LSC CDD Resolution 2018-06

[Lake St. Charles District Proposed Budget FY 19]

Adopted by the Lake St. Charles Board of Supervisors per M06-05-2018-XX 6/5/2018

RESOLUTION 2018-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR THE DISTRICT FOR FISCAL YEAR 2018/2019 AND SCHEDULING A HEARING DATE FOR PUBLIC CONSIDERATION OF THE SAME; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Lake St. Charles Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County Florida; and

WHEREAS, pursuant to Section 190.008(2)(a), Florida Statutes, the district manager shall prepare a proposed budget for the ensuing fiscal year to be submitted to the Board of Supervisors for board approval; and

WHEREAS, the proposed budget includes at the direction of the Board of Supervisors an estimate of all necessary expenditures of the district for the ensuing fiscal year and an estimated of income to the district from taxes, assessments, and other revenues; and

WHEREAS, the District Manager has prepared and submitted to the District's Treasurer's Committee and to the Board of Supervisors a proposed operating budget for Fiscal Year 2018/2019; and

WHEREAS, the Board has considered the proposed budget and now desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT IN A MEETING ASSEMBLED THIS FIFTH DAY OF JUNE, 2018 THAT:

- <u>Section 1</u>. The proposed budget for the District for the 2018/2019 fiscal year attached as Exhibit "A" is hereby approved as the basis for conducting a public hearing to adopt the same.
- Section 2. A Public Hearing on the proposed budget as approved by the District's Board of Supervisors is hereby declared and set for a Special Meeting on September 4, 2018 at _7:00 pm, at 6801 Colonial Lake Drive Riverview, FL 33578.
- <u>Section 3</u>. In accordance with Section 189.016, Florida Statutes, the District Manager is directed to post the tentatively approved budget on the District's website at least two (2) days before the budget hearing date provided for in Section 2.
 - Section 4. Notice of the public hearing provided for in Section 2 shall be published in

accordance with Section 190.008(2)(a), Florida Statutes, and other applicable law.

<u>Section 5</u>. The District's District Manager is directed to submit the proposed budget to Hillsborough County not less than sixty (60) days prior to its adoption.

<u>Section 6</u>. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 5th DAY OF JUNE, 2018.

	LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT
ATTEST:	ROBERT FANNIN, CHAIR
ROBERT MARTIN, TREASURER	

Exhibit A

5,00	,							· 25 · · opos			
		Bas	ed on Ac	tuals							
		Bas	ed on Co	ntrac	t \$'s						
		Bas	ed on Pro	ojectio	ons f	or FY' 17					
		Bas	ed on FY	′ '16 E	Budge	et					
		Deb	t Service								
							Actuals Oct '17 - Apr '18	FY 18 Annual Budget	FY 19 Proposed Budget	FY 19 to FY 18 Increase (Decrease)	Comments
		Re	venue/			е					
			Re	ven	ue						
				361	00 - 1	Interest Earnings					
					Inte	rest - General Fund	1,059	1,450	1,450	0	
	<u> </u>			Tota	al 36	100 - Interest Earnings	1,059	1,450	1,450	0	
				363	10 -	Special Assessment					
					Deb	t Service Assessment					
						Debt Service Assessment Gross	0	0	0	0	
						DS Prop Tax Interest	0	0	0	0	
						DS Tax Collector Commissions	0	0	0	0	
						DS Tax Payment Discount	0	0	0	0	
					Tota	al Debt Service Assessment	0	0	0	0	
					Ger	neral Fund Assessment-O&M					
						General Fund Assessment Gross	913,572	935,803	958,147	22,344	Increase due to correct assessment being collected per Burton's plan.
						GF Prop Tax Interest	138	0	0	0	
						GF Tax Collector Commissions	(17,566)	(18,716)	(19,163)	(447)	
						GF Tax Payment Discount	(35,300)	(37,432)	(38,326)	(894)	
					Tota	al General Fund Assessment-O&M	860,844	879,655	900,658	21,003	
				Total 36310 - Special Assessment			860,844	879,655	900,658	21,003	
				363	11 -	Excess Fees	5,701	0	0	0	

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				Actuals Oct	FY 18 Annual Budget	FY 19 Proposed Budget	FY 19 to FY 18 Increase (Decrease)	Comments
28		36900	- Miscellanous Revenues					
29		0	ther Misc Revenue	5,351	5,357	1,200	(4,157)	
30		R	ental	1,449	1,900	1,900	0	
31		Total :	36900 - Miscellanous Revenues	6,800	7,257	3,100	(4,157)	
32	Tota	al Re	venue	874,404	888,362	905,208	16,846	
33	Budç	geted	Carryforward		457,418	457,418	0	Carryforward balance from FY 16 Audit
34	Total	Reve	enue		1,345,780	1,362,626	16,846	
35								
37	Ехр	ense	•					
38		5110 -	Legislative					
39		E	mployer Taxes	655	1,460	1,460	0	
40		s	pecial District Fees	175	175	175	0	
41	$\perp \perp \perp$	s	upervisor Fees	7,000	12,000	12,000	0	
42		s	upervisor Payroll Service	527	900	900	0	
43		Total	5110 - Legislative	8,358	14,535	14,535	0	
44		51300	- Financial & Admin					
45		Α	ccounting Services	0	500	500	0	
46		Α	uditing Services	15,000	15,000	12,500	(2,500)	Decrease per contract
47		В	anking & Investment Mgmt Fees	0	200	200	0	
48		D	istrict F&A Employees					
49			District Manager	27,104	50,336	51,334	998	2% pay increase effective Oct' 18
50			Medical Stipend	1,200	2,400	2,400	0	
51			Payroll Service Charge	289	465	465	0	
52			Payroll Taxes - Employer Taxes	2,252	4,400	4,400	0	
53			Performance Stipend	0	1,000	1,000	0	
54		Т	otal District F&A Employees	30,845	58,601	59,599	998	Increase due to pay increase

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						Actuals Oct	FY 18 Annual Budget	FY 19 Proposed Budget	FY 19 to FY 18 Increase (Decrease)	Comments
55				Dı	ues, Licenses & Fees	316	500	500	0	
56				Ge	eneral Insurance					
57					Crime	510	600	600	0	
58					General Liability	3,517	3,868	3,868	0	
59					Public Officials Liability & EP	2,890	3,179	3,179	0	
60				To	otal General Insurance	6,917	7,647	7,647	0	
61			\neg	Le	egal Advertising	1,542	2,600	2,600	0	
62				Lo	ocal/Other Taxes	3,196	2,800	2,800	0	
63				Of	ffice Supplies	180	1,000	1,000	0	
64				Po	ostage	80	250	250	0	
65				Pr	inter Supplies	634	2,000	2,000	0	
66				Pr	ofessional Development	0	1,000	1,000	0	
67				Te	echnology Services/Upgrades	2,412	2,000	2,000	0	
68				Te	elephone	1,841	3,100	3,100	0	
69				Tr	avel Per Diem	72	200	200	0	
70				w	ebsite Development & Monitor	0	2,650	2,650	0	
71			т	otal 5	:1300 - Financial & Admin	63,034	100,048	98,546	(1,502)	Decrease due to decrease in auditing contract.
72			5	1400	- Legal Counsel					
73			\perp	Di	strict Counsel	58	8,000	8,000	0	
74			Т	otal 5	1400 - Legal Counsel	58	8,000	8,000	0	
75		\perp	5	2100	- Law Enforcement					
76	_	_	4	Ca	ar Maintenance & Repairs	551	1,000	1,000	0	
77			\perp	Ca	ar Gas	331	1,500	1,500	0	
78			\perp	Hy	/undai Loan Payments					
79					Hyundai Interest Payment	26	53	0	` ,	Decrease due to car loan payoff
80				\perp	Hyundai Principal Payment	1,014	995	0	(995)	Decrease due to car loan payoff
81				To	otal Hyundai Loan Payments	1,040	1,048	0	(1,048)	Decrease due to car loan payoff

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							Actuals Oct '17 - Apr '18	FY 18 Annual Budget	FY 19 Proposed Budget	FY 19 to FY 18 Increase (Decrease)	Comments
82					Oth	er Protection Services	0	15	0	(15)	
83			-	Tota	l 52	100 - Law Enforcement	1,921	3,548	2,500	(1,048)	Decrease due to car loan payoff
84				5310	0 - I	Electric Utility Svs	20,476	38,800	38,800	0	
85				5320	0 - 0	Gas Utility Services	2,279	4,000	4,000	0	
86				5340	0 - 0	Garbage/Solid Waste Svc	1,230	1,700	1,700	0	
87				5360	0 - 1	Nater/Sewer Services	4,650	8,000	8,000	0	
88				5390	0 - I	Physical Environment					
89					Ent	ry & Walls Maintenance	123	2,000	2,000	0	
90					For	d F250 Loan Payment					
91						Interest Payment	16	172	0	(172)	Decrease due to truck loan payoff
92						Principal Payment	2,016	2,140	0	(2,140)	Decrease due to truck loan payoff
93					Tota	al Ford F250 Loan Payment	2,032	2,312	0	(2,312)	Decrease due to truck loan payoff
94					For	d F250 Maintenance & Repair	754	1,000	1,000	0	
95					Fou	ntain in Lake	3,979	3,418	3,000	(418)	
96					Gas	- Equipment	154	400	400	0	
97					Gas	- Truck	716	1,800	1,800	0	
98					Irriç	ation Maintenance	5,810	6,700	8,000	1,300	Increase due to aging equipment.
99					Lan	dscape Maintenance Contract	50,750	87,000	87,000	0	
100					Mis	c. Landscape -Temporary Staff	0	3,000	3,000	0	
101					Mis	c. Landscape - Maintenance	4,183	9,500	9,500	0	
102					Mul	ch	282	4,000	4,000	0	
103					Nev	/ Plantings	1,438	6,000	6,000	0	
104					Pon	d Maint Contract	7,343	12,780	12,780	0	
105					Pro	perty Insurance Contract	10,747	12,000	12,000	0	
106					Sod	Replacement	85	4,000	4,000	0	
107					Wat	er Drainage Maint Contract	675	900	900	0	
108				Гotа	I 53	900 - Physical Environment	89,070	156,810	155,380	(1,430)	Decrease due to truck loan payoff
109				5720	0 - I	Parks & Recreation					

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						Actuals Oct '17 - Apr '18	FY 18 Annual Budget	FY 19 Proposed Budget	FY 19 to FY 18 Increase (Decrease)	Comments
110				Aut	o Liability	665	755	755	0	
111				Clul	b Facility Maintenance					
112					Club Facility Maintenance	1,696	5,000	5,000	0	
113					Clubhouse Supplies	2,380	2,300	2,300	0	
114					Locks/Keys	245	100	100	0	
115				Tota	al Club Facility Maintenance	4,321	7,400	7,400	0	
116				Dist	rict Employees Payroll Exp					
117					Employer Workman Comp	5,908	7,629	8,600	971	Increase due to insurance estimates
118					Facilities Monitor	17,945	33,403	34,570	1,167	2% pay increase effective Oct '18
119					Medical Stipends	3,250	6,000	6,000	0	
120					Payroll Service Charge	1,431	2,000	2,000	0	
121	\perp				Payroll Taxes - Employer Taxes	6,600	13,500	13,500	0	
122		<u> </u>			Performance Stipend	0	2,600	2,600	0	
123	\bot	_	_		Full-time Hybrid Employee	13,167	24,960	25,459	499	2% pay increase effective Oct '18
124	\perp	_	_		Property Maintenance Part-Time	736	1,381	1,425	44	2% pay increase effective Oct '18
125	\bot	_	_		Property Maintenance Team Lead	15,567	27,675	28,221	546	2% pay increase effective Oct '18
126	+	+	+-		Property Manager	32,614	60,570	61,776	1,206	2% pay increase effective Oct '18
127	+	+			Recreational Assistants	0	5,900	5,900	0	
128				_	al District Employees Payroll Exp	97,219	185,618	190,051	4,433	increase due to 2% pay increases and increase in WC estimates
129	+	\bot	+	 	k Maintenance	98	400	400	0	
130	4	\perp	_	Nati	ure Path/Trail Maintenance/Drainage	154	1,800	1,800	0	
131	4	\bot	\bot	Parl	k Facility Maintenance	3,115	5,000	5,000	0	
132	4	\perp	_	-	ks & Rec Cell Phones	790	1,700	1,700	0	
133	\perp		\perp	Play	ground Maintenance	0	2,000	2,000	0	
134				Poo	l Maintenance Contract	9,600	19,600	19,600	0	

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					Actuals Oct '17 - Apr '18	FY 18 Annual Budget	FY 19 Proposed Budget	FY 19 to FY 18 Increase (Decrease)	Comments		
135				Pool Maintenance Repairs	6,964	12,000	12,000	0			
136				Sec System Monitoring Contract	240	240	240	0			
137				Security Repairs	2,738	2,921	4,000	1,079	Increase due to security camera purchase and installation		
138			Tota	ll 57200 - Parks & Recreation	125,902	239,434	244,946	5,512			
139			5800	03-Future CIP Projects & Reserves	233,421	313,472	328,801	15,329	FY2019 CIP Project		
140		Tota	al Exp	pense	550,397	888,362	905,208	16,847			
141		Bud	lgete	d Carryforward		457,418	457,418	0	Carryforward balance from FY 17 Audit		
142		Tota	al Re	venue		1,345,780	1,362,626	16,847			
143		Rev	enue	Less Expenses		0	(0)				

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