



**BLUEWATERS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
APRIL 8, 2024  
6:15 P.M.**

Special District Services, Inc.  
8785 SW 165<sup>th</sup> Avenue, Suite 200  
Miami, FL 33193

[www.bluewaterscdd.org](http://www.bluewaterscdd.org)  
786.303.3661 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT**  
Somerset Academy Silver Palms-Cafeteria Room  
23255 S.W. 115<sup>th</sup> Avenue  
Miami, Florida 33032  
**REGULAR BOARD MEETING**  
April 8, 2024  
6:15 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. November 13, 2023 Special Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Traffic Signal Request – SW 242<sup>nd</sup> Street & SW 112<sup>th</sup> Avenue
  - 2. Update Regarding Bus Shelter
  - 3. Update Regarding Repaving of Streets
- H. New Business
  - 1. Consider Resolution No. 2024-01 – Adopting a Fiscal Year 2024/2025 Proposed Budget.....Page 7
  - 2. Consider Resolution No. 2024-02 - Adopting an Electronic Signature Policy.....Page 14
- I. Administrative & Operational Matters
  - 1. Ethics Training Memo – SDS, Inc.....Page 17
  - 2. Discussion Regarding General Election Qualifying Period (Seat #3 & #4): **Noon, Monday, June 10, 2024 through Noon, Friday, June 14, 2024**
- J. Board Member & Staff Closing Comments
- K. Adjourn

MIAMI-DADE

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, of Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT -  
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

in the XXXX Court,  
was published in a newspaper by print in the issues of Miami Daily Business Review f/k/a Miami Review on

09/29/2023

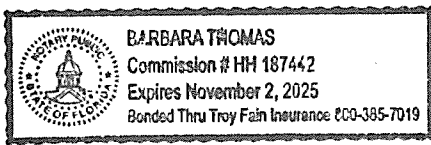
Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

*Guillermo Garcia*

Sworn to and subscribed before me this  
29 day of SEPTEMBER, A.D. 2023

*Barbara Thomas*

(SEAL)  
GUILLERMO GARCIA personally known to me



**BLUEWATERS COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2023/2024 REGULAR  
MEETING SCHEDULE**

**NOTICE IS HEREBY GIVEN** that the Board of Supervisors (the "Board") of the Bluewaters Community Development District (the "District") will hold Regular Meetings in the Somerset Academy Silver Palms, Cafeteria Room, 23255 SW 115th Avenue, Miami, Florida 33032, at 6:15 p.m. on the following dates:

- October 9, 2023
- December 11, 2023
- February 12, 2024
- March 11, 2024
- April 8, 2024
- May 13, 2024
- June 10, 2024
- September 9, 2024

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Copies of the agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time with no advertised notice.

**BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT**

[www.bluewaterscdd.org](http://www.bluewaterscdd.org)  
9/29

23-37/0000685947M

**BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
NOVEMBER 13, 2023**

**A. CALL TO ORDER**

District Manager Armando Silva called the November 13, 2023, Regular Board Meeting of the Bluewaters Community Development District (the “District”) to order at 6:16 p.m. at the Somerset Academy Silver Palms Cafeteria Room.

**B. PROOF OF PUBLICATION**

Mr. Silva presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on November 2, 2023, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Silva determined that the attendance of Chairperson Rodney Mejia, Vice Chairperson Lorna Burnett and Supervisor Lazaro Mederos constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Armando Silva of Special District Services, Inc.; and District Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. June 12, 2023, Regular Board Meeting and Public Hearing**

Mr. Silva presented the minutes of the June 12, 2023, Regular Board Meeting and Public Hearing and asked if there were any corrections and/or revisions. There being no changes, a **motion** was made by Mr. Mejia, seconded by Mr. Mederos and passed unanimously approving the minutes of the June 12, 2023, Regular Board Meeting and Public Hearing, as presented.

**G. OLD BUSINESS**

**1. Update Regarding Traffic Signal Request – SW 242<sup>nd</sup> Street & SW 112<sup>th</sup> Avenue**

Mr. Silva shared the following e-mail from FDOT regarding the traffic study being conducted on the intersection of SW 242<sup>nd</sup> Street & SW 112<sup>th</sup> Avenue:

Florida Department of Transportation  
District 6 Traffic Operations Office  
1000 NW 111th Avenue, Room 6206A

Miami, Florida 33172-5800  
Telephone (305) 470-5335

September 12<sup>nd</sup>, 2023

Mr. Pablo Jerez  
Email: [pjerez@sdsinc.org](mailto:pjerez@sdsinc.org)

**SUBJECT: Section 87015, SR 989 / SW 112<sup>th</sup> Avenue / Allapattah Drive at SW 242<sup>nd</sup> Street. Request for a traffic signal installation. CTP 2022-07-0003**

Good morning, Mr. Jerez,

This is in response to your request for a traffic signal installation along the subject intersection of SW 112<sup>th</sup> Avenue / Allapattah Drive at SW 242<sup>nd</sup> Street. The Department completed a signal warrant analysis study at this location which included field observations, turning movement counts, vehicular approach counts, review of crash data, vehicular delays, and engineering judgement. Based on the results of the study, it was recommended to install a traffic signal. Our office will present the study report and its findings to the department's scoping committee for funding, design, and construction approval through the work program for implementation.

The Department appreciates the time you have taken in bringing this matter to our attention and remains committed to addressing the community's traffic and highway safety needs. Should you have any questions, please feel free to contact our office at (305) 470-5188 or via e-mail at [Ronald.Pierre-Louis@dot.state.fl.us](mailto:Ronald.Pierre-Louis@dot.state.fl.us)

Best regards,

**Ronald Pierre-Louis**

Florida Department of Transportation  
District 6 Traffic Operations  
Adam Leigh Cann Building  
1000 NW 111 Ave, Room 6202A  
Miami, Florida 33172  
Phone: (305) 470-5188  
Email: [Ronald.Pierre-Louis@dot.state.fl.us](mailto:Ronald.Pierre-Louis@dot.state.fl.us)



*Put it Down , Don't text and drive*

## **2. Update Regarding Installation of Electrical Outlets and Holiday Lighting**

Mr. Silva advised that the electrical outlet project had been finalized as of about a month ago. He then asked the Board if they would like to consider installing holiday lighting on the royal palms this year since that was the main purpose for the installation of the electrical outlets. A discussion ensued after which:

A **motion** was made by Mr. Mejia, seconded by Ms. Burnett and unanimously passed approving an amount not to exceed \$12,000 for the installation of holiday lighting along SW 242<sup>nd</sup> Street.

### **3. Discussion Regarding Trimming of Trees**

Mr. Silva advised that District Field Ops Manager, Pablo Jerez, had identified fifteen (15) mahogany trees throughout the District that were obstructing the illumination of certain street light poles. A discussion ensued after which:

A **motion** was made by Ms. Burnett, seconded by Mr. Mejia and unanimously passed approving the proposal from Trimscape in the amount of \$1,000 for the trimming of the aforementioned trees.

### **4. Discussion Regarding Raised Sidewalk Repairs**

Mr. Silva advised that District staff had reached out to Miami-Dade County (“County”) regarding the status of the repairs of the raised sidewalks but they have not yet received a response. He also stated that he would provide the Board Members with the Service Report Number for each raised sidewalk location so that each Board Member could also reach out to the County to speed up the repair process.

### **5. Discussion Regarding Bus Shelter**

Mr. Silva advised that District staff had reached out to Miami-Dade County (“County”) regarding the status of the bus shelter along SW 112<sup>th</sup> Avenue and SW 242<sup>nd</sup> Street but they have not yet received a response.

## **H. NEW BUSINESS**

### **1. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2021/2022 Amended Budget**

Mr. Silva presented Resolution No. 2023-05, entitled:

#### **RESOLUTION NO. 2023-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Silva read the title into the record and provided an explanation for the document. He indicated that there was an operating fund balance of approximately \$451,841 at the end of the fiscal year. A discussion ensued after which:

A **motion** was made by Mr. Mejia, seconded by Mr. Mederos and unanimously passed adopting Resolution No. 2023-05, as presented, thereby setting the amended/revised budget for the 2022/2023 fiscal year.

### **2. Discussion Regarding Repaving of Streets**

Mr. Silva stated that District Field Ops Staff would reach out to the County regarding the timeline for repaving of the streets within the District. He reminded the Board that the District only maintains the streets within the townhome section of the District.

### **3. Consider Engineering Agreement – Alvarez Engineers**

Mr. George presented an Engineering Agreement. He explained that the District Engineer, Alvarez Engineers, had requested that the Board consider updating the hourly billing rates for engineering personnel. Ms. Silva advised that the District’s budget includes sufficient funds for the engineering budget line and that the increase in billing rates would not affect the District’s budget. As per Alvarez Engineers, the billing rates will be reviewed again after a period of five (5) years. A discussion ensued, after which:

A **motion** was made Ms. Burnett, seconded by Mr. Mejia and unanimously passed accepting the Engineering Agreement and updating the billing rates proposed by Alvarez Engineers.

### **4. Discussion Regarding Required Ethics Training**

Mr. George explained, effective January 1, 2024, elected officers, such as the District Board Supervisors, would be required to complete four (4) hours of ethics training annually. He further explained that this requirement was noted on Page 1 of Form 1 - Statement of Financial Interests, which is completed annually by Board Supervisors. Mr. George recommended that this training requirement be completed by July 1 annually, so that the supervisor or officer can verify compliance with the required training on his or her Form 1. Additionally, if supervisors or officers assume office on or before March 31<sup>st</sup>, they must complete the ethics training by December 31<sup>st</sup> of the year the term begins; however, if the term starts after March 31<sup>st</sup>, the supervisor or officer is not required to complete the required ethics training until December 31<sup>st</sup> of the following year.

### **5. Memo 2023 Legislative Update**

Mr. George presented the Board Members with a memorandum that summarized the legislative acts that had become law during the most recent legislative sessions.

#### **I. ADMINISTRATIVE & OPERATIONAL MATTERS**

There were no Administrative & Operational Matters at this time.

#### **J. BOARD MEMBER & STAFF CLOSING COMMENTS**

Mr. Silva stated that unless an emergency were to arise, the Board/District would not be required to meet again until March 2024.

#### **K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Mejia, seconded by Ms. Burnett and unanimously passed adjourning the Regular Board Meeting at 7:01 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson



**RESOLUTION NO. 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM ASSESSMENTS FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (“Board”) of the Bluewaters Community Development District (the “District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

**WHEREAS**, the Proposed Budget including the Assessments for Fiscal Year 2024/2025 has been prepared and considered by the Board.

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

**Section 1.** The Proposed Budget including the Assessments for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for June 10, 2024 at 6:15 p.m. in the Somerset Academy Silver Palms, Cafeteria Room located at 23255 SW 115<sup>th</sup> Avenue, Miami, Florida 33032, for the purpose of receiving public comments on the Proposed Fiscal Year 2024/2025 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 8<sup>th</sup> day of April, 2024.

**ATTEST:**

**BLUEWATERS  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

Bluewaters  
Community Development District

**Proposed Budget For  
Fiscal Year 2024/2025  
October 1, 2024 - September 30, 2025**

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- I PROPOSED BUDGET
- II DETAILED PROPOSED BUDGET
- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

**PROPOSED BUDGET**  
**BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	<b>FISCAL YEAR 2024/2025 BUDGET</b>
<b>REVENUES</b>	
ADMINISTRATIVE ASSESSMENTS	91,506
MAINTENANCE ASSESSMENTS	106,968
DEBT ASSESSMENTS	419,947
OTHER REVENUES	0
INTEREST INCOME	960
<b>TOTAL REVENUES</b>	<b>\$ 619,381</b>
<b>EXPENDITURES</b>	
<b>MAINTENANCE EXPENDITURES</b>	
AQUATIC MAINTENANCE	6,000
ANNUAL LANDSCAPE & IRRIGATION MAINT. SERVICES	58,000
LANDSCAPING UPKEEP	15,000
FPL - IRRIGATION	1,000
IRRIGATION SYSTEM UPKEEP	5,000
COMMUNITY JANITORIAL SERVICES	18,000
PARKING ENFORCEMENT & TOWING EXPENSES	7,500
FIELD OPERATIONS	2,520
ENGINEERING/INSPECTIONS/OTHER	2,000
STORM DRAIN CLEANING - TOWNHOMES	15,000
MAINTENANCE CONTINGENCY	11,000
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 141,020</b>
<b>ADMINISTRATIVE EXPENDITURES</b>	
SUPERVISOR FEES	2,000
PAYROLL TAXES (EMPLOYER)	153
MANAGEMENT	33,348
SECRETARIAL	4,200
LEGAL	11,500
LEGAL/OTHER	2,400
ASSESSMENT ROLL	6,000
AUDIT FEES	4,000
ARBITRAGE REBATE FEE	650
INSURANCE	9,000
LEGAL ADVERTISING	2,000
MISCELLANEOUS	2,700
POSTAGE	425
OFFICE SUPPLIES	575
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	4,500
CONTINUING DISCLOSURE FEE	350
WEBSITE MANAGEMENT	2,000
ADMINISTRATIVE CONTINGENCY	1,000
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 86,976</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 227,996</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 391,385</b>
BOND PAYMENTS	(394,750)
<b>BALANCE</b>	<b>\$ (3,365)</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(12,368)
DISCOUNTS FOR EARLY PAYMENTS	(24,737)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (40,470)</b>
CARRYOVER FROM PRIOR YEAR	40,470
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
<b>REVENUES</b>				
ADMINISTRATIVE ASSESSMENTS	74,231	88,916	91,506	Expenditures Less Interest/.94
MAINTENANCE ASSESSMENTS	125,022	109,574	106,968	Expenditures Less Carryover/.94
DEBT ASSESSMENTS	419,949	419,947	419,947	Bond Payments/.94
OTHER REVENUES	0	0	0	
INTEREST INCOME	19,567	480	960	Interest Projected At \$80 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 638,769</b>	<b>\$ 618,917</b>	<b>\$ 619,381</b>	
<b>EXPENDITURES</b>				
<b>MAINTENANCE EXPENDITURES</b>				
AQUATIC MAINTENANCE	5,212	6,000	6,000	No Change From 2023/2024 Budget
ANNUAL LANDSCAPE & IRRIGATION MAINT. SERVICES	55,760	58,000	58,000	No Change From 2023/2024 Budget
LANDSCAPING UPKEEP	25,828	15,000	15,000	No Change From 2023/2024 Budget
FPL - IRRIGATION	1,095	1,000	1,000	No Change From 2023/2024 Budget
IRRIGATION SYSTEM UPKEEP	0	5,000	5,000	No Change From 2023/2024 Budget
COMMUNITY JANITORIAL SERVICES	17,316	18,000	18,000	No Change From 2023/2024 Budget
PARKING ENFORCEMENT & TOWING EXPENSES	7,200	7,500	7,500	No Change From 2023/2024 Budget
FIELD OPERATIONS	2,520	2,520	2,520	No Change From 2023/2024 Budget
ENGINEERING/INSPECTIONS/OTHER	1,120	2,000	2,000	No Change From 2023/2024 Budget
STORM DRAIN CLEANING - TOWNHOMES	0	15,000	15,000	No Change From 2023/2024 Budget
MAINTENANCE CONTINGENCY	49,955	11,000	11,000	No Change From 2023/2024 Budget
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 166,006</b>	<b>\$ 141,020</b>	<b>\$ 141,020</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>				
SUPERVISOR FEES	1,385	2,000	2,000	No Change From 2023/2024 Budget
PAYROLL TAXES (EMPLOYER)	115	153	153	Supervisor Fees * 7.65%
MANAGEMENT	31,452	32,388	33,348	CPI Adjustment (Capped At 3%)
SECRETARIAL	4,200	4,200	4,200	No Change From 2023/2024 Budget
LEGAL	6,776	11,500	11,500	No Change From 2023/2024 Budget
LEGAL/OTHER	0	2,400	2,400	No Change From 2023/2024 Budget
ASSESSMENT ROLL	6,000	6,000	6,000	As Per Contract
AUDIT FEES	3,800	3,900	4,000	\$100 Increase From 2023/2024 Budget
ARBITRAGE REBATE FEE	650	650	650	No Change From 2023/2024 Budget
INSURANCE	7,778	8,300	9,000	Fiscal Year 2023/2024 Expenditure Was \$8,362
LEGAL ADVERTISING	280	675	2,000	Costs Will Increase Due To Closing Of The Miami Business Review
MISCELLANEOUS	1,909	2,820	2,700	\$120 Decrease From 2023/2024 Budget
POSTAGE	148	450	425	\$25 Decrease From 2023/2024 Budget
OFFICE SUPPLIES	222	600	575	\$25 Decrease From 2023/2024 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2023/2024 Budget
TRUSTEE FEES	4,500	4,500	4,500	No Change From 2023/2024 Budget
CONTINUING DISCLOSURE FEE	350	350	350	No Change From 2023/2024 Budget
WEBSITE MANAGEMENT	2,000	2,000	2,000	No Change From 2023/2024 Budget
ADMINISTRATIVE CONTINGENCY	0	1,000	1,000	No Change From 2023/2024 Budget
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 71,740</b>	<b>\$ 84,061</b>	<b>\$ 86,976</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 237,746</b>	<b>\$ 225,081</b>	<b>\$ 227,996</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 401,023</b>	<b>\$ 393,836</b>	<b>\$ 391,385</b>	
BOND PAYMENTS	(399,895)	(394,750)	(394,750)	2025 P & I Payments Less Interest
<b>BALANCE</b>	<b>\$ 1,128</b>	<b>\$ (914)</b>	<b>\$ (3,365)</b>	
COUNTY APPRAISER & TAX COLLECTOR FEE	(5,952)	(12,368)	(12,368)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(23,586)	(24,738)	(24,737)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (28,410)</b>	<b>\$ (38,020)</b>	<b>\$ (40,470)</b>	
CARRYOVER FROM PRIOR YEAR	0	38,020	40,470	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ (28,410)</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED PROPOSED DEBT SERVICE FUND BUDGET**  
**BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
<b>REVENUES</b>				
Interest Income	20,812	100	500	Projected Interest For 2024/2025
NAV Tax Collection	399,895	394,750	394,750	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 420,707</b>	<b>\$ 394,850</b>	<b>\$ 395,250</b>	
<b>EXPENDITURES</b>				
Principal Payments	225,000	235,000	235,000	Principal Payment Due In 2025
Interest Payments	112,455	100,045	92,055	Interest Payments Due In 2025
Mandatory Principal Redemption	45,000	59,805	68,195	Mandatory Principal Redemption
<b>Total Expenditures</b>	<b>\$ 382,455</b>	<b>\$ 394,850</b>	<b>\$ 395,250</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 38,252</b>	<b>\$ -</b>	<b>\$ -</b>	

**Note: On 11/1/24 Interest Rate may increase by as much as 5%.  
If Interest Rate increases by that amount - 24/25 Interest could be approximately \$230,000,  
which would be an increase of approximately \$138,000. There are enough funds in the Revenue  
Account to cover the increase without increasing assessments.**

**Series 2014 Bond Refunding Information**

Original Par Amount =	\$5,220,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.4% - 8.4%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	August 2014		
Maturity Date =	May 2035		
Par Amount As Of 1-1-2024 =	\$3,015,000		

## Bluewaters Community Development District Assessment Comparison

	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Assessment Before Discount*	Fiscal Year 2023/2024 Assessment Before Discount*	Fiscal Year 2024/2025 Projected Assessment Before Discount*
Administrative	\$ 166.87	\$ 154.41	\$ 186.80	\$ 192.25
Maintenance	\$ 250.36	\$ 262.65	\$ 230.20	\$ 224.73
<u>Debt</u>	<u>\$ 884.10</u>	<u>\$ 884.10</u>	<u>\$ 884.10</u>	<u>\$ 884.10</u>
<b>Total</b>	<b>\$ 1,301.33</b>	<b>\$ 1,301.16</b>	<b>\$ 1,301.10</b>	<b>\$ 1,301.08</b>

\* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Total Units	476
<u>Prepayments</u>	<u>1</u>
Billed for Debt	475

**RESOLUTION 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING AN ELECTRONIC SIGNATURE POLICY, PROVIDING DISTRICT MANAGER WITH AUTHORITY AND RESPONSIBILITY FOR APPROVAL OF ELECTRONIC SIGNATURES AND IMPLEMENTATION OF CONTROL PROCESSES AND PROCEDURES TO ENSURE COMPLIANCE, INTEGRITY, AND SECURITY, IN ACCORDANCE WITH CHAPTER 688, FLORIDA STATUTES; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, the Bluewaters Community Development District (the “District”), is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the “Act”), created by Ordinance No. 04-73 of the Board of County Commissioners of Miami Dade County, Florida, Florida enacted on April 23, 2004; and

**WHEREAS**, the Board of Supervisors of the District regularly directs the District Manager of the District to execute and accept certain documents on behalf of the District and it is customary for certain documents to be transmitted via electronic means endorsed with electronic signatures; and

**WHEREAS**, consistent with Chapter 688, Florida Statutes, the District is responsible for adopting and implementing control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of business transactions conducted using electronic commerce; and

**WHEREAS**, the District Board of Supervisors finds that it is in the best interest of the District to enact a policy pertaining to the use and receipt of electronic signatures.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BLUEWATERS COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:**

**Section 1.** The foregoing recitals are hereby incorporated as findings of fact of the District Board of Supervisors.

**Section 2.** The Board of Supervisors of the Bluewaters Community Development District hereby establishes and adopts the “Electronic Signature Policy,” as follows:



## **ELECTRONIC SIGNATURE POLICY**

**PURPOSE:** The purpose of this policy is to establish and identify the criteria and requirements for the use and validation of electronic signatures on documents on behalf of and for District business in accordance with Chapter 688, Florida Statutes, “Electronic Signature Act”.

### **DEFINITIONS:**

*Electronic* means technology having electrical, digital, magnetic, wireless, optical, electromagnetic or similar capabilities.

*Electronic record* means a record created, generated, sent, communicated, received, or stored by electronic means.

*Electronic signature* means any letters, characters, or symbols, manifested by electronic or similar means, or logically associated with a record and that is executed or adopted with the intent to sign the record.

*Electronic transaction* means a transaction that is conducted or performed, in whole or in part, by electronic means or electronic records.

*Record* means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and that is retrievable in perceivable form.

**POLICY:** This policy applies to any Electronic transaction that is a replacement for or complement to handwritten signatures on any record of or for the District, including, but not limited to, contracts, agreements, official minutes, bids, proposals and resolutions. Any Electronic record or Electronic signature may not be denied legal effect or enforceability solely because the record or signature is in electronic form. This policy does not limit the District’s right or option to require original signatures or Records in a non-electronic format as the District deems necessary or as required by applicable policies, laws or regulations.

**PROCEDURE:** When a document containing an Electronic signature is signed, transmitted and received the following requirements must be met:

1. The Electronic signature must establish sender/user authenticity. The electronic signing of a document by an individual must be accompanied by documentation that shows that the signer is the individual signing the document and the individual that has the authority to bind the entity entering into an agreement or contract with the District.

2. If a document has been modified or changed, the prior Electronic signature is invalid and said document requires another Electronic signature or shall be signed by hand. This is to prevent any issue that a document has been changed after it is signed.

3. The District Manager, or his or her designee, has the authority and responsibility for approval of any Electronic signature method utilized and shall be responsible for the implementation of control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of District business transactions conducted using electronic methods.

4. The Electronic signature shall include the entire name of the individual and shall be located on or near the signature block on the document being electronically signed.

5. The date of the Electronic signature must be captured, stored, and available for retrieval for the required retention period of the document executed.

6. The Electronic record must be transmitted to all parties in a format acceptable to the District Manager, or his or her designee.

**Section 3.** The District Manager is hereby directed to take all actions necessary and consistent with the intent of this Resolution.

**Section 4.** All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

**Section 5.** If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

**Section 6.** The Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** at a meeting of the District Board of Supervisors, this 8<sup>h</sup> day of April, 2024.

**BLUEWATERS COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary / Assistant Secretary

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Chair / Vice Chair



## **Ethics Training**

Beginning in 2024, District Supervisors are required to complete four (4) hours of ethics training annually. Below are links to two training sessions that will, upon completion, satisfy the training requirement. *Beginning with the 2024 Form 1, District Supervisors will be required to confirm that they have completed the training each year.*

- **State Ethics Laws for Constitutional Officers & Elected Municipal Officers**
  - <https://www.youtube.com/watch?v=U8JktIMKzyl>
- **Public Meetings and Public Records Law**
  - <https://www.myfloridalegal.com/sites/default/files/Full%2520audio%25202018%5B2%5D.mp3>

Both links can be found on SDS' website, at [www.sdsinc.org/links](http://www.sdsinc.org/links).

The Florida Association of Special Districts (FASD) also offers a training option through Florida State University's Florida Institute of Government. If your special district is a member of FASD, the cost for this special district-specific ethics training is \$49.00 for each district official.

If your special district is NOT a member of FASD, the cost for this special district-specific ethics training is \$79.00 for each district official.

Information on the FASD course can be found at <https://www.fasd.com/ethics-for-special-districts>.