

# **SARASOTA NATIONAL**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**January 10, 2023**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

# Sarasota National 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

January 3, 2023

Board of Supervisors  
Sarasota National Community Development District

**ATTENDEES:**

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

Dear Board Members:

The Board of Supervisors of the Sarasota National Community Development District will hold a Regular Meeting on January 10, 2023 at 2:00 p.m. at the Sarasota National Clubhouse, 25500 National Boulevard, Venice, Florida 34293. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: *Agenda Items* [3-Minute Time Limit]
3. Administration of Oath of Office to Newly Elected Supervisors, Carlton (Cary) Leuschner [**SEAT 1**] and Gerald Bergmoser [**SEAT 5**] (*the following to be provided in separate package*)
  - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - B. Membership, Obligations and Responsibilities
  - C. Financial Disclosure Forms
    - I. Form 1: Statement of Financial Interests
    - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
    - III. Form 1F: Final Statement of Financial Interests
  - D. Form 8B: Memorandum of Voting Conflict
4. Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 4; *Term Expires November 2026*
  - Candidates
    - A. Douglas Kasl
    - B. Judy Stewart
  - Administration of Oath of Office to Newly Appointed Supervisor
5. Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date

6. Update: SOLitude Lake Management Waterway Inspection Report - November 2022
7. Discussion: Wetland 46 Disturbance
8. 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
9. Consideration of Keefe McCullough 2022 Audit Engagement Letter
10. Acceptance of Unaudited Financial Statements as of November 30, 2022
11. Approval of August 30, 2022 Public Hearing and Regular Meeting Minutes
12. Staff Reports
  - A. District Counsel: *Kutak Rock, LLP*
  - B. District Engineer: *Kimley Horn and Associates, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: April 11, 2023 at 2:00 PM
  - QUORUM CHECK

SEAT 1	CARLTON (CARY) LEUSCHNER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	RICHARD (DICK) SMITH	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	JOHN ISTWAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	GERALD BERGMOSER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- D. Operations Manager: *Wrathell, Hunt and Associates, LLC*

13. Supervisors’ Requests
14. Adjournment

Please do not hesitate to contact me directly at (239) 464-7114 with any questions.

Sincerely,



Chesley “Chuck” Adams  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:**  
**CALL-IN NUMBER: 1-888-354-0094**  
**PARTICIPANT PASSCODE: 709 724 7992**

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**4A**

**From:** douglas kasl <djkasl1977@gmail.com>  
**Sent:** Friday, September 2, 2022 2:00 PM  
**To:** Cleo Adams <crismond@whhassociates.com>  
**Subject:** Submission for the open CDD Board Vacancy

Board of Directors

I am submitting my application for the vacant seat on the CDD board. I had previously submitted my information but did not realize until attending the August meeting that applicants were to attend a future meeting to discuss my application in person with board members. I will be at the October board meeting to answer any questions you may have of me in this regard.

I am a full time resident of Florida and the community. We originally purchased our home in the fall of 2018. I believe Sarasota National is a unique community owing to the amount of land dedicated to a natural state that cannot be developed or utilized in any other manner. As the CDD is responsible for overseeing the maintenance of the ponds, wetland and preserves within the community to remain and enhance this natural state, serving on the board of directors to accomplish this duty is an important function for the community at large.

I do not have any specific expertise or background in stormwater management, conservation/preserves or lake maintenance or restoration. I do have an extensive background in financial analysis and oversight from my previous career with the Federal Reserve Bank of Chicago.

I spent 38 years in various official roles for the bank having responsibilities which included the oversight of large and varied financial organizations within the Reserve Bank's District and for the Federal Reserve System as a whole. This included direct interaction with the Boards of Directors of these organizations and advising the Board of Directors of the Federal Reserve Bank of Chicago and The Board of Governors of the Federal Reserve System. This included analysis on the overall credit quality of local business for a variety of companies and industries and specifically banking organizations. I believe that these skills would be applicable to the financial oversight responsibility of the CDD's board.

I respectfully submit my application for the board's vacancy and look forward to answering any questions you may have on this matter.

Doug Kasl  
25243 Spartina Drive

708-476-4405

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**4B**

**From:** jstewart100@verizon.net <jstewart100@verizon.net>

**Sent:** Wednesday, July 13, 2022 4:16 PM

**To:** Cleo Adams <crismond@whhassociates.com>

**Subject:** CDD Board Vacancy, Sarasota National

Good afternoon,

I would like to submit my application for the CDD Board Vacancy. Below are bullet point to the important questions:

1. I am a full time resident of Sarasota National
2. I am interested in serving the district because this is my home and I'm dedicated to preserving and maintaining natural habits in our community.
3. I worked with many districts in my previous home state of Maryland including the county with EDAB (Economic Development and Advisory Board), Harford County School Board on redistricting and site approvals for new school buildings.
4. I have extensive background on storm water management in my position as VP of enclosed malls and life style centers with REITs, as well as managing HOA's and strip centers with my property management company for 13 years.
5. Infrastructure background with highway commissions and building life style centers such as Crocker Park in Cleveland, OH.

I would appreciate your consideration.

Judy Stewart  
24148 Gallberry Dr  
Venice, FL 34293  
410.808.8315



Judy Stewart

936 Whispering Ridge Lane

Bel Air, MD 21015

Bio

**Work History:**

1. **Owner and Principal of The MAC Group, LLC (13 years):**

**Managed Harbor Shops since 2014 – Leasing, tenant relations, budgeting, negotiating all contracts, manage Accounts Receivable and Payable.**

Worked with national financial institutions such as JP Morgan, Chase, Well Fargo, CW Capital, Torchlight. Responsible for REO's, acquisitions and dispositions nationwide – 7 years

Asset Management for Foreign and Domestic investors with National Commercial Portfolio budgets over \$20 million annually – 12 years

Managed HOAs and Condominium Associations in Harford and Cecil Counties – 5 years

2. **Positions held in Real Estate Management:**

Manager of Harford Mall, Bel Air, MD – 1999 to 2004

Manager of Crocker Park 400 acre Life-Style Center, Westlake, OH 2004-2006

Regional VP Prime Real Estate – Malls and Outlet Centers in 8 states 2006-2014

3. **Board Affiliations:**

**Steering Committee Chair of Legal during turnover process of Sarasota National – 1 year**

VP Finance Harford County Chamber of Commerce

Economic Development Advisory Board Harford County

Harford County School Construction Committee Co-Chair

Chesapeake Hospital Board of MD

Rotary International Board of Directors

Board of Directors for Takoma/Langley Crossroads Development Authority

MD State Highway Commission Committee

Rockfield Manor – Owned by Town of Bel Air

4. **License:**

MD real estate license since 2000

Have also held real estate license in Pennsylvania and Michigan

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**5**

**RESOLUTION 2023-01**

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

**WHEREAS**, the Sarasota National 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 SARASOTA NATIONAL COMMUNITY DEVELOPMENT DISTRICT:**

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

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

**SECTION 3.** Chuck E. Adams, Jr. is appointed Secretary.

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

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

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

Craig Wrathell is appointed Assistant Secretary.

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

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

**PASSED AND ADOPTED** this 10th day of January, 2023.

ATTEST:

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**6**

# SOLITUDE

LAKE MANAGEMENT



## Sarasota National CDD Waterway Inspection Report

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**Reason for Inspection:** Routine Scheduled

**Inspection Date:** 2022-11-01

**Prepared for:**

Sarasota National CDD  
Sarasota National Clubhouse,  
25500 National Boulevard, Venice, Florida 34293

**Prepared by:**

Paul Dougherty, Project Manager

Ft. Myers Field Office  
SOLITUDELAKEMANAGEMENT.COM  
888.480.LAKE (5253)

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Site: 4

**Comments:**

Requires attention

Treat for grasses, vines, coastal willow, and seasonal brush. Sparse ring of algae and some chara growth noted.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 5

**Comments:**

Site looks good

Shoreline is well maintained. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific



Site: 6

**Comments:**

Normal growth observed

Spot treat for grasses, vines and seasonal brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds





Site: 8

**Comments:**

Requires attention  
Spot treat for seasonal brush.  
Aquatic weeds are at controlled levels. Treat Algae.



**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds

Site: 10

**Comments:**

Normal growth observed  
Spot treat seasonal brush, and vines. Algae and aquatic weeds are at controlled levels.



**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds

Site: 12

**Comments:**

Requires attention  
Treat for grasses, vines and seasonal brush. Algae and aquatic weeds are at controlled levels.



**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds

Site: 14

**Comments:**

Requires attention

Treat for grasses, vines and seasonal brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 16

**Comments:**

Normal growth observed

Treat for grasses, vines and seasonal brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 18

**Comments:**

Requires attention

Previous treatment was efficacious for vines and seasonal brush. Follow up as necessary. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 20

**Comments:**

Site looks good

Shoreline treatment was effective treat as necessary. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 22

**Comments:**

Normal growth observed

Treat for grasses, vines and seasonal brush, mostly in shelf. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 24

**Comments:**

Requires attention

Treat for shoreline grasses and brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 26

**Comments:**

Requires attention

Treat for cattails, torpedograss, brush, and vines, mostly in littoral shelf. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 28

**Comments:**

Normal growth observed

Previous shoreline treatment was effective. Monitor and treat as needed for slender spikerush, chara, and mane naiad.

**Action Required:**

Routine maintenance next visit

**Target:**

Submersed vegetation



Site: 29

**Comments:**

Normal growth observed

Previous treatment was efficacious on the shoreline. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 31

**Comments:**

Requires attention

Treat for vines, torpedograss, and seasonal brush in the littorals. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 33

**Comments:**

Requires attention

Treat for torpedograss, brush, and vines, mostly along golf hole. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 35

**Comments:**

Site looks good

Shoreline is well maintained, minimal growth noted, previous treatment was effective. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 37

**Comments:**

Requires attention

Treat for pennywort, torpedograss, and brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 39

**Comments:**

Requires attention

Treat for pennywort, torpedograss, and brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 41

**Comments:**

Normal growth observed

Spot treat grasses. Algae and aquatic weeds are at controlled levels, minimal marine naiad noted.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 43

**Comments:**

Requires attention

Shoreline is well maintained, however littoral shelf requires additional treatment. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 45

**Comments:**

Site looks good

Shoreline is well maintained. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Surface algae



Site: 49

**Comments:**

Requires attention

Treat for dog fennel, hemlock, pennywort, and torpedograss. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 51

**Comments:**

Requires attention

Shoreline treatment was efficacious continue to spot spray as necessary. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 53

**Comments:**

Normal growth observed

Treat grasses and brush along preserve shoreline. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 55

**Comments:**

Normal growth observed

Treat for topedgrass, and brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds





Site: 57

**Comments:**

Requires attention

Shoreline needs treatment. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Re-inspect next visit

**Target:**

Shoreline weeds



Site: 60

**Comments:**

Requires attention

Treat for melaleuca, Cattails, grasses, and brush. Algae and submersed weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 65

**Comments:**

Requires attention

Shoreline grasses need to be treated. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Torpedograss



Site: 67

**Comments:**

Treatment in progress

Treat for grasses, vines and seasonal brush. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



Site: 70

**Comments:**

Requires attention

Shoreline needs treatment of torpedo grass and cattails. Algae needs treatment along the perimeter.

**Action Required:**

Routine maintenance next visit

**Target:**

Surface algae



Site: 72

**Comments:**

Normal growth observed

Some shoreline regrowth, mostly willow seedlings. Treat remaining shoreline weeds. Algae and aquatic weeds are at controlled levels.

**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds



**Site: 74**

**Comments:**

Normal growth observed

Treat shoreline as necessary.  
Continue to treat for marine naiad.



**Action Required:**

Routine maintenance next visit

**Target:**

Submersed vegetation

**Site: 76**

**Comments:**

Requires attention

Treat shoreline. Algae and aquatic weeds are at controlled levels.  
Monitor and treat as needed for marine naiad.



**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds

**Site: 78**

**Comments:**

Site looks good

Shoreline is well maintained.  
Algae and aquatic weeds are at controlled levels.



**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

Site: Reuse

**Comments:**

Requires attention  
Treat grasses in water. Algae  
and aquatic weeds are at  
controlled levels.

**Action Required:**

Routine maintenance next vis

**Target:**

Shoreline weeds

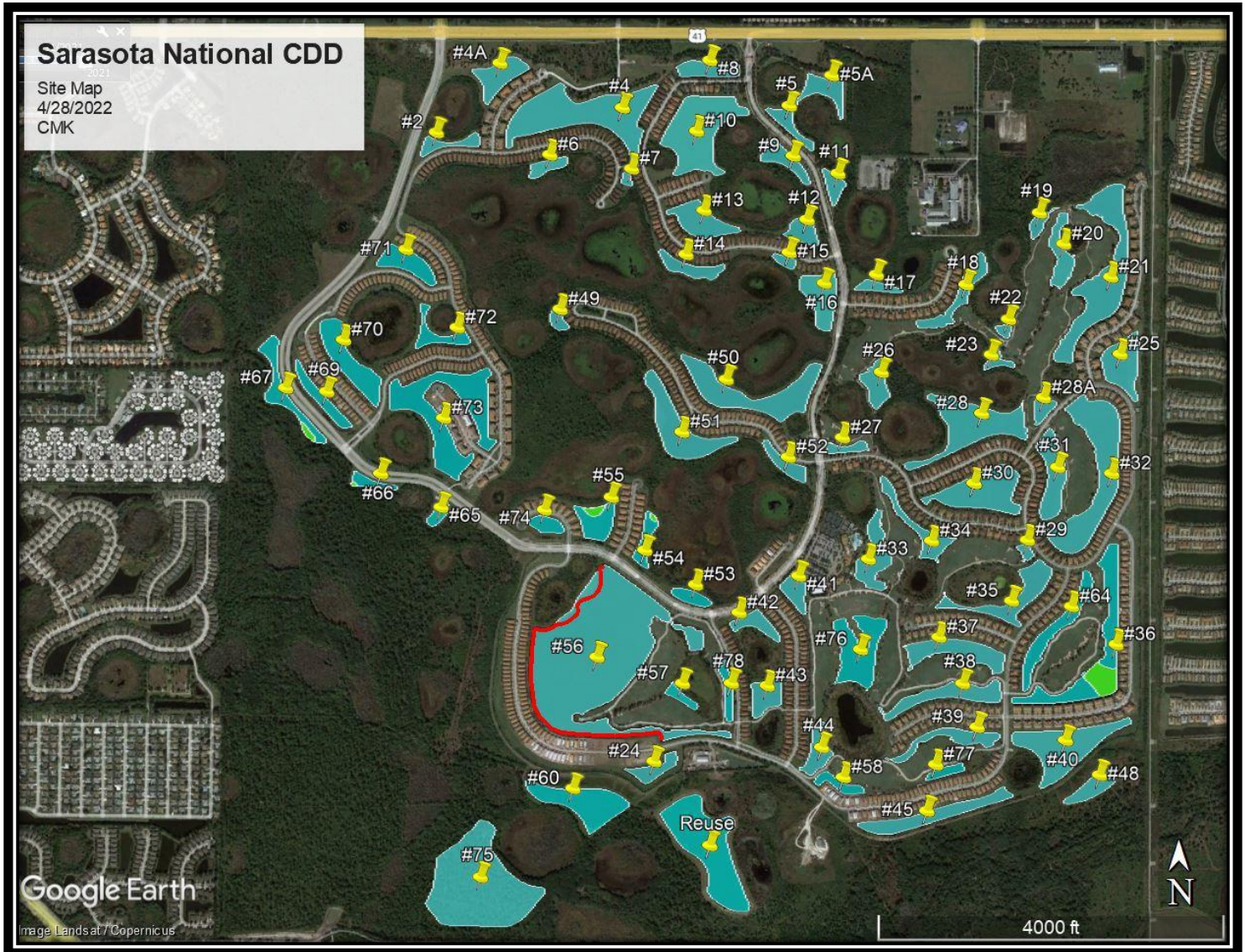


### Management Summary

- No major issues with either algae or submersed aquatic weeds were noted. Most of the visible submersed growth appeared damaged from treatment.
- Most lakes were marked requires attention for shoreline weeds. Shoreline weeds include emergent growth around the lake perimeter including but not limited to: Torpedograss, various vines, cattails, pennywort and brush such as primrose or smartweed. These types of weeds are typically found year round. However there are some plant species that are dry season specific such as sedge, hemlock, dog fennel, and saltmarsh fleabane. Other nuisance or invasive plants noted were coastal willow, and melaleuca. Seasonal brush tends to be at it's worse this time of year when the banks are still dry but receiving just enough rain to flourish. The seasonal brush will naturally start to diminish with the rainy season as the littoral shelves flood again and conditions become undesirable for the growth of sedge, dog fennel, hemlock etc.
- Due to the large amount of littoral acreage and exposed bank, Solitude has decided to bring in additional wetland labor to maintain these large littoral areas. The wetland crew will be tasked with spot treating large littoral areas for invasive and nuisance species in addition to what the lake tech maintains. This additional labor is considered part of the routine maintenance. The wetland crew began their visits in April and will continue to treat each month moving forward.
- The next quarterly report will cover the second half of the lakes and is due in August 2022.

Site	Comments	Target	Action Required
4	Requires attention	Shoreline weeds	Routine maintenance next visit
5	Site looks good	Species non-specific	Routine maintenance next visit
6	Normal growth observed	Shoreline weeds	Routine maintenance next visit
8	Requires attention	Shoreline weeds	Routine maintenance next visit
10	Normal growth observed	Shoreline weeds	Routine maintenance next visit
12	Requires attention	Shoreline weeds	Routine maintenance next visit
14	Requires attention	Shoreline weeds	Routine maintenance next visit
16	Normal growth observed	Shoreline weeds	Routine maintenance next visit
18	Requires attention	Shoreline weeds	Routine maintenance next visit
20	Site looks good	Shoreline weeds	Routine maintenance next visit
22	Normal growth observed	Shoreline weeds	Routine maintenance next visit
24	Requires attention	Shoreline weeds	Routine maintenance next visit
26	Requires attention	Shoreline weeds	Routine maintenance next visit
28	Normal growth observed	Submersed vegetation	Routine maintenance next visit
29	Normal growth observed	Shoreline weeds	Routine maintenance next visit
31	Requires attention	Shoreline weeds	Routine maintenance next visit
33	Requires attention	Shoreline weeds	Routine maintenance next visit
35	Site looks good	Shoreline weeds	Routine maintenance next visit
37	Requires attention	Shoreline weeds	Routine maintenance next visit
39	Requires attention	Shoreline weeds	Routine maintenance next visit
41	Normal growth observed	Shoreline weeds	Routine maintenance next visit
43	Requires attention	Shoreline weeds	Routine maintenance next visit
45	Site looks good	Surface algae	Routine maintenance next visit
49	Requires attention	Shoreline weeds	Routine maintenance next visit
51	Requires attention	Shoreline weeds	Routine maintenance next visit
53	Normal growth observed	Shoreline weeds	Routine maintenance next visit
55	Normal growth observed	Shoreline weeds	Routine maintenance next visit
57	Requires attention	Shoreline weeds	Re-inspect next visit
60	Requires attention	Shoreline weeds	Routine maintenance next visit
65	Requires attention	Torpedograss	Routine maintenance next visit
67	Treatment in progress	Shoreline weeds	Routine maintenance next visit
70	Requires attention	Surface algae	Routine maintenance next visit

Site	Comments	Target	Action Required
72	Normal growth observed	Shoreline weeds	Routine maintenance next visit
74	Normal growth observed	Submersed vegetation	Routine maintenance next visit
76	Requires attention	Shoreline weeds	Routine maintenance next visit
78	Site looks good	Species non-specific	Routine maintenance next visit
Reuse	Requires attention	Shoreline weeds	Routine maintenance next visit



**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**8**



## RESOLUTION 2023-02

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF SARASOTA NATIONAL COMMUNITY DEVELOPMENT DISTRICT ADOPTING CERTAIN AMENDMENTS TO THE DISTRICT'S RECORD RETENTION POLICY; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the Sarasota National Community Development District ("**District**") to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business; and

**WHEREAS**, on May 27, 2010, the Board of Supervisors of the Sarasota National Community Development District ("**Board**"), adopted Resolution 2010-04 providing for the adoption of the District's Record Retention Policy ("**Policy**"); and

**WHEREAS**, the Policy requires the District "retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same"; and

**WHEREAS**, the Board finds that it is in the best interest of the District to amend the Record Retention Policy as described in more detail in paragraph 2 below; and

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SARASOTA NATIONAL COMMUNITY DEVELOPMENT DISTRICT:

**1. CONFLICTS.** This Resolution is intended to amend, in part, Resolution 2010-04, which remains in full force and effect except as otherwise provided herein. All terms of Resolution 2010-04 that are not amended by this Resolution apply as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

**2. AMENDMENT.** The Records Retention Policy is hereby amended by inserting the language indicated in single underlined text (indicated textually in the same manner as the following example: underlined text) and by deleting the language indicated by strikethrough text (indicated textually in the same manner as the following example: ~~stricken text~~) as set forth herein:

The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), *Florida Statutes*, the rules adopted by the Division of Library and Information Services of the Department of State ("**Division**") pursuant to Section 257.36, *Florida Statutes*, and the General Records Schedules established by the Division. However, the District hereby extends the minimum

retention guidelines contained in the General Records Schedules so that the District will retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same. Notwithstanding the foregoing, the District shall retain Transitory Messages until the Transitory Message is obsolete, superseded or administrative value is lost in accordance with the General Records Schedule for State and Local Government Agencies, Item #146, as incorporated by reference in Rule 1B-24.003(1)(a), Florida Administrative Code. The District hereby determines the electronic record shall be considered the official record of all public records relating to District business and any paper originals are designated as duplicates which may be disposed of unless prohibited by any law, rule or ordinance. To the extent the above statute, rules, or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement provided that such automatic amendment does not permit the disposition of District records without further action of the Board. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

**3. 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.

**PASSED AND ADOPTED** this 10th day of January, 2023.

ATTEST:

**SARASOTA NATIONAL COMMUNITY  
DEVELOPMENT DISTRICT**

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

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

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**9**



November 1, 2022

To the Board of Supervisors  
Sarasota National Community Development District  
2300 Glades Road, Suite 410W  
Boca Raton, FL 33431

Dear Board:

We are pleased to confirm our understanding of the services we are to provide the Sarasota National Community Development District (the "District") for the year ended September 30, 2022.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, each major fund and the disclosures, which collectively comprise the basic financial statements of the District as of and for the year ended September 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

### **Auditor's Responsibilities for the Audit of the Financial Statements.**

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the District and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We identified the risk of management's override of controls as a significant risk of material misstatement in the prior period audit and believe this is still relevant. Since our audit planning has not concluded we may make modifications to the identified risks. If new significant risks are identified, we will communicate them to those charged with governance.

Our audit of financial statements does not relieve you of your responsibilities.

### **Audit Procedures-Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures-Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District 's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Other Services**

We will also assist in preparing the financial statements and related notes of the District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Keefe McCullough and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Auditor General of the State of Florida, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Keefe McCullough personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Auditor General. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our fee for services will not exceed \$ 7,400. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### **Reporting**

We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to those charged with governance of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.



We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Regards,

KEEFE McCULLOUGH



Cynthia L. Calvert, C.P.A.

RESPONSE:

This letter correctly sets forth the understanding of Sarasota National Community Development District.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
NOVEMBER 30, 2022**

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
NOVEMBER 30, 2022**

	Major Funds		Total Governmental Funds
	General	Debt Service Series 2020	
<b>ASSETS</b>			
Cash - SunTrust	\$ 791,124	\$ -	\$ 791,124
Investments			
Revenue account	-	294,109	294,109
Reserve account	-	100,000	100,000
Due from general fund	-	416,344	416,344
Due from other	35,265	-	35,265
Total assets	\$ 826,389	\$ 810,453	\$ 1,636,842
<b>LIABILITIES &amp; FUND BALANCES</b>			
<b>Liabilities:</b>			
Due to debt service	\$ 416,344	\$ -	\$ 416,344
Total liabilities	416,344	-	416,344
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred receipts	35,265	-	35,265
Total deferred inflows of resources	35,265	-	35,265
<b>Fund balances:</b>			
Restricted for:			
Debt service	-	810,453	810,453
Unassigned	374,780	-	374,780
Total fund balances	374,780	810,453	1,185,233
Total liabilities and fund balances	\$ 826,389	\$ 810,453	\$ 1,636,842

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Assessment levy - on roll	\$ 137,739	\$ 137,739	\$ 472,422	29%
Assessment levy - off roll	-	-	16,153	0%
Interest	3	6	-	N/A
Total revenues	<u>137,742</u>	<u>137,745</u>	<u>488,575</u>	28%
<b>EXPENDITURES</b>				
<b>Administrative:</b>				
Management	3,298	6,595	39,571	17%
Supervisors	-	-	3,500	0%
Audit	-	-	7,000	0%
Assessment roll preparation	542	1,083	6,500	17%
Arbitrage rebate calculation	-	-	1,750	0%
Dissemination agent	167	333	2,000	17%
Trustee	-	-	11,000	0%
Legal	-	-	12,000	0%
Engineering	-	-	5,000	0%
Postage	-	-	500	0%
Telephone	42	83	500	17%
Insurance	-	11,501	11,400	101%
Printing & reproduction	83	167	1,000	17%
Legal advertising	-	-	1,200	0%
Other current charges	65	130	1,000	13%
Annual district filing fee	-	175	175	100%
ADA website compliance	-	-	210	0%
Website	-	705	705	100%
Property tax bills	-	-	100	0%
Total administrative	<u>4,197</u>	<u>20,772</u>	<u>105,111</u>	20%
<b>Water management:</b>				
Other contractual services	7,561	15,124	348,700	4%
Lake bank erosion repair	-	-	20,000	0%
Total water management	<u>7,561</u>	<u>15,124</u>	<u>368,700</u>	4%

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Other fees and charges</b>				
Tax collector	2,066	2,066	7,382	28%
Property appraiser	-	-	7,382	0%
Total other fees and charges	<u>2,066</u>	<u>2,066</u>	<u>14,764</u>	14%
Total expenditures	<u>13,824</u>	<u>37,962</u>	<u>488,575</u>	8%
 Excess/(deficiency) of revenues over/(under) expenditures	 123,918	 99,783	 -	
 Fund balance - beginning	 <u>250,862</u>	 <u>274,997</u>	 <u>258,290</u>	
Fund balance - ending	<u><u>\$ 374,780</u></u>	<u><u>\$ 374,780</u></u>	<u><u>\$ 258,290</u></u>	

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2020  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Assessment levy - on roll	\$ 422,633	\$ 422,633	\$ 1,449,596	29%
Assessment levy - off roll	-	-	30,695	0%
Interest	1,427	2,481	-	N/A
Total revenues	<u>424,060</u>	<u>425,114</u>	<u>1,480,291</u>	29%
<b>EXPENDITURES</b>				
Principal	-	-	780,000	0%
Interest	330,675	330,675	661,350	50%
Total debt service	<u>330,675</u>	<u>330,675</u>	<u>1,441,350</u>	23%
<b>Other fees and charges</b>				
Tax collector	6,339	6,339	22,650	28%
Property appraiser	-	-	22,650	0%
Total other fees and charges	<u>6,339</u>	<u>6,339</u>	<u>45,300</u>	14%
Total expenditures	<u>337,014</u>	<u>337,014</u>	<u>1,486,650</u>	23%
Excess/(deficiency) of revenues over/(under) expenditures	87,046	88,100	(6,359)	
Fund balance - beginning	<u>723,407</u>	<u>722,353</u>	<u>686,814</u>	
Fund balance - ending	<u><u>\$ 810,453</u></u>	<u><u>\$ 810,453</u></u>	<u><u>\$ 680,455</u></u>	

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**



**DRAFT**

**MINUTES OF MEETING  
SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sarasota National Community Development District held a Public Hearing and Regular Meeting on August 30, 2022, at 2:00 p.m., at the Sarasota National Clubhouse, 25500 National Boulevard, Venice, Florida 34293.

**Present were:**

Gerald Bergmoser	Chair
Carlton (Cary) Leuschner	Vice Chair
John Istwan	Assistant Secretary
Richard (Dick) Smith	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Lindsey Whelan (via telephone)	District Counsel
Patrick Healy (via telephone)	District Engineer
Ean Sims	SOLitude Lake Management
Douglas Kasl	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Adams called the meeting to order at 2:01 p.m. Supervisors Bergmoser, Istwan, Leuschner and Smith were present. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments: *Agenda Items* [3-Minute Time Limit]**

Resident Douglas Kasl suggested the CDD website include additional information to help residents understand the role of the CDD, as opposed to the HOA, with regard to additional infrastructure and land and assessments. Mr. Bergmoser stated this CDD's scope is narrow and primarily includes responsibility for lakes, conservation areas and the stormwater management system. Asked if the CDD is responsible for undeveloped land, Mr. Adams stated the CDD generally owns the land it maintains. Mr. Bergmoser stated the majority of the assessment

40 amount is allocated for repayment of bonds and approximately \$300 per year is allocated to  
41 Operations & Maintenance (O&M) expenses of the CDD.

42 Staff responded to questions about the littoral plantings, monitoring and reporting and  
43 the goal of including a littoral shelf around the entire perimeter of each lake for erosion control  
44 and to improve water quality.

45 A Board Member stated Mr. Willis will discuss littoral plantings during his report.

46

47 **THIRD ORDER OF BUSINESS**

**Consider Appointment of Judy Stewart to  
Fill Unexpired Term of Seat 4 (Term Expires  
November 2024)**

48

49

50

51 Discussion ensued regarding the vacant Seat. The Board’s preference is to appoint a  
52 candidate with previous CDD board or water management experience. It was noted that  
53 several residents expressed interest but none attended the last meeting.

54 Mrs. Adams stated that the term of Seat 4 expires in November 2022 and Ms. Stewart is  
55 not in attendance.

56 Discussion ensued regarding the HOA e-blast and filling the vacant Seat.

57 Mr. Kasl was encouraged to submit his resume and attend the next meeting if he would  
58 like to be considered.

59 **A. Administration of Oath of Office to Newly Appointed Supervisor (*the following to be*  
60 *provided in separate package*)**

61 **I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and**  
62 **Employees**

63 **II. Membership, Obligations and Responsibilities**

64 **III. Financial Disclosure Forms**

65 **a. Form 1: Statement of Financial Interests**

66 **b. Form 1X: Amendment to Form 1, Statement of Financial Interests**

67 **c. Form 1F: Final Statement of Financial Interests**

68 **IV. Form 8B: Memorandum of Voting Conflict**

69 **B. Consideration of Resolution 2022-02, Designating Certain Officers of the District, and**  
70 **Providing for an Effective Date**

71 This item was deferred.

72

73 **FOURTH ORDER OF BUSINESS**

**SOLitude Lake Management Waterway  
74 Inspection Report – August 2022**

75

76 Mr. Willis stated that Ms. Kennedy is no longer employed with SOLitude. Mrs. Adams  
77 stated she is now working for the South Florida Water Management District (SFWMD).

78 Mr. Sims presented the Waterway Inspection Report and noted the following:

79 ➤ Wetland teams and littoral crews are working together performing inspections and  
80 treating issues.

81 ➤ During the last inspection many lakes were found to be out of compliance; dying  
82 vegetation was observed.

83 ➤ Lakes are maintained every quarter. Maintenance of the even numbered lakes was first,  
84 followed by the odd numbered lakes, as indicated in the Report.

85 ➤ New shrubs planted in the easements are blocking ATV access for the technicians to  
86 treat the lakes from the shoreline without driving through resident properties. Complaints were  
87 received about inaccessible areas that were not treated.

88 Mr. Willis stated this issue is addressed in his Report and pictures are included. Mr. Sims  
89 stated there are three instances of which he is aware from the latest inspection.

90 Mr. Smith stated he asked to inspect the lakes with a representative from SOLitude to  
91 receive a tutorial on the types of lake grasses and things to look for so he can share information  
92 with the Board but he was never contacted by SOLitude. He expressed his opinion that the  
93 bushes and grasses at Site 56, the large pond by the seventh hole, look rough and asked what  
94 the littoral crew would do in that area. Mr. Sims stated one technician, working from an ATV,  
95 might remove plant and treat littorals by hand, with machetes; the littoral crew can treat the  
96 huge littoral shelf in one day. Asked how long it would take SOLitude to bring the lakes into  
97 compliance, Mr. Sims stated the crews are working quickly and making headway. The littoral  
98 crew will begin treating the lakes and removing dead plants tomorrow so the process should be  
99 quicker and results noticed sooner.

100 ➤ The littoral crew is scheduled to be on site once a month and will be on site tomorrow  
101 to remove dead plant material. Two Technicians are scheduled to be on site weekly.

102 Mr. Willis stated he will email Mr. Smith about the on-site visit. He stated that, to  
103 prevent regeneration, some sprayed vegetation cannot be removed until it is dead.

104 Discussion ensued regarding lake access easements and the new shrubs and plantings  
105 that create an access issue for lake treatments.

106 Mr. Sims will provide a list of additional areas where access is blocked. Mr. Willis stated  
107 it is unclear who planted the decorative shrubs. Mr. Adams stated it is a matter of identifying  
108 the locations and coordinating with residents or the HOA to move plants in the lake tract that  
109 block access.

110

111 **FIFTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2022/2023 Budget**

112

113

114

**A. Proof/Affidavit of Publication**

115

The proof of publication was included for informational purposes.

116

**B. Consideration of Resolution 2022-08, Relating to the Annual Appropriations and  
117 Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending  
118 September 30, 2023; Authorizing Budget Amendments; and Providing an Effective  
119 Date**

120

Mrs. Adams presented the proposed Fiscal Year 2023 budget.

121

The following change was made to the proposed Fiscal Year 2023 budget:

122

Page 3, "Legal": Change "Hopping Green & Sams" to "Kutak Rock"

123

124

**On MOTION by Mr. Bergmoser and seconded by Mr. Smith, with all in favor,  
125 the Public Hearing was opened.**

126

127

128

Mr. Bergmoser stated the O&M assessment remains flat, year-over-year. Mr. Kasl asked  
129 why the proposed amount in the Mailed Notice was slightly higher than the amount shown in  
130 the version of the budget in the agenda. Mr. Adams stated that the Notice represented the  
131 maximum assessment amount; the actual amounts assessed are on Page 7 of the budget.

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**On MOTION by Mr. Leuschner and seconded by Mr. Smith, with all in favor, the Public Hearing was opened.**

Mr. Bergmoser presented Resolution 2022-08.

**On MOTION by Mr. Leuschner and seconded by Bergmoser, with all in favor, Resolution 2022-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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**

Mrs. Adams presented Resolution 2022-09. This Assessment Levying Resolution takes into consideration the budget that was just adopted and the assessment levels contained therein, directs Staff to prepare a lien roll and transmit the on-roll lien roll to the Tax Collector for placement of the assessments on the property tax bill.

**On MOTION by Mr. Bergmoser and seconded by Mr. Leuschner, with all in favor, Resolution 2022-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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, was adopted.**

173 **SEVENTH ORDER OF BUSINESS**

**Discussion: Feral Hogs**

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175 Mr. Bergmoser stated the Facilities and Common Grounds Committee wants to hire a  
176 company to trap hogs. The original idea was to have a company trap the feral hogs on HOA  
177 property and in the CDD conservation areas, as the HOA did for nine years, without permission.

178 Mrs. Adams stated Ms. Whelan sent a Licensing Agreement to the HOA three months  
179 ago but the Committee will not enter an Agreement with the CDD. The Committee wants the  
180 CDD to enter into an Agreement with the trapper. The CDD does not budget for this. Mr. Willis  
181 stated a trapper will not remove hogs for free or without an Agreement.

182 Mrs. Adams stated she advised the HOA that they cannot enter the conservation areas  
183 without an Agreement. Mr. Bergmoser believes the HOA is seeking a new trapper but does not  
184 want to sign an Agreement with the CDD so it is prepared to limit trapping to HOA property.

185 Observations and solutions employed in other CDDs were discussed. Mr. Willis stated  
186 treating yards for grubs might reduce hog activity. Mr. Adams stated the acorns on HOA  
187 property also attract hogs. Mr. Willis stated CDD property is not being damaged.

188 This item was deferred.

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190 **EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of July 31, 2022**

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193 Mrs. Adams presented the Unaudited Financial Statements as of July 31, 2022 and the  
194 Financial Highlights Report.

195 Discussion ensued regarding an outstanding payment by Lennar, the Engineering Study,  
196 a monitoring event and Principal Prepayments.

197 Mr. Adams will contact the Property Appraiser and Tax Collector regarding fees to  
198 budget in the future.

199 The financials were accepted.

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201 **NINTH ORDER OF BUSINESS**

**Approval of July 12, 2022 Regular Meeting  
Minutes**

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204 Mr. Bergmoser presented the July 12, 2022 Regular Meeting Minutes.

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On MOTION by Mr. Bergmoser and seconded by Mr. Smith, with all in favor, the July 12, 2022 Regular Meeting Minutes, as presented, were approved.

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**TENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: *Kutak Rock LLP***

There was no report

**B. District Engineer: *Kimley Horn and Associates, Inc.***

There was no report.

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

There was no report.

- **NEXT MEETING DATE: October 11, 2022 at 2:00 P.M.**

- **QUORUM CHECK**

All Supervisors confirmed their in-person attendance at the next meeting, which will be held on October 11, 2022. The November 8, 2022 meeting is being cancelled.

**D. Operations Manager: *Wrathell, Hunt and Associates, LLC***

Mr. Willis presented the August Field Operations Report and stated that resident interactions were included in the Report as previously requested.

Mr. Willis, Mr. Adams and Mrs. Adams responded to questions about photographs documenting homeowner repairs, CDD repairs, examples of the littoral shelf and treatment aesthetics.

Mr. Willis discussed an interaction where a resident complained because the CDD could not remove a native plant from the littoral shelf, which he believed to be invasive.

**ELEVENTH ORDER OF BUSINESS****Supervisors' Requests**

The consensus was that the Field Operations Report is very helpful.

**TWELFTH ORDER OF BUSINESS****Adjournment**

On MOTION by Mr. Smith and seconded by Mr. Leuschner, with all in favor, the meeting adjourned at 2:58 p.m.

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Secretary/Assistant Secretary

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Chair/Vice Chair



**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS  
C**

**SARASOTA NATIONAL COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE**

**LOCATION**

*Sarasota National Clubhouse, 25500 National Boulevard, Venice, Florida 34293*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 11, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>November 8, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>January 10, 2023</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>April 11, 2023</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>July 11, 2023</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>August 8, 2023</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>

**SARASOTA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS  
D**



**Wrathell, Hunt and Associates, LLC**

TO: Sarasota National CDD Board of Supervisors  
FROM: Shane Willis – Operations Manager  
DATE: January 10, 2023  
SUBJECT: Status Report – Field Operations

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**Property Tours:**

- Property tours were conducted on the following dates:
  - October 06, 2022 – Conducted property tour focused on water levels and any hurricane damage to the stormwater system (none found). Also evaluated Wilson St. tree for removal.
  - November 23, 2022 – Property tour with focus on lakes & wetlands located around Spartina Dr.
  - December 02, 2022 – Lakes & Property tour conducted with District Manager. This tour included the wetlands 46 damage.
  - December 22, 2022 – Inspected wetlands on Spartina and lake on Crooked Creek.

**Miscellaneous:**

- Waverly & Gallberry erosion repairs conducted on 10.27.22.
- Lake 51 midge fly treatments: 11.14.22, 11.28.22, & 12.15.22.
- Gallberry erosion area repaired again on 12.12.22.
- Non-compliance letter issued 12.02.22 to Solitude as a result of inspection conducted on 12.02.22, mitigation plan received on 12.15.22 in response. Staff is monitoring progress.

**Supervisor Interactions:**

- 11.22.22 – Notified by Supervisor Smith about possible damage to wetlands area 46.
  - ✓ Inspected and documented on 12.02.22 property tour.

**Resident Interactions:**

- 10.05.22 – Resident called about downed home landscape in the side yard.
  - ✓ I referred her to the HOA.
- 10.06.22 – Non-Resident called about downed tree posing a safety hazard to her home.

- ✓ Contracted with Eco-Logic and tree was removed on 12.15.22.
- 10.15.22 – Received approximately 20 phone calls over 2 weeks complaining about midge fly infestation.
  - ✓ Contracted with Premier Lakes for series of three treatments and recommended residents call Sarasota Mosquito District for community treatments.
- 11.28.22 – Medjool Resident emailed about lake concerns behind her home.
  - ✓ Lake was treated on 12.02.22.
- 12.05.22 – Resident called about lake bank weeds on Colubrina.
  - ✓ The weeds were treated and removed on 12.14.22.
- 12.12.22 – Notified by a resident about a drainage pipe laying on the lake bank in Crooked Creek.
  - ✓ Resident informed that pipe was not a CDD asset and probably belonged to the Golf Course. Notified the HOA 12.12.22.