

**STEVENS PLANTATION**  
**Community Development District**  
**AGENDA**

Thursday  
January 3, 2008  
6:00 p.m.

City Hall  
1300 Ninth Street, 3<sup>rd</sup> Floor  
St. Cloud, Florida

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- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of the Minutes from the November 1, 2007 Meeting**
- 4. District Manager's Report**
  - A. Financials
  - B. Check Register
- 5. Staff Reports**
  - A. Attorney - Acceptance of Irrigation System and Tybee Road Area Maintenance
  - B. Engineer
  - C. Community Manager
- 6. Other Business**
- 7. Supervisor Requests**
- 8. Audience Comments**
- 9. Adjournment**

**Stevens Plantation  
Community Development District**

**Unaudited**

**Preliminary Financial Statements**

**November 30, 2007**

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- I      Financial Statements - November 30, 2007
  
- II     Bank Reconciliation - November 30, 2007
  
- III    Check Summary - November 2007

Financial Footnote- November 30, 2007  
Stevens Plantation CDD

**GENERAL FUND - BALANCE SHEET:**

**Assets**

**Cash**

Muninow checking account at suntrust is paying 3.65% APY

**Accounts Receivable**

HOA to reimburse CDD for Sprint bills paid by the CDD in the amount of \$49,251.00.

**GENERAL FUND - STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**

**REVENUE:**

**Other Miscellaneous Revenues**

Embarq revenue share.

**EXPENDITURES:**

**Administrative:**

**Printing & Binding**

Costs incurred to prepare the monthly agenda, vendor payments, assessments, etc..

**Field Expenses:**

**R&M Common Area Maintenance**

Additional services contracted with Servello for maintenance of the District Ponds. Monthly service is \$645.83

**R&M Plant Replacement**

Paid to Servello & Son

**STEVENS PLANTATION CDD  
BALANCE SHEET  
NOVEMBER 30, 2007**

	GENERAL	2003 DEBT SERVICE	2003 CAPITAL PROJECTS	TOTALS
<b>ASSETS</b>	\$	\$	\$	\$
CASH	28,001	-	-	28,001
ACCOUNTS RECEIVABLE, NET	49,251	-	-	49,251
DUE FROM OTHER FUNDS	760	-	-	760
INVESTMENTS:				
CONSTRUCTION FUND	-	-	23,773	23,773
COST OF ISSUANCE	-	381	42,811	43,192
INTEREST ACCOUNT A	-	56	-	56
LAND SALES A	-	2,298	-	2,298
LAND SALES B	-	156,217	-	156,217
PREPAYMENT ACCOUNT	-	232,585	-	232,585
RESERVE FUND A	-	539,038	-	539,038
RESERVE FUND B	-	1,105,553	-	1,105,553
RET RESERVE FUND A	-	1,046,702	-	1,046,702
RET RESERVE FUND B	-	1,604,730	-	1,604,730
REVENUE FUND	-	253	-	253
<b>TOTAL ASSETS</b>	<u>\$ 76,012</u>	<u>\$ 4,687,813</u>	<u>\$ 66,584</u>	<u>\$ 4,830,409</u>
<b>LIABILITIES &amp; FUND BALANCES</b>				
<b>LIABILITIES</b>	\$	\$	\$	\$
DUE TO OTHER FUNDS	-	-	760	760
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>	<u>760</u>	<u>760</u>
<b>FUND BALANCES</b>				
RESERVED FOR DEBT SERVICE	-	4,687,813	-	4,687,813
RESERVED FOR CAPITAL PROJECTS	-	-	65,824	65,824
DESIGNATED RESERVES	20,000	-	-	31,693
UNRESERVED/UNDESIGNATED	56,012	-	-	44,319
<b>TOTAL FUND BALANCES</b>	<u>76,012</u>	<u>4,687,813</u>	<u>65,824</u>	<u>4,829,649</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<u>\$ 76,012</u>	<u>\$ 4,687,813</u>	<u>\$ 66,584</u>	<u>\$ 4,830,409</u>

NOTE: MINOR DIFFERENCES IN STATEMENT TOTALS ARE A DIRECT RESULT OF ROUNDING TO WHOLE DOLLARS.

**STEVENS PLANTATION CDD**  
**GENERAL FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**FOR THE PERIOD ENDING NOVEMBER 30, 2007**

	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YTD BUDGET VS. ACTUAL VARIANCE FAVORABLE (UNFAVORABLE)
	\$	\$	\$	\$
<b>REVENUE</b>				
INTEREST - INVESTMENTS	2,000	333	443	110
SPECIAL ASSMNTS - ON ROLL	483,417	-	-	-
SPECIAL ASSMNTS - DISCOUNTS	(19,337)	-	-	-
OTHER MISCELLANEOUS REVENUES	1,000	167	-	(167)
<b>TOTAL REVENUE</b>	<b>467,080</b>	<b>500</b>	<b>443</b>	<b>(57)</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE</b>				
PROFSERV-ENGINEERING	12,000	2,000	1,644	356
PROFSERV-INFO TECHNOLOGY	518	86	86	0
PROFSERV-LEGAL SERVICES	15,525	2,698	1,921	667
PROFSERV-MGMT CONSULTING SERV	48,128	8,021	8,021	0
PROFSERV-TAX COLLECTOR	1,000	-	-	-
AUDITING SERVICES	10,000	-	-	-
COMMUNICATION - TELEPHONE	500	83	4	79
POSTAGE AND FREIGHT	1,000	167	72	95
RENTALS - GENERAL	2,484	414	414	-
INSURANCE - GENERAL LIABILITY	5,000	5,000	4,500	500
PRINTING AND BINDING	1,500	250	852	(602)
LEGAL ADVERTISING	1,500	250	21	229
MISC-ASSESSMNT COLLECTION FEE	10,206	1,701	-	1,701
MISC-CONTINGENCY	500	83	102	(19)
OFFICE SUPPLIES	500	83	5	78
ANNUAL DISTRICT FILING FEE	175	175	175	-
<b>TOTAL ADMINISTRATIVE</b>	<b>110,536</b>	<b>20,902</b>	<b>17,817</b>	<b>3,085</b>
<b>OPERATIONS AND MAINTENANCE</b>				
<b>FIELD</b>				
PROFSERV-FIELD MANAGEMENT	7,200	1,200	-	1,200
UTILITY - GENERAL	36,000	6,000	5,543	457
ELECTRICITY - STREET LIGHTING	92,000	15,333	15,170	163
R&M-COMMON AREA	167,000	27,833	29,340	(1,507)
R&M-ENTRY FEATURE	2,500	417	-	417
R&M-LAKE	6,000	1,000	720	280
R&M-PLANT REPLACEMENT	11,845	1,974	3,000	(1,025)
R&M-STREET FURNITURE	1,000	167	-	167
R&M-WETLAND MONITORING	8,000	1,333	-	1,333
R&M-WETLAND	5,000	833	400	433
R&M-RESERVES	20,000	-	-	-
<b>TOTAL FIELD</b>	<b>356,545</b>	<b>56,091</b>	<b>54,173</b>	<b>1,918</b>
<b>TOTAL EXPENDITURES</b>	<b>467,081</b>	<b>76,993</b>	<b>71,990</b>	<b>5,003</b>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(1)	(76,493)	(71,547)	4,946
<b>NET CHANGE IN FUND BALANCES</b>	<b>(1)</b>	<b>(76,493)</b>	<b>(71,547)</b>	<b>4,946</b>
FUND BALANCE, OCTOBER 1	91,770	91,770	147,581	55,791
<b>FUND BALANCE, ENDING</b>	<b>\$ 91,769</b>	<b>\$ 15,277</b>	<b>\$ 76,014</b>	<b>\$ 60,737</b>

NOTE: MINOR DIFFERENCES IN STATEMENT TOTALS ARE A DIRECT RESULT OF ROUNDING TO WHOLE DOLLARS.

(UNAUDITED)

**STEVENS PLANTATION CDD**  
**DEBT SERVICE FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**FOR THE PERIOD ENDING NOVEMBER 30, 2007**

	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YTD BUDGET VS. ACTUAL VARIANCE FAVORABLE (UNFAVORABLE)
	\$	\$	\$	\$
<b>REVENUE</b>				
INTEREST - INVESTMENTS	20,000	3,333	32,805	29,472
SPECIAL ASSMNTS - ON ROLL	608,287	-	-	-
SPECIAL ASSMNTS - PREPAYMENT	-	-	163,481	163,481
SPECIAL ASSMNTS - DIRECT BILL	728,344	-	-	-
SPECIAL ASSMNTS - DISCOUNTS	<u>(24,331)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>1,332,300</u>	<u>3,333</u>	<u>196,286</u>	<u>192,953</u>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE</b>				
PROFSERV-DISSEMINATION AGENT	2,500	-	-	-
PROFSERV-SPECIAL ASSESSMENT	7,500	-	-	-
PROFSERV-TRUSTEE	7,500	-	-	-
MISC-ASSESSMNT COLLECTION FEE	<u>12,166</u>	<u>2,028</u>	<u>-</u>	<u>2,028</u>
<b>TOTAL ADMINISTRATIVE</b>	<u>29,666</u>	<u>2,028</u>	<u>-</u>	<u>2,028</u>
<b>DEBT SERVICE</b>				
PRINCIPAL DEBT RETIREMENT	85,000	-	-	-
PRINCIPAL PREPAYMENTS	-	-	1,715,000	(1,715,000)
INTEREST EXPENSE SERIES A	489,900	244,950	244,950	-
INTEREST EXPENSE SERIES B	<u>728,344</u>	<u>364,172</u>	<u>364,172</u>	<u>(0)</u>
<b>TOTAL DEBT SERVICE</b>	<u>1,303,244</u>	<u>609,122</u>	<u>2,324,122</u>	<u>(1,715,000)</u>
<b>TOTAL EXPENDITURES</b>	<u>1,332,910</u>	<u>611,150</u>	<u>2,324,122</u>	<u>(1,712,972)</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(610)</u>	<u>(607,816)</u>	<u>(2,127,836)</u>	<u>(1,520,020)</u>
<b>NET CHANGE IN FUND BALANCES</b>	<u>(610)</u>	<u>(607,816)</u>	<u>(2,127,836)</u>	<u>(1,520,020)</u>
FUND BALANCE, OCTOBER 1	<u>5,735,429</u>	<u>5,735,429</u>	<u>6,815,649</u>	<u>1,080,220</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 5,734,819</u>	<u>\$ 5,127,613</u>	<u>\$ 4,687,813</u>	<u>\$ (439,800)</u>

NOTE: MINOR DIFFERENCES IN STATEMENT TOTALS ARE A DIRECT RESULT OF ROUNDING TO WHOLE DOLLARS.

(UNAUDITED)

**STEVENS PLANTATION CDD**  
**CAPITAL PROJECTS FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**FOR THE PERIOD ENDING NOVEMBER 30, 2007**

	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YTD BUDGET VS. ACTUAL VARIANCE FAVORABLE (UNFAVORABLE)
	\$	\$	\$	\$
<b>REVENUE</b>				
INTEREST - INVESTMENTS	-	-	375	375
<b>TOTAL REVENUE</b>	-	-	375	375
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	-	-	375	375
NET CHANGE IN FUND BALANCES	-	-	375	375
FUND BALANCE, OCTOBER 1	-	-	65,449	65,449
FUND BALANCE, ENDING	\$ -	\$ -	\$ 65,824	\$ 65,824

NOTE: MINOR DIFFERENCES IN STATEMENT TOTALS ARE A DIRECT RESULT OF ROUNDING TO WHOLE DOLLARS.

(UNAUDITED)

**Bank Reconciliation**

Stevens Plantation Community Development District

December 14, 2007 11:54 AM

Page 1  
HERNANDE

Bank Account No. 1747

Statement No. 11/07

Statement Date 11/30/07

Currency Code

G/L Balance (\$)	26,000.95
G/L Balance	26,000.95
Positive Adjustments	0.00
<b>Subtotal</b>	<b>26,000.95</b>
Negative Adjustments	0.00
<b>Ending G/L Balance</b>	<b>26,000.95</b>
<b>Difference</b>	<b>0.00</b>

Statement Balance	26,749.78
Outstanding Deposits	0.00
<b>Subtotal</b>	<b>26,749.78</b>
Outstanding Checks	748.83
<b>Total Differences</b>	<b>0.00</b>
<b>Ending Balance</b>	<b>26,000.95</b>

Posting Date	D Ty	Document No.	Accou Type	Account No.	Description	Bal. Accou No.	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>									
11/28/07	Pa	440	G/L Ac		COMMUNITY MGT MAINTENAN	G/L Ac	187.25	0.00	187.25
11/28/07	Pa	441	G/L Ac		FEDEX	G/L Ac	8.16	0.00	8.16
11/28/07	Pa	442	G/L Ac		FOUNTAINING	G/L Ac	553.42	0.00	553.42
<b>Total Outstanding Checks</b>							<b>748.83</b>		

**Bank Account - Check Details**

December 18, 2007

Period: 11/01/07..11/30/07

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STEVENS PLANTATION CDD

HERNANDEZM

This report also includes bank accounts that only have balances.

Bank Account: No.: 1747, Date Filter: 11/01/07..11/30/07

Check Date	Check No.	Description	Amount	Printed Amount	Voided Amount	Entry Status	Original Entry S	Bal. Accou No.	Bal. Account No.	Entry No.
<b>1747 STEVENS PLANTATION CDD</b>										
		Phone No.	954-753-5841							
11/02/07	426	CITY OF ST.CLOUD	264.81	0.00	0.00	Posted		Vendo	23	364
11/02/07	427	CONNELLY'S LANDSCAPING	400.00	0.00	0.00	Posted		Vendo V00019		365
11/02/07	428	FEDEX	14.38	0.00	0.00	Posted		Vendo	4	366
11/02/07	429	SERVELLO & SONS INC.	158.00	0.00	0.00	Posted		Vendo V00026		367
11/02/07	430	SPIES POOL LLC	140.00	0.00	0.00	Posted		Vendo V00035		368
11/05/07	431	STANTEC CONSULTING SER	902.33	0.00	0.00	Posted		Vendo V00024		369
11/07/07	432	APPLIED AQUATIC MANAGE	720.00	0.00	0.00	Posted		Vendo	3	370
11/07/07	433	FEDEX	36.16	0.00	0.00	Posted		Vendo	4	371
11/21/07	434	DE BEAUBIEN,KNIGHT,SIMM	1,920.87	0.00	0.00	Posted		Vendo	12	372
11/21/07	435	SERVELLO & SONS INC.	17,608.08	0.00	0.00	Posted		Vendo V00026		373
11/21/07	436	SEVERN TRENT ENVIRONM	4,550.90	0.00	0.00	Posted		Vendo	1	374
11/21/07	437	STANTEC CONSULTING SER	1,643.59	0.00	0.00	Posted		Vendo V00024		375
11/21/07	438	CITY OF ST.CLOUD	9,757.79	0.00	9,757.79	Voided	Printed	Vendo	23	376
11/21/07	439	CITY OF ST.CLOUD	9,757.79	0.00	0.00	Posted		Vendo	23	377
11/28/07	440	COMMUNITY MGT MAINTENA	187.25	0.00	0.00	Posted		Vendo V00033		378
11/28/07	441	FEDEX	8.16	0.00	0.00	Posted		Vendo	4	379
11/28/07	442	FOUNTAINING	553.42	0.00	0.00	Posted		Vendo V00036		380
		<b>STEVENS PLANTATION CDD</b>	<b>48,623.53</b>	<b>0.00</b>	<b>9,757.79</b>					

RESOLUTION 2008-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF STEVENS PLANTATION COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE ACCEPTANCE OF THE IRRIGATION SYSTEM CONSTRUCTED FOR AND SERVICING THE STEVENS PLANTATION COMMUNITY AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the irrigation system currently servicing those certain areas of the Stevens Plantaion which are the responsibility of the Stevens Plantation Community Development District and which was completed and constructed under contract with the Stevens Plantation CDD has previously not been accepted for ownership and maintenance purposes by the Stevens Plantation Community Development District;

**WHEREAS**, the irrigation system since its completion has been operated and maintained by the Stevens Plantation Improvement Project Dependent Special District ; and

**WHEREAS**, it is necessary that the Stevens Plantation CDD accept the irrigations system and the ownership and maintenance thereof.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF STEVENS PLANTATION COMMUNITY DEVELOPMENT DISTRICT as follows:**

SECTION 1. Acceptance of Irrigation System for Maintenance and Ownership Purposes. The Board of Supervisors of the Stevens Plantation Community Development District does hereby accept the responsibility for ownership, maintenance and related purposes of the irrigations system more particularly described in Exhibit "A" attached hereto and incorporated herein.

SECTION 2. Effective Date. This Resolution shall become effective immediately upon its adoption.

ADOPTED this 3<sup>rd</sup> day of January, 2008.

**STEVENS PLANTATION COMMUNITY  
DEVELOPMENT DISTRICT**

By: Donna Hart  
Donna Hart, Chairman  
Board of Supervisors

RESOLUTION 2008-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF STEVENS PLANTATION COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE ACCEPTANCE FOR MAINTENANCE PURPOSES OF THAT CERTAIN AREA DESCRIBED AS THE TYBEE ROAD AREA AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, that certain area described as the Tybee Road Maintenance Area and as more particularly described in Exhibit "A" attached hereto and incorporated herein, although part of the Stevens Plantation development was not included in the development documents as Stevens Plantation Community Development District property or Stevens Plantation Residential Property Owners Association common area property and

WHEREAS, the area described in Exhibit A contains landscaping improvements that require routine and periodic maintenance and as a result, it is necessary that the Stevens Plantation Community Development District accept said maintenance responsibility for the improvements contained therein.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF STEVENS PLANTATION COMMUNITY DEVELOPMENT DISTRICT as follows:**

SECTION 1. Acceptance of Tybee Road Area for Maintenance Purposes and Authorization to Provide Maintenance Services. The Board of Supervisors of the Stevens Plantation Community Development District does hereby accept the responsibility for maintenance and related purposes of the property more particularly described in Exhibit "A" attached hereto and incorporated herein.

SECTION 2. Effective Date. This Resolution shall become effective immediately upon its adoption.

ADOPTED this 3<sup>rd</sup> day of January, 2008.

**STEVENS PLANTATION COMMUNITY  
DEVELOPMENT DISTRICT**

By: Donna Hart  
Donna Hart, Chairman  
Board of Supervisors

Steven's Plantation ROA, Inc.  
Manager's Report to the CDD


January 3, 2008

Bob Nanni, David Stump and I met with the city on December 20th to discuss the turnover of the irrigation system. After checking all the zones Bob said he would get with the city attorney to draw up the paperwork.

The pond banks are looking a lot better. The weeds and grasses are dying off. Applied Aquatic was supposed to send me a quote for hand removing the weeds from the ponds. They were going to break it down by individual ponds. I have not received the proposal yet.

The fountains have been working properly. I did get a proposal from a different pool company for the maintenance of the fountains. The name of the company is Pool Professionals and it is located in St. Cloud. They will do the maintenance for the same price as Connelly's. (\$400 per month)

R.M.P. submitted a proposal for replacing the dead sod along W. New Nolte Rd. One hundred-twenty thousand (120,000) square feet needs replaced at the cost of sixty-five cent (\$0.65) a sq. ft. for a total of \$78,000. R.M.P. suggested not replacing it until the spring. I will get additional quotes between now and March.

  
Linda Johnson, LCAM  
Association Manager