### LSC CDD Resolution 2021-02

[Lake St. Charles District Proposed Budget FY 21-22]

Adopted by the Lake St. Charles Board of Supervisors per M06-01-2021-XX 6/1/2021

#### **RESOLUTION 2021-02**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR THE DISTRICT FOR FISCAL YEAR 2021/2022 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 2021/2022; 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 FIRST DAY OF JUNE, 2021 THAT:

- <u>Section 1</u>. The proposed budget for the District for the 2021/2022 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 14, 2021 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.
  - <u>Section 4</u>. 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 1ST DAY OF JUNE, 2021.

	,
	LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT
	SABRINA PEACOCK, CHAIR
ATTEST:	
DAVID NELSON, SECRETAR	Y/ TREASURER

## Exhibit A

#### Lake St. Charles Community Development District FY 21-22 Proposed Budget

					-,									
		,	c	D			•		'	*	٠	,		
2								Actuals Oct '20 - Apr '21	FY 21 Annual Budget	FY 22 Proposed Budget	FY 21 to FY 22 Increase (Decrease)	Comments		
		Rev	veni	ue/E	gax	ense	9							
				Rev			-							
					3610	00 - I	nterest Earnings							
						Inte	rest - General Fund	1,213	1,450	1,450	0			
1 3					Tota	al 36	100 - Interest Earnings	1,213	1,450	1,450	0			
, .						Gen	eral Fund Assessment-O&M							
3 1							General Fund Assessment Gross	945,826	958,146	958,146	0			
1 1							GF Prop Tax Interest	30	0	0	0			
3 7							GF Tax Collector Commissions	(18,181)	(19,163)	(19,163)	0			
3 1							GF Tax Payment Discount	(36,765)	(38,326)	(38,326)	0			
2 1						Tota	al General Fund Assessment-O&M	890,910	900,657	900,657	0			
3 4					Total 36310 - Special Assessment		310 - Special Assessment	890,910	900,657	900,657	0			
1 1					363 <sup>-</sup>	11 - E	Excess Fees	7,307	0	0	0			
1 *					369	00 -	Miscellanous Revenues							
1 +						Oth	er Misc Revenue	7,535	1,200	1,200	0			
						Ren	tal	0	500	500	0			
							l Snack Vending	0	475	475	0			
					Tota	al 369	900 - Miscellanous Revenues	7,535	2,175	2,175	0			
x x				Tot	al R	Reve	enue	906,965	904,282	904,282	0			
				Bud	gete	d Ca	ırryforward		305,051	484,754	179,703	Carryforward balance from FY 20 Audit		
7 1					otal Revenue				1,209,333	1,389,036	179,703			
									,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	.,100,000	110,130			
	1			Exp	en	se	1							
1 *	7						egislative							
, ,	1						oloyer Taxes	588	1,460	1,460	0			

FY17ProposedBudgetV1.xlsx Page 1 of 5

#### Lake St. Charles Community Development District FY 21-22 Proposed Budget

						<u>'</u>			
ν 1	С		h	•	н	,	r	•	•
					Actuals Oct	FY 21 Annual Budget	FY 22 Proposed Budget	FY 21 to FY 22 Increase (Decrease)	Comments
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	482	900	900	0	
44		Tot	al 51	10 - Legislative	8,245	14,535	14,535	0	
45		513	800 - F	Financial & Admin					
46			Acc	ounting Services	0	500	500	0	
47			Aud	liting Services	13,500	13,500	13,500	0	
48			Ban	king & Investment Mgmt Fees	0	200	200	0	
49			Dist	rict F&A Employees					
50				District Manager	30,804	53,394	54,462	1,068	2% pay increase effective Oct' 21
51				Medical Stipend	1,400	2,400	2,400	0	
52				Payroll Service Charge	265	465	465	0	
53				Payroll Taxes - Employer Taxes	2,513	4,400	4,400	0	
54				Performance Stipend	0	1,000	1,000	0	
55			Tota	al District F&A Employees	34,982	61,659	62,727	1,068	Increase due to pay increase
56			Due	s, Licenses & Fees	88	500	500	0	
57			Gen	eral Insurance					
58				Crime	565	600	600	0	
59				General Liability	3,785	3,868	3,868	0	
60				Public Officials Liability & EP	3,110	3,179	3,179	0	
61			Tota	al General Insurance	7,460	7,647	7,647	0	
62			Leg	al Advertising	223	2,600	2,600	0	
63			Loc	al/Other Taxes	3,229	3,396	3,396	0	
64			Offic	ce Supplies	193	1,000	1,000	0	
65			Postage		16	250	250	0	
66			Prin	ter Supplies	551	2,000	2,000	0	
67			Prof	fessional Development	79	1,000	1,000	0	
68			Tec	hnology Services/Upgrades	1,076	2,000	2,000	0	
69			Tele	phone	1,445	3,100	3,600	500	Increase due to required internet service for park.

FY17ProposedBudgetV1.xlsx Page 2 of 5

#### Lake St. Charles Community Development District FY 21-22 Proposed Budget

										·
	 Ľ	·	ľ	Ċ			,	·	•	·
						Actuals Oct '20 - Apr '21	FY 21 Annual Budget	FY 22 Proposed Budget	FY 21 to FY 22 Increase (Decrease)	Comments
70					Travel Per Diem	0	200	200	0	
71					Website Development & Monitor	2,023	2,650	2,650	0	
72				Tota	ıl 51300 - Financial & Admin	64,866	102,202	103,770	1,568	Increase due to required internet in park and pay increase for DM
73				5140	00 - Legal Counsel					
74					District Counsel	1,326	8,000	8,000	0	
75				Tota	l 51400 - Legal Counsel	1,326	8,000	8,000	0	
76				5210	00 - Law Enforcement					
77					Car Maintenance & Repairs	79	1,000	1,000	0	
78					Car Gas	266	1,500	1,500	0	
79				Tota	l 52100 - Law Enforcement	344	2,500	2,500	0	
80				5310	00 - Electric Utility Svs	19,493	39,500	46,500	7,000	Increase due to aeration system
81				5320	00 - Gas Utility Services	2,995	4,000	4,000	0	
82				5340	00 - Garbage/Solid Waste Svc	836	2,880	2,880	0	
83				5360	00 - Water/Sewer Services	3,291	9,800	9,800	0	
84				539	00 - Physical Environment					
85					Entry & Walls Maintenance	0	2,000	2,000	0	
86					Ford F250 Maintenance & Repair	1,074	2,000	2,000	0	
87					Fountain in Lake	1,350	3,000	3,000	0	
88					Gas - Equipment	86	400	400	0	
89					Gas - Truck	385	1,800	1,800	0	
90					Irrigation Maintenance	2,725	10,000	10,000	0	
91	<u> </u>		_		Landscape Maintenance Contract	52,273	89,610	92,299	2,689	3% increase per contract
92					Misc. Landscape -Temporary Staff	0	3,000	3,000	0	
93					Misc. Landscape - Maintenance	5,324	10,500	10,500	0	
94					Mulch	0	10,500	10,500	0	
95					New Plantings	1,199	8,000	8,000	0	
96					Pond & Stormawater Maint Contract	11,025	18,900	18,900	0	

FY17ProposedBudgetV1.xlsx Page 3 of 5

#### Lake St. Charles Community Development District FY 21-22 Proposed Budget

-,, -							•	· · · · · ·			
Ť	,	c	D			٠	,	,	r	•	,
3							Actuals Oct '20 - Apr '21	FY 21 Annual Budget	FY 22 Proposed Budget	FY 21 to FY 22 Increase (Decrease)	Comments
97					Pon	d Aeration Maintenance	243	500	2,248	1,748	Increase due to pond aeration maintenance
98					Pro	perty Insurance Contract	13,672	12,000	12,000	0	
99					Sod	l Replacement	33	4,000	4,000	0	
100					Miti	gation Maint Contract	675	900	900	0	
101					Mid	ge Treatment Contract	0	0	0	0	
102				Tota	al 53	900 - Physical Environment	90,063	177,110	181,547	4,437	
103				572	00 - F	Parks & Recreation					
104					Auto	o Liability	733	755	755	0	
105					Clul	b Facility Maintenance					
106						Club Facility Maintenance	2,645	5,000	5,000	0	
107						Clubhouse Supplies	1,089	2,300	2,300	0	
108						Locks/Keys	0	100	100	0	
109						Pool Snack Vending Items	0	300	300	0	
110					Tota	al Club Facility Maintenance	3,734	7,700	7,700	0	
111					Dist	rict Employees Payroll Exp					
112						Employer Workman Comp	5,221	9,000	9,000	0	
113						Facilities Monitor	20,748	35,963	36,682	719	2% pay increase effective Oct '21
114						Medical Stipends	3,500	6,000	6,000	0	
115						Payroll Service Charge	1,425	2,500	2,500	0	
116						Payroll Taxes - Employer Taxes	7,356	13,500	13,500	0	
117						Performance Stipend	0	2,600	2,600	0	
118						Full-time Maintenance Employee	14,861	28,122	28,122	0	
119	+					Property Maintenance Part-Time	662	1,480	1,510		2% pay increase effective Oct '21
120	+					Property Maintenance Team Lead	21,153	30,651	30,651	0	
121		1				Property Manager	37,080	64,272	65,558	1,286	2% pay increase effective Oct '21

FY17ProposedBudgetV1.xlsx Page 4 of 5

#### Lake St. Charles Community Development District FY 21-22 Proposed Budget

, - ,											
	¥		c	D E	h e	*	·	r	•	3	
						Actuals Oct '20 - Apr '21	FY 21 Annual Budget	FY 22 Proposed Budget	FY 21 to FY 22 Increase (Decrease)	Comments	
122					Recreational Assistants	0	8,500	8,500	0		
123					Total District Employees Payro	II Exp 112,006	202,588	204,623	2,035	increase due to 2% pay increases	
L24					Dock Maintenance	185	400	400	0		
L25					Nature Path/Trail Maintenance/	<b>Drainage</b> 0	1,800	1,800	0		
L26					Park Facility Maintenance	1,329	6,000	7,000	1,000	Increase due to restroom supplies for park.	
27					Parks & Rec Cell Phones	906	1,700	1,700	0		
L <b>2</b> 8					Playground Maintenance	333	2,000	2,000	0		
129					Pool Maintenance Contract	9,600	19,600	21,100	1,500	Increase due to contract	
L30					Pool Maintenance Repairs	7,656	12,000	12,000	0		
L31					Sec System Monitoring Contra	<b>ct</b> 195	240	240	0		
L32					Security Repairs	100	5,000	5,000	0		
133				Tot	al 57200 - Parks & Recreation	136,778	259,783	264,318	4,535		
.34				580	03-Future CIP Projects & Reserv	ves 260,032	283,972	266,432	(17,540)	FY21-22 CIP Project	
.35				Total Ex	pense	588,269	904,282	904,282	0		
.36				Budget	ed Carryforward		305,051	484,754	179,703	Carryforward balance from FY 20 Audit	
L37				Total Re	evenue		1,209,333	1,389,036	179,703		
L38				Revenu	e Less Expenses		0	0			

FY17ProposedBudgetV1.xlsx Page 5 of 5