

***EPPERSON RANCH II***  
***COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package***

***Workshop Meeting***

***Date/Time:***  
***Thursday, July 21, 2022***  
***6:00 P.M.***

***Location:***  
***Hilton Garden Inn***  
***26640 Silver Maple Parkway***  
***Wesley Chapel, Florida, 33544***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval, or adoption.***

# **Epperson Ranch II Community Development District**

**c/o Breeze  
1540 International Parkway, Suite 2000  
Lake Mary, FL 32745  
813-564-7847**

---

Board of Supervisors  
**Epperson Ranch II Community Development District**

Dear Supervisors:

A Meeting of the Board of Supervisors of the Epperson Ranch II Community Development District is scheduled for **Thursday, July 21, 2022, at 6:00 P.M.** at the **Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida, 33544**

The advanced copy of the workshop agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present any reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

*Patricia Thibault*

Patricia Thibault  
District Manager  
813-564-7847

CC: Attorney  
Engineer  
District Records

**District: EPPERSON RANCH II COMMUNITY DEVELOPMENT DISTRICT**

**Date of Meeting:** Thursday, July 21, 2022

**Time:** 6:00 P.M.

**Location:** Hilton Garden Inn  
26640 Silver Maple Parkway  
Wesley Chapel, Florida, 33544

**Dial In: 1-646-931-3860**  
**Meeting ID: 765 408 9133**  
**Passcode: 12345**

## ***Workshop Agenda***

*For any questions as to the agenda packet, please contact [patricia@breezehome.com](mailto:patricia@breezehome.com)*

**I. Roll Call**

**II. Business Items**

A. Presentation of Proposed Budget FY 2022-2023

**Exhibit 1**

**III. Audience Comments**

**IV. Adjournment**

# **EXHIBIT 1**

**STATEMENT 1**  
**EPPERSON RANCH II COMMUNITY DEVELOPMENT DISTRICT**  
**FY 2023 BUDGET GENERAL FUND (O&M)**

	<b>FY 2022 ADOPTED</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022-2023</b>
<b>I. REVENUE</b>			
SPECIAL ASSESSMENTS - ON ROLL	\$ 385,407	\$ 748,563	\$ 363,156
DEVELOPER FUNDING	250,929		(250,929)
INTEREST			
MISCELLANEOUS REVENUE			
<b>TOTAL REVENUE</b>	<b>636,336</b>	<b>748,563</b>	<b>112,227</b>
<b>II. EXPENDITURES</b>			
<b>GENERAL ADMINISTRATIVE</b>			
SUPERVISORS COMPENSATION	4,800	4,800	-
PAYROLL TAXES	367	367	-
PAYROLL SERVICE FEES	349	490	141
MANAGEMENT CONSULTING SERVICES	21,000	23,000	2,000
PLANNING & COORDINATION SERVICES	36,000	36,000	-
TRAVEL PER DIEM	100	100	-
CONSTRUCTION ACCOUNTING SERVICES	6,000	1,500	(4,500)
ADMINISTRATIVE SERVICES	6,000	6,000	-
MEETING ROOM RENTAL	360	1,000	640
BANK FEES	200	175	(25)
AUDITING SERVICES	3,400	3,600	200
REGULATORY AND PERMIT FEES	175	175	-
LEGAL ADVERTISEMENTS	1,500	1,500	-
ENGINEERING SERVICES	7,000	8,000	1,000
LEGAL SERVICES	7,500	10,000	2,500
ASSESSMENT COLLECTION FEE	1,500	150	(1,350)
WEBISTE DEVELOPMENT & HOSTING	2,015	2,015	-
MISCELLANEOUS	54	100	46
INSURANCE (PO, LIABILITY, PROPERTY & (CASULITY)	5,919	15,000	9,081
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>104,240</b>	<b>113,973</b>	<b>9,733</b>

**STATEMENT 1**  
**EPPERSON RANCH II COMMUNITY DEVELOPMENT DISTRICT**  
**FY 2023 BUDGET GENERAL FUND (O&M)**

	<b>FY 2022 ADOPTED</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022-2023</b>
<b>DEBT ADMINISTRATION:</b>			
DISSEMINATION AGENT	6,500	6,500	-
TRUSTEE FEES	11,004	11,045	41
ARBITRAGE	650	650	-
<b>TOTAL DEBT ADMINISTRATION</b>	<b>18,154</b>	<b>18,195</b>	<b>41</b>
<b>PHYSICAL ENVIRONMENT EXPENDITURES</b>			
COMPREHENSIVE FIELD TECH SERVICES	15,000	15,000	-
AMENITY MANAGER	5,000	5,000	-
UTILITY-ELECTRICITY	7,000	7,000	-
UTILITY-STREETLIGHTS	114,100	143,400	29,300
UTILITY-WATER	-	7,800	7,800
PET WASTE REMOVAL	8,300	10,000	1,700
LAKE/POND MAINTENANCE & INSPECTION	30,302	10,255	(20,047)
LANDSCAPE MAINTENANCE	249,840	334,940	85,100
LANDSCAPE REPLACEMENT	20,000	20,000	-
LANDSCAPE MISCELLANEOUS	25,000	25,000	-
IRRIGATION REPAIRS	-	10,000	10,000
GATE MAINTENANCE & REPAIRS	12,000	-	(12,000)
KEY FOBS/TRANSMITTERS	6,000	1,000	(5,000)
SECURITY CAMERAS	-	-	-
CONTINGENCY	21,400	27,000	5,600
<b>TOTAL PHYSICAL ENVIRONMENT EXPENDITURES</b>	<b>513,942</b>	<b>616,395</b>	<b>102,453</b>
<b>TOTAL EXPENDITURES</b>	<b>636,336</b>	<b>748,563</b>	<b>112,226</b>
<b>III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>0</b>
FUND BALANCE - BEGINNING	(9,712)	(9,712)	
<b>FUND BALANCE - ENDING</b>	<b>\$ (9,712)</b>	<b>\$ (9,712)</b>	<b>\$ 0</b>

**STATEMENT 2**  
**EPPERSON RANCH II CDD**  
**FY 2023 GENERAL FUND (O&M) ASSESSMENT ALLOCATION**

**1. ERU Assignment, Ranking and Calculation /(a)**

Lot Width	Lots	ERU	Total ERU	% ERU
22' (Townhome) (a)	456	0.45	205.20	37.75%
27' (Phase 7)	108	0.60	64.80	11.92%
22' TH Parcel B <sup>1</sup>	174	0.10	16.53	3.04%
50'	257	1.00	257.00	47.28%
<b>Total</b>	<b>995</b>		<b>543.53</b>	<b>100.00%</b>

**2. O&M Assessment Requirement ("AR")**

AR = TOTAL EXPENDITURES - NET:	<b>\$ 748,563</b>
Plus: Early Payment Discount (4.0%)	<b>\$ 31,854</b>
Plus: County Collection Charges (2.0%)	<b>\$ 15,927</b>
<b>Total Expenditures - GROSS</b>	<b>\$ 796,344</b> [a]

Total ERU: 543.53 [b]

**Total AR / ERU - GROSS (as if all On-Roll):** **\$1,465.13** [a] / [b]

Total AR / ERU - NET: \$1,377.22

**3. Proposed FY 2023 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Lots	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
22' (Townhome) (a)	456	0.45	\$620	\$282,606	\$659.31	\$300,645
27' (Phase 7)	108	0.60	\$826	\$89,244	\$879.08	\$94,941
22' TH Parcel B	174	0.10	\$131	\$22,765	\$139.19	\$24,219
50'	257	1.00	\$1,377	\$353,947	\$1,465.13	\$376,539
<b>TOTAL</b>	<b>995</b>			<b>\$748,563</b>		<b>\$796,344</b>

**4. Adopted FY 2022 Allocation of AR (as if all On-Roll) /(a)**

Lot Width	Lots	ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
22' (Townhome) (a)	634	0.45	\$472	\$299,039	\$501.78	\$318,129
27' (Phase 7)	108	0.60	\$629	\$67,921	\$669.04	\$72,256
50'	257	1.00	\$1,048	\$269,376	\$1,115.06	\$286,571
<b>TOTAL</b>	<b>999</b>			<b>\$636,336</b>		<b>\$676,954</b>

**5. INCREASE IN GROSS ASSMT/UNIT**

Lot Width	Lots	Increase	% Increase	Inc/mo
22' (Townhome) (a)	634	\$157.53	31.39%	\$13.13
27' (Phase 7)	108	\$210.04	31.39%	\$17.50
50'	257	\$350.07	31.39%	\$29.17
<b>Total</b>	<b>999</b>			

**Footnote:**

(a) Townhome Lot Size is based off approx average frontage of 22' per unit in Blocks of Townhomes

<sup>1</sup> Parcel B Owner has Maintenance License Agreement with the CDD. To be assessed on Admin and Debt Admin.

Note: The O&M for 178 Townhome units may only be \$100.00 per unit for the initial Fiscal Year if the

**STATEMENT 3  
EPPERSON RANCH II CDD  
CONTRACT SUMMARY**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDER)	AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
<b>ADMINISTRATIVE:</b>			
SUPERVISORS COMPENSATION		4,800	Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year assumes - 3 Board Members per Meeting , 8 Meetings Considered. Chairman waives compensation as the fourth Supervisor
PAYROLL TAXES	IRS	367	Amount is for employer taxes related to the payroll calculated at 7.65% Of BOS Payroll
PAYROLL SERVICE FEES	INNOVATIVE	490	Amount is assessed at \$55 Per Payroll Plus Year End Processing of \$50 for the processing of payroll related to Supervisor compensation
MANAGEMENT CONSULTING SERVICES	BREEZE	23,000	The District receives Management & Accounting services as part of the agreement
PLANNING & COORDINATION SERVICES	BREEZE	36,000	Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with maintenance & construction of District infrastructure
TRAVEL PER DIEM		100	Reimbursement to board supervisors for travel to board meetings.
CONSTRUCTION ACCOUNTING SERVICES		1,500	Construction accounting services are provided for the processing of requisitons and funding request for the District.
ADMINISTRATIVE SERVICES	BREEZE	6,000	Pursuant to District Management Contract for services related to administration functions of the District such as agenda processing, public records request, etc.
MEETING ROOM RENTAL	Hilton Garden Inn	1,000	Room rental in Pasco County for Board of Supervisor meetings -
BANK FEES	BANK UNITED	175	Fees associated with maintaining the District's bank accounts and the ordering of checks
AUDITING SERVICES	DIBARTOLOMEO	3,600	Florida Statute mandates an audit of its financial records to be performed on an annual basis by an independent Certified Public Accounting firm.
REGULATORY AND PERMIT FEES	FLORIDA DEO	175	The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity
LEGAL ADVERTISEMENTS	TIMES PUBLISHING	1,500	The District is required to advertise various notices for monthly Board meetings, RFPs and other public hearings in a newspaper of general circulation.
ENGINEERING SERVICES	Stantec	8,000	The District Engineer provides general engineering services to the District; i.e. attendance and preparation for monthly board meetings, review of contractor plans and invoices, and other specifically requested assignments.
LEGAL SERVICES	STRALEY, ROBIN, VERICKER	10,000	The District's attorney provides general legal services to the District; i.e. attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Superviros and the District Manager
ASSESSMENT COLLECTION FEE	Pasco County	150	Annual fee assessed by Pasco County for the collection of assessments
WEBISTE DEVELOPMENT & HOSTING	Campus Suite	2,015	The District is mandated to post on the internet the approved and adopted budgets as well as agendas and other items in accordance with State requirements. Campus Suite - \$1,515 includes website compliance and remediation of 750 documents as well as \$500 for District Manager upload and oversight
MISCELLANEOUS		100	Miscellaneous as needed for General Administrative expenditures that are not appropriated in any other line items
INSURANCE (PO, LIABILITY, PROPERTY & (CASULITY)	EGIS INSURANCE	15,000	The Districts General Liability , Public Officials and Property insurance is with EGIS Insurance and Risk Advisors. They specialize in providing insurance coverage to governmental agencies. The budgeted amount is based on estimates received fro EGIS.



**STATEMENT 3  
EPPERSON RANCH II CDD  
CONTRACT SUMMARY**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDER)	AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
<b>DEBT SERVICE ADMINISTRATION:</b>			
DISSEMINATION AGENT	LERNER SERVICES	6,500	The District is required by the Securities & Exchange Commission to comply with Rule 15c2-12(b)-(5) which relates to additional reporting requirements for bond issues. The budgeted amount is based on standard fees charged for this service.
TRUSTEE FEES	US BANK	11,045	The District deposits amounts related to a Bond Series with a Trustee stipulated in the trust indenture. Amount has been confirmed with the trustee for issuances.
ARBITRAGE	LLS	650	The District receives services from an independent specialist to calculate the District's Arbitrage Rebate Liability on respective bond issuances. Confirmed with LLS for arbitrage related to the series
<b>FIELD OPERATIONS:</b>			
COMPREHENSIVE FIELD TECH SERVICES	BREEZE	15,000	Directs day to day operations of the District and oversees Field Tech Services. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security hardware, manage RFP Process for ongoing maintenance and repairs, prepare monthly written reports to the Board, including estimated reimbursements for CDD business mileage driven by Field Service Tech.
AMENITY MANAGER	BREEZE	5,000	Track & handle facility access keys, coordination of janitorial services, track & coordinate facility rental activities, and implement general operation rules for the amenity
UTILITY-ELECTRICITY		7,000	Estimated for electrical services related to the irrigation and pond pumps.
UTILITY-STREETLIGHTS		143,400	The District has contracted for solar streetlights to be instaleed in the District. They are curently 162 streetlights in the ground and an additional 77 are anticipated to be added in FY 2022 along with a coresponding deposit of \$7,700 in FY 2022. Total streetlights installed for FY 2023 is 239.
UTILITY-WATER	PASCO COUNTY	7,800	Estimated. Currently we have 3 meters - Elam Road, Avery Scope View, Rally Spring Loop .
PET WASTE REMOVAL		10,000	Removal of pet waste, replacement of can liners, and check of bags for the 6 pet waste stations in the District. Currently the Districts has 2 pet waste stations . The District will be adding additional pet waste stations in FY 2023
LAKE/POND MAINTENANCE & INSPECTION	STEADFAST ENVIRONMENT	10,255	The District has a contract for the monthly care and maintenance of the lakes and ponds throughout the District. It is antcipated that 12 ponds will be maintained in FY 2023
LANDSCAPE MAINTENANCE	GRANDVIEW BOTANICALS	334,940	Epperson Blvd from Overpass Road to Elam Road \$219,840 annually for base maintenance and irrigation Annual costs for fertilization is \$59,000. Mulch is 9,000 annually and hardwood trim is \$4,500 Contract 2) Landscape maintenance for 3 retention ponds is \$12,600 annually for ponds 1,2 and 3 . Estimated at an additional \$30,000 for areas that will br brought on during FY 2023 for the Curley Road Roundabout areas
LANDSCAPE REPLACEMENT		20,000	
LANDSCAPE MISCELLANEOUS	GRANDVIEW BOTANICALS	25,000	Common area mowing CDD-wide, as needed (estimate).
LANDSCAPE IRRIGATION REPAIRS		10,000	Repairs for the irrigation system
GATE MAINTENANCE & REPAIRS		-	This is no longer needed as the District will not be gated
KEY FOBS/TRANSMITTERS		1,000	Distributed to new residents for any access points
SECURITY CAMERAS		-	This is no longer needed as the District will not be gated
CONTINGENCY		27,000	Miscellaneous

**STATEMENT 4**  
**EPPERSON RANCH II CDD**  
**FY 2021-2022 ADOPTED BUDGET**  
**DEBT SERVICE SCHEDULES**

	SERIES 2018A-1	SERIES 2018A-2	SERIES 2020	TOTAL FY22 BUDGET
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON ROLL - GROSS	\$ 464,844		\$ 634,428	\$ 1,099,271
SPECIAL ASSESSMENTS - OFF ROLL - NET	-	\$ 155,100	-	155,100
LESS: EARLY PAYMENT DISCOUNT	(18,594)	-	(25,377)	(43,971)
<b>TOTAL REVENUE</b>	<b>446,250</b>	<b>155,100</b>	<b>609,050</b>	<b>1,210,400</b>
<b>EXPENDITURES</b>				
COUNTY - ASSESSMENT COLLECTION FEES	9,297	-	12,689	21,985
INTEREST EXPENSE				
May 1, 2023	165,981	77,550	205,689	449,220
November 1, 2023	163,750	77,550	202,683	443,983
PRINCIPAL RETIREMENT				
PRINCIPAL PAYMENT				
May 1, 2023	105,000	-	185,000	290,000
<b>TOTAL EXPENDITURES</b>	<b>444,028</b>	<b>155,100</b>	<b>606,060</b>	<b>1,205,188</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>2,222</b>	<b>-</b>	<b>2,991</b>	<b>5,213</b>
<b>FUND BALANCE - ENDING (REVENUE TRUST ACCOUNT)</b>	<b>\$ 2,222</b>	<b>\$ -</b>	<b>\$ 2,991</b>	<b>\$ 5,213</b>

Table 1. Series 2018A-1 Allocation of Maximum Annual Debt Service (GROSS MADS)

LOT WIDTH	LOTS	ERU	Total ERU	% ERU W/ ADJUSTMENT	TOTAL ASSMTS	ASSMT / LOT
TH	214	0.60	128.4	26.8%	\$124,605	\$582
50'	257	1.00	257.0	73.2%	\$340,239	\$1,324
<b>Total</b>	<b>471</b>		<b>385.4</b>	<b>100.0%</b>	<b>\$464,844</b>	

Table 2. Series 2020 Allocation of Maximum Annual Debt Service (GROSS MADS)

DESC.	LOTS	ERU	Total ERU	% ERU W/ ADJUSTMENT	TOTAL ASSMTS	ASSMT / LOT
Parcel A & C	242	0.60	145.2	37.2%	\$235,952	\$975
Parcel B & 7	286	0.60	171.6	62.8%	\$398,475	\$1,393
	<b>528</b>		<b>316.8</b>	<b>100.0%</b>	<b>\$ 634,428</b>	