



Rizzetta & Company

Magnolia West Community Development District

**Board of Supervisors' Meeting
May 7, 2024**

District Office:
2806 N. Fifth Street
Unit 403
St. Augustine, FL 32084

www.magnoliawestcdd.org

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT

Magnolia West Amenity Center
3400 Canyon Falls Drive, Green Cove Springs, FL 32043
www.magnoliawestcdd.org

Board of Supervisors	Judith Linde Arrington Lentz Douglas Kuhrt Cynthia Riegler Ferman Lewis	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lesley Gallagher Ben Pfuhl	Rizzetta & Company, Inc. Rizzetta & Company, Inc.
District Counsel	Michelle Rigoni	Kutak Rock, LLP
District Engineer	Ryan Stilwell	Prosser Inc.

All cellular phones must be placed on mute while in the meeting room.

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. 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), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop 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 the appeal is to be based.

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.magnoliawestcdd.org

Board of Supervisors
Magnolia West Community
Development District

April 30, 2024

FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Magnolia West Community Development District will be held on **May 7, 2024 at 3:30 p.m.** at the Magnolia West Amenity Center located at 3490 Canyon Falls Drive, Green Cove Springs, FL 32043.

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Special Meeting held February 23, 2024.....Tab 1
 - B. Ratification of Operation and Maintenance Expenditures for January, February, & March 2024.....Tab 2
4. **STAFF REPORTS**
 - A. District Counsel.....Tab 3
 - 1.) Update on Ordinance O-05-2024 Granting Special Powers Regarding Security
 - B. District Engineer.....Tab 4
 - 1.) District Engineer's 2024 Consulting Report
 - C. Amenity Manager Report.....Tab 5
 - 1.) Consideration of Pond Signage Proposal
 - D. Landscape Report.....Tab 6
 - E. District Manager
5. **BUSINESS ITEMS**
 - A. Acceptance of Annual Audit – Fiscal Year Ending September 2023.....Tab 7
 - B. Consideration of Resolution 2024-03 Appointing Assistant SecretaryTab 8
 - C. Consideration of Resolution 2024-04, Setting Public Hearing on Amenity Rules, Rate and Policies.....Tab 9
 - D. Presentation of Proposed Budget for Fiscal Year 2024/25.....Tab 10
 - 1.) Consideration of Resolution 2024-05; Approving Fiscal Year 2024/25 Proposed Budget & Setting a Public Hearing
 - E. Discussion Regarding Blocked Easements to Derby Forest Pond.....Tab 11
 - 1.) Consideration of Form of Temporary Access Easement - (*Under Separate Cover*)
6. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Sincerely,

Ben Pfuhl

District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.

**MAGNOLIA WEST
COMMUNITY DEVELOPMENT DISTRICT**

The **Special** meeting of the Board of Supervisors of Magnolia West Community Development District was held on **February 23, 2024, at 3:30 p.m.** at the Magnolia West Amenity Center located at 3490 Canyon Falls Drive, Green Cove Springs, Florida 32043. Following is the agenda for the meeting.

Present and constituting a quorum:

Judith Linde	Board Supervisor, Chairman
Douglas Kuhrt	Board Supervisor, Assistant Secretary
Cynthia Riegler	Board Supervisor, Assistant Secretary
Ferman Lewis	Board Supervisor, Assistant Secretary (via speakerphone)

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Ben Pfuhl	District Manager, Rizzetta & Company, Inc.
Michelle Rigoni	District Counsel, Kutak Rock
Tony Shiver	President, First Coast CMS
Karen Fisher	Representative, Brightview Landscaping (joined the meeting in progress via speakerphone)

Audience present.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher opened the Board of Supervisors Meeting at 3:30 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments put forward.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held August 1, 2023

On a motion by Ms. Riegler, seconded by Ms. Linde, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held November 7, 2023, for Magnolia West Community Development District.

46 **FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and
Maintenance Expenditures for October,
November, and December 2023**

47
48
49
50 There were no questions on any of the expenditures.
51

On a motion by Ms. Linde, seconded by Ms. Riegler, with all in favor, the Board ratified Operation and Maintenance Expenditures for October 2023 (\$37,123.64) November 2023 (\$12,033.83), and December 2023 (\$30,257.54), for Magnolia West Community Development District.

52 **FIFTH ORDER OF BUSINESS**

Staff Reports

53 A. District Counsel

54 Ms. Rigoni provided an update on the addition of security powers for the district,
55 stating that the first reading of the ordinance was complete and that the second
56 reading and public hearing was scheduled for March 12th. She anticipates that it
57 will be approved without any problems.
58

59 B. District Engineer

60 Not in attendance.

61 Ms. Gallagher reviewed the proposal for the annual Engineer's Report found under
62 Tab 3 of the agenda.
63
64
65
66

On a motion by Mr. Kuhrt, seconded by Ms. Riegler, with all in favor, the approved the proposal for the annual engineer's report at a cost of \$1,500, for Magnolia West Community Development District.

67
68 *(Mr. Lewis was no longer on the phone line.)*
69

70 C. Amenity Manager Report – First Coast CMS

71 Mr. Shiver reviewed his report found under Tab 4 of the agenda and informed the
72 Board that earlier today he received a proposal for pressure washing the amenity
73 center as well as cleaning of the gutters. He recommended that the board move
74 forward with this proposal.
75

On a motion by Ms. Linde, seconded by Ms. Riegler, with all in favor, the Board approved the proposal from Krystal Klean for power washing and gutter cleaning in the amount of \$1,145, for Magnolia West Community Development District.

76
77 Discussion was held regarding the status of the gate repair proposals (agenda item

78 5F), the condition of the roof at the amenity center and the playground inspection,
79 current hours of the amenity staff, and leaning/inspection schedule. Mr. Shiver
80 responded to Board questions and stated that he would be addressing the issues
81 and obtaining proposals where appropriate. Mr. Shiver informed the board that
82 replacing just the swings would be \$10,610 and estimated replacing the entire
83 playground would cost around \$50,000.

84 It was also stated that the playground in the preserves is in good condition, but
85 they do have to keep making repairs to the fence due to misuse and abuse.
86

87 D. Landscape Report – BrightView

88 Ms. Fisher reviewed the report found under Tab 5 of the agenda and presented
89 proposals for three options to enhance to the community entrances and for plants
90 in the raised planters.
91

92 On a motion by Ms. Linde seconded by Mr. Kuhrt, with all in favor, the Board approved
BrightView's 3rd Proposal option for community enhancements in the amount of
\$3,179.48, for Magnolia West Community Development District.

93 On a motion by Ms. Riegler, seconded by Mr. Kuhrt, with all in favor, the Board opted
94 against BrightView's Proposal for plants in the raised planters, but appointed Mr. Kuhrt
95 to work with Brightview to come up with other options with a not to exceed amount of
96 \$1,750, for Magnolia West Community Development District.
97

98 Ms. Linde expressed her disappointment in the poinsettias that were planted this
99 previous winter and would like to consider other options in the future. Brightview
100 explained that it was an un-seasonable cold winter that significantly impacted the
101 health of the plants.
102

103 E. District Manager

104 Ms. Gallagher discussed the issue of the three easements which allow access to
105 pond 10 were inaccessible due to fences being placed there. She stated that
106 she will work with the HOA to contact the property owners to come up with a
107 solution so that the easements can be accessed.
108

109 1. Discussion Regarding Amenity Policies

110 Ms. Gallagher recommended that the board host a public hearing with
111 regards to the amenity policies. Stating that in the past the Board, via
112 motions has made changes and updates and she believes that it would be
113 beneficial to have all the rules and polices reviewed and updated. The
114 Board agreed and directed the staff to begin the process for setting a
115 public hearing. Ms. Rigoni requested copies of all the current and
116 proposed changes to review and draft prior to the hearing.

SIXTH ORDER OF BUSINESS

Consideration of Proposals to Reconfigure
Amenity Center Gates

117 Mr. Shiver explained that the changes to the gates were noted and required on the
118 latest fire marshal inspection. He reviewed the proposal from Integrated Access Solutions, LLC
119 (IAS) found under Tab 6 of the agenda and informed the Board that the owner of the company
120 was a resident in the district, and that he has used them before in other communities and
121 believes it is a fair price. Mr. Shiver also noted that the changes would not impact or change
122 the current card access system.
123

On a motion by Mr. Kuhrt, seconded by Ms. Linde, with all in favor, the Board approved the proposal from IAS to change the access gates in the amount of \$13,327.29 , for Magnolia West Community Development District.

124
125 **SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-02,
Conducting the General Election**

126
127
128 Ms. Gallagher reviewed the resolution found under Tab 7 of the agenda with the Board
129 stating that Seat 4 and Seat 5, currently held by Mr. Kuhrt and Ms. Riegler respectively will be
130 up for general election. Lesley then reviewed the qualification period being June 10th 2024 at
131 noon to June 14th 2024 at noon.
132

On a motion by Ms. Linde, seconded by Ms. Reigler, with all in favor, the Board approved Resolution 2024-02, Conducting the General Election, for Magnolia West Community Development District.

133
134 **EIGHTH ORDER OF BUSINESS**

Ratification of Concrete Repair Proposal

135
136 Ms. Gallagher reviewed the proposal found under Tab 8 of the agenda and informed the
137 board that due to it being an immediate safety issue the proposal was approved by the Chair
138 and executed outside of a regular meeting.
139

On a motion by Ms. Riegler, seconded by Mr. Kuhrt, with all in favor, the Board ratified approval of the All-Weather proposal for concrete repairs at a cost of \$8,980, for the Magnolia West Community Development District.

140
141 **NINTH ORDER OF BUSINESS**

**Ratification of Web Watchdogs Renewal
Proposal for Extended Warranty**

142
143
144 Ms. Gallagher reviewed the proposal found under Tab 9 of the agenda with the board
145 and informed them that the proposal was already approved and actioned by the Chair outside
146 of a regular meeting due to having the last meeting of the board cancelled last minute, and the
147 need to extend the warranty prior to this meeting.
148

On a motion by Ms. Linde, seconded by Mr. Kuhrt, with all in favor, the Board ratified the approval of the Web Watchdogs proposal to extend the warranty at a cost of \$250, for Magnolia West Community Development District.

TENTH ORDER OF BUSINESS**Discussion of Clay County School District Request**

Ms. Gallagher reviewed the Clay County School District's request to install a sidewalk on CDD property, stating that she reviewed the request with the District Engineer and they both have concerns about the ability to build on a conservation easement, which this sidewalk would be on. Discussion was held regarding liability and maintenance concerns, with Ms. Rigoni opining that the district would most likely bear the responsibility for both unless there was a specific agreement with the school district. After further discussion the Board denied the current request but indicated that it would be potentially open to other options providing the school district determine and evaluate the feasibility of their request.

ELEVENTH ORDER OF BUSINESS**Supervisors Request and Audience Comments****Supervisor requests:**

- Mr. Kuhrt questioned the timeline for the required ethics training for supervisors. Ms. Gallagher reviewed the requirement informing the Board that it must be completed by the end of calendar year 2024, she further explained that the Form 1's that each supervisor must fill out will now be completed on-line and they should receive an email from the state with information on how to do that. Ms. Rigoni reviewed the different options for the Board to satisfy their ethics training requirement. Mr. Kuhrt requested that the memo from Kutak Rock be re-circulated.

Audience comments:

There were no audience comments put forward.

TWELFTH ORDER OF BUSINESS**Adjournment**

<p>On a motion by Ms. Riegler, seconded by Ms. Linde, with all in favor, the Board of Supervisors adjourned the meeting at 1:57 p.m., for the Magnolia West Community Development District.</p>

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DRAFT

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.MAGNOLIAWESTCDD.ORG

Operation and Maintenance Expenditures January 2024 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2024 through January 31, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$33,298.30**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Magnolia West Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2024 Through January 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bob's Backflow & Plumbing Services, Inc.	100259	10134	Backflow Test 01/24	\$ 90.00
BrightView Landscape Services, Inc.	100252	8720050	Playground Mulch 12/23	\$ 7,412.40
BrightView Landscape Services, Inc.	100253	8727601	Landscape Maintenance 01/24	\$ 3,453.00
BrightView Landscape Services, Inc.	100260	8753945	4" Mixed Annuals / Soil 01/24	\$ 1,704.00
BrightView Landscape Services, Inc.	100261	8757082	Irrigation Repairs - Spray Head (3) & Nozzle (4) 01/24	\$ 164.98
Clay County Utility Authority	ACH	Monthly Summary 01/24 Autopay 410	Water Services 01/24	\$ 377.39
Clay Electric Cooperative, Inc.	ACH	Monthly Summary 12/23 Autopay	Electric Services 12/23	\$ 1,119.00
Clay Today	100262	2024-270985	Legal Advertising 01/24	\$ 70.20
COMCAST	ACH	8495 74 150 0248350 12/23 Autopay	Amenity Cable/Phone/Internet 12/23	\$ 309.60
First Coast Contract Maintenance Service, LLC	100250	8208	Management Services 01/24	\$ 4,089.16
First Coast Contract Maintenance Service, LLC	100258	8256	Reimbursable Expenses 12/23	\$ 1,684.37
First Coast Contract Maintenance Service, LLC	100263	8311	Reimbursable Expenses 01/24	\$ 639.45
Fitness Pro	100264	31353	Preventative Maintenance Service 01/24	\$ 175.00
Florida Department of Revenue	100251	65-80175487449-9 Sales & Use Tax 12/23	65-80175487449-9 Sales & Use Tax 12/23	\$ 89.30
Innersync Studio, Ltd	100254	21941	Website & Compliance Services 01/24	\$ 384.38
Kutak Rock, LLP	100249	3329094	Legal Services 11/23	\$ 833.53
Prosser, Inc.	100255	51512	Engineering Services 11/23	\$ 313.75

Magnolia West Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2024 Through January 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Republic Services	ACH	0687-001382637 Autopay	Waste Disposal Services 01/24	\$ 492.27
Rizzetta & Company, Inc.	100247	INV0000086377	Dissemination Services 01/24	\$ 5,000.00
Rizzetta & Company, Inc.	100248	INV0000086463	District Management Fees 01/24	\$ 4,175.67
The Lake Doctors, Inc.	100257	149295B	Pond Maintenance 01/24	\$ 640.00
Turner Pest Control, LLC	100256	618219818	Pest Control Services 12/23	\$ <u>80.85</u>
Report Total				\$ <u>33,298.30</u>

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT

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MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.MAGNOLIAWESTCDD.ORG

Operation and Maintenance Expenditures February 2024 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2024 through February 29, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$22,396.27**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Magnolia West Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2024 Through February 29, 2024

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Bob's Backflow & Plumbing Services, Inc.	100267	10394	Backflow Test & Maintenance 01/24	\$ 200.88
BrightView Landscape Services, Inc.	100272	8761252	Landscape Maintenance 02/24	\$ 3,453.00
BrightView Landscape Services, Inc.	100271	8789433	Irrigation Repairs - Broken lateral line behind pool pump 02/24	\$ 149.00
Clay Electric Cooperative, Inc.	ACH	Monthly Summary 01/24	Electric Services 01/24	\$ 1,952.00
Clay Today	100278	Autopay 410 2024-272379	Acct# 19536 Legal Advertising 02/24	\$ 67.50
COMCAST	ACH	8495 74 150 0248350 01/24	Amenity Cable/Phone/Internet 01/24	\$ 314.91
First Coast Contract Maintenance Service, LLC	100276	Autopay 8273	Management Services 02/24	\$ 4,089.16
First Coast Contract Maintenance Service, LLC	100277	8369	Reimbursable Expenses 01/24	\$ 2,187.16
Fitness Pro	100268	31448	Repair Service 01/24	\$ 115.00
Kutak Rock, LLP	100266	3342381	Legal Services 12/23	\$ 173.00
Prosser, Inc.	100273	51851	Engineering Services 01/24	\$ 354.70
Republic Services	ACH	0687-001391498 Autopay	Waste Disposal Services 02/24	\$ 150.38
Rizzetta & Company, Inc.	100265	INV0000087080	District Management Fees 02/24	\$ 4,175.67
The Lake Doctors, Inc.	100274	156116B	Pond Maintenance 02/24	\$ 640.00
Turner Pest Control, LLC	100269	618607509	Pest Control Services 01/24	\$ 83.28
U.S. Bank	100270	7137606	Trustee Fees S2006 11/01/23-10/31/24	\$ 4,040.63
Web Watchdogs	100275	8972	Extended Warranty for Surveillance Camera System 02/24	<u>\$ 250.00</u>
Report Total				<u>\$ 22,396.27</u>

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.MAGNOLIAWESTCDD.ORG

Operation and Maintenance Expenditures

March 2024

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2024 through March 31, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$38,239.71**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Magnolia West Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2024 Through March 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
All Weather Contractors, Inc.	100290	175249	Cut/Remove concrete and tree roots 03/24	\$ 8,980.00
BrightView Landscape Services, Inc.	100284	8804212	Landscape Maintenance 03/24	\$ 3,453.00
City of Green Cove Springs	100291	2024-273181	Clay Today Ordinance Ad 03/24	\$ 46.20
Clay County Utility Authority	20240301-1	Monthly Summary 02/24 Autopay 410	Water Services 02/24	\$ 383.83
Clay Electric Cooperative, Inc.	20240318-1	Monthly Summary 02/24 Autopay 410	Electric Services 02/24	\$ 1,480.00
COMCAST	20240307-1	8495 74 150 0248350 02/24 Autopay	Amenity Cable/Phone/Internet 02/24	\$ 314.91
Cynthia R Riegler	100280	CR022324	Board of Supervisors Meeting 02/23/24	\$ 200.00
Douglas Robert Kuhrt	100281	DK022324	Board of Supervisors Meeting 02/23/24	\$ 200.00
Ferman Clifford Lewis II	100282	FL022324	Board of Supervisors Meeting 02/23/24	\$ 200.00
First Coast Contract Maintenance Service, LLC	100288	8332	Management Services 03/24	\$ 4,089.16
First Coast Contract Maintenance Service, LLC	100287	8429	Reimbursable Expenses 02/24	\$ 5,756.31
Fitness Pro	100283	31664	Repair Service 02/24	\$ 550.00
Integrated Access Solutions LLC	100292	1353	Deposit - Pedestrian Pool Gates 02/24	\$ 6,663.64
Kutak Rock, LLP	100285	3355835	Legal Services 01/24	\$ 323.50
Prosser, Inc.	100293	52067	Engineering Services 02/24	\$ 377.98
Republic Services	20240308-1	0687-001402204 Autopay	Waste Disposal Services 03/24	\$ 322.23
Rizzetta & Company, Inc.	100279	INV0000087904	District Management Fees 03/24	\$ 4,175.67

Magnolia West Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2024 Through March 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
The Lake Doctors, Inc.	100289	163015B	Pond Maintenance 03/24	\$ 640.00
Turner Pest Control, LLC	100286	618743469	Pest Control Services 02/24	<u>\$ 83.28</u>
Report Total				<u><u>\$ 38,239.71</u></u>

Tab 3

ORDINANCE NO. O-05-2024

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, GRANTING CONSENT TO THE MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT'S EXERCISE OF CERTAIN SPECIAL POWERS RELATED TO SECURITY INFRASTRUCTURE PURSUANT TO SECTION 190.012(2)(D), *FLORIDA STATUTES*; AMENDING ORDINANCE NO. O-05-2005 TO INCLUDE THIS CONSENT; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, AND SETTING AN EFFECTIVE DATE.

WHEREAS, the Magnolia West Community Development District (the "District") was established by Ordinance O-05-2005, on April 12, 2005; and

WHEREAS, pursuant to Section 190.012(2), Florida Statutes (2023), the Board of Supervisors ("Board") of the District has adopted Resolution 2023-06 to request that the City of Green Cove Springs ("City") grant its consent for the District to exercise the special power set forth in Section 190.012(2)(d), Fla. Stat., to plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain additional systems and facilities for security facilities including, but not limited to, guardhouses, fences and gates, electronic intrusion-detection systems, and patrol cars, when authorized by proper governmental agencies ("Special Powers"); and

WHEREAS, based upon the materials submitted by the CDD, the City Council finds there is good reason to grant the District's request for Special Powers.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA:

SECTION 1. INCORPORATION OF RECITALS. The above RECITALS are adopted as Findings of Fact in support of this Ordinance.

SECTION 2. GRANT OF CONSENT. Pursuant to the CDD's request for Special Powers and in accordance with Section 190.012(2), Florida Statutes (2023), the City's consent is hereby granted to the CDD to exercise the power to plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain additional systems and facilities for security facilities including, but not limited to, guardhouses, fences and gates, electronic intrusion-detection systems, and patrol cars, when authorized by proper governmental agencies, all the foregoing to be exercised only in compliance and consistent with all applicable laws including the City's Comprehensive Plan and City's land development regulations.

SECTION 3. CODIFICATION. It is the intention of the City Council, and it is hereby ordained that the provisions of this Ordinance shall become and be made part of the Code of the City of Green Cove Springs as amended; that the sections of this

Ordinance may be renumbered or re-lettered to accomplish such intention; and that the word “ordinance” may be changed to “section” or other appropriate word.

SECTION 4. AMENDMENT; CONFLICT. This Ordinance amends and supplements Ordinance No. O-05-2005 to the extent that it grants additional Special Power to the District. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict. For avoidance of doubt, the special power of the District with respect to its power to plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain additional systems and facilities for parks and facilities for indoor and outdoor recreational, cultural and educational uses, as authorized by Section 190.012(2)(a), Florida Statutes, as amended, and consented to by the City pursuant to Ordinance No. O-05-2005 shall continue to be in full force and effect and not changed by this Ordinance.

SECTION 5. SEVERABILITY. The various parts, sections and clauses of this Ordinance are hereby declared severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective immediately upon adoption.

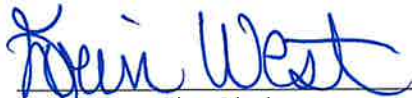
**INTRODUCED AND APPROVED AS TO FORM ONLY ON THE FIRST
READING BY THE CITY COUNCIL OF THE CITY OF GREEN COVE
SPRINGS, FLORIDA, ON THIS 20TH DAY OF FEBRUARY, 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA



Constance W. Butler, Mayor

ATTEST:



Erin West, City Clerk


**PASSED ON SECOND AND FINAL READING BY THE CITY COUNCIL OF
THE CITY OF GREEN COVE SPRINGS, FLORIDA, THIS 12TH DAY OF
MARCH, 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA




Constance W. Butler, Mayor

ATTEST:



Erin West, City Clerk

APPROVED AS TO FORM:



L.J. Arnold, III, City Attorney

CLAY TODAY

PUBLISHER AFFIDAVIT

PUBLISHER AFFIDAVIT
CLAY TODAY
Published Weekly
Fleming Island, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

Before the undersigned authority personally appeared Hugh Osteen, who on oath says that he is the publisher of the "Clay Today" a newspaper published weekly at Fleming Island in Clay County, Florida; that the attached copy of advertisement Being a Public Hearing Notice

In the matter of Ordinance No O-05-2024

LEGAL: 101886

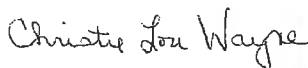
Was published in said newspaper in the issues:

3/7/2024

Affiant Further says that said "Clay Today" is a newspaper published at Fleming Island, in said Clay County, Florida, and that the said newspaper Has heretofore been continuously published in said Clay County, Florida, Weekly, and has been entered as Periodical material matter at the post Office in Orange Park, in said Clay County, Florida, for period of one year next proceeding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Sworn to me and subscribed before me 03/07/2024



NOTARY PUBLIC, STATE OF FLORIDA

3513 US HWY 17 Fleming Island FL 32003
Telephone (904) 264-3200
FAX (904) 264-3285
E-Mail: legal@claytodayonline.com
Christie.Wayne@osteenmediagroup.com

PUBLIC HEARING NOTICE

The City of Green Cove Springs proposes to adopt the following Ordinance:

ORDINANCE NO. O-05-2024
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, GRANTING CONSENT TO THE MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT'S EXERCISE OF CERTAIN SPECIAL POWERS RELATED TO SECURITY INFRASTRUCTURE PURSUANT TO SECTION 190.012(2)(D), FLORIDA STATUTES; AMENDING ORDINANCE NO. O-05-2005 TO INCLUDE THIS CONSENT; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, AND SETTING AN EFFECTIVE DATE.

The following public hearing has been scheduled and will be held in the City Council Chambers, 321 Walnut Street, Green Cove Springs, to hear comments, if any, regarding said Ordinance:

City Council: Second & Final Reading on Tuesday, March 12, 2024 at 7:00 p.m. or shortly thereafter.

Please be advised that if a person decides to appeal any decision made by the City Council with respect to any matter considered at this scheduled public hearing, he will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any person needing a special accommodation to participate in this matter should contact City Hall at (904) 297-7500 at least three (3) days prior to the meeting. Hearing impaired persons may access through (904) 284-4849 (TDD).

Said Ordinance is available at City Hall for review during the hours of 7:30 AM to 5:00 PM, Monday through Thursday.

All interested individuals are invited to attend this public hearing.

City of Green Cove Springs
Erin West, City Clerk
321 Walnut Street
Green Cove Springs, FL 32043
L. Steve Kennedy, City Manager
Legal 101886 Published 3/7/2024 in Clay County's Clay Today newspaper

Tab 4



April 29, 2024

Susan M. Heafner, Trust Review Analyst
U.S. Bank Corporate Trust Services
225 Water Street, Suite 700
Jacksonville, Florida 32202

**PROJECT: Magnolia West Community Development District
Prosser | PRIME AE Project No. 111007.01**

SUBJECT: Consulting Engineer's Report 2024

Dear Ms. Heafner:

In accordance with Section 9.21 of the Master Trust Indenture for the Magnolia West Community Development District ("District"), Prosser, a PRIME AE Company, ("Prosser | PRIME AE"), the District Engineer, has reviewed the portion of the Project (as defined in the Indenture) owned by the District, and such portion appears to have been maintained in good repair, working order and condition.

The fiscal year 2023/2024 budget along with current reserves are sufficient, in our opinion, to provide for operation and maintenance of the portion of the Project owned by the District.

In accordance with Section 9.14 of the Master Trust Indenture, Prosser | PRIME AE has reviewed the property schedule stating the current limits of insurance coverage and the policy appears to adequately cover the value of the District owned improvements.

Should you have any questions or comments related to the information provided in this report, please do not hesitate to contact our office.

Sincerely,
Prosser | PRIME AE

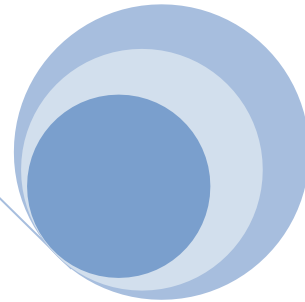
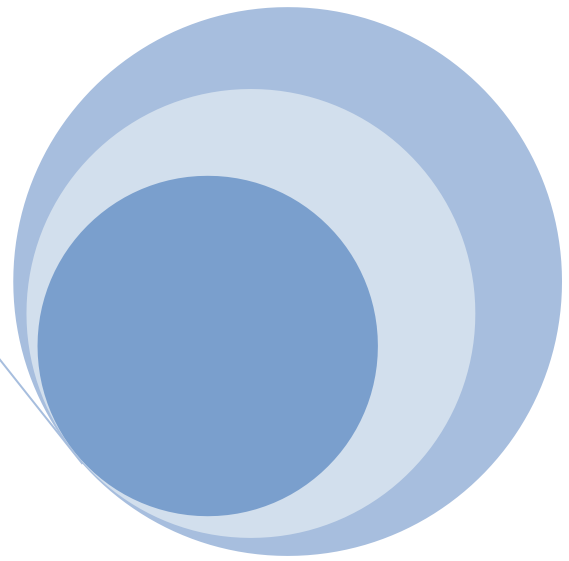
A handwritten signature in blue ink, appearing to read "Ryan P. Stilwell", is written over a light blue circular stamp.

Ryan P. Stilwell., P.E.
Vice President

Tab 5



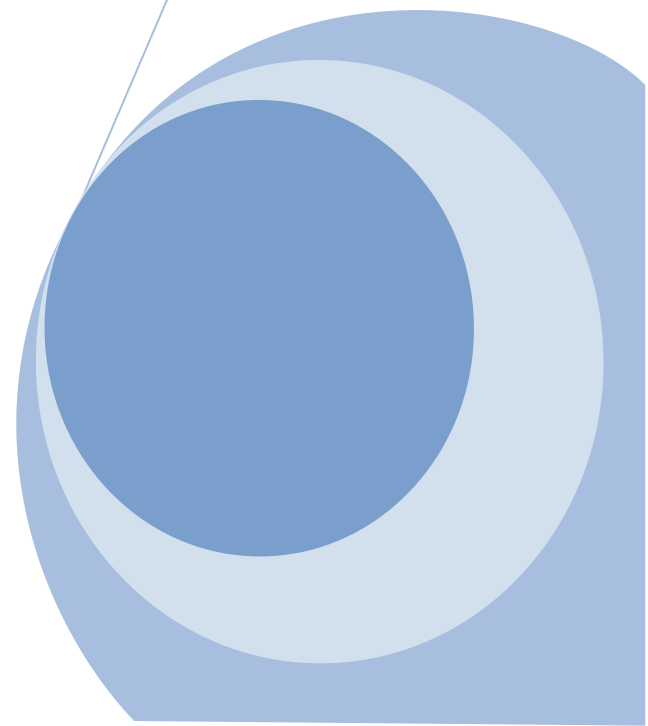
First Coast
CMS



Magnolia West Community Development District

Field Report April 2024

First Coast CMS LLC
04/28/2024



Swimming Pool

At this time, there is only one issue to report regarding the pool. The zero entry grating is beginning to break regularly and needs to be replaced. We have contacted Crystal Clean Repairs to perform this job ASAP and waiting on quote.

Facility

The gates were updated to satisfy the Fire code requirements.

Sidewalks trip hazards were corrected by All Weather Contractors

The hot water heater developed a severe leak and needed to be replaced. Able plumbing installed a tank water heater.

One of the Tennis Net post broke off due to corrosion. Replacement post have been ordered and will be installed when they arrive.

The bench inside the fitness room began to fall apart and a resident reported that they received a minor cut. No medical attention was needed but the bench was removed, and a replacement was ordered.

Building Backflow was inspected by Bob's Backflow and report sent to Clay County Utilities.

The Shoulder Press Machine in required a service tech to replace the cable.

A black car registered in South Carolina was abandoned in the parking lot. Staff called to have it towed away after a Green Cove Springs Police Dept placed a warning label on it.

Building was pressure washed on March 14th.

Cracks on the tennis court were sealed by staff with specialize court crack filler

Fencing behind the dumpster was damaged and require repair. This was done in house at no cost to the District.

FIRST COAST CONTRACT
MAINTENANCE SERVICES, LLC
352 Perdido St
Saint Johns, FL 32259
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com

Estimate 1085



ADDRESS

Magnolia West CDD
C/O Rizzetta & Co.
Attn: Lesley Gallagher
3434 Colwell Ave, Suite 200
Tampa, FL 33614

DATE 04/08/2024	TOTAL \$1,350.00	
--------------------	---------------------	--

P.O. NUMBER

No Fishing Sign

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Misc. Labor Installation of Native Wildlife/No Fishing Signs on 8ft green galvanized post, direct buried	10	135.00	1,350.00

TOTAL	\$1,350.00
-------	------------

THANK YOU.

Accepted By

Accepted Date

Warning:
Native wildlife may
be present. Use
caution and stay
alert

Fishing is prohibited by
the Magnolia West
Community Development
District.

Tab 6



Quality Site Assessment

Prepared for: **Magnolia West CDD**

General Information

- DATE:** Wednesday, Apr 24, 2024
- NEXT QSA DATE:** Thursday, May 02, 2024
- CLIENT ATTENDEES:** Royce Peaden
- BRIGHTVIEW ATTENDEES:** Karen Fisher

Customer Focus Areas

Clubhouse

Quality you can count on.

 <p>Seven Standards of Excellence</p>	 <p>1 Site Cleanliness</p>	 <p>2 Weed Free</p>	 <p>3 Green Turf</p>
 <p>4 Crisp Edges</p>	 <p>5 Spectacular Flowers</p>	 <p>6 Uniformly Mulched Beds</p>	 <p>7 Neatly Pruned Trees & Shrubs</p>

QUALITY SITE ASSESSMENT

Magnolia West CDD

Maintenance Items



1 Roadways are well maintained, base maintenance throughout is looking sharp.

2 New annuals were installed 4/17.

3 Turf throughout is greening back up and looking healthy. The crew is also keeping plant material off the fence.

4 Amenity Center is blown off, weed and trash free.

Maintenance Items

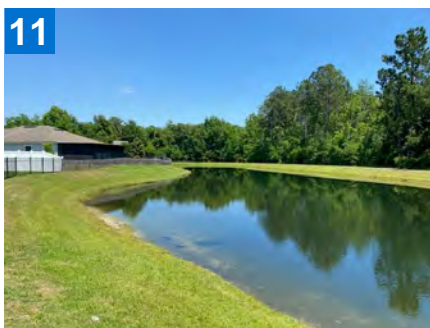
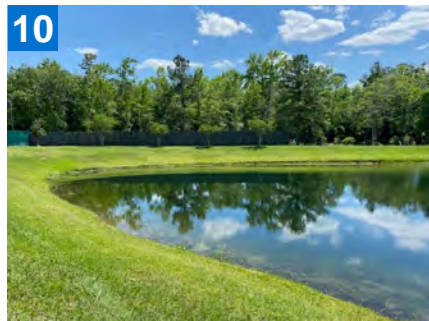


- 5** The crew should edge around sprinkler head in the Jasmine on the left side of the Amenity Center on their next visit.
- 6** The crew should remove the dead from the Azalea shrubs on their next detail rotation.
- 7** Bed edging throughout is looking great. Beds are weed free.
- 8** Pond #1 - Maintenance is in rotation.

QUALITY SITE ASSESSMENT

Magnolia West CDD

Maintenance Items



9 Pond #2 - Maintenance is in rotation.

10 Pond #2 - Maintenance is in rotation.

11 Pond #3 - Maintenance is in rotation.

12 Pond #3 - Maintenance is in rotation.

Maintenance Items



13 Annual beds are hand pulled every visit.

14 Hard edging throughout is in sequence, curbs blown off.

Tab 7

Magnolia West Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2023

**Magnolia West Community Development District
ANNUAL FINANCIAL REPORT**

September 30, 2023

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Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
Magnolia West Community Development District
City of Green Cove Springs, Florida

Report on Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and each major fund of Magnolia West Community Development District (the "District"), as of and for the year ended September 30, 2023, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Magnolia West Community Development District as of September 30, 2023, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies practice Section

Member FICPA

To the Board of Supervisors
Magnolia West Community Development District

In preparing the financial statements, management is required to evaluate 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 one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. 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. 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, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, 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.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

To the Board of Supervisors
Magnolia West Community Development District

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about 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 obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated March 28, 2024 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Magnolia West Community Development District's internal control over financial reporting and compliance.



Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 28, 2024

**Magnolia West Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

Management's discussion and analysis of Magnolia West Community Development District (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment, culture/recreation and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Magnolia West Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including capital assets are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long-lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliations are provided from the *fund financial statements* to the *government-wide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights

The following are the highlights of financial activity for the year ended September 30, 2023.

- ◆ The District's total assets exceeded total liabilities by \$4,059,795 (net position). Net investment in capital assets for the District was \$3,223,798. Restricted net position was \$10,766. Unrestricted net position was \$825,231.
- ◆ Governmental activities revenues totaled \$474,166 while governmental activities expenses totaled \$562,527.

**Magnolia West Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

Net Position

	Governmental Activities	
	2023	2022
Current assets	\$ 820,817	\$ 764,476
Restricted assets	68,188	76,393
Capital assets	3,634,236	3,823,680
Total Assets	4,523,241	4,664,549
Current liabilities	43,446	71,393
Non-current liabilities	420,000	445,000
Total Liabilities	463,446	516,393
Net Position		
Net investment in capital assets	3,223,798	3,380,593
Restricted for debt service	10,766	32,554
Restricted for capital projects	-	1,615
Unrestricted	825,231	733,394
Total Net Position	\$ 4,059,795	\$ 4,148,156

The decrease in capital assets and net investment in capital assets is related to depreciation in the current year.

The increase in current assets is related to revenues exceeding expenditures at the fund level in the current year.

The decrease in current liabilities is related to the decrease in accounts payable and accrued expenses in the current year.

The decrease in non-current liabilities is related to the principal payments made in the current year.

**Magnolia West Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

Change In Net Position

	Governmental Activities	
	2023	2022
Program Revenues		
Charges for services	\$ 459,723	\$ 470,853
General Revenues		
Miscellaneous revenues	1,524	2,626
Investment earnings	12,919	1,429
Total Revenues	<u>474,166</u>	<u>474,908</u>
Expenses		
General government	99,460	83,597
Physical environment	228,083	232,980
Culture/recreation	210,620	176,666
Interest and other charges	24,364	26,038
Total Expenses	<u>562,527</u>	<u>519,281</u>
Change in Net Position	(88,361)	(44,373)
Net Position - Beginning of Year	<u>4,148,156</u>	<u>4,192,529</u>
Net Position - End of Year	<u>\$ 4,059,795</u>	<u>\$ 4,148,156</u>

The increase in general government is mainly related to the increase in legal fees, engineering fees and arbitrage calculation expenses in the current year.

The increase in culture/recreation is related to the increase in contingency expenses in the current year.

**Magnolia West Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2023 and 2022:

	Governmental Activities	
	2023	2022
Land and improvements	\$ 348,416	\$ 348,416
Buildings and improvements	915,905	915,905
Infrastructure	4,642,149	4,642,149
Improvements other than buildings	41,764	41,764
Equipment	75,897	75,897
Accumulated depreciation	(2,389,895)	(2,200,451)
Total Capital Assets, net	\$ 3,634,236	\$ 3,823,680

The capital asset activity in the current year was depreciation of \$189,444.

General Fund Budgetary Highlights

The final budget exceeded actual expenditures in the current year because capital outlay and landscape costs were less than anticipated.

The September 30, 2023 budget was not amended.

Debt Management

Governmental Activities debt includes the following:

- ◆ In October 2006, the District issued \$8,440,000 Series 2006 Special Assessment Bonds. These bonds were issued to finance the acquisition and construction of the Series 2006 Project. The balance outstanding at September 30, 2023 was \$440,000.

**Magnolia West Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

Magnolia West Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in fiscal year 2024.

Request for Information

The financial report is designed to provide a general overview of Magnolia West Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Magnolia West Community Development District, Rizzetta & Company, Inc., 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614.

Magnolia West Community Development District
STATEMENT OF NET POSITION
September 30, 2023

	<u>Governmental Activities</u>
ASSETS	
Current Assets	
Cash	\$ 798,401
Prepaid expenses	19,386
Deposits	3,030
Total Current Assets	<u>820,817</u>
Non-current Assets	
Restricted assets	
Investments	68,188
Capital assets, not being depreciated	
Land and improvements	348,416
Capital assets, being depreciated	
Buildings and improvements	915,905
Infrastructure	4,642,149
Improvements other than buildings	41,764
Equipment	75,897
Less: accumulated depreciation	(2,389,895)
Total Non-current Assets	<u>3,702,424</u>
Total Assets	<u>4,523,241</u>
LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	13,588
Deposits payable	50
Accrued interest	9,808
Bonds payable	20,000
Total Current Liabilities	<u>43,446</u>
Non-current liabilities	
Bonds payable	420,000
Total Liabilities	<u>463,446</u>
NET POSITION	
Net investment in capital assets	3,223,798
Restricted for debt service	10,766
Unrestricted	825,231
Total Net Position	<u>\$ 4,059,795</u>

See accompanying notes to financial statements.

Magnolia West Community Development District
STATEMENT OF ACTIVITIES
For The Year Ended September 30, 2023

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues Charges for Services</u>	<u>Net (Expense) Revenues and Changes in Net Position Governmental Activities</u>
Governmental Activities			
General government	\$ (99,460)	\$ 117,224	\$ 17,764
Physical environment	(228,083)	125,741	(102,342)
Culture/recreation	(210,620)	168,037	(42,583)
Interest and other charges	(24,364)	48,721	24,357
Total Governmental Activities	<u>\$ (562,527)</u>	<u>\$ 459,723</u>	<u>(102,804)</u>

General revenues:

Investment earnings	12,919
Miscellaneous revenues	1,524
Total General Revenues	<u>14,443</u>

Change in Net Position (88,361)

Net Position - Beginning of Year	4,148,156
Net Position - End of Year	<u>\$ 4,059,795</u>

See accompanying notes to financial statements.

Magnolia West Community Development District
BALANCE SHEET –
GOVERNMENTAL FUNDS
September 30, 2023

ASSETS	General	Debt Service	Capital Projects	Total Governmental Funds
Cash	\$ 798,401	\$ -	\$ -	\$ 798,401
Prepaid expenses	19,386	-	-	19,386
Deposits	3,030	-	-	3,030
Restricted assets:				
Investments, at fair value	-	50,248	17,940	68,188
Total Assets	<u>\$ 820,817</u>	<u>\$ 50,248</u>	<u>\$ 17,940</u>	<u>\$ 889,005</u>
 LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts payable and accrued expenses	\$ 13,588	\$ -	\$ -	\$ 13,588
Deposits payable	50	-	-	50
Total Liabilities	<u>13,638</u>	<u>-</u>	<u>-</u>	<u>13,638</u>
 FUND BALANCES				
Nonspendable:				
Prepaid expenses and deposits	22,416	-	-	22,416
Restricted:				
Debt service	-	50,248	-	50,248
Capital projects	-	-	17,940	17,940
Assigned:				
Capital reserves	233,835	-	-	233,835
Unassigned:	550,928	-	-	550,928
Total Fund Balances	<u>807,179</u>	<u>50,248</u>	<u>17,940</u>	<u>875,367</u>
 Total Liabilities and Fund Balances	 <u>\$ 820,817</u>	 <u>\$ 50,248</u>	 <u>\$ 17,940</u>	 <u>\$ 889,005</u>

See accompanying notes to financial statements.

Magnolia West Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2023

Total Governmental Fund Balances	\$	875,367
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets, land and improvements, \$348,416, buildings and improvements, \$915,905, infrastructure, \$4,642,149, improvements other than buildings, \$41,764, and equipment, \$75,897, net of accumulated depreciation, \$(2,389,895), used in governmental activities are not current financial resources and therefore, are not reported at the fund level.		3,634,236
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore, are not reported at the fund level.		(440,000)
Accrued interest expense for long-term debt is not a current financial use and therefore, is not reported at the fund level.		<u>(9,808)</u>
Net Position of Governmental Activities	\$	<u><u>4,059,795</u></u>

See accompanying notes to financial statements.

Magnolia West Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –
GOVERNMENTAL FUNDS
For The Year Ended September 30, 2023

	General	Debt Service	Capital Projects	Total Governmental Funds
Revenues				
Special assessments	\$ 411,002	\$ 48,721	\$ -	\$ 459,723
Investment earnings	9,978	2,375	566	12,919
Miscellaneous revenues	1,524	-	-	1,524
Total Revenues	<u>422,504</u>	<u>51,096</u>	<u>566</u>	<u>474,166</u>
Expenditures				
Current				
General government	99,460	-	-	99,460
Physical environment	106,686	-	-	106,686
Culture/recreation	142,573	-	-	142,573
Debt service				
Principal	-	35,000	-	35,000
Interest	-	25,145	-	25,145
Total Expenditures	<u>348,719</u>	<u>60,145</u>	<u>-</u>	<u>408,864</u>
Excess of revenues over/(under) expenditures	<u>73,785</u>	<u>(9,049)</u>	<u>566</u>	<u>65,302</u>
Other Financing Sources/(Uses)				
Transfers in	-	1,709	17,468	19,177
Transfers out	-	(17,468)	(1,709)	(19,177)
Total Other Financing Sources/(Uses)	<u>-</u>	<u>(15,759)</u>	<u>15,759</u>	<u>-</u>
Net change in fund balances	73,785	(24,808)	16,325	65,302
Fund Balances - Beginning of Year	<u>733,394</u>	<u>75,056</u>	<u>1,615</u>	<u>810,065</u>
Fund Balances - End of Year	<u>\$ 807,179</u>	<u>\$ 50,248</u>	<u>\$ 17,940</u>	<u>\$ 875,367</u>

See accompanying notes to financial statements.

Magnolia West Community Development District
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES
For The Year Ended September 30, 2023

Net Change in Fund Balances - Total Governmental Funds	\$	65,302
<p>Amounts reported for governmental activities in the Statement of Activities are different because:</p>		
<p>Governmental funds report capital outlays. However, in the Statement of Activities the costs of those assets is allocated over their estimated useful lives as depreciation. This is the amount of depreciation in the current period.</p>		(189,444)
<p>Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.</p>		35,000
<p>In the Statement of Activities, interest is accrued on outstanding bonds; whereas in governmental funds, interest expenditures are reported when due. This is the net amount between the prior year and the current year accruals.</p>		<u>781</u>
Change in Net Position of Governmental Activities	\$	<u><u>(88,361)</u></u>

See accompanying notes to financial statements.

Magnolia West Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –
GENERAL FUND
For the Year Ended September 30, 2023

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Special assessments	\$ 410,362	\$ 410,362	\$ 411,002	\$ 640
Investment earnings	-	-	9,978	9,978
Miscellaneous revenues	-	-	1,524	1,524
Total Revenues	<u>410,362</u>	<u>410,362</u>	<u>422,504</u>	<u>12,142</u>
Expenditures				
Current				
General government	98,026	98,026	99,460	(1,434)
Physical environment	179,055	179,055	106,686	72,369
Culture/recreation	119,705	119,705	142,573	(22,868)
Capital outlay	13,576	13,576	-	13,576
Total Expenditures	<u>410,362</u>	<u>410,362</u>	<u>348,719</u>	<u>61,643</u>
Net change in fund balances	-	-	73,785	73,785
Fund Balances - Beginning of Year	<u>-</u>	<u>-</u>	<u>733,394</u>	<u>733,394</u>
Fund Balances - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 807,179</u>	<u>\$ 807,179</u>

See accompanying notes to financial statements.

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on April 12, 2005, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), by the City of Green Cove Springs Ordinance O-05-2005 as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Magnolia West Community Development District. The District is governed by a five-member Board of Supervisors who are elected on an at large basis by qualified electors that reside within the District. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Magnolia West Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth by the Governmental Accounting Standards Board, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and interest. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

a. Governmental Major Funds (Continued)

Debt Service Fund – Accounts for debt service requirements to retire certain special assessment revenue bonds which were used to finance the construction of District infrastructure improvements. The bonds are secured by a first lien on and pledge of the special assessment revenues and pledged funds.

Capital Projects Fund – The Capital Projects Fund accounts for the construction of infrastructure improvements within the District.

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as land and improvements, and non-current governmental liabilities, such as general obligation bonds and due to developer be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

b. Restricted Net Position

Certain net position of the District is classified as restricted on the Statement of Net Position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

c. Capital Assets

Capital assets, which include land and improvements, infrastructure, buildings and improvements, and equipment, are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation is computed utilizing the straight-line method over the estimated useful lives of the assets. The estimated useful lives of the various classes of depreciable capital assets are as follows;

Buildings and improvements	50 years
Infrastructure	15-30 years
Improvements other than buildings	30 years
Equipment	5 years

**Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

d. Budgets

Budgets are prepared and adopted after a public hearing for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

NOTE B – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk; however, they adopted a policy to follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2023, the District's bank balance was \$799,816 and the carrying value was \$798,401. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Investments

As of September 30, 2023, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturities</u>	<u>Fair Value</u>
First American Government Obligation Fund	18 days*	\$ 68,188

*Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE B – CASH AND INVESTMENTS (CONTINUED)

Investments (Continued)

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted prices for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investment listed above is a Level 1 asset.

Interest Rate Risk

The District does not have nor is required to have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2023, the District's investment in First American Government Obligation Fund was rated AAAM by Standard and Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one investment. The investments in First American Government Obligation Fund represent 100% of the District's total investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2023 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary.

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE C – CAPITAL ASSETS

Capital Asset activity for the year ended September 30, 2023 was as follows:

	Balance October 1, 2022	Additions	Disposals	Balance September 30, 2023
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Land	\$ 348,416	\$ -	\$ -	\$ 348,416
Capital assets, being depreciated:				
Building and improvements	915,905	-	-	915,905
Infrastructure	4,642,149	-	-	4,642,149
Improvements other than buildings	41,764	-	-	41,764
Equipment	75,897	-	-	75,897
Less: accumulated depreciation	<u>(2,200,451)</u>	<u>(189,444)</u>	-	<u>(2,389,895)</u>
Total Capital Assets, Being Depreciated, Net	<u>3,475,264</u>	<u>(189,444)</u>	-	<u>3,285,820</u>
Governmental Activities Capital Assets	<u>\$ 3,823,680</u>	<u>\$ (189,444)</u>	<u>\$ -</u>	<u>\$ 3,634,236</u>

Depreciation was charged to physical environment, \$121,397, and culture/recreation, \$68,047.

NOTE D – LONG-TERM DEBT

The following is a summary of activity for long-term debt of the Governmental Activities for the year ended September 30, 2023:

Long-term debt at October 1, 2022	\$ 475,000
Principal payments	<u>(35,000)</u>
Long-term debt at September 30, 2023	<u>\$ 440,000</u>

Long-term debt for Governmental Activities is comprised of the following:

Special Assessment Bonds

\$8,440,000 Series 2006 Special Assessment Bonds are due in annual principal installments beginning May 2008 maturing May 2037. Interest of 5.35% is due May and November beginning May 2007. Current portion is \$20,000.

\$ 440,000

Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE D – LONG-TERM DEBT (CONTINUED)

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2023 are as follows:

Year Ending September 30,	Principal	Interest	Total
2024	\$ 20,000	\$ 23,540	\$ 43,540
2025	25,000	22,470	47,470
2026	25,000	21,133	46,133
2027	25,000	19,795	44,795
2028	30,000	18,458	48,458
2029-2033	165,000	67,412	232,412
2034-2037	150,000	20,064	170,064
Totals	<u>\$ 440,000</u>	<u>\$ 192,872</u>	<u>\$ 632,872</u>

Summary of Significant Bond Resolution Terms and Covenants

Special Assessment Bonds

Significant Bond Provisions

The Series 2006 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2016 at a redemption price set forth in the Trust Indenture. The Series 2006 are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Trust Indenture established certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

Depository Funds

The bond resolution establishes certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

Reserve Fund – The Series 2006 Reserve Accounts were funded from the proceeds of the Series 2006 Bonds an amount equal to the deemed outstanding principal of the Series 2006 bonds, times the Reserve Account Percentage. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

**Magnolia West Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023**

NOTE D – LONG-TERM DEBT (CONTINUED)

Summary of Significant Bond Resolution Terms and Covenants (Continued)

The following is a schedule of required reserve deposits as of September 30, 2023:

	Reserve Balance	Reserve Requirement
Special Assessment Bonds, Series 2006	\$ 30,461	\$ 29,562

NOTE E – SPECIAL ASSESSMENT REVENUES

Assessments are non-ad valorem assessments on benefited property within the District. Operation and Maintenance Assessments are based upon adopted budget and levied annually. Debt Service Assessments are levied when bonds are issued and collected annually. The District may collect assessments directly or utilize the uniform method of collections (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by an annual assessment resolution adopted by the Board of Supervisors. Per Section 197.162, Florida Statutes for assessments collected via the State Uniform Method, discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January, and 1% in February. Taxes paid in March are without discount.

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

NOTE F – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no claims or settled claims from these risks that exceeded commercial insurance coverage in the past three years.

NOTE G – INTERFUND TRANSFERS

Interfund transfers at September 30, 2023, consisted of the following:

	Transfers Out		
Transfers In	Capital Projects	Debt Service	Totals
Capital Projects	\$ -	\$ 17,468	\$ 17,468
Debt Service	1,709	-	1,709
Totals	\$ 1,709	\$ 17,468	\$ 19,177

Interfund transfers were completed in accordance with the trust indenture.



Berger, Toombs, Elam, Gaines & Frank

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Magnolia West Community Development District
City of Green Cove Springs, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Magnolia West Community Development District, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated March 28, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit, we considered Magnolia West Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Magnolia West Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Magnolia West Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

To the Board of Supervisors
Magnolia West Community Development District

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Magnolia West Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our 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 or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 28, 2024



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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MANAGEMENT LETTER

To the Board of Supervisors
Magnolia West Community Development District
City of Green Cove Springs, Florida

Report on the Financial Statements

We have audited the financial statements of the Magnolia West Community Development District as of and for the year ended September 30, 2023, and have issued our report thereon dated March 28, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated March 28, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations made in the preceding financial audit report.

Financial Condition

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not Magnolia West Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Magnolia West Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Fort Pierce / Stuart

To the Board of Supervisors
Magnolia West Community Development District

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2023 for the Magnolia West Community Development District. It is management's responsibility to monitor the Magnolia West Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Magnolia West Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: N/A
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 1
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: N/A
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$14,934
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2022, together with the total expenditures for such project: 0
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: There were no amendments to the FY 2023 budget.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Magnolia West Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: General Fund \$831.53 per lot and the Debt Service Fund \$1,149.02 per lot.
- 2) The amount of special assessments collected by or on behalf of the District: Total Special Assessments collected was \$459,723.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: \$440,000 outstanding, originally issued in October 2006, 30 year term at 5.35%, matures 2037.

To the Board of Supervisors
Magnolia West Community Development District

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 28, 2024



**Berger, Toombs, Elam,
Gaines & Frank**

Certified Public Accountants PL

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**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE WITH
SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors
Magnolia West Community Development District
City of Green Cove Springs, Florida

We have examined Magnolia West Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2023. Management is responsible for Magnolia West Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Magnolia West Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Magnolia West Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Magnolia West Community Development District's compliance with the specified requirements.

In our opinion, Magnolia West Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2023.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 28, 2024

Tab 8

RESOLUTION 2024-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT
DESIGNATING AN ASSISTANT SECRETARY OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Magnolia West Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within the City of Green Cove Springs, Clay County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") desires to appoint an Assistant Secretary,

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

Section 1. Ben Pfuhl is appointed Assistant Secretary

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 7th DAY OF MAY 2024.

ATTEST:

**MAGNOLIA WEST COMMUNITY
DEVELOPMENT DISTRICT**

SECRETARY/ASSISTANT SECRETARY

CHAIRMAN/VICE CHAIRMAN

Tab 9

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT TO DESIGNATE DATE, TIME AND PLACE OF PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING AMENDED AND RESTATED AMENITY RULES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Magnolia West Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within City of Green Cove Springs, Florida; and

WHEREAS, Chapters 120 and 190, *Florida Statutes*, authorize the District to adopt rules, rates, charges and fees to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, the District previously adopted various resolutions regarding amenity rules, policies and fees and further implemented interim policies implementing same; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interest of the District and necessary for the efficient operation of the District and to incorporate certain interim policies to bring the rules up to date for consistent application and enforcement of same to adopt by resolution the amended and restated rules relating to amenities attached here to as **Exhibit A** and incorporated herein by this reference (“Amended Amenity Rules”) and set the public hearing to adopt the same.

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

SECTION 1. The Board of Supervisors will hold a public hearing to adopt the Amended Amenity Rules, a proposed copy of which is attached hereto as **Exhibit A**. The Board will hold a public hearing on _____, 202_, at _____.m., at _____.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 7st day of May 2024.

ATTEST:

**MAGNOLIA WEST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A Amended Amenity Rules

Exhibit A: Amended and Restated Amenity Rules (2024)
Under Separate Cover

Tab 10



Rizzetta & Company

Magnolia West Community Development District

www.magnoliawestcdd.org

Proposed Budget for Fiscal Year 2024/2025

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Rizzetta & Company

Proposed Budget
Magnolia West Community Development District
General Fund
Fiscal Year 2024/2025

	Chart of Accounts Classification	Actual YTD through 03/31/24	Projected Annual Totals 2023/2024	Annual Budget for 2023/2024	Projected Budget variance for 2023/2024	Budget for 2024/2025	Budget Increase (Decrease) vs 2023/2024	Comments
1								
2	REVENUES							
3								
4	Special Assessments							
5	Tax Roll	\$ 379,026	\$ 381,971	\$ 381,971	\$ -	\$ 381,971	\$ -	
6	TOTAL REVENUES	\$ 379,026	\$ 381,971	\$ 381,971	\$ -	\$ 381,971	\$ -	
7								
8	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
9								
10	TOTAL REVENUES AND BALANCE	\$ 379,026	\$ 381,971	\$ 381,971	\$ -	\$ 381,971	\$ -	
11								
12	EXPENDITURES - ADMINISTRATIVE							
13								
14	Legislative							
15	Supervisor Fees	\$ 1,400	\$ 3,400	\$ 4,000	\$ 600	\$ 4,000	\$ -	Reflects Quarterly Meetings
16	Financial & Administrative							
17	Administrative Services	\$ 2,285	\$ 4,569	\$ 4,569	\$ -	\$ 4,706	\$ 137	Reflects 3% Increase
18	District Management	\$ 9,358	\$ 18,716	\$ 18,716	\$ -	\$ 19,277	\$ 561	Reflects 3% Increase
19	District Engineer	\$ 1,046	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
20	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
21	Trustees Fees	\$ 4,041	\$ 4,041	\$ 4,000	\$ (41)	\$ 4,050	\$ 50	
22	Assessment Roll	\$ 5,849	\$ 5,849	\$ 5,849	\$ -	\$ 6,024	\$ 175	Reflects 3% Increase
23	Financial & Revenue Collections	\$ 2,785	\$ 5,570	\$ 5,570	\$ -	\$ 5,737	\$ 167	Reflects 3% Increase
24	Accounting Services	\$ 10,026	\$ 20,053	\$ 20,053	\$ -	\$ 20,655	\$ 602	Reflects 3% Increase
25	Auditing Services	\$ -	\$ 3,650	\$ 3,570	\$ (80)	\$ 3,650	\$ 80	Reflects Agreement
26	Arbitrage Rebate Calculation	\$ -	\$ 450	\$ 450	\$ -	\$ 450	\$ -	Reflects Agreement
27	Public Officials Liability Insurance	\$ 2,829	\$ 2,829	\$ 3,006	\$ 177	\$ 3,112	\$ 106	Reflects EGIS Estimate
28	Legal Advertising	\$ 696	\$ 1,392	\$ 1,000	\$ (392)	\$ 1,300	\$ 300	
29	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
30	Miscellaneous Fees	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	
31	Website Hosting, Maintenance, Backup	\$ 1,368	\$ 2,738	\$ 2,738	\$ -	\$ 2,738	\$ -	
32	Legal Counsel							
33	District Counsel	\$ 5,685	\$ 13,370	\$ 15,000	\$ 1,630	\$ 15,000	\$ -	
34								
35	Administrative Subtotal	\$ 52,543	\$ 96,802	\$ 98,946	\$ 2,144	\$ 101,124	\$ 2,178	
36								
37	EXPENDITURES - FIELD OPERATIONS							
38	Electrical Utility Services							
39	Utility Services	\$ 8,118	\$ 18,500	\$ 19,500	\$ 1,000	\$ 19,500	\$ -	
40	Garbage/Solid Waste Control Services							
41	Garbage - Recreation Facility	\$ 2,471	\$ 4,942	\$ 4,247	\$ (695)	\$ 5,000	\$ 753	
42	Water-Sewer Combination Services							
43	Utility Services	\$ 2,313	\$ 8,500	\$ 8,500	\$ -	\$ 8,500	\$ -	
44	Stormwater Control							
45	Lake/Pond Bank Maintenance	\$ 3,840	\$ 7,680	\$ 7,680	\$ -	\$ 7,680	\$ -	No Rate Increase from '23
46	Other Physical Environment							
47	General Liability/ Property Insurance	\$ 16,220	\$ 16,220	\$ 16,227	\$ 7	\$ 18,225	\$ 1,998	Reflects EGIS Estimate
48	Entry Monument & Fence Maintenance	\$ -	\$ 3,701	\$ 7,250	\$ 3,549	\$ 7,250	\$ -	To Include Pressure Washing
49	Landscape & Irrigation Maintenance Contract	\$ 20,618	\$ 58,640	\$ 58,640	\$ -	\$ 59,068	\$ 428	Reflects 3% Increase
50	Irrigation Repairs	\$ 1,549	\$ 2,750	\$ 3,000	\$ 250	\$ 3,000	\$ -	
51	Landscape Replacement Plants, Shrubs, Trees	\$ 8,612	\$ 12,000	\$ 10,000	\$ (2,000)	\$ 10,000	\$ -	FY '23 includes planter and entry monument enhancements, poinsettias
52	Miscellaneous Expense	\$ 483	\$ 1,000	\$ 2,000	\$ 1,000	\$ 1,000	\$ (1,000)	Could include tree trimming out of contract, storm clean-up
53	Road & Street Facilities							
54	Amenity Sidewalk Repair & Maintenance	\$ 8,980	\$ 8,980	\$ 1,000	\$ (7,980)	\$ 1,000	\$ -	FY '23 includes concrete repairs
55	Amenity Parking Lot Repair & Maintenance	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	Restriping?
56	Miscellaneous Expense	\$ -	\$ 750	\$ 1,000	\$ 250	\$ 750	\$ (250)	Parking Lot Lighting

Proposed Budget
Magnolia West Community Development District
General Fund
Fiscal Year 2024/2025

	Chart of Accounts Classification	Actual YTD through 03/31/24	Projected Annual Totals 2023/2024	Annual Budget for 2023/2024	Projected Budget variance for 2023/2024	Budget for 2024/2025	Budget Increase (Decrease) vs 2023/2024	Comments
57	Parks & Recreation							
58	Amenity Management Staffing Contract	\$ 16,209	\$ 32,418	\$ 32,418	\$ -	\$ 33,067	\$ 649	Reflects estimated 2% increase
59	Cable Phone and Internet	\$ 1,873	\$ 3,746	\$ 3,742	\$ (4)	\$ 3,742	\$ -	
60	Amenity Janitorial Supplies	\$ 228	\$ 2,000	\$ 2,500	\$ 500	\$ 2,000	\$ (500)	
61	Pool Service Maintenance & Chemicals	\$ 6,585	\$ 14,000	\$ 10,000	\$ (4,000)	\$ 14,000	\$ 4,000	
62	Amenity Maintenance Contract & Repair	\$ 18,203	\$ 36,406	\$ 26,801	\$ (9,605)	\$ 30,000	\$ 3,199	Proposed includes contract + approx. \$12k in repairs. FY '23 includes contract, pressure washing, electrical panel, pump repair, fire inspection
63	Access Control Maintenance & Repair	\$ -	\$ 1,250	\$ 1,750	\$ 500	\$ 1,750	\$ -	Proposed to Also Include Extended Warranty With WebWatchdogs & Access Cards
64	Pest Control & Termite Bond	\$ 528	\$ 1,270	\$ 1,270	\$ -	\$ 1,270	\$ -	
65	Athletic Court/Playground Maintenance & Repairs	\$ 10,067	\$ 10,067	\$ 8,000	\$ (2,067)	\$ 8,000	\$ -	FY '23 includes tennis court gate, playground mulch
66	Miscellaneous Expense	\$ 1,061	\$ 2,122	\$ 1,500	\$ (622)	\$ 1,500	\$ -	Includes Propane Refill
67	Special Events							
68	Special Events	\$ 593	\$ 2,500	\$ 5,000	\$ 2,500	\$ 2,500	\$ (2,500)	Holiday Lighting/Decorations-Reduce?
69	Contingency							
70	Miscellaneous Contingency	\$ 291	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -	Proposed to include playground upgrades or pool deck improvements. FY '23 reflects fence gate repairs
71	Capital Outlay	\$ 6,663	\$ 25,000	\$ 25,000	\$ -	\$ 16,045	\$ (8,955)	FY 23' includes pool gates, Flock camera?, Tennis to Pickle Ball court conversion?
72								
73	Field Operations Subtotal	\$ 135,505	\$ 300,442	\$ 283,025	\$ (17,417)	\$ 280,847	\$ (2,178)	
74								
75	TOTAL EXPENDITURES	\$ 188,048	\$ 397,244	\$ 381,971	\$ (15,273)	\$ 381,971	\$ -	
76								
77	EXPENDITURES		\$ (15,273)	\$ -	\$ (15,273)	\$ -	\$ -	

Magnolia West Community Development District
Debt Service
Fiscal Year 2024/2025

Chart of Accounts Classification	Series 2006	Budget for 2024/2025
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$48,603.55	\$48,603.55
TOTAL REVENUES	\$48,603.55	\$48,603.55
EXPENDITURES		
Administrative		
Debt Service Obligation	\$48,603.55	\$48,603.55
Administrative Subtotal	\$48,603.55	\$48,603.55
TOTAL EXPENDITURES	\$48,603.55	\$48,603.55
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Clay County Collection Costs (2%) and Early Payment Discounts (4%): 6.00%

GROSS ASSESSMENTS **\$51,705.90**

Notes:

Tax Roll Collection Costs and Early Payment Discounts are 6.0% of Tax Roll.
 Budgeted net of tax roll assessments. See Assessment

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2024/2025 O&M Budget:		\$439,575.00	2023/2024 O&M Budget:	\$439,575.00
Clay County Collection Costs:	2%	\$9,352.66	2024/2025 O&M Budget:	\$439,575.00
Early Payment Discounts:	4%	\$18,705.32		
2024/2025 Total:		\$467,632.98	Total Difference:	\$0.00

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2023/2024	2024/2025	\$	%
<i>Single Family</i>	Series 2006 Debt Service	\$1,149.02	\$1,149.02	\$0.00	0.00%
	Operations/Maintenance	\$890.73	\$890.73	\$0.00	0.00%
	Total	\$2,039.75	\$2,039.75	\$0.00	0.00%

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$439,575.00
COLLECTION COSTS @	2.0%	\$9,352.66
EARLY PAYMENT DISCOUNT @	4.0%	\$18,705.32
TOTAL O&M ASSESSMENT		<u>\$467,632.98</u>

UNITS ASSESSED		
LOT SIZE	O&M	SERIES 2006 DEBT SERVICE ⁽¹⁾
SINGLE FAMILY	525	45
Total Community	<u>525</u>	<u>45</u>

ALLOCATION OF O&M ASSESSMENT			
EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET
1.00	525.00	100.00%	\$467,632.98
	<u>525.00</u>	<u>100.00%</u>	<u>\$467,632.98</u>

PER LOT ANNUAL ASSESSMENT		
O&M	SERIES 2006 DEBT SERVICE ⁽²⁾	TOTAL ⁽³⁾
\$890.73	\$1,149.02	\$2,039.75

LESS: Clay County Collection Costs (2%) and Early Payment Discounts (4%): **(\$28,057.98)**

Net Revenue to be Collected **\$439,575.00**

⁽¹⁾ Reflects the number of total lots with Series 2006 debt outstanding.

⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2006 bond issue. Annual assessment includes principal, interest, Clay County Collection Costs and Early Payment Discounts.

⁽³⁾ Annual assessment that will appear on November 2024 Clay County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if paid early).

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.



EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.



Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.



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Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.



Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.



Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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RESOLUTION 2024-05

[FY 2025 BUDGET APPROVAL RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FY 2025; SETTING A PUBLIC HEARING THEREON AND DIRECTING PUBLICATION; ADDRESSING TRANSMITTAL AND POSTING REQUIREMENTS; ADDRESSING SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**FY 2025**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Magnolia West Community Development District (“**District**”) prior to June 15, 2024, the proposed budget(s) attached hereto as **Exhibit A (“Proposed Budget”)**; and

WHEREAS, the Board now desires to set the required public hearing on the Proposed Budget.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget attached hereto as **Exhibit A** is hereby approved preliminarily.

2. **SETTING A PUBLIC HEARING; DIRECTING PUBLICATION.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, time, and location, and District staff is directed to provide notice of the same in accordance with Florida law:

DATE: _____, 2024
TIME: _____
LOCATION: _____

3. **TRANSMITTAL TO LOCAL GENERAL PURPOSE GOVERNMENT; POSTING OF PROPOSED BUDGET.** The District Manager is hereby directed to (i) submit a copy of the Proposed Budget to the applicable local general-purpose government(s) at least 60 days prior to its adoption, and (ii) post the approved Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*.

4. **SEVERABILITY; EFFECTIVE DATE.** 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. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 7TH DAY OF MAY, 2024.

ATTEST:

MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Proposed Budget

Exhibit A

Proposed Budget

Tab 11

