LSC CDD Resolution 2019-04

[Lake St. Charles District Proposed Budget FY 20]

Adopted by the Lake St. Charles Board of Supervisors per M06-04-2019-XX 6/4/2019

RESOLUTION 2019-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR THE DISTRICT FOR FISCAL YEAR 2019/2020 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 2019/2020; 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 FOURTH DAY OF JUNE, 2019 THAT:

- <u>Section 1</u>. The proposed budget for the District for the 2019/2020 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 10, 2019 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 4th DAY OF JUNE, 2019.

	LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT
ATTEST:	ROBERT MARTIN, CHAIR
DAVID NELSON, TREASURER	_

Exhibit A

22/20								1 ZU PTOPOSE	a baaget		
							Actuals Oct '18 - Apr '19	FY 19 Annual Budget	FY 20 Proposed Budget	FY 20 to FY 19 Increase (Decrease)	Comments
	R	Reven	ue/E	Ехре	ense)					
	T		_	veni							
				3610)0 - I	nterest Earnings					
						rest - General Fund	1,041	1,450	1,450	0	
				Tota	ıl 36'	100 - Interest Earnings	1,041	1,450	1,450	0	
						eral Fund Assessment-O&M					
	T					General Fund Assessment Gross	936,542	958,146	958,146	0	
						GF Prop Tax Interest	213	0	0	0	
						GF Tax Collector Commissions	(18,006)	(19,163)	(19,163)	0	
						GF Tax Payment Discount	(36,249)	(38,326)	(38,326)	0	
					Tota	al General Fund Assessment-O&M	882,500	900,657	900,657	0	
				Tota	ıl 363	310 - Special Assessment	882,500	900,657	900,657	0	
				363 ²	11 - E	Excess Fees	5,881	0	0	0	
				3690	00 - 1	Miscellanous Revenues					
	┖				Oth	er Misc Revenue	1,006	1,200	1,200	0	
					Ren	tal	555	1,900	1,900	0	
\bot	\perp	\perp				I Snack Vending	2	475	475	0	
	-			Tota	ıl 369	900 - Miscellanous Revenues	1,564	3,575	3,575	0	
			Tot	Total Revenue		890,986	905,682	905,682	0		
	L		Bud	dgeted Carryforward				438,725	438,725	0	Carryforward balance from FY 18 Audit
			Tota	al Revenue			1,344,407	1,344,407	0		
			Exp	oens	se						
	T					egislative					

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•	2,201										
	4										
							Actuals Oct '18 - Apr '19	FY 19 Annual Budget	FY 20 Proposed Budget	FY 20 to FY 19 Increase (Decrease)	Comments
40					Em	ployer Taxes	585	1,460	1,460	0	
41					Spe	cial District Fees	175	175	175	0	
42					Sup	pervisor Fees	7,000	12,000	12,000	0	
43					Sup	pervisor Payroll Service	431	900	900	0	
44				Tota	al 51	10 - Legislative	8,190	14,535	14,535	0	
45				513	00 - I	Financial & Admin					
46					Acc	ounting Services	0	500	500	0	
47					Aud	liting Services	12,500	12,500	13,000	500	Increase per contract
48	\perp				Ban	iking & Investment Mgmt Fees	0	200	200	0	
49	\perp				Dist	trict F&A Employees					
50	\perp					District Manager	29,616	51,334	52,354	1,019	2% pay increase effective Oct' 19
51	\perp					Medical Stipend	1,400	2,400	2,400	0	
52	\perp					Payroll Service Charge	253	465	465	0	
53	\perp					Payroll Taxes - Employer Taxes	2,422	4,400	4,400	0	
54	\perp					Performance Stipend	0	1,000	1,000	0	
55					Tota	al District F&A Employees	33,690	59,599	60,619	1,019	Increase due to pay increase
56					Due	es, Licenses & Fees	52	500	500	0	
57					Gen	neral Insurance					
58	\perp					Crime	510	600	600	0	
59	\perp					General Liability	3,517	3,868	3,868	0	
60	\perp					Public Officials Liability & EP	2,890	3,179	3,179	0	
61	\perp				Tota	al General Insurance	6,917	7,647	7,647	0	
62					Leg	al Advertising	1,495	2,600	2,600	0	
63					Local/Other Taxes		3,196	3,396	3,396	0	
64					Offi	ce Supplies	448	1,000	1,000	0	
65					Pos	tage	146	250	250	0	
66					Prin	nter Supplies	509	2,000	2,000	0	
67					Pro	fessional Development	305	1,000	1,000	0	
68					Tec	hnology Services/Upgrades	661	2,000	2,000	0	

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						Actuals Oct '18 - Apr '19	FY 19 Annual Budget	FY 20 Proposed Budget	FY 20 to FY 19 Increase (Decrease)	Comments
69					Telephone	1,660	3,100	3,100	0	
70					Travel Per Diem	93	200	200	0	
71					Website Development & Monitor	0	2,650	2,650	0	
72					al 51300 - Financial & Admin	61,672	99,142	100,662	1,519	Increase due to increase in auditing contract and pay increase for DM
73				5140	00 - Legal Counsel	110	2 222	0.000		
74					District Counsel	119	8,000	8,000	0	
75 76					al 51400 - Legal Counsel	119	8,000	8,000	0	
77				5210	00 - Law Enforcement	0.7	4 000	4 000		
78					Car Maintenance & Repairs Car Gas	37 369	1,000 1,500	1,000 1,500	0	
79				Tota	al 52100 - Law Enforcement	406	2,500	2,500	0	
80				531	00 - Electric Utility Svs	20,406	38,800	39,500	700	
81				5320	00 - Gas Utility Services	2,073	4,000	4,000	0	
82				5340	00 - Garbage/Solid Waste Svc	883	2,880	2,880	0	
83				536	00 - Water/Sewer Services	2,081	8,000	8,000	0	
84				539	00 - Physical Environment					
85					Entry & Walls Maintenance	29	2,000	2,000	0	
86					Ford F250 Maintenance & Repair	3,123	1,000	2,000	1,000	Increase due to aging parts
87					Fountain in Lake	600	3,000	3,000	0	
88					Gas - Equipment	101	400	400	0	
89					Gas - Truck	913	1,800	1,800	0	
90					Irrigation Maintenance	6,736	8,000	10,000	2,000	Increase due to repairs to irrigation lines
91					Landscape Maintenance Contract	39,750	87,000	87,000	0	
92					Misc. Landscape -Temporary Staff	0	3,000	3,000	0	
93					Misc. Landscape - Maintenance	3,642	9,500	9,500	0	

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							Actuals Oct	FY 19 Annual Budget	FY 20 Proposed Budget	FY 20 to FY 19 Increase (Decrease)	Comments
94					Mu	lch	478	4,000	10,500	6,500	Increase due to need for additional mulc on property
95					Nev	w Plantings	6,590	6,000	8,000	2,000	Increase due to need for additional plan on property
96					Por	nd & Stormawater Maint Contract	7,343	12,780	18,900	6,120	Increase due to lake 27 maintenance
97					Por	nd #9 Aeration Maintenance		0	500	500	Increase due to new aeration system in pond #9.
98	\perp				Pro	perty Insurance Contract	11,040	12,000	12,000	0	
99	╧				Soc	d Replacement	730	4,000	4,000	0	
100	\perp				Mit	igation Maint Contract	675	900	900	0	
101	1				Mid	lge Treatment Contract		0	68,376	68,376	Increase due to recurring midge treatments by contract
102				_		900 - Physical Environment	81,750	155,380	241,876	86,496	
103	4	_		572	· · ·	Parks & Recreation					
104	4	_			Aut	to Liability	697	755	755	0	
105	+	_	_		Clu	b Facility Maintenance					
106	4	_				Club Facility Maintenance	1,082	5,000	5,000	0	
107	+					Clubhouse Supplies	682	2,300	2,300	0	
108	4	_	_			Locks/Keys	122	100	100	0	
109	4	\perp	_			Pool Snack Vending Items	0	300	300	0	
110	4	_	_		1	al Club Facility Maintenance	1,885	7,700	7,700	0	
111	4	_			Dis	trict Employees Payroll Exp					
112	+	+	+			Employer Workman Comp	5,085	9,000	9,000	0	
113						Facilities Monitor	19,944	34,570	35,256	686	2% pay increase effective Oct '19
114						Medical Stipends	3,500	6,000	6,000	0	
115	\perp					Payroll Service Charge	1,272	2,500	2,500	0	
116						Payroll Taxes - Employer Taxes	7,054	13,500	13,500	0	
117						Performance Stipend	0	2,600	2,600	0	

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							Actuals Oct '18 - Apr '19	FY 19 Annual Budget	FY 20 Proposed Budget	FY 20 to FY 19 Increase (Decrease)	Comments
118						Full-time Hybrid Employee	13,630	25,459	27,560	2,101	2% pay increase effective Oct '19
119						Property Maintenance Part-Time	569	1,425	1,450	25	2% pay increase effective Oct '19
120						Property Maintenance Team Lead	16,506	28,221	30,052	1,831	2% pay increase effective Oct '19
121						Property Manager	35,447	61,776	63,003	1,227	2% pay increase effective Oct '19
122						Recreational Assistants	0	5,900	7,000	1,100	Increase due to wages and need for additional coverage
123					Tota	al District Employees Payroll Exp	103,006	190,951	197,921	6,970	increase due to 2% pay increases
124	┸				Doc	k Maintenance	266	400	400	0	
125					Nati	ure Path/Trail Maintenance/Drainage	0	1,800	1,800	0	
126					Parl	k Facility Maintenance	2,911	5,000	5,000	0	
127					Parl	ks & Rec Cell Phones	793	1,700	1,700	0	
128					Play	ground Maintenance	0	2,000	2,000	0	
129					Poo	l Maintenance Contract	10,300	19,600	19,600	0	
130	┸				Poo	l Maintenance Repairs	4,130	12,000	12,000	0	
131					Sec	System Monitoring Contract	120	240	240	0	
132					Sec	urity Repairs	4,992	5,000	5,000	0	
133				Tot	al 57	200 - Parks & Recreation	129,101	247,146	254,116	6,970	
134				58003-Future CIP Projects & Reserves				325,299	229,614	(95,685)	FY20 CIP Project
135			Tot	Total Expense			561,148	905,682	905,683	0	
136			Bu	Budgeted Carryforward				438,725	438,725	0	Carryforward balance from FY 18 Audit
137			Tot	tal Re	venu	ue		1,344,407	1,344,408	0	
138			Re	venu	e Les	ss Expenses		(0)	(0)		

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