



Rizzetta & Company

NatureWalk Community Development District

**Board of Supervisors' Meeting
September 7, 2023**

**District Office:
120 Richard Jackson Blvd, Suite 220
Panama City Beach, Florida 32407
(850) 334-9055**

www.naturewalkcdd.org

NATUREWALK COMMUNITY DEVELOPMENT DISTRICT AGENDA

Walton Area Chamber of Commerce, 63 South Centre Trail, Santa Rosa Beach, FL 32459

District Board of Supervisors	Jonette Coram Todd Egizii Mike Grubbs Danell Head Skylar Lee	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Kimberly O'Mera	Rizzetta & Company, Inc.
District Counsel	Joseph Brown	Kutak Rock LLP
District Engineer	James Martelli, P.E.	Innerlight Engineering Corporation
Bond Counsel	Cynthia E. Wilhelm	Nabors, Giblin & Nickerson, P.A.

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

The Public Comment portion of the agenda is where individuals may make comments on any matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

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.

August 31, 2023

Board of Supervisors
**NatureWalk Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the NatureWalk Community Development District will be held on **Thursday, September 7, 2023, at 12:00 p.m. (Central Time)** at the Walton Area Chamber of Commerce, located at 63 South Centre Trail, Santa Rosa Beach, FL 32459. The following is the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors’ Meeting held on July 6, 2023 Tab 1
 - B. Consideration of the Minutes of the Board of Supervisors’ Meeting held on August 3, 2023..... Tab 2
 - C. Ratification of the Operations and Maintenance Expenditures for the Month of July 2023 Tab 3
- 4. STAFF REPORTS**
 - A. District Landscape Provider
 1. Presentation of District Landscaping Reports Tab 4
 - B. District Counsel
 - C. District Engineer
 - D. District Manager
 1. Presentation of District Manager Report
- 5. BUSINESS ITEMS**
 - A. Discussion and Consideration of Landscaping Items
 1. Ratification of WA #18 – Sandgrass Irrigation Components Replacement – GreenEarth Tab 5
 2. Pine Straw Alternatives in Median Space Between the Sidewalk and Roadway in Phase 3
 3. Greenspace Development - Phase 3 Construction Gate
 4. Lily Lane Butterfly Garden
 5. Palmetto Park/15 Chordgrass Way Landscaping
 6. Fall Pine Straw Application – November 2023
 - B. Consideration of Resolution 2023-10 – Adopting a Landscape Removal and Replacement Policy Tab 6

- C. Discussion of Virgin Brothers Bridge Board Replacement Project
 - D. Ratification of Power Outlet Installation Expenditure Tab 7
 - E. Discussion of Timeframe for Permeable Concrete Alleyway Repairs
in Fiscal Year 2023/2024
 - F. Continued Discussion and Consideration HOA Communications
Regarding Parcels Within the District..... *(Under Separate Cover)*
 - G. Discussion of HOA Sports Court Fencing Project
 - H. Continued Discussion and Consideration of Action Regarding Existing
Encroachments on District Property
 - I. Discussion/Consideration of Fiscal Year 2023/2024 District
Insurance Renewal
 - J. Acceptance of Addendum to District Management Services..... Tab 8
Agreement
 - K. Acceptance of Addendum to Technology Services Agreement..... Tab 9
6. **SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
7. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call me at (850) 334-9055.

Sincerely,

Kimberly O'Mera

Kimberly O'Mera
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.

**NATUREWALK
COMMUNITY DEVELOPMENT DISTRICT**

The special meeting of the Board of Supervisors of the NatureWalk Community Development District was held on **Thursday, July 6, 2023, at 12:00 p.m.** at Walton County Coast Branch Library, 437 Greenway Trail, Santa Rosa Beach, FL 32459.

Present and constituting a quorum:

Jonette Coram	Board Supervisor, Chairman
Todd Egizii	Board Supervisor, Vice Chairman
Danell Head	Board Supervisor, Assistant Secretary
Skylar Lee	Board Supervisor, Assistant Secretary

Also present were:

Kimberly O'Mera	District Manager, Rizzetta & Company, Inc.
Joseph Brown	District Counsel, Kutak Rock <i>(Via Speakerphone)</i>
Jim Martelli	District Engineer, InnerLight Engineering <i>(Via Speakerphone)</i>
Jess Smith	Landscape Provider, GreenEarth <i>(Via Speakerphone)</i>

FIRST ORDER OF BUSINESS

Call to Order

Ms. O'Mera called the meeting to order at 12:02 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There was one (1) audience member present. Audience Member, Mike Hartley asked on behalf of the Homeowners' Association if the newest developer (Parcel E) could gate the entrance to the parcel.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors Meeting held on May 9, 2023

Ms. O'Mera presented the Minutes of the Regular Board of Supervisors Meeting held on June 6, 2023.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors approved Minutes of the Special Board of Supervisors Meeting held on June 6, 2023, with edits, for NatureWalk Community Development District.

FOURTH ORDER OF BUSINESS

Ratification of the Operations and Maintenance Expenditures for the Month of May 2023

Ms. O'Mera presented the expenditures for the month of May 2023.

On a motion by Mr. Egizii, seconded by Mr. Lee, with all in favor, the Board of Supervisors ratified Operations and Maintenance Expenditures for the month of May 2023, in the amount of \$70,022.11, for NatureWalk Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Re-Designating a Secretary

Ms. O'Mera presented Resolution 2023-05, Re-Designating the Secretary from Bob Schleifer to Scott Brizendine.

On a motion by Mr. Egizii, seconded by Mr. Lee, with all in favor, the Board of Supervisors adopted Resolution 2023-05 Re-Designating a Secretary, for NatureWalk Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Landscape Provider

Ms. Smith reviewed the Landscaping Reports with the Board and asked if there were any questions. General discussions ensued.

B. District Counsel

Mr. Brown provided updates on parcels; general discussion ensued with the Board.

C. District Engineer

Mr. Martelli discussed the completion of the community map project. Any minor changes desired will be sent to Mr. Martelli.

D. District Manager

Ms. O'Mera reminded the Board that they would be setting the Fiscal Year 2023/2024 Annual Meeting Schedule at the next meeting.

A general discussion was held on issuing communications concerning assessment-related information, undeveloped parcels in the community, and the recently purchased parcel. Ms. O'Mera will circulate a document compiled by Mike Hartley, (Director, NatureWalk Homeowners' Association Board of Directors), and collect Supervisor feedback for Staff to prepare draft communication. The draft communication will be presented at the following meeting.

SEVENTH ORDER OF BUSINESS

**Discussion and Consideration of
GreenEarth Items**

1. Approval of Payment for Invoice 96608:

Ms. O'Mera explained that the Board ratified Work Authorization #8 in the amount of \$5,700.00. The final invoice billed to the District exceeded the previous approval and Board direction was requested. Ms. Smith provided a brief explanation of the project, stating that the boring work exceeded their original estimates.

On a motion by Mr. Egizii, seconded by Ms. Coram, with all in favor, the Board of Supervisors' approved payment of GreenEarth invoice numbered 96608, in the amount of \$6,078.36, for the NatureWalk Community Development District.

2. Review and Discussion of Sod Type Recommendation

Ms. Smith reviewed the sod type recommendation report provided in the agenda packet. General discussion ensued. The Board agreed to move to using the Palisade sod, requiring an increase of the original not-to-exceed set for the sod project.

On a motion by Mr. Egizii, seconded by Mr. Lee, with all in favor, the Board of Supervisors' set a revised not-to-exceed in the amount of \$40,000.00 for the sod replacement project, for NatureWalk Community Development District.

3. Consideration of Addenda 10 – Sod Installation

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' Work Authorization 10 – Sod Installation, in the amount of \$20,697.75f or the NatureWalk Community Development District.

4. Ratification of Addenda 11 – Mainline Repair

On a motion by Mr. Egizii, seconded by Mr. Lee, with all in favor, the Board of Supervisors Ratified Work Authorization #11 - Mainline Repair, in the amount of \$1,075.28, for NatureWalk Community Development District.

5. Ratification of Addenda 12 – Irrigation Audit Repairs

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors ratified Addenda 12 - Irrigation Audit Repairs, in the amount of \$442.15, for NatureWalk Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Proposals for Pond 13
Bulkhead Repair**

Ms. O'Mera presented the proposal received from RJ Gorman Marine with the requested revisions. Additional revised proposals had not been received as of the time of the meeting.

On a motion by Mr. Egizii, seconded by Ms. Coram, with all in favor, the Board of Supervisors approved the Proposal for Pond 13 Bulkhead Repair, RJ Gorman Marine, in the amount of \$12,146.94, for the NatureWalk Community Development District.

NINTH ORDER OF BUSINESS

**Discussion and Ratification of Virgin
Brothers, LLC Items**

1. Continuing Services Agreement

Ms. O'Mera presented the final form of the Continuing Services Agreement with Virgin Brothers, LLC for ratification.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' ratified final form of Continuing Services Agreement with Virgin Brothers, LLC, for NatureWalk Community Development District.

2. Work Authorization 1- Boardwalk Repairs

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' ratified Work Authorization 1 - Boardwalk Repairs, in the amount of \$2,032.00, for the NatureWalk Community Development District.

3. Work Authorization #2 - Boardwalk Repairs: Not-to-exceed \$2,000.00.

On a motion by Mr. Egizii, seconded by Mr. Lee, with all in favor, the Board of Supervisors' ratified Work Authorization #2 - Boardwalk Repairs, in an amount no-to-exceed \$2,000.00, for the NatureWalk Community Development District.

TENTH ORDER OF BUSINESS

Discussion Regarding Proposed Encroachment Policy

Ms. O'Mera presented the draft Encroachment Policy and turned the discussion over to the Board. The Board would like the Homeowners' Association (HOA) to review the encroachments and take any available actions regarding non-conformance with HOA Architectural Review Committee (ARC) approvals. Audience member Mike Hartley, as a member of the ARC and Board of Directors, agreed to review all related applications with the committee.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Ms. Coram inquired if Walton County performs street cleaning within NatureWalk. Ms. O'Mera stated that to the best of her knowledge, since the roads are owned and maintained by the District, the County does not perform this service on community roads. Ms. Coram confirmed that the Homeowners' Association owns the fencing around the sports court.

Mr. Lee asked for clarification on the circumstances concerning the Oak tree removed recently. He suggested that the Board adopt a process or policy to replace Oak trees when removed.

General discussion took place concerning Kolter branded signage.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Coram, seconded by Ms. Head, with all in favor, the Board of Supervisors adjourned the meeting at 2:07 pm, for the NatureWalk Community Development District.

Secretary/Assistant Secretary

Chairman/ Vice Chairman

Tab 2

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.

**NATUREWALK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the NatureWalk Community Development District was held on **Thursday, August 3, 2023, at 12:00 p.m.** at Walton County Coast Branch Library, 437 Greenway Trail, Santa Rosa Beach, FL 32459.

Present and constituting a quorum:

Jonette Coram	Board Supervisor, Chairman
Todd Egizii	Board Supervisor, Vice Chairman
Danell Head	Board Supervisor, Assistant Secretary

Also present were:

Kimberly O'Mera	District Manager, Rizzetta & Company, Inc.
Joseph Brown	District Counsel, Kutak Rock <i>(Via Speakerphone)</i>
Jess Smith	Landscape Provider, GreenEarth

FIRST ORDER OF BUSINESS

Call to Order

Ms. O'Mera called the meeting to order at 12:08 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present.

45 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of the Regular**
46 **Board of Supervisor Meeting held on**
47 **July 6, 2023**
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On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' tabled Minutes of the Special Board of Supervisors Meeting held on July 6, 2023, for NatureWalk Community Development District.

49 **FOURTH ORDER OF BUSINESS** **Ratification of the Operations and**
50 **Maintenance Expenditures for the**
51 **Month of June 2023**
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On a motion by Ms. Head, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' ratified Operations and Maintenance Expenditures for the month of July 2023, in the amount of \$47,564.77, for NatureWalk Community Development District.

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56 **FIFTH ORDER OF BUSINESS** **Staff Reports**
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58 A. District Landscape Provider

59 Ms. Smith reviewed the Landscaping Reports with the Board and general discussion
60 ensued.

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62 B. District Counsel

63 Mr. Brown provided updates on parcels, noting that the parcel communication would
64 be available at the following meeting; general discussion ensued with the Board.

65 Ms. Coram discussed the status of Tract E's planning processes with the County. Ms.
66 Coram states that she feels as if the engineer with the technical review committee has
67 some confusion about who does what in association with this project. A general
68 discussion ensued related to construction traffic, and the issues the Developer has
69 delaying review. Mr. Brown states that the CDD has no planning authority however, a
70 letter to the planning commission or entities involved in this process stating the Districts
71 involvement may help elaborate everyone's involvement. The Board asked Mr. Brown
72 to engage with the Developer and prepare correspondence regarding District
73 infrastructure that may be needed, authorizing Ms. Coram to have final approval
74 authority.
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On a motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' authorized Counsel to prepare correspondence to the Developer of Parcel E pertaining to the Districts position regarding the Development, providing the rules and concerns of the District in regard to infrastructure in which the District owns and maintains, authorizing the Chairman to approve the final form, for NatureWalk Community Development District.

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C. District Engineer

Not present.

D. District Manager

Ms. O'Mera stated that the next Board of Supervisors meeting will be held Thursday, September 7, 2023, at 12:00 p.m. at the Walton Area Chamber of Commerce. Ms. O'Mera also provided an update on the status of the finalization and acceptance agreements with contractors for approved projects.

SIXTH ORDER OF BUSINESS **Discussion and Consideration of
GreenEarth Items**

Ms. O'Mera turned the presentation of GreenEarth items over to Ms. Smith.

1. Tree Replacement Proposal

Ms. Smith presented the proposal and noted that the new tree would be installed next to the existing root ball.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' approved Oak Tree Replacement Proposal in the form of Work Authorization #16 – GreenEarth, in the amount of \$695.62, for NatureWalk Community Development District.

2. Sandgrass Fitness Park Development Proposal

Ms. Smith presented the proposal and asked if the Board had any questions. Mr. Egizii stated he would prefer to see more installed around the pavers to separate the greenspace area such as muhly grasses or landscape rocks. A general discussion ensued amongst the Board and Ms. Smith. Ms. Smith will revise the proposal with azaleas spread out amongst the back area, adding grass along the front.

On a motion by Ms. Head, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' approved Sandgrass Fitness Park Development project in the form of Work Authorization #17 – GreenEarth, in the amount of \$8,200.00, for NatureWalk Community Development District.

3. Work Authorization 13 – Fire Damage Repair

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' ratified Work Authorization #13, – GreenEarth, in the amount of \$745.90, for NatureWalk Community Development District.

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4. Work Authorization 14 – Irrigation Repairs

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors’ ratified Work Authorization #14 – GreenEarth, in the amount of \$288.80, for NatureWalk Community Development District.

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5. Work Authorization 15 – Terminating Work Authorization 10 – Sod Installation, Including the Provision of Sod Therein

Ms. O’Mera stated that the Board previously approved the sod replacement project with a not-to-exceed of \$40,000.00, whereas GreenEarth would provide the oversite and labor (Work Authorization # 10), and the sod was to be purchased directly from the sod supplier. Ms. O’Mera explained that the supplier required that the District open a line of credit with certain credit requirements that are not in line with the District’s policies. In order to keep the project on schedule, GreenEarth submitted a revised proposal, inclusive of the purchase of the sod.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors’ approved Work Authorization #15 – Sod Replacement Project – GreenEarth, in the amount of \$40,000, terminating Work Authorization #10, for NatureWalk Community Development District.

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SEVENTH ORDER OF BUSINESS

Consideration of Audit Committee Recommendation

Ms. O’Mera reiterated the recommendations of the Audit Review Committee.

On a motion by Ms. Head, seconded by Mr. Egizii, with all in favor, the Board of Supervisors’ approved the Audit Committee Recommendation of Berger, Toombs, Elam, Gaines & Frank for Audit Services for Fiscal Years 2023-2027, for NatureWalk Community Development District.

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EIGHTH ORDER OF BUSINESS

Discussion and Consideration of Replacement of District Signage- Eliminating Developer Logo

Ms. O’Mera turned the presentation over to Ms. Coram. Ms. Coram recommended removing the signs located at the State Forest Trail, Preserve Trail, and Sunset Pond rather than replacing them. The Board was in agreement with the recommendation.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors’ approved the removal of District signage located at State Forest Trail, Preserve Trail, and Sunset Pond, for NatureWalk Community Development District.

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NINTH ORDER OF BUSINESS **Consideration/Discussion on Paint Samples – CertaPro**

Ms. O'Mera turned the discussion over to Ms. Head. Ms. Head presented the color samples provided by CertaPro. General discussion ensued regarding the color choices.

On a motion by Mr. Egizii, seconded by Ms. Coram, with all in favor, the Board of Supervisors' approved the paint color selections, for NatureWalk Community Development District.

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TENTH ORDER OF BUSINESS **Consideration of Authorizing Bridge Board Repairs – Virgin Repairs**

Ms. O'Mera turned the discussion over to Ms. Coram. Coram described the bridge board replacements needed. She stated that Virgin Brothers offered the price of \$65.00 per board and would like to have one hundred (100) boards replaced.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' approved Bridge Board Repairs in the form of Work Authorization #3 – Virgin Brothers, in the amount of \$6,500, for NatureWalk Community Development District.

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ELEVENTH ORDER OF BUSINESS **Ratification of Final Parcel E Settlement Related Item**

On a Motion by Ms. Head, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' ratified the final form of Parcel E Settlement Related items, for NatureWalk Community Development District.

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TWELFTH ORDER OF BUSINESS **Consideration of District Landscape Removal and Replacement Policy**

Ms. O'Mera presented the draft policy prepared by Mr. Lee. A general discussion ensued amongst the Board of Supervisors. There was consensus amongst the Board to table the discussion until Mr. Lee was in attendance.

On a motion by Mr. Egizii, seconded by Ms. Coram, with all in favor, the Board of Supervisors' tabled discussion on District Landscape Removal and Replacement Policy, for NatureWalk Community Development District.

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THIRTEENTH ORDER OF BUSINESS **Discussion and Consideration of HOA Communication**

1. Parcel Information

The parcel communication will be presented at the following meeting.

2. August 2023 Newsletter Update.

General discussions took place regarding the information to be provided in the August 2023 HOA Newsletter Update.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' authorized Ms. Coram to submit District related general communications for inclusion in the August HOA Newsletter, for NatureWalk Community Development District.

FOURTEENTH ORDER OF BUSINESS **Public Hearing Adopting Policies Relating to Encroachments on District – Owned Property**

On a motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' opened the Public Hearing to consider Policies Related to Encroachments on District-Owned Property, for NatureWalk Community Development District.

There being no audience present, there were no comments.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' closed the Public Hearing to consider Policies Related to Encroachments on District-Owned Property, for NatureWalk Community Development District.

FIFTHTEENTH ORDER OF BUSINESS **Consideration of Resolution 2023-06 Adopting Revised and Updated Policies Relating to Encroachments on District Owned Property**

Ms. O'Mera presented Resolution 2023-06, Adopting Revised and Updated Policies Relating to Encroachments on District-Owned Properties.

On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' adopted Resolution 2023-06, Revised and Updated Policies Relating to Encroachments on District-Owned Property, for NatureWalk Community Development District.

199 **SIXTEENTH ORDER OF BUSINESS** **Public Hearing on Fiscal Year**
200 **2023/2024 Budget**
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On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' opened the Public Hearing to consider the Adoption of the Fiscal Year 2023/2024 Budget, for NatureWalk Community Development District.

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204 There being no audience present, there were no comments.
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On a motion by Mr. Egizii, seconded by Ms. Head, with all in favor, the Board of Supervisors' closed the Public Hearing to consider the Adoption of the Fiscal Year 2023/2024 Budget, for NatureWalk Community Development District.

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208 **SEVENTEENTH ORDER OF BUSINESS** **Presentation of Proposed Final**
209 **Budgets for Fiscal Year 2023/2024**
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211 Ms. O'Mera presented the Proposed Final Budget for Fiscal Year 2023/2024. The Board
212 had no questions or changes to the Budget.
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214 **EIGHTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2023-07,**
215 **Annual Appropriations and Adopting**
216 **the Budget for Fiscal Year 2023/2024**
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218 Ms. O'Mera presented Resolution 2023-07 and asked the Board if they had any
219 questions. A general discussion ensued amongst the Board.
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On a motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' Adopted the Budget for Fiscal Year 2023/2024, for NatureWalk Community Development District.

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222 **NINETEENTH ORDER OF BUSINESS** **Consideration of Resolution 2023-08,**
223 **Imposing Special Assessments and**
224 **Certifying and Assessment Roll**
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226 Ms. O'Mera presented Resolution 2023-08 and asked the Board if they had any
227 questions.
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On a motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' adopted Resolution 2023-08, for NatureWalk Community Development District.

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230 **TWENTIETH ORDER OF BUSINESS** **Consideration of Resolution 2023-09,**
231 **Adopting a Meeting Schedule for Fiscal**
232 **Year 2023/2024**
233

234 Ms. O'Mera presented the proposed, Fiscal Year 2023/2024 Meeting Schedule and asked
235 the Board if they had any questions or changes.
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On a motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors' adopted Resolution 2023-09, Adopting a Meeting Schedule for Fiscal Year 2023/2024, for NatureWalk Community Development District.

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238 **TWENTY FIRST ORDER OF BUSINESS** **Supervisor Requests and Audience**
239 **Comments**
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241 Ms. Coram stated that she would like to move forward with the following. The Board was in
242 agreement.

- 243 1. Purchase of Lily Lane bench
- 244 2. Purchasing plant materials to replace on the median and necessary irrigation
- 245 modifications.
- 246 3. Relocate the Dead-End sign on Beargrass
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248 There was a discussion on additional greenspace development at Lily Lane Park. Ms. Coram
249 will request a proposal from GreenEarth.

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251 Ms. O'Mera discussed the upcoming insurance renewal. The Board would like to continue
252 financing insurance premium.

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254 The Board discussed potential modifications to reduce the amount of pine straw flowing into
255 the storm drains during periods of heavy rainfall.
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TWENTY SECOND ORDER OF BUSINESS

Adjournment

On a motion by Ms. Coram, seconded by Mr. Egizii, with all in favor. the Board of Supervisors' adjourned the meeting at 2:08 p.m. for NatureWalk Community Development District.

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Secretary/Assistant Secretary

Chairman/ Vice Chairman

DRAFT

Tab 3

NatureWalk Community Development District

DISTRICT OFFICE · PANAMA CITY BEACH, FL 32407

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

WWW.NATUREWALKCDD.ORG

Operations and Maintenance Expenditures

July 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2023 through July 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$47,564.77**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

NatureWalk Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
The Lake Doctors, Inc.	100197	1778995	Pond Maintenance 06/23	\$ 710.00
The Lake Doctors, Inc.	100205	1804210	Fountain Maintenance 07/23	\$ 170.00
The Lake Doctors, Inc.	100205	1804213	Pond Maintenance 07/23	\$ 710.00
The Ledger / News Chief/ CA Florida Holdings, LLC	100202	5876764	Account #536208 Legal Advertising 06/23	\$ 659.35
VGlobal Tech	100201	5199	ADA Website Maintenance 07/23	\$ 300.00
Virgin Brothers LLC	100198	VirginBrothers063023	Boardwalk Repairs Deposit 06/23	\$ <u>1,016.00</u>
Report Total				\$ <u><u>47,564.77</u></u>

NatureWalk Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
CHELCO	100199	Monthly Summary 07/23	Electric Services 07/23	\$ 1,520.43
GreenEarth Southeast, LLC	100194	96150	Lily Park Enhancements 05/23	\$ 7,714.27
GreenEarth Southeast, LLC	100200	9660	Irrigation Repairs 06/23	\$ 6,078.36
GreenEarth Southeast, LLC	100200	97378	Landscape Maintenance 07/23	\$ 9,907.25
GreenEarth Southeast, LLC	100200	97446	Irrigation Repairs 07/23	\$ 1,075.28
GreenEarth Southeast, LLC	100200	97447	Irrigation Repairs 07/23	\$ 442.15
Innerlight Engineering Corporation	100204	7757	Engineering Services 04/23	\$ 9,780.00
IPFS Corporation	100195	Insurance Payment Ten 07/23	Insurance Payment Ten 07/23	\$ 2,763.18
Rizzetta & Company, Inc.	100196	INV0000081356	District Management Fees 07/23	\$ 4,548.50
The Lake Doctors, Inc.	100203	1778993	Pond Maintenance 07/23	\$ 170.00

Tab 4



August Completed Services Nature Walk CDD

Chemical:

- Turf Fertilizer August 21st
- Turf Weed Control – August 21st
- Maintenance teams will continue to spot spray beds throughout the month.

General Maintenance: Bi - Weekly

- Aug 7th
- Aug 14th
- Aug 21st
- Aug 28th

Trails Maintenance

- Aug 14th

3 Focal Ponds

- Aug 7th

Irrigation Audit/Repairs:

- GreenEarth was out several times throughout the month to make sure the irrigation was properly running for the new sod. Aug 11,18,21 and 23rd.
- Replaced Sandgrass 1st Bridge Controller and Module

Enhancements Completed:

- Sod Install – Completed Aug 18th
- Fitness Park – Completed Aug 25th
- Live Oak Replacement @ 818 Sandgrass – Completed Aug 25th





September Anticipated Services

Nature Walk CDD

Chemical:

- Turf Bed Pre-Em – Sept 17th
- Turf Weed Control – Sept 17th
- Maintenance teams will continue to spot spray beds throughout the month.

General Maintenance: Bi - Weekly

In observance of Labor Day GreenEarth will be closed and business will resume on

- Sept 5th
- Sept 11th
- Sept 18th
- Sept 25th

Trails Maintenance

- Sept 11th

3 Focal Ponds

- Sept 5th

Irrigation Audit

- Sept 18th

Weekly monitoring of new turf and landscaping that was installed last month.



Tab 5

ADDENDA NO. 18 FOR ADDITIONAL WORK AUTHORIZATION

THIS WORK AUTHORIZATION ("**Work Authorization**"), dated August 24, 2023, authorizes additional work in accordance with the *Landscape Maintenance Agreement By and Between NatureWalk Community Development District and GreenEarth Southeast, LLC*, dated January 1, 2022 ("**Agreement**"), by and between:

NATUREWALK COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Walton County, Florida ("**District**"); and

GREENEARTH SOUTHEAST, LLC, a Florida limited liability company, whose address is 15167 Highway 331 Business, Suite B, Freeport, Florida 32439 ("**Contractor**").

SECTION 1. SCOPE OF SERVICES. In addition to the Services described in the Agreement and any Exhibits, Amendments, Addenda, Addendum, Change Order, or Work Authorizations thereto, Contractor shall complete the Sandgrass irrigation controller replacement, attached hereto as **Exhibit A**, which is incorporated herein by reference, all in accordance with the terms of the Agreement ("**Additional Services**").

SECTION 2. COMPENSATION. It is understood and agreed that the compensation for the Additional Services under this Work Authorization shall be set at Nine Hundred Ninety-Six Dollars and Twenty-Nine Cents (\$996.29), and shall be remitted in the manner set forth in the Agreement. The total compensation for the Additional Services shall not exceed the actual services and/or work rendered under this Work Authorization. It is understood and agreed upon that the compensation for the completion of the Additional Services is based upon all materials and labor required to perform such services. Prior to performing the Additional Service, Contractor shall provide a list of locations whereat the Additional Services will be performed to the District's representative, who may require such additional documentation as deemed required by the Federal Emergency Management Agency.

SECTION 3. FINAL AGREEMENT. This Work Authorization, together with the Agreement, any Exhibits, Amendments and Work Authorizations thereto, represents the entire understanding between the District and the Contractor with regard to the Additional Services and supersedes any previously executed proposal or agreement related to the provision of such services.

SECTION 4. ACCEPTANCE. Acceptance of this Work Authorization will authorize the Contractor to complete the Additional Services as outlined herein and is indicated by the signature of the authorized representative of the District and the Contractor in the spaces provided below. Contractor shall commence the aforesaid Additional Services as provided herein and shall perform the same in accordance with the terms and conditions of the Agreement, which, except to the extent expressly altered or changed in this Work Authorization, remain in full force and effect.

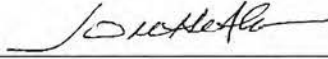
IN WITNESS WHEREOF, the parties hereto have caused this Work Authorization to be executed the day and year first above written.

ATTEST:

**NATUREWALK COMMUNITY
DEVELOPMENT DISTRICT**



Secretary/Assistant Secretary




Chairperson, Board of Supervisors

WITNESS:

GREENEARTH SOUTHEAST, LLC



Jessica Smith (Aug 25, 2023 06:57 CDT)
Witness



Brandon Henderson (Aug 26, 2023 11:35 CDT)
By: Brandon Henderson
Its: President

Exhibit A: Scope of Additional Services

Exhibit A: Scope of Additional Services

Tab 6

RESOLUTION 2023-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF NATUREWALK COMMUNITY DEVELOPMENT DISTRICT ADOPTING A LANDSCAPE REMOVAL AND REPLACEMENT POLICY; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the NatureWalk Community Development District (the “**District**”) is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in Walton County, Florida; and

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

WHEREAS, the Board finds that the imposition of the following policy regarding removal and replacement of District landscaping in the best interests of the District and is necessary in order to provide for the protection and maintenance of District property.

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

SECTION 1. The above stated recitals are true and correct and are hereby incorporated herein by reference.

SECTION 2. The District Landscaping Removal and Replacement Policy is hereby adopted pursuant to this resolution and shall remain in full force and effect until such time as the Board of Supervisors may amend these standards in accordance with Chapter 190, Florida Statutes.

SECTION 3. The following policies govern the removal and replacement of landscaping on District-owned Property:

- a. In keeping with the District’s aesthetic values and in the interest of preserving the natural setting throughout the neighborhood, any tree, shrub, bush, or other vegetation having a trunk diameter of four (4) inches or more at any point above ground level that is removed shall be promptly replaced with a similar tree, shrub, bush, or vegetation.
- b. Where it is impractical to replace landscaping with that of similar maturity, a replacement with the projected growth to a similar size within approximately five (5) years shall be acceptable.
- c. Furthermore, any oak tree having a trunk diameter of less than four (4) inches that must be removed for any reason, must be promptly replaced with that of similar size and species.

SECTION 4. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 5. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 7th day of September 2023.

ATTEST:

**NATUREWALK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chair, Board of Supervisors

Tab 7



Gulf Coast Electric
8 Commerce Drive
Destin, FL 32541
(850) 837-8474

BILL TO

Nature Walk CDD
3434 Colwell Ave, suite 200
Tampa, FL 33614

INVOICE
511

INVOICE DATE
Aug 14, 2023

JOB ADDRESS

NatureWalk
25 Sage Circle
Santa Rosa Beach, FL 32459 USA

Completed Date: 8/14/2023
Payment Term: Due Upon Receipt
Due Date: 8/14/2023

DESCRIPTION OF WORK

Found burnt recept. Replaced recept with gfi recept and installed inuse cover

TASK	DESCRIPTION	QTY
ELEC-DIA-120 (3) Emergency	\$209 Emergency call after normal weekday business hours. Santa Rosa Beach, Segrove Beach, Freeport, Defuniak Springs, Inlet Beach, Seacrest, Rosemary Beach, Crestview, Mary Esther, Navarre, Navarre Beach.	1.00
Emergency Rate (1) HR	\$149/hr/person - Emergency rate, 1 hour minimum	1.00

Materials

MATERIAL	DESCRIPTION	QUANTITY
GFI RECPT 15A	GFI RECEPTACLE 15A	1.00
1 GANG IN-USE COVER	1 GANG IN-USE COVER	1.00

POTENTIAL SAVINGS	\$0.00
SUB-TOTAL	\$452.02
TAX	\$0.00
TOTAL DUE	\$452.02
BALANCE DUE	\$452.02

Thank you for choosing Gulf Coast Electric

CUSTOMER AUTHORIZATION

BILLS ARE DUE UPON RECEIPT AND SHALL GARNER INTEREST AT THE RATE OF 18% PER ANNUM FROM THAT DATE. IF A PAST DUE INVOICE IS PAID ON OR BEFORE 14 DAYS FROM THE DUE DATE, THEN THE INTEREST ACCUMULATED SHALL BE FORGIVEN. THE WORK PERFORMED AS LISTED ABOVE FALLS UNDER 12a-1.051(3)(A)(G)(C), F.A.C.; THEREFORE SALES TAX HAS BEEN PAID ON ALL MATERIALS AS PER 12a-1.051(3)(E), F.A.C CUSTOMER WILL PAY ALL COST, CHARGES AND EXPENSES, INCLUDING REASONABLE ATTORNEY FEES, FOR THE COLLECTION OF ALL UNPAID BALANCES. FURNISHED MATERIALS REMAIN PROPERTY OF CONTRACTOR AND MAY BE REMOVED IF NOT PAID IN FULL.

Sign here 

Date 8/14/2023

CUSTOMER ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE THE SATISFACTORY COMPLETION OF THE ABOVE DESCRIBED WORK. I AGREE TO PAY ALL OF THE COST RELATED TO THE COLLECTIONS OF ANY SUMS DUE. BY SIGNING THIS DOCUMENT, I AGREE TO THE TERMS AND CONDITIONS SET HEREIN.

X _____

BILLS ARE DUE UPON RECEIPT AND SHALL GARNER INTEREST AT THE RATE OF 18% PER ANNUM FROM THAT DATE. IF A PAST DUE INVOICE IS PAID ON OR BEFORE 14 DAYS FROM THE DUE DATE, THEN THE INTEREST ACCUMULATED SHALL BE FORGIVEN.

Sign here 

Date 8/14/2023

Tab 8

THIRD ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

This Third Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2023 (the “**Effective Date**”), by and between **NatureWalk Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Walton County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2018 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.

(Remainder of this page is left blank intentionally)

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: _____

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: _____

NATUREWALK COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

ATTEST:

 Vice Chairman/Assistant Secretary
 Board of Supervisors

 Print Name

Exhibit B – Schedule of Fees

EXHIBIT B
Schedule of Fees

STANDARD ON-GOING SERVICES:

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	MONTHLY	ANNUALLY
Management:	\$2,275.00	\$27,300
Administrative:	\$780.00	\$9,360
Accounting:	\$1,386.67	\$16,640
Financial & Revenue Collections:	\$324.50	\$3,894
Assessment Roll ⁽¹⁾		\$5,200
Total Standard On-Going Services:	\$4,766.17	\$62,394

(1) Assessment Roll is paid in one lump-sum at the time the roll is completed.

ADDITIONAL SERVICES:	FREQUENCY	RATE
Extended and Continued Meetings	Hourly	\$ 175
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 175
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 100
Two+ Lots (on tax roll)	Per Occurrence	\$ 125
One Lot (direct billed by the District)	Per Occurrence	\$ 100
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 150
Six-Nine Lots (direct billed by the District)	Per Occurrence	\$ 200
Ten+ Lots (direct billed by the District)	Per Occurrence	\$ 250
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 100/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests & Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 125
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
Regional Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

LITIGATION SUPPORT SERVICES:

Litigation Support Services will be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
President	\$ 300.00
Chief Financial Officer	\$ 250.00
Vice President	\$ 225.00
Regional District Manager	\$ 200.00
Accounting Manager	\$ 200.00
Finance Manager	\$ 200.00
District Manager	\$ 175.00
Amenity Services Manager	\$ 175.00
Clubhouse Manager	\$ 150.00
Field Services Manager/Landscape Specialist	\$ 150.00
Senior Accountant	\$ 150.00
Staff Accountant	\$ 100.00
Financial Associate	\$ 100.00
Administrative Assistant	\$ 85.00
Accounting Clerk	\$ 85.00

Tab 9

FIRST ADDENDUM TO THE CONTRACT FOR PROFESSIONAL TECHNOLOGY SERVICES

This First Addendum to the Contract for Professional Technology Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2023 (the “**Effective Date**”), by and between **NatureWalk Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Walton County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and Rizzetta Technology Services, LLC. entered into the Contract for Professional Technology Services dated August 8, 2019 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District consented to an assignment of the Contract to Rizzetta & Company, Inc. on November 4, 2021; and

WHEREAS, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.



Rizzetta & Company

2021-07-27 – WJR/RPS

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: _____

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: _____

NATUREWALK COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

ATTEST:

Vice Chairman/Assistant Secretary
Board of Supervisors

Print Name



Rizzetta & Company

2021-07-27 – WJR/RPS

EXHIBIT B
Schedule of Fees

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	MONTHLY
Website Compliance and Management:	\$ 100.00
Email (50 GB per user) at \$20.00 per month per account:	
Board Supervisor Account 5 x \$20.00	\$ 100.00
Onsite Staff Account 0 x \$20.00	\$ 00.00
Miscellaneous Account 0 x \$20.00	\$ 00.00
 Total Standard On-Going Services:	 \$ <u>200.00</u>

