

Sawgrass Village Community Development District

Board of Supervisors

Nicholas Dister, Chairman
Carlos de la Ossa, Vice Chairperson
Ryan Motko, Assistant Secretary
Vacant, Assistant Secretary
Alberto Viera, Assistant Secretary

Brian Lamb, District Manager
Angie Grunwald, District Manager
John Vericker, District Counsel
Tonja Stewart, District Engineer

Regular Meeting Agenda

Wednesday, July 26, 2023, at 1:00 p.m.

The Regular Meeting of the **Sawgrass Village Community Development District** will be held on **July 26, 2023, at 1:00 PM. at the Eaves Bend Amenity Center located at 4725 Los Robles Court, Palmetto, FL 35779.**

Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Join Zoom Meeting

<https://zoom.us/j/91295341135?pwd=VElyVi9pYVBOQ050ZEpVbi9CMElYvUT09>

Dial by your location +1 305 224 1968 Meeting ID: 912 9534 1135 Passcode: 992287

All cellular phones and pagers must be turned off during the meeting.

REGULAR MEETING OF BOARD OF SUPERVISORS

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT Each individual has the opportunity to comment and is limited to **three (3) minutes.** for such comment.

3. VENDOR AND STAFF REPORTS

- A. District Counsel
- B. District Manager
- C. District Engineer

4. BUSINESS ITEMS

- A. Consideration of Assignment of Builder Parcel Site Construction Contracts
- B. General Matters of the District

5. CONSENT AGENDA ITEMS

- A. Consideration of Minutes of the Regular Meeting May 24, 2023,..... Tab 01
- B. Consideration of Operation and Maintenance Expenditures June 2023..... Tab 02
- C. Review of Financial Statements Month Ending June 30, 2023 Tab 03

6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

7. ADJOURNMENT

Sincerely,
District Manager



District Office

Inframark Community Development Services
2005 Pan Am Circle
Tampa, Florida 33607
(813) 873 – 7300

Meeting Location:

Eaves Bend Amenity Center
4725 Los Robles Court
Palmetto, FL 35779

**SAWGRASS VILLAGE
COMMUNITY DEVELOPMENT DISTRICT**

May 24, 2023, Minutes of the Regular Meeting

MINUTES OF THE REGULAR MEETING

The Regular Meetings of the Board of Supervisors for the Sawgrass Village Community Development District was held on **Wednesday, May 24, 2023, at 1:00 p.m. at the Eaves Bend Amenity Center located at 4724 Los Robles Court, Palmetto, FL 35779**

1. CALL TO ORDER

Angie Grunwald called the Regular Meetings of the Board of Supervisors of the Sawgrass Village Community Development District to order on **Wednesday, May 24, 2023, at 1:04 P.M.**

Board Members Present and Constituting a Quorum:

Nick Dister	Chairman
Carlos de la Ossa	Vice-Chair
Albert Viera	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Inframark
Angie Grunwald	District Manager, Inframark
John Vericker	District Counsel (via zoom call)
Austin Berns	Resident

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Manager**
- C. District Engineer**

There were no vendor or staff reports currently.

4. BUSINESS ITEMS

A. Resignation of Board of Supervisor – Steve Luce

The Board reviewed the resignation from Board of Supervisors Steve Luce Mr. Lamb reviewed and motion to accept the resignation.

MOTION TO: Accept the resignation from Board of Supervisor
Steve Luce for Sawgrass Village CDD.
MADE BY: Supervisor de la Ossa
SECONDED BY: Supervisor Dister
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

B. Appointment of Board Member Replacement(s)

The Board reviewed the replacement of Board Member and the Board appointment Austin Berns. Ms. Grunwald administered the Oath of Office to Mr. Berns and accepted compensation.

MOTION TO: Appoint Austin Berns to serve on the Board of
Supervisors for Sawgrass Village CDD.
MADE BY: Supervisor de la Ossa
SECONDED BY: Supervisor Dister
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

C. Individual Board Member Acceptance or Waiver of Compensation

The Board reviewed the individual Board Member Acceptance or Waiver of Compensation and the Board accepted as stated.

D. Consideration of Resolution 2023-34; Re-Designation of Officers

The Board reviewed and motioned to approve the Resolution 2023-34, Re-Designation of the Officers. The Board will remain in the same slate with Nicholas Dister as Chairman and Carlos de la Ossa as Vice-Chair. The remaining Board member will remain as the Assistant Secretary.

MOTION TO: Approve Resolution 2023-34 as stated.
MADE BY: Supervisor de la Ossa
SECONDED BY: Supervisor Viera
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

E. Announcement of Qualified Electors

Ms. Grunwald announced there are zero qualified electors for Sawgrass Village CDD.

F. Consideration of Resolution 2023-35; Approving the Proposed Fiscal Year 2024 Budget & Setting Public Hearing

The Board reviewed the resolution and motioned to approve.

MOTION TO:	Approve Resolution 2023-35 as stated.
MADE BY:	Supervisor de la Ossa
SECONDED BY:	Supervisor Viera
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

G. Consideration of District's Engineer Report

The Board reviewed the District's Engineer Report and motioned to approve.

MOTION TO:	Approve the District Engineer Report.
MADE BY:	Supervisor de la Ossa
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

H. Consideration of Assessment Methodology Report

The Board reviewed the Assessment Methodology Report and motioned to approve.

MOTION TO:	Approve the Assessment Methodology Report.
MADE BY:	Supervisor de la Ossa
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

I. Consideration of Resolution 2023-36 – Delegation Resolution

The Board reviewed the resolution and motioned to approve.

MOTION TO:	Approve Resolution 2023-36 as stated.
MADE BY:	Supervisor de la Ossa
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

J. General Matters of the District

There are no general matters of the district at this time.

5. CONSENT AGENDA

A. Consideration of Minutes of the Landowner's Election Meeting January 25, 2023

B. Consideration of Minutes of the Audit Committee & Regular Meeting January 25, 2023

C. Consideration of Minutes of the Public Hearing & Regular Meeting February 22, 2023

D. Consideration of Minutes of the Continued Public Hearing & Regular Meeting February 23, 2023

E. Consideration of Minutes of the Continued Public Hearing & Regular Meeting March 28, 2023

The Board reviewed and discussed the consent agenda items.

MOTION TO:	Approve Consent Agenda Item A through F as stated.
MADE BY:	Supervisor de la Ossa
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

There were no further Board of Supervisors request or comments.

7. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor de la Ossa
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

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

**These minutes were done in summary format.*

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

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

Signature

Signature

Printed Name

Printed Name

Title:

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

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Recorded by Records Administrator

Signature

Date

Official District Seal

SAWGRASS VILLAGE Summary of Operations and Maintenance Invoices
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Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
INFRAMARK	96880	\$2,000.13		DISTRICT INVOICE JUNE 2023
Monthly Contract Subtotal		\$2,000.13		
Variable Contract				
ALBERTO VIERA	AV 052422	\$200.00		SUPERVISOR FEE 05/24/23
AUSTIN BERNIS	AB 052423	\$200.00		SUPERVISOR FEE 05/24/23
CARLOS DE LA OSSA	CDLO 052422	\$200.00		SUPERVISOR FEE 05/24/23
NICHOLAS J. DISTER	ND 052423	\$200.00		SUPERVISOR FEE 05/24/23
Variable Contract Subtotal		\$800.00		
Utilities		\$0.00		
Utilities Subtotal		\$0.00		
Regular Services		\$0.00		
Regular Services Subtotal		\$0.00		
Additional Services		\$0.00		
Additional Services Subtotal		\$0.00		
TOTAL		\$2,800.13		

Approved (with any necessary revisions noted):

<p style="text-align: center;">SAWGRASS VILLAGE Summary of Operations and Maintenance Invoices</p>
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Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description

Signature:

Title (Check one):

☐ Chariman ☐ Vice Chariman ☐ Assistant Secretary



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#96880

CUSTOMER ID

C4801

PO#

INVOICE

DATE

6/23/2023

NET TERMS

Net 30

DUE DATE

7/23/2023

BILL TO

Sawgrass Village Community
Development District
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: June 2023

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Administration	1	Ea	166.66		166.66
District Management	1	Ea	1,166.66		1,166.66
Accounting Services	1	Ea	375.00		375.00
Financial & Revenue Collection	1	Ea	100.00		100.00
Recording Secretary	1	Ea	100.00		100.00
Technology/Data Storage	1	Ea	25.00		25.00
Website Maintenance / Admin	1	Ea	50.00		50.00
Rental & Leases	1	Ea	16.66		16.66
0	1	Ea	0.15		0.15
Subtotal					2,000.13

Subtotal	\$2,000.13
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Tax	\$0.00
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Total Due	\$2,000.13
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Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196






Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

SAWGRASS VILLAGE CDD





MEETING DATE: May 24, 2022

DMS.

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Carlos de la Ossa		Salary accepted	\$200.00
Nick Dister		Salary Accepted	\$200.00
Vacant 		Salary Accepted	\$200.00
Ryan Motko		Salary Accepted	\$200.00
Albert Viera		Salary Accepted	\$200.00

AV 052423






SAWGRASS VILLAGE CDD**MEETING DATE: May 24, 2022****DMS.****'AB 052423**

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Carlos de la Ossa		Salary accepted	\$200.00
Nick Dister		Salary Accepted	\$200.00
Austin Berns	x	Salary Accepted	\$200.00
Ryan Motko		Salary Accepted	\$200.00
Albert Viera		Salary Accepted	\$200.00

SAWGRASS VILLAGE CDDMEETING DATE: ~~May 24, 2022~~






DMS.

CdIO 052423

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Carlos de la Ossa		Salary accepted	\$200.00
Nick Dister		Salary Accepted	\$200.00
Vacant 		Salary Accepted	\$200.00
Ryan Motko		Salary Accepted	\$200.00
Albert Viera		Salary Accepted	\$200.00

SAWGRASS VILLAGE CDDMEETING DATE: ~~May 24, 2022~~

DMS.

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Carlos de la Ossa		Salary accepted	\$200.00
Nick Dister		Salary Accepted	\$200.00
Vacant 		Salary Accepted	\$200.00
Ryan Motko		Salary Accepted	\$200.00
Albert Viera		Salary Accepted	\$200.00

ND 052423

Sawgrass Village Community Development District

Financial Statements
(Unaudited)

Period Ending
June 30, 2023

Prepared by:



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

SAWGRASS VILLAGE

Balance Sheet

As of June 30, 2023

(In Whole Numbers)

ACCOUNT DESCRIPTION	TOTAL
<u>ASSETS</u>	
Cash - Operating Account	\$ 5,892
TOTAL ASSETS	\$ 5,892
<u>LIABILITIES</u>	
Accounts Payable	\$ 11,559
TOTAL LIABILITIES	11,559
<u>FUND BALANCES</u>	
Unassigned:	(5,667)
TOTAL FUND BALANCES	(5,667)
TOTAL LIABILITIES & FUND BALANCES	\$ 5,892

SAWGRASS VILLAGE
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2023
General Fund (001)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Developer Contribution	\$ -	\$ 19,380	\$ 19,380	0.00%
TOTAL REVENUES	-	19,380	19,380	0.00%
<u>EXPENDITURES</u>				
<u>Administration</u>				
Supervisor Fees	-	2,000	(2,000)	0.00%
ProfServ-Info Technology	-	75	(75)	0.00%
ProfServ-Recording Secretary	-	300	(300)	0.00%
District Counsel	-	5,598	(5,598)	0.00%
District Manager	-	6,800	(6,800)	0.00%
Accounting Services	-	2,375	(2,375)	0.00%
Auditing Services	-	100	(100)	0.00%
Website Compliance	-	2,900	(2,900)	0.00%
Postage, Phone, Faxes, Copies	-	14	(14)	0.00%
Rentals & Leases	-	50	(50)	0.00%
Insurance - General Liability	-	1,492	(1,492)	0.00%
Insurance -Property & Casualty	-	1,823	(1,823)	0.00%
Legal Advertising	-	1,221	(1,221)	0.00%
Website Administration	-	300	(300)	0.00%
Total Administration	-	25,048	(25,048)	0.00%
TOTAL EXPENDITURES	-	25,048	(25,048)	0.00%
Excess (deficiency) of revenues				
Over (under) expenditures	-	(5,668)	(5,668)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2022)		1		
FUND BALANCE, ENDING		\$ (5,667)		

Sawgrass Village

Bank Reconciliation

Bank Account No.	9067	TRUIST - GF Operating
Statement No.	06-23	
Statement Date	6/30/2023	

G/L Balance (LCY)	5,892.30	Statement Balance	19,380.41
G/L Balance	5,892.30	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	19,380.41
Subtotal	5,892.30	Outstanding Checks	13,488.11
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	5,892.30	Ending Balance	5,892.30
Difference	0.00		

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
Deposits							
6/14/2023		JE000001	CK#1045### - Developer Funding	G/L Ac	19,380.41	19,380.41	0.00
Total Deposits					19,380.41	19,380.41	0.00
Outstanding Checks							
6/29/2023	Payment	1011	ADA SITE COMPLIANCE		2,900.00	0.00	2,900.00
6/29/2023	Payment	1013	BUSINESS OBSERVER		1,168.12	0.00	1,168.12
6/29/2023	Payment	1015	EGIS INSURANCE		3,315.00	0.00	3,315.00
6/29/2023	Payment	1016	INFRAMARK		2,004.63	0.00	2,004.63
6/29/2023	Payment	1018	RYAN MOTKO		200.00	0.00	200.00
6/29/2023	Payment	1019	STRALEY ROBIN VERICKER		3,900.36	0.00	3,900.36
Total Outstanding Checks.....					13,488.11		13,488.11