair/Vice Chair

**STONEGATE PRESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**STAFF**  
**REPORTS**

# MICHAEL BENNETT • SUPERVISOR OF ELECTIONS • MANATEE COUNTY

600 301 Boulevard West, Suite 108, Bradenton, Florida 34205-7946  
PO Box 1000, Bradenton, Florida 34206-1000



Phone: 941-741-3823 • Fax: 941-741-3820 • [VoteManatee.com](http://VoteManatee.com) • [Info@VoteManatee.com](mailto:Info@VoteManatee.com)

April 20, 2023

Stonegate Preserve Community Development District  
Wrathell, Hunt and Associates, LLC  
Attn: Daphne Gillyard  
2300 Glades Rd., Suite 410W  
Boca Raton FL 33431

Dear Ms. Gillyard:

We are in receipt of your request for the number of registered voters in the Stonegate Preserve Community Development District of April 15, 2023. According to our records, there were 0 persons registered in the Stonegate Preserve Community Development District as of that date.

I hope this information is helpful to you. If I can be of any further assistance to you, please do not hesitate to contact my office at your earliest convenience.

Sincerely,

Michael Bennett  
Supervisor of Elections

MB/sas



**STONEGATE PRESERVE COMMUNITY DEVELOPMENT DISTRICT****BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE****LOCATION***The Harrison Ranch Clubhouse, 5755 Harrison Ranch Blvd., Parrish, Florida 34219*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 21, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>November 18, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>December 16, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>January 20, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>February 17, 2023 CANCELED</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>March 17, 2023 CANCELED</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>April 21, 2023 CANCELED</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>May 18, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>May 19, 2023</b> <i>rescheduled to May 18, 2023</i>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>June 16, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>July 21, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>August 18, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>September 15, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>