

Brightshore Community Development District

707 Orchid Drive, Suite 100
Naples, Florida 34102
Ph: (239) 269-1341

November 13, 2023

Board of Supervisors
Brightshore Community Development District

Dear Board Members:

The General Meeting of the Board of Supervisors of the Brightshore Community Development District will be held on **Monday, November 13, 2023, at 2:00 p.m.**, at the **Barron Collier Companies offices, 2640 Golden Gate Parkway, Suite 201, Naples, Florida 34105**. The agenda is as follows:

GENERAL ORGANIZATIONAL MEETING

1. Call to Order/Roll Call
2. Public Comment Period

GENERAL DISTRICT ITEMS

3. Consideration of the Following General District Items:

- | | | |
|----|--|-----------|
| A. | Affidavit of Meetings Notice Publication | Exhibit 1 |
| B. | Recess to Audit Committee | |
| C. | Consideration of Brightshore CDD Audit RFP package | Exhibit 2 |
| D. | Reconvene to General Meeting | |

ORGANIZATIONAL MATTERS

4. Consideration of the Following Organizational Matters:

- | | | |
|----|--|-----------|
| A. | Consideration of Resolution 2024-1: A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT DECLARING THE DISTRICT'S INTENT TO ACCEPT RESPONSIBILITY FOR THE, PERMITTING, CONSTRUCTION AND/OR PERPETUAL OPERATION, MAINTENANCE, AND FUNDING OF THE PRESERVE-MITIGATION AREA AND SURFACE WATER MANAGEMENT SYSTEM. | Exhibit 3 |
| B. | Approval of the August 14, 2023, Public Hearing and Meeting Minutes. | Exhibit 4 |

BUDGETARY MATTERS

5. Consideration of the Following Budgetary Matters:

- A. Consideration of October 31, 2023, Financials

Exhibit 5

FINANCING MATTERS

8. Consideration of the Following Financing Matters:

- A. Update on Bond Validation and Bond Financing Status

9. Other Business

10. Staff Reports

11. Board Members' Comments/Requests

12. Public Comments

13. Adjournment

EXHIBIT 1

**NOTICE OF SPECIAL MEETING
BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT**

A Special Meeting of the Board of Supervisors (the “Board”) of the Brightshore Community Development District is scheduled for Monday, November 13, 2023 at 2:00 p.m. at the offices of Barron Collier Companies, 2640 Golden Gate Parkway, Suite 201, Naples, FL 34105. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

A copy of the agenda may be obtained at the offices of the District Manager, 707 Orchid Drive, Suite 100, Naples, Florida 34102, during normal business hours.

Any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (239) 269-1341, at least forty-eight (48) hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8771 for aid in contacting the District Office.

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

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

District Manager

November 6, 2023



Public Notices

physical impairment should contact the District Office at (561) 571-0010 at least 48 hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

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

District Manager
Mediterra Community Development
District
Nov 8, 2023

NOTICE OF SPECIAL MEETING BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT

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

District Manager
November 6, 2023
11/8/23 9501018

EXHIBIT 2

RESOLUTION 2024-1

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT DECLARING THE DISTRICT'S INTENT TO ACCEPT RESPONSIBILITY FOR THE, PERMITTING, CONSTRUCTION AND/OR PERPETUAL OPERATION, MAINTENANCE, AND FUNDING OF THE PRESERVE-MITIGATION AREA AND SURFACE WATER MANAGEMENT SYSTEM.

WHEREAS, the Brightshore Community Development District ("**District**") is a local unit of special-purpose government established by Chapter 190, Florida Statutes, (the "**Act**") for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is a perpetual, government entity that operates in the public interest, is governed by the public records laws, open government laws, and code of ethics of the State of Florida; and

WHEREAS, the District is authorized to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain systems, facilities, and basic infrastructures for storm water management improvements and permit requirements, and any related interest in real or personal property, pursuant to the Act; and

WHEREAS, the District's operations and maintenance special assessments are a reliable source of funding which are enforced in the same manner as county taxes, and constitute a lien on the property against which assessed from the date of imposition thereof until paid, coequal with the lien of state, county, municipal, and school board taxes, pursuant to the Act; and

WHEREAS, the South Florida Water Management District and State of Florida Department of Environmental Protection are anticipated to issue permits necessary for the construction and development within the District which are expected to require perpetual maintenance of a preserve area and for the construction and operation of a surface water management system (collectively, the "**Permits**") ; and

WHEREAS, as part of the District's to-be-adopted capital improvement plan, the District intends to permit, operate and maintain the conservation, mitigation and preserve area ("**Preserve Area**") as depicted in the attached **Exhibit "A"**, and the surface water management system ("**Surface Water Management System**") located within the boundaries of the District and, upon transfer of the project from the construction to operation phase, the District can assume operation and maintenance responsibility for the Preserve Area and Surface Water Management System; and

WHEREAS, accordingly, and to help facilitate the above-referenced approval and permitting processes, the District desires now to declare its intention to serve as the operation and maintenance entity for the Preserve Area and Surface Water Management System, in accordance with the preliminary plan ("**Plan**") attached hereto as **Exhibit "B;"** and

WHEREAS, in addition, at the request of the current permittee under the Permits, District desires to become either a co-permittee under any or all of the Permits or the sole permittee under the Permits; and

WHEREAS, the District is authorized to perpetually operate and maintain mitigation areas required by development approval or other permit requirements for the project (regardless of whether such mitigation and preserve areas are located within the jurisdictional boundaries of the District or outside of such jurisdictional boundaries), desires to perpetually operate and maintain Preserve Area and Surface Water Management System in accordance with the Plan, and enter into funding agreements with various neighborhood associations, and to levy annual assessments for the purpose of operating and maintaining the Preserve Area and Surface Water Management System, if needed, and to ensure funds will be available if needed for corrective action; and

WHEREAS, upon conversion of the Preserve Area and Surface Water Management System to the operation phase, the District desires to accept responsibility as the perpetual maintenance entity responsible for operating, maintaining and funding the Preserve Area and Surface Water Management System in accordance with all applicable regulations.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:

1. **RECITALS.** The foregoing statement of background and purpose is hereby adopted as part of this Resolution for all purposes.

2. **PERMITTING AND CONSTRUCTION PHASE.** At the request of the current landowner/permittee, the District shall become either a co-permittee under any or all of the Permits or the sole permittee under any or all of the Permits (regardless of whether such request is made by the current permittee prior to final issuance of such Permits or during construction of the improvements contemplated by such Permits).

3. **PERPETUAL OPERATION, MAINTENANCE AND FUNDING OBLIGATION – PRESERVE AREAS.** The District acknowledges and agrees that, upon conversion of the Preserve Area from the construction to operation phase, the District shall perpetually operate, maintain and fund the Preserve Area pursuant to applicable agreement as described in the Plan and in accordance with the requirements of any conservation easements required by any of the Permits. The District agrees to fund such operational and maintenance activities from any legally available source including but not limited to through the annual levy of maintenance special assessments as authorized under the Act.

4. **PERPETUAL OPERATION, MAINTENANCE AND FUNDING OBLIGATION – SURFACE WATER MANAGEMENT SYSTEM.** The District acknowledges and agrees that, upon conversion of the surface water management system from the construction to operation phase, the District will perpetually operate, maintain and fund such system pursuant to applicable Permits. The District agrees to fund such operational and maintenance activities from any legally available source including but not limited to through the annual levy of maintenance special assessments as authorized under the Act.

5. **FUTURE COOPERATION.** The District may enter into an agreement with the current land owner (Hogan Farms, LLC, or its assignee) pursuant to which the District may agree to cooperate (as co-permittee or sole permittee under any of the Permits), if future modifications to any of the Permits are requested (or required) to develop any portion of the real property within the boundaries of the District.

6. **EFFECTIVE DATE.** This Resolution shall take immediate effect upon its adoption.

APPROVED and **ADOPTED** this _____ day of _____, 2023.

BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT

Secretary

Chairperson

EXHIBIT A

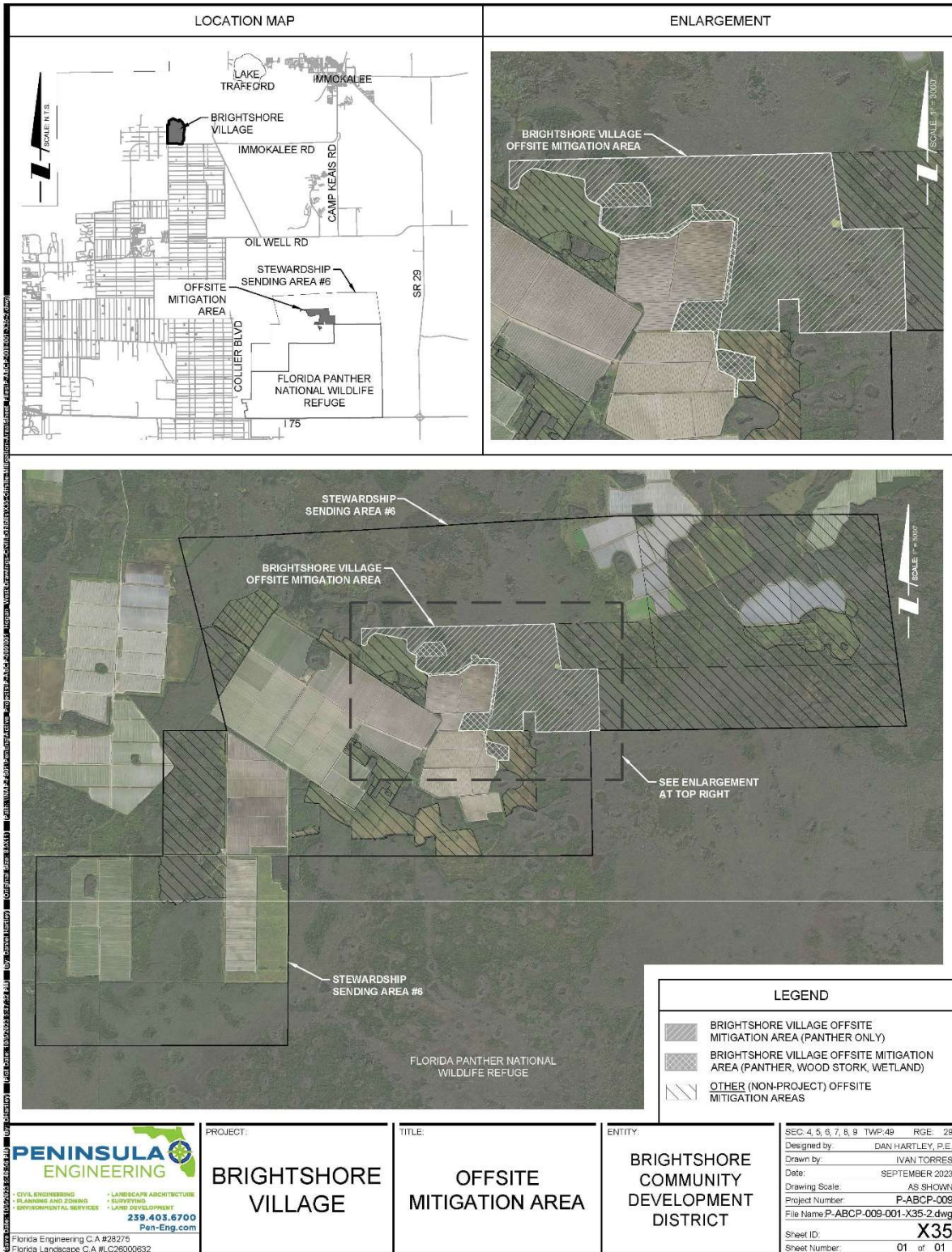


EXHIBIT B

MAINTENANCE PLAN FOR PRESERVE AREA

- Conduct any monitoring and maintenance of the Preserve Area to ensure that the District is in compliance with applicable laws, permits, easements, and other requirements.

MAINTENANCE PLAN FOR SURFACE WATER MANAGEMENT SYSTEM

Monthly / As-Needed:

- Conduct any monitoring and maintenance of any Stormwater System ponds and improvements to ensure that the District is in compliance with applicable laws, permits, easements, and other requirements.
- Common mowing of the pond banks, and weeding, edging and tree trimming will be done on an as needed basis, and in compliance with applicable permits.

Yearly:

- Visual inspection of stormwater facilities and repair as needed.
- Visual inspection of landscaping and other improvements to ensure that no dangerous conditions exist.

EXHIBIT 3

**BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Brightshore Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2023, with an option for two additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, *Florida Statutes*, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Collier County, Florida, and has an annual operating budget of approximately \$122,270.00.

The auditing entity submitting a proposal must be duly licensed under Chapter 473, *Florida Statutes*, and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, *Florida Statutes*, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District's Management Company at the address and telephone number listed below.

Proposers must provide one (1) electronic copy of their proposal to Real Estate Econometrics, Inc., 707 Orchid Drive, Suite 100, Naples, Florida 34102 (the "District Manager") telephone (239)-269-1341, in an envelope marked on the outside "Auditing Services, Brightshore Community Development District." Proposals must be received by 12 Noon on Friday, December 1, 2023, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

District Manager

BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT

REQUEST FOR PROPOSALS

District Auditing Services for Fiscal Year 2023

Collier County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than **Friday, December 1, 2023**, at 12 Noon, at the offices of the District Manager, located at 707 Orchid Drive, Suite 100, Naples, Florida 34102, telephone 239-269-1341. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Brightshore Community Development District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limited waiver of liability contained in Section 768.28, *Florida Statutes*, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal, plus the lump sum cost of two (2) optional annual renewals.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturday, Sunday, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

AUDITOR SELECTION EVALUATION CRITERIA (WITH PRICE)

1. Ability of Personnel. (20 Points)

This includes the geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.

2. Proposer's Experience. (20 Points)

This includes past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other community development districts in other contracts; character, integrity, reputation, of respondent, etc.

3. *Understanding of Scope of Work.* (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.* (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required.

5. Price. (20 Points)

Points will be awarded based upon the lowest total bid for rendering the services and the reasonableness of the proposal.

AUDITOR SELECTION

EVALUATION CRITERIA (WITHOUT PRICE)

1. *Ability of Personnel.*

(25 Points)

2. *Proposer's Experience.*

(25 Points)

3. *Understanding of Scope of Work.*

(25 Points)

4. *Ability to Furnish the Required Services.*

(25 Points)

EXHIBIT 4

BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT
Suite 100, 707 Orchid Drive
Naples, FL 34102

MINUTES OF PUBLIC HEARING AND GENERAL MEETING

Public Hearing and General Meeting
Monday, August 14, 2023, 2:03 p.m.
Barron Collier Companies
2640 Golden Gate Parkway, Suite 201
Naples, Florida 34105

Present and constituting a quorum were:

Nick Casalanguida	Board Member (via Phone)
Amanda Maurizi	Board Member
Amy Qunell	Board Member
Cee Cee Marinelli	Board Member
John Cheffy	Board Member

Also present were:

Russ Weyer	Real Estate Econometrics, Inc., District Manager
Alyssa Willson	Kutak Rock, P.A. – District Counsel (Via Zoom)
Edward Tryka	Agnoli Barber & Brundage – District Engineer

Public in attendance were:

Dan Hartley	Peninsula Engineering
Rhonda Mossing	MBS Capital Markets LLC (Via TEAMS)

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Weyer called the meeting to order and proceeded with the roll call. The members in attendance are as outlined above. He noted that the meeting was advertised according to Florida Statute requirements.

SECOND ORDER OF BUSINESS

Mr. Weyer noted that the Florida Statutes require that there be an opportunity for Public Comment.

There were no public comments.

1 **THIRD ORDER OF BUSINESS**

General District Items

2
3 There were none to be considered at this time.

4
5 **FOURTH ORDER OF BUSINESS**

Organizational Matters

6
7 **A. Affidavits of Uniform Methods of Collection Public Hearing Publication.**

8
9 Mr. Weyer presented the affidavits of publication for the rule making and rules of
10 procedure public hearing.

11
12 **B. Open Uniform Method of Collections Public Hearing.**

13
14 On MOTION by Ms. Qunell and seconded by Ms. Marinelli, with all in favor, the Board of
15 Supervisors of the Brightshore Community Development District opened the Uniform Method of
16 Collections Public Hearing.

17
18 **C. Public Comment Period on the Uniform Method of Collections.**

19
20 There were no public comments.

21
22 **D. Consideration of Resolution 2023-25: A RESOLUTION OF THE BOARD OF**
23 **SUPERVISORS OF THE BRIGHTSHORE COMMUNITY DEVELOPMENT**
24 **DISTRICT EXPRESSING ITS INTENT TO UTILIZE THE UNIFORM METHOD**
25 **OF LEVYING, COLLECTING, AND ENFORCING NON-AD VALOREM**
26 **ASSESSMENTS WHICH MAY BE LEVIED BY THE BRIGHTSHORE**
27 **COMMUNITY DEVELOPMENT DISTRICT IN ACCORDANCE WITH**
28 **SECTION 197.3632, FLORIDA STATUTES; PROVIDING A SEVERABILITY**
29 **CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

30
31 Ms Willson pointed out that this resolution finds that you held the public hearing in which
32 there were no public comments and that the board is invoking its authority to collect these
33 assessments, once levied, on the tax roll.

34
35 There was no further discussion.

36
37 On MOTION by Ms. Marinelli and seconded by Ms. Qunell, with all in favor, the Board of
38 Supervisors of the Brightshore Community Development District adopted Resolution 2023-25 that
39 adopts the District's uniform method of collecting assessments.

40
41 **E. Close Uniform Method of Collecting Assessments Public Hearing.**

42
43 On MOTION by Ms. Qunell and seconded by Mr. Cheffy, with all in favor, the Board of
44 Supervisors of the Brightshore Community Development District closed the Uniform Method of
45 Collections Public Hearing.

1
2 **F. Consideration of Resolution 2023-26: A RESOLUTION OF THE BOARD OF**
3 **SUPERVISORS OF THE BRIGHTSHORE COMMUNITY DEVELOPMENT**
4 **DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL**
5 **YEAR 2023-2024; AND PROVIDING FOR AN EFFECTIVE DATE.**
6

7 Mr. Weyer said that the meeting schedule is monthly on the second Monday at 2 p.m. at
8 the Barron Collier offices. No comments or changes were noted.
9

10 On MOTION by Ms. Marinelli and seconded by Mr. Cheffy, with all in favor, the Board of
11 Supervisors of the Brightshore Community Development District approved the March 20, 2023,
12 Landowner Meeting Minutes.

13
14 **G. Consideration of the May 22, 2023, General Meeting Minutes.**
15

16 No comments or changes were noted.
17
18

19 On MOTION by Ms. Maurizi and seconded by Mr. Cheffy, with all in favor, the Board of
20 Supervisors of the Brightshore Community Development District approved the May 22, 2023,
21 Organizational Meeting Minutes.

22
23 **FOURTH ORDER OF BUSINESS**

Budgetary Matters

24
25 **A. Affidavit of Public Hearing Publication.**
26

27 Mr. Weyer presented the affidavit for the adoption of the FY 2023-2024 Budget.
28

29 **B. Open FY 2023-2024 Budget Adoption Public Hearing.**
30

31 On MOTION by Ms. Marinelli and seconded by Ms. Maurizi, with all in favor, the Board of
32 Supervisors of the Brightshore Community Development District opened the FY 2023-2024
33 Budget Adoption Hearing.
34

35 **C. Consideration of Resolution 2023-23: THE ANNUAL APPROPRIATION**
36 **RESOLUTION OF THE BRIGHTSHORE COMMUNITY DEVELOPMENT DISTRICT**
37 **(“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING**
38 **THE BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2024; AUTHORIZING**
39 **BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**
40

41 Mr. Weyer noted there was no public comment. He then explained the budget adoption
42 process. He brought forward the preliminary budget adopted at the May meeting. He
43 further explained that the budget will ultimately show both O&M and bonds assessments.
44

1 The budget did not show the bond validation costs in the circulated agenda package. It
2 was not picked up in the copy process but is shown here and will be in the signed resolution
3 document.

4
5 Mr. Weyer asked if there were any comments or questions at this time. There were none
6 forthcoming.

7
8 On MOTION by Mr. Cheffy and seconded by Ms. Maurizi, with all in favor, the Board of
9 Supervisors of the Brightshore Community Development District approved Resolution 2023-23:
10 Adopting Fiscal Year 2022-2023 Budget.

11
12 **D. Close FY 2023-2024 Budget Adoption Public Hearing.**

13
14 On MOTION by Ms. Maurizi and seconded by Ms. Marinelli, with all in favor, the Board of
15 Supervisors of the Brightshore Community Development District closed the FY 2022-2023
16 Budget Adoption Hearing.

17
18 The budget letter to the county was then presented.

19
20 **E. Consideration of Landowner Funding Agreement for FY 2023-2024.**

21
22 The Landowner Funding Agreement for FY 2023-2024 was presented to the Board of
23 Supervisors. Ms. Willson said that this agreement is in the same form that the Board
24 adopted for FY 2022-2023 at the May meeting.

25
26 There was no further discussion.

27
28 On MOTION by Ms. Marinelli and seconded by Ms. Maurizi, with all in favor, the Board of
29 Supervisors of the Brightshore Community Development District approved the FY 2023-2024
30 Landowner Funding Agreement.

31
32 **F. Consideration of the Board being appointed as the Audit Committee.**

33
34 Mr. Weyer said that the current fiscal year (2022-2023) will require an audit due to the
35 budget amount. He went on to explain the audit firm selection process.

36
37 There was no further discussion.

38
39 On MOTION by Mr. Cheffy and seconded by Ms. Qunell, with all in favor, the Board of
40 Supervisors of the Brightshore Community Development District appointed themselves as the
41 District's Audit Committee.

1 **G. Consideration of the July 31st, 2023, Cash Flow Statement.**

2
3 The July 31st, 2023, cash flow statement was presented. Mr. Weyer went through the
4 financials. The District has incurred costs of \$34,000 out of the \$60,000 budget. Mr. Weyer
5 said that the District will have a surplus of funds at the end of this fiscal year.
6

7 There was no further discussion.
8

9 On MOTION by Ms. Maurizi and seconded by Ms. Marinelli, with all in favor, the Board of
10 Supervisors of the Brightshore Community Development District approved the July 31, 2023, cash
11 flow statement.

12
13 **FIFTH ORDER OF BUSINESS**

Financing Matters

14
15 **A. Consideration of the MBS Underwriter Agreement**

16
17 Ms. Mossing from MBS said that this is our basic investment banking agreement that is
18 SEC required. The scope of services and fees are outlined in the agreement. MBS gets
19 paid from the bond issuance costs.
20

21 Ms. Willson said that they have reviewed the agreement and it basically in the form of
22 documents that the District has approved in the past.
23

24 There was no further discussion.
25

26 On MOTION by Mr. Cheffy and seconded by Ms. Marinelli, with all in favor, the Board of
27 Supervisors of the Brightshore Community Development District approved the MBS Underwriter
28 Agreement.

29
30 **B. Consideration of the Nabors, Giblin & Nickerson Bond Counsel Agreement**

31
32 Ms. Willson conferred with Ms. Cynthia Wilhelm from NGN before the meeting since Ms.
33 Wilhelm was unable to make this meeting. Ms. Willson said that this is NGN's standard
34 form of agreement. All of NGN's fees are paid from bond issuance costs.
35

36 There was no further discussion.
37

38 On MOTION by Mr. Cheffy and seconded by Ms. Qunell, with all in favor, the Board of
39 Supervisors of the Brightshore Community Development District approved the Nabors, Giblin &
40 Nickerson Bond Counsel Agreement.

1 **C. Bond Financing Update**

2
3 Ms. Mossing explained that it looks like the bonds will be issued in the first or second
4 quarter of next year and that the financing team has been holding regular calls. She noted
5 that the first step will be to validate the bonds and the District will need to approve the
6 Mater Engineer's Report and the Master Assessment Methodology to start the bond
7 validation process.
8

9 There was no further discussion. No action was required.

10
11 **SIXTH ORDER OF BUSINESS**

Other Business

12
13 There was nothing to report at this time.
14
15

16 **SEVENTH ORDER OF BUSINESS**

Staff Reports

17
18 **Manager's Report –**

19
20 Mr. Weyer had nothing further to report.
21

22 **Attorney's Report –**

23
24 Ms. Willson had nothing further to report.
25

26 **Engineer's Report –**

27
28 Mr. Tryka had nothing further to report.
29

30 **NINTH ORDER OF BUSINESS**

Supervisors Requests

31
32 There were no Supervisor Requests.
33

34 **TENTH ORDER OF BUSINESS**

Public Comments

35
36 There were no public comments.
37

38 **ELEVENTH ORDER OF BUSINESS**

Adjournment

39
40
41 On MOTION by Ms. Maurizi and seconded by Ms. Marinelli, with all in favor, the meeting of the
42 Board of Supervisors of the Brightshore Community Development District was adjourned.
43
44
45
46

1
2 _____
3 Secretary/Assistant Secretary
4
5
6
7 _____
8 Print Name

Chairperson/Vice-Chairperson

Print Name

EXHIBIT 5

BRIGHTSHORE CDD BUDGET TO ACTUAL THROUGH 10/31/2023

FY 2022-2023 Budget Line Item	FY 2023-2024 Budget	Cash Flow (10/31/23)	Remaining (9/30/24)
Management Consulting Services	24,000.00	2,000.00	22,000.00
Lien Book, MBS Capital, Tax Collector, U.S. Bank	0.00	0.00	0.00
Assessment Roll Prep for Property Appraiser	0.00	0.00	0.00
Office Supplies / Miscellaneous	500.00	26.74	473.26
Master Assessment Methodology Report	10,000.00	0.00	10,000.00
Accounting Services/On-Line QB Subscription	5,820.00	400.00	5,420.00
Grau & Associates Auditor	5,000.00	0.00	5,000.00
DAO Insurance	6,500.00	5,000.00	1,500.00
Legal Advertising	7,500.00	0.00	7,500.00
State Filing Fee	175.00	175.00	0.00
Legal Services	20,000.00	304.50	19,695.50
Engineering Services	20,000.00	480.00	19,520.00
Website Design and Hosting	3,000.00	59.50	2,940.50
	102,495.00	\$8,446	\$94,049

BRIGHTSHORE CDD BALANCE SHEET THROUGH 10/31/23

ASSETS	<u>Total</u>
Current Assets	
Bank Accounts	
1101000 Checking	\$86,536.77
Total Bank Accounts	\$86,536.77
TOTAL ASSETS	<u><u>\$86,536.77</u></u>
 LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	\$304.50
Total Current Liabilities	\$304.50
Total Liabilities	\$304.50
Equity	
Retained Earnings	\$8,393.01
Net Revenue	77,839.26
Total Equity	\$86,232.27
TOTAL LIABILITIES AND EQUITY	<u><u>\$86,536.77</u></u>