



**TERRENO
COMMUNITY DEVELOPMENT
DISTRICT**

**COLLIER COUNTY
REGULAR BOARD MEETING
SEPTEMBER 9, 2024
9:00 A.M.**

Special District Services, Inc.
27499 Riverview Center Boulevard, #253
Bonita Springs, FL 33134

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AGENDA
TERRENO
COMMUNITY DEVELOPMENT DISTRICT
DiVosta Sales Center
1729 Terreno Boulevard
Naples, Florida 34120
REGULAR BOARD MEETING
September 9, 2024
9:00 A.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Administer Oath of Office and Review Board Member Duties and Responsibilities
- D. Establish Quorum
- E. Additions or Deletions to Agenda
- F. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
 - 1. May 13, 2024 Regular Board Meeting & Public Hearing.....Page 2
- H. Old Business
 - 1. Discussion Regarding Lake Banks
- I. New Business
 - 1. Consider Resolution No. 2024-07 – Adopting a Fiscal Year 2023/2024 Amended Budget...Page 7
 - 2. Consider Resolution No. 2024-08 – Adopting Goals and Objectives.....Page 12
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

TERRENO COMMUNITY
DEVELOPMENT DISTRICT

NOTICE OF REGULAR BOARD OF SUPERVISORS MEETING

The Board of Supervisors (Board) for the Terreno Community Development District (District) will hold a Regular Board Meeting (Meeting) on September 9, 2024, at 9:00 a.m. at the new location of the DiVosta Sales Center located at 1729 Terreno Boulevard, Naples, Florida 34120 for the purpose of considering any business that may properly come before it. A copy of the agenda may be obtained at the offices of the District Manager located at 2501A Burns Road, Palm Beach Gardens, Florida 33410, Ph: (561) 630-4922 (District Managers Office), during normal business hours.

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.

Any person requiring special accommodations at this Meeting because of a disability or physical impairment should contact the District Managers Office at least forty-eight (48) hours prior to the Meeting. 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 Managers Office.

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 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.

Michelle Krizen

District Manager

TERRENO COMMUNITY DEVELOPMENT DISTRICT

www.terrenocdd.org

No.10506713 Aug 30, 2024

**TERRENO COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
MAY 13, 2024**

A. CALL TO ORDER

The May 13, 2024, Regular Board Meeting of the Terreno Community Development District (the “District”) was called to order at 9:01 a.m. at the Golf Club of the Everglades located at 8835 Vanderbilt Beach Road, Naples, Florida 34120.

B. PROOF OF PUBLICATION

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in the *Naples Daily News* on April 23, 2024, and April 30, 2024, as legally required.

C. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER DUTIES & RESPONSIBILITIES

Mr. Reiser was not present and will be sworn in at the next meeting.

D. ESTABLISH A QUORUM

A quorum was established with the following Supervisors in attendance:

Chairman Scott Brooks, Vice Chairperson Laura Ray and Supervisor Naomi Robertson.

Also in attendance were District Manager Michelle Krizen of Special District Services, Inc.; District Counsel Kate Buchanan of Kutak Rock; and Engineer Josh Evans (via phone).

Also present was Cathy Allen.

E. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

F. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

G. APPROVAL OF MINUTES

1. February 12, 2024, Regular Board Meeting

The February 12, 2024, Regular Board Meeting minutes were presented for consideration.

It was noted that Kate John was also present at the February 12, 2024, Regular Board Meeting, via telephone.

A **motion** was made by Mr. Brooks, seconded by Ms. Ray and passed unanimously approving the February 12, 2024, Regular Board Meeting minutes, as amended.

Ms. Krizen then recessed the Regular Board Meeting and opened the Public Hearing.

H. PUBLIC HEARING

1. Proof of Publication

Proof of publication was presented which showed that notice of the Public Hearing had been published in the *Naples Daily News* on April 23, 2024, and April 30, 2024, as legally required.

2. Receive Public Comment on Fiscal Year 2024/2025 Final Budget

There was no public comment on the Fiscal Year 2024/2025 Final Budget.

3. Consider Resolution No. 2024-03 – Adopting a Fiscal Year 2024/2025 Final Budget

Resolution No. 2024-03 was presented, entitled:

RESOLUTION 2024-03 [FY 2024/2025 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE TERRENO COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Brooks went over the preserve monitoring; which is not a line item for the CDD but will need to be added next year. Mr. Brooks will coordinate with Ms. Allen to determine the cost and bring it back to the Board for discussion.

A **motion** was made by Mr. Brooks, seconded by Ms. Ray and passed unanimously adopting Resolution No. 2024-03, as presented.

4. Consider Resolution No. 2024-04 – Adopting a Fiscal Year 2024/2025 Annual Assessment

Resolution No. 2024-04 was presented, entitled:

RESOLUTION 2024-04 [FY 2024/2025 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TERRENO COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2024/2025 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS,

INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Ray, seconded by Mr. Brooks and passed unanimously adopting Resolution No. 2024-04, as presented.

Ms. Krizen then closed the Public Hearing and reconvened the Regular Board Meeting.

I. OLD BUSINESS

There were no Old Business items to come before the Board.

J. NEW BUSINESS

1. Consider Direct Collection Agreement for Fiscal Year 2024/2025

It was noted that this agreement will allow for Pulte to make one payment for all parcels owned as opposed to multiple invoices for each parcel.

A **motion** was made by Mr. Brooks, seconded by Ms. Ray and passed unanimously approving the Direct Collection Agreement for Fiscal Year 2024/2025, as presented.

2. Consider Resolution No. 2024-05 – Adopting a Fiscal Year 2024/2025 Meeting Schedule

Resolution No. 2024-05 was presented, entitled:

RESOLUTION NO. 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TERRENO COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2024/2025 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

After reviewing the proposed meeting schedule, the Board directed Ms. Krizen to change the meeting location to the DiVosta Sales Center at 1729 Terreno Blvd Naples, Florida 34120 and revise the November meeting date to coincide with the Landowners' Meeting of November 5, 2024.

A **motion** was made by Mr. Brooks, seconded by Ms. Ray and passed unanimously adopting Resolution No. 2024-05, as amended.

3. Consider Acceptance of Lake Bank Inspection Report

JR Engineering completed the District's first annual lake bank inspection in March when the water levels were low. A watch list was created for possible drains in the future. Since it is new construction, compacted soil and sod is the recommendation at this time. Ms. Ray asked if the fact that the lake banks

need corrective action this soon, are we accepting land too soon? Mr. Evans explained that soil and water move and some levels of erosion are expected and need maintenance. A discussion ensued regarding contractors to complete the repairs. If Pulte coordinates the project there could be cost savings for the District.

A **motion** was made by Ms. Ray, seconded by Mr. Brooks and passed unanimously accepting the District's Annual Lake Bank Inspection Report, as presented.

A **motion** was made by Mr. Brooks, seconded by Ms. Ray and passed unanimously authorizing Drew Reiser to take the lead to work with District staff to negotiate and execute a contract to complete the repairs identified in the report for a not to exceed amount of \$20,000.

4. Consider Resolution No. 2024-06 – Announcing Landowners' Meeting

Resolution No. 2024-06 was presented, entitled:

RESOLUTION 2024-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
TERRENO COMMUNITY DEVELOPMENT DISTRICT
DESIGNATING A DATE, TIME AND LOCATION FOR A
LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR
PUBLICATION; ESTABLISHING FORMS FOR THE
LANDOWNER ELECTION; AND PROVIDING FOR
SEVERABILITY AND AN EFFECTIVE DATE.**

The Board was advised that Seats 3 and 5 are up for election in November. Since this is the first landowner meeting after the Initial Landowners' Meeting, it must be held on the first Tuesday of November.

A **motion** was made by Ms. Ray, seconded by Mr. Brooks and passed unanimously adopting Resolution No. 2024-06, setting the Landowners' Meeting for November 5, 2024, as presented.

K. ADMINISTRATIVE MATTERS

The next meeting is scheduled for June 10, 2024, and could be held at the current location, but beginning in July, the meetings will need to be at the DiVosta Sales Center.

L. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

M. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Brooks, seconded by Ms. Ray and passed unanimously adjourning the meeting at 9:31 a.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

RESOLUTION NO. 2024-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TERRENO COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Terreno Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 9th day of September, 2024.

ATTEST:

**TERRENO
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Terreno Community Development District

**Amended Final Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

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- II AMENDED FINAL DEBT SERVICE FUND BUDGET**

AMENDED FINAL BUDGET
TERRENO COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET 10/1/23 - 9/30/24	AMENDED FINAL BUDGET 10/1/23 - 9/30/24	YEAR TO DATE ACTUAL 10/1/23 - 8/31/24
REVENUES			
O&M Assessments	216,493	118,892	118,892
O&M Assessments - Direct Bill	0	90,446	90,446
Debt Assessments	562,254	305,293	305,293
Debt Assessments - Direct Bill	0	444,526	444,526
Interest Income	240	11,092	11,092
Total Revenues	\$ 778,987	\$ 970,249	\$ 970,249
EXPENDITURES			
Administrative Expenditures			
Supervisor Fees	0	0	0
Management	36,000	36,000	33,000
Legal	27,500	12,000	6,034
Assessment Roll	5,000	5,000	0
Audit Fees	4,300	4,300	4,300
Arbitrage Rebate Fee	650	650	650
Insurance	6,000	5,375	5,375
Legal Advertisements	3,000	2,500	1,322
Miscellaneous	1,500	900	219
Postage	200	230	218
Office Supplies	1,500	225	165
Dues & Subscriptions	175	175	175
Website Management & ADA Compliance	3,000	3,000	2,750
Trustee Fees	4,100	4,347	4,247
Continuing Disclosure Fee	1,000	1,000	0
Total Administrative Expenditures	\$ 93,925	\$ 75,702	\$ 58,455
Maintenance Expenditures			
Engineering/Inspections	3,000	6,000	3,324
Miscellaneous Maintenance	1,000	1,000	0
Preserve Maintenance	75,000	37,500	0
Lake Bank Maintenance	20,000	10,000	0
Total Maintenance Expenditures	\$ 99,000	\$ 54,500	\$ 3,324
Total Expenditures	\$ 192,925	\$ 130,202	\$ 61,779
REVENUES LESS EXPENDITURES	\$ 586,062	\$ 840,047	\$ 908,470
Bond Payments	(528,519)	(732,217)	(732,217)
BALANCE	\$ 57,543	\$ 107,830	\$ 176,253
County Appraiser Fee & Tax Collector Fee	(26,854)	(8,151)	(8,151)
Discounts For Early Payments	(30,689)	(16,270)	(16,270)
EXCESS/ (SHORTFALL)	\$ -	\$ 83,409	\$ 151,832
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 83,409	\$ 151,832

Fund Balance As Of 9/30/2023	\$1,104
Projected FY 2023/2024 Activity	\$83,409
Fund Balance As Of 9/30/2024	\$84,513

AMENDED FINAL BUDGET
TERRENO COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - SERIES 2023
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET 10/1/23 - 9/30/24	AMENDED FINAL BUDGET 10/1/23 - 9/30/24	YEAR TO DATE ACTUAL 10/1/23 - 8/31/24
REVENUES			
Interest Income	100	22,833	22,733
NAV Assessment Collection	528,519	529,292	529,292
Payment By Developer	0	202,925	202,925
Total Revenues	\$ 528,619	\$ 755,050	\$ 754,950
EXPENDITURES			
Principal Payments	125,000	125,000	125,000
Interest Payments	403,194	405,850	405,850
Bond Redemption	425	0	0
Total Expenditures	\$ 528,619	\$ 530,850	\$ 530,850
Excess/ (Shortfall)	\$ -	\$ 224,200	\$ 224,100

FUND BALANCE AS OF 9/30/23	\$270,707
FY 2023/2024 ACTIVITY	\$224,200
FUND BALANCE AS OF 9/30/24	\$494,907

Notes

Reserve Fund Balance = \$264,259*. Revenue Account Balance = \$230,648*

Revenue Fund Balance To Be Used To Make 11/1/2024 Interest Payment Of \$200,269.

* Approximate Amounts

Series 2023 Bond Information

Original Par Amount =	\$8,060,000	Annual Principal Payments Due:
Interest Rate =	4.25% - 5.25%	May 1st
Issue Date =	February 2023	Annual Interest Payments Due:
Maturity Date =	May 2053	November 1st
Par Amount As Of 9/30/24 =	\$7,935,000	

RESOLUTION 2024-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TERRENO COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Terreno Community Development District (the “District”) is a local unit of special-purpose government organized and existing under and pursuant to Chapters 189 and 190, Florida Statutes, as amended; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

WHEREAS, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

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

SECTION 1. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

SECTION 2. The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

SECTION 3. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 9th day of September, 2024.

ATTEST:

**TERRENO COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: Performance Measures/Standards and Annual Reporting

Exhibit A

Program/Activity: District Administration

Goal: Remain compliant with Florida Law for all district meetings

Objectives:

- Notice all District regular, special, and public hearing meetings
- Conduct all post-meeting activities
- District records retained in compliance with Florida Sunshine Laws

Performance Measures:

- All Meetings publicly noticed as required (yes/no)
- Meeting minutes and post-meeting action completed (yes/no)
- District records retained as required by law (yes/no)

Program/Activity: District Finance

Goal: Remain Compliant with Florida Law for all district financing activities

Objectives:

- District adopted fiscal year budget
- District amended budget at end of fiscal year
- Process all District finance accounts receivable and payable
- Support District annual financial audit activities

Performance Measures:

- District adopted fiscal year budget (yes/no)
- District amended budget at end of fiscal year (yes/no)
- District accounts receivable/payable processed for the year (yes/no)
- “No findings” for annual financial audit (yes/no)
 - If “yes” explain

Program/Activity: District Operations

Goal: Insure, Operate and Maintain District owned Infrastructure & assets

Objectives:

- Annual renewal of District insurance policy(s)
- Contracted Services for District operations in effect
- Compliance with all required permits

Performance Measures:

- District insurance renewed and in force (yes/no)
- Contracted Services in force for all District operations (yes/no)
- Permits in compliance (yes/no)