LSC CDD Resolution 2020-04

[Lake St. Charles District Proposed Budget FY 20-21]

Adopted by the Lake St. Charles Board of Supervisors per M06-02-2020-XX 6/2/2020

RESOLUTION 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR THE DISTRICT FOR FISCAL YEAR 2020/2021 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 2020/2021; 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 SECOND DAY OF JUNE, 2020 THAT:

<u>Section 1</u>. The proposed budget for the District for the 2020/2021 fiscal year attached as Exhibit "A" is hereby approved as the basis for conducting a public hearing to adopt the same.

<u>Section 2</u>. 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 <u>September 1, 2020</u> at <u>7:00 pm</u>, at <u>6801 Colonial Lake Drive Riverview</u>, <u>FL 33578.</u>

<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 2nd DAY OF JUNE, 2020.

LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT

VIRGINIA GIANAKOS, CHAIR

ATTEST:

SABRINA PEACOCK, SECRETARY/ TREASURER

Exhibit A

Total Revenue

Expense

5110 - Legislative

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			c		,		Actuals Oct '19 - Apr '20	FY 20 Annual Budget	FY 21 Proposed Budget	FY 20 to FY 21 Increase (Decrease)	Comments
•	F	Reve	enue		-						
			R	- 1	enue						
· ·	+			36	-	- Interest Earnings terest - General Fund	995	1,450	1,450	0	
· ,	+					36100 - Interest Earnings	995	1,450	1,450	0	
3 0	╈			+		eneral Fund Assessment-O&M		1,100	1,-100	v	
3 1	+		+	╉		General Fund Assessment Gross	940,322	958,146	958,146	0	
3 3	╈		+	╉	+	GF Prop Tax Interest	196	0	0	0	
3 1			+	╈	╈	GF Tax Collector Commissions	(18,080)	(19,163)	(19,163)	0	
					\top	GF Tax Payment Discount	(36,337)	(38,326)	(38,326)	0	
					т	otal General Fund Assessment-O&M	886,101	900,657	900,657	0	
a 4				т	otal 3	36310 - Special Assessment	886,101	900,657	900,657	0	
7 3				36	6311	- Excess Fees	7,460	0	0	0	
3 8				36	6900	- Miscellanous Revenues					
2 *					0	ther Misc Revenue	948	1,200	1,200	0	
					_	ental	1,058	1,900	1,900	0	
				_		ool Snack Vending	0	475	475	0	
					otal	36900 - Miscellanous Revenues	2,006	3,575	3,575	0	
1 A.			Т	otal	Re	venue	896,562	905,682	905,682	0	
			В	udge	eted	Carryforward		305,051	305,051	0	Carryforward balance from FY 18 Audit

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Lake St. Charles Community Development District FY 20-21 Proposed Budget

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L							Actuals Oct '19 - Apr '20	FY 20 Annual Budget	FY 21 Proposed Budget	FY 20 to FY 21 Increase (Decrease)	Comments
40					Emp	bloyer Taxes	585	1,460	1,460	0	
41					Spe	cial District Fees	175	175	175	0	
42					Sup	ervisor Fees	7,000	12,000	12,000	0	
43					Sup	ervisor Payroll Service	416	900	900	0	
44				Tota	al 511	10 - Legislative	8,176	14,535	14,535	0	
45				5130	00 - F	Financial & Admin					
46					Acc	ounting Services	0	500	500	0	
47					Aud	liting Services	12,000	13,000	13,500	500	Increase per contract
48					Ban	king & Investment Mgmt Fees	0	200	200	0	
49					Dist	rict F&A Employees					
50						District Manager	30,204	52,354	53,394	1,040	2% pay increase effective Oct' 20
51						Medical Stipend	1,200	2,400	2,400	0	
52						Payroll Service Charge	271	465	465	0	
53						Payroll Taxes - Employer Taxes	2,451	4,400	4,400	0	
54						Performance Stipend	0	1,000	1,000	0	
55					Tota	al District F&A Employees	34,126	60,619	61,659	1,040	Increase due to pay increase
56					Due	s, Licenses & Fees	194	500	500	0	
57					Gen	eral Insurance					
58						Crime	510	600	600	0	
59						General Liability	3,605	3,868	3,868	0	
60						Public Officials Liability & EP	2,962	3,179	3,179	0	
61					Tota	al General Insurance	7,077	7,647	7,647	0	
62					Leg	al Advertising	977	2,600	2,600	0	
63					Loca	al/Other Taxes	3,197	3,396	3,396	0	
64					Offic	ce Supplies	379	1,000	1,000	0	
65					Pos	tage	94	250	250	0	
66					Prin	ter Supplies	2,614	2,000	2,000	0	
67					Prof	fessional Development	79	1,000	1,000	0	
68					Tecl	hnology Services/Upgrades	165	2,000	2,000	0	

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Lake St. Charles Community Development District

FY 20-21 Proposed Budget

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ı						Actuals Oct '19 - Apr '20	FY 20 Annual Budget	FY 21 Proposed Budget	FY 20 to FY 21 Increase (Decrease)	Comments
69				Tele	phone	1,680	3,100	3,100	0	
70				Trav	vel Per Diem	0	200	200	0	
71				Web	osite Development & Monitor	1,900	2,650	2,650	0	
72			Т	otal 51:	300 - Financial & Admin	64,483	100,662	102,202	1,540	Increase due to increase in auditing contract and pay increase for DM
73			51	1400 - L	egal Counsel					
74				Dist	rict Counsel	133	8,000	8,000	0	
75			Т	otal 514	400 - Legal Counsel	133	8,000	8,000	0	
76			52	2100 - L	aw Enforcement					
77				Car	Maintenance & Repairs	311	1,000	1,000	0	
78				Car	Gas	231	1,500	1,500	0	
79			т	otal 52 [.]	100 - Law Enforcement	542	2,500	2,500	0	
80			53	3100 - E	Electric Utility Svs	19,596	39,500	39,500	0	
81			53	3200 - 0	Gas Utility Services	2,778	4,000	4,000	0	
82			53	3400 - 0	Garbage/Solid Waste Svc	1,222	2,880	2,880	0	
83			53	3600 - \	Nater/Sewer Services	2,637	8,000	9,800	1,800	Increase due to new restrooms in park area
84			53	3900 - F	Physical Environment					
85				Entr	y & Walls Maintenance	2,629	2,000	2,000	0	
86				Fore	F250 Maintenance & Repair	480	2,000	2,000	0	
87				Fou	ntain in Lake	0	3,000	3,000	0	
88				Gas	- Equipment	33	400	400	0	
89				Gas	- Truck	509	1,800	1,800	0	
90		 		_	ation Maintenance	8,384	10,000	10,000	0	
91	\square	 		-	dscape Maintenance Contract	50,750	87,000	89,610	2,610	3% increase per contract
92	\square	 		Mis	c. Landscape -Temporary Staff	0	3,000	3,000	0	
93				Mis	c. Landscape - Maintenance	7,366	9,500	10,500	1,000	Increase due to sidewalk cleaning and sealing

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Lake St. Charles Community Development District FY 20-21 Proposed Budget

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ž							Actuals Oct '19 - Apr '20	FY 20 Annual Budget	FY 21 Proposed Budget	FY 20 to FY 21 Increase (Decrease)	Comments
94					Mulo	ch	10,500	10,500	10,500	0	
95					New	Plantings	952	8,000	8,000	0	
96					Pon	d & Stormawater Maint Contract	11,025	18,900	18,900	0	
97					Pon	d #9 Aeration Maintenance	243	500	500	0	
98					Prop	perty Insurance Contract	12,430	12,000	12,000	0	
99			Ľ	;	Sod	Replacement	95	4,000	4,000	0	
100					Mitig	gation Maint Contract	675	900	900	0	
101					Midq	ge Treatment Contract	48,840	68,376	68,376	0	
102				Total	539	900 - Physical Environment	154,911	241,876	245,486	3,610	
103			<u></u>	5720	0 - F	Parks & Recreation					
104				<u> </u>	Auto	o Liability	715	755	755	0	
105	[<u> </u>	\Box	Club	o Facility Maintenance					
106			Ľ	\Box		Club Facility Maintenance	2,062	5,000	5,000	0	
107			<u> [</u>	\square		Clubhouse Supplies	1,442	2,300	2,300	0	
108						Locks/Keys	0	100	100	0	
109						Pool Snack Vending Items	0	300	300	0	
110				Ē	Tota	I Club Facility Maintenance	3,504	7,700	7,700	0	
111					Dist	rict Employees Payroll Exp					
112						Employer Workman Comp	5,700	9,000	9,000	0	
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113						Facilities Monitor	20,340	35,256	35,963	707	2% pay increase effective Oct '20
114				_1		Medical Stipends	3,000	6,000	6,000	0	
115						Payroll Service Charge	1,377	2,500	2,500	0	
116						Payroll Taxes - Employer Taxes	7,477	13,500	13,500	0	
				1							
117				\square		Performance Stipend	0	2,600	2,600	0	
118						Full-time Hybrid Employee	15,052	27,560	28,122	562	2% pay increase effective Oct '20

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						Actuals Oct '19 - Apr '20	FY 20 Annual Budget	FY 21 Proposed Budget	FY 20 to FY 21 Increase (Decrease)	Comments
119					Property Maintenance Part-Time	691	1,450	1,480	30	2% pay increase effective Oct '20
120					Property Maintenance Team Lead	17,333	30,052	30,651	599	2% pay increase effective Oct '20
121					Property Manager	36,348	63,003	64,272	1,269	2% pay increase effective Oct '20
122					Recreational Assistants	0	7,000	8,500	1,500	Increase due to wages and need for additional coverage
123				Г	otal District Employees Payroll Exp	107,317	197,921	202,588	4,667	increase due to 2% pay increases
124				0	ock/Bridge Maintenance	0	400	400	0	
125				Ν	lature Path/Trail Maintenance/Drainage	100	1,800	1,800	0	
126				F	Park Facility Maintenance	3,519	5,000	6,000	1,000	Increase due to new restrooms in park area
127				F	arks & Rec Cell Phones	684	1,700	1,700	0	
128				F	Playground Maintenance	0	2,000	2,000	0	
129				F	ool Maintenance Contract	11,200	19,600	19,600	0	
130				F	ool Maintenance Repairs	5,587	12,000	12,000	0	
131				s	ec System Monitoring Contract	201	240	240	0	
132				S	ecurity Repairs	5,806	5,000	5,000	0	
133				Total	57200 - Parks & Recreation	138,634	254,116	259,783	5,667	
134				58003	-Future CIP Projects & Reserves	94,229	229,613	216,996	(12,617)	FY20-21 CIP Project
135			Tota	al Exp	ense	487,339	905,682	905,682	0	
136			Bud	geted	Carryforward		305,051	305,051	0	Carryforward balance from FY 19 Audit
137			Tota	al Revo	enue		1,210,733	1,210,733	0	
138			Rev	enue I	Less Expenses		0	0		