# LSC CDD Resolution 2023-02

### [Lake St. Charles District Proposed Budget FY 23-24]

Adopted by the Lake St. Charles Board of Supervisors per M06-06-2023-XX 6/6/2023

#### **RESOLUTION 2023-02**

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR THE DISTRICT FOR FISCAL YEAR 2023/2024 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 2023/2024; 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 SIXTH DAY OF JUNE, 2023 THAT:

Section 1. The proposed budget for the District for the 2023/2024 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 12, 2023, 7:00</u> pm, at <u>6801</u> 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 6TH DAY OF JUNE, 2023.

### LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT

DAVID NELSON, CHAIR

ATTEST:

VIRGINIA GIANAKOS, VICE-CHAIRMAN

## **Exhibit** A

Lake St. Charles Community Development District	
FY 23-24 Proposed Budget	

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ż								Actuals Oct '22 - Apr '23	FY 23 Annual Budget	FY 24 Proposed Budget	FY 23 to FY 24 Increase (Decrease)	Comments
		Re	ven	ue/E	хре	ense	9					
				Rev	venu	Je						
1 0					3610	)0 - I	Interest Earnings					
						Inte	rest - General Fund	816	180	180	0	
1 5				Total 36100 - Interest Earnings				816	180	180	0	
3 0				General Fund Assessment-O&M								
2 1							General Fund Assessment Gross	1,267,688	1,283,257	1,283,257	0	
3 3							GF Prop Tax Interest	597	0	0	0	
5 2							GF Tax Collector Commissions	(24,384)	(25,665)	(25,665)	0	
3 7							GF Tax Payment Discount	(48,498)	(51,330)	(51,330)	0	
5 8						Tota	al General Fund Assessment-O&M	1,195,402	1,206,262	1,206,262	0	
5 4					Tota	I 36	310 - Special Assessment	1,195,402	1,206,262	1,206,262	0	
5 1					3631	1 - 1	Excess Fees	7,226	0	0	0	
5 8					3690	00 -	Miscellanous Revenues					
						Oth	er Misc Revenue	6,165	1,200	1,200	0	
3 0						Ren	ital	985	500	1,500	1,000	Increase due to increase in CH rentals
3 1						Poo	ol Snack Vending	0	475	475	0	
, ,						DEF	P Grant Reimbursements	0	231,998	46,108	(185,890)	Decrease due to actual timeline payments
					Tota	I 36	900 - Miscellanous Revenues	7,150	234,173	49,283	(184,890)	
3 7				Tot	al R	eve	enue	1,210,594	1,440,615	1,255,725	(184,890)	
				Bud	gete	d Ca	arryforward		309,287	493,231	183,944	Carryforward balance from FY 22 Audit
2 4				Tota	I Re	venu	Je		1,749,902	1,748,956	(946)	
9 L												
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**Printer Supplies** 

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						Actuals Oct '22 - Apr '23	FY 23 Annual Budget	FY 24 Proposed Budget	FY 23 to FY 24 Increase (Decrease)	Comments
39			Exp	oense	e					
40			-	1	- Legislative					
41				E	Employer Taxes	568	1,460	1,460	0	
42				S	Special District Fees	175	175	175	0	
43				S	Supervisor Fees	6,800	12,000	12,000	0	
44				S	Supervisor Payroll Service	529	900	900	0	
45				Total	5110 - Legislative	8,072	14,535	14,535	0	
46				51300	0 - Financial & Admin					
47				A	Accounting Services	0	500	500	0	
48				4	Auditing Services	8,000	13,500	14,000	500	Increase per contract
49				E	Banking & Investment Mgmt Fees	15	200	200	0	
50				0	District F&A Employees					
51					District Manager	39,112	67,873	69,230	1,357	2% pay increase effective Oct' 23
52					Medical Stipend	1,500	2,400	2,400	0	
53					Payroll Service Charge	293	465	465	0	
54					Payroll Taxes - Employer Taxes	3,148	4,400	4,400	0	
55					Performance Stipend	0	0	0	0	
56				Т	Total District F&A Employees	44,053	75,138	76,495	1,357	Increase due to pay increase
57				0	Dues, Licenses & Fees	173	500	500	0	
58				G	General Insurance					
59					Crime	629	629	660	31	Estimated 5% increase
60					General Liability	4,211	4,211	4,422	211	Estimated 5% increase
61					Public Officials Liability & EP	3,460	3,460	3,633	173	Estimated 5% increase
62				Т	Total General Insurance	8,300	8,300	8,715	415	
63				L	_egal Advertising	1,682	3,000	3,000	0	
64				L	_ocal/Other Taxes	3,934	3,933	3,933	0	
65				C	Office Supplies	270	1,000	1,000	0	
66				F	Postage	0	250	250	0	
<b>C-</b>		1				1.0.10			-	

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Lake St.	<b>Charles Community</b>	Development District

FY 23-24	Proposed	Budget
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2						Actuals Oct '22 - Apr '23	FY 23 Annual Budget	FY 24 Proposed Budget	FY 23 to FY 24 Increase (Decrease)	Comments
68					Professional Development	0	1,000	1,000	0	
69					Technology Services/Upgrades	378	5,000	5,000	0	
70				,	Telephone	1,768	3,600	3,600	0	
71					Travel Per Diem	0	200	200	0	
72				,	Website Development & Monitor	2,425	2,650	2,650	0	
73				-	51300 - Financial & Admin	72,240	120,771	123,043	2,272	Increases due to estimated 5% contract increase and pay increase for DM
74				t T	0 - Legal Counsel					
75					District Counsel	270	8,000	8,000	0	
76				Tota	51400 - Legal Counsel	270	8,000	8,000	0	
77				5210	0 - Law Enforcement					
78					Car Maintenance & Repairs	231	1,000	0	, , ,	Decrease due to car being sold
79					Car Gas	515	2,000	0	(2,000)	Decrease due to car being sold
80					Facility Monitor Mileage Reimbursement		0	700	700	
81				Tota	52100 - Law Enforcement	745	3,000	0	(2,300)	
82				5310	0 - Electric Utility Svs	22,783	50,000	50,000	0	
83				5320	0 - Gas Utility Services	3,280	5,600	5,600	0	
84				5340	0 - Garbage/Solid Waste Svc	954	2,880	2,880	0	
85				5360	0 - Water/Sewer Services	6,068	9,800	9,800	0	
86				5390	0 - Physical Environment					
87				Щ	Entry & Walls Maintenance	2,020	2,000	2,000	0	
88					Ford F250 Maintenance & Repair	2,722	2,000	2,000	0	
89					Fountain in Lake	0	3,000	3,000	0	
90					Gas - Equipment	68	400	400	0	
91					Gas - Truck	522	1,800	1,800	0	
92					rrigation Maintenance	2,153	15,800	0	(15,800)	Decrease due to irrigation added to landscaping contract
93					Landscape Maintenance Contract	67,898	137,400	175,000	37,600	Estimated increase per contract

### Lake St. Charles Community Development District

5/31/2023

### FY 23-24 Proposed Budget

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ä							Actuals Oct '22 - Apr '23	FY 23 Annual Budget	FY 24 Proposed Budget	FY 23 to FY 24 Increase (Decrease)	Comments
94					Mis	c. Landscape -Temporary Staff	0	3,000	3,000	0	
95					Mis	c. Landscape - Maintenance	12,648	10,500	10,500	0	
96					Mu	lch	32	10,500	10,500	0	
97					Nev	w Plantings	807	8,000	8,000	0	
98					Por	nd & Stormwater Maint Contract	6,420	15,414	16,319	905	Estimated 5% increase
99					Por	nd Aeration Maint #9,22,23, & 24,	714	1,429	1,501	72	Estimated 5% increase
100					Lak	e Aeration Maint #27	1,190	2,381	2,500	119	Estimated 5% increase
101					Fοι	untain Maint Site #21	276	552	580	28	Estimated 5% increase
102					Pro	perty Insurance Contract	17,795	15,542	18,685	3,143	Increase due to park restroom building and upgraded playground
103					Soc	d Replacement	0	4,000	4,000	0	
104					Miti	igation Maint Contract	506	1,012	1,063	51	Estimated 5% increase
105					Mid	lge Survey	0	1,500	1,500	0	
106				Tot	al 53	900 - Physical Environment	115,771	236,230	262,348	26,118	
107				572	200 -	Parks & Recreation					
108					Aut	o Liability	901	755	0	(755)	Decrease due to car being sold
109					Clu	b Facility Maintenance					
110						Club Facility Maintenance	3,591	5,000	5,000	0	
111						Clubhouse Supplies	1,069	2,300	2,300	0	
112						Locks/Keys	505	100	100	0	
113						Pool Snack Vending Items	0	300	300	0	
114				Total Club Facility Maintenance			5,165	7,700	7,700	0	
115					Dis	trict Employees Payroll Exp					
116						Employer Workman Comp	6,451	9,360	9,360	0	
117						Facilities Monitor	27,122	47,175	48,119	944	2% pay increase effective Oct' 23
118						Medical Stipends	2,900	6,000	6,000	0	
119						Payroll Service Charge	1,579	2,500	2,500	0	

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### Lake St. Charles Community Development District FY 23-24 Proposed Budget

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					Actuals Oct '22 - Apr '23	FY 23 Annual Budget	FY 24 Proposed Budget	FY 23 to FY 24 Increase (Decrease)	Comments
				Payroll Taxes - Employer Taxes	8,623	16,500	16,500	0	
				Performance Stipend		0	0	0	Decrease due to performance stipend included in all staff salary
				Full-time Maintenance Employee	14,302	35,360	36,067	707	2% pay increase effective Oct' 23
				Property Maintenance Part-Time	1,654	1, <mark>625</mark>	1,658	33	2% pay increase effective Oct' 23
				Property Maintenance Team Lead	24,133	41,871	42,708	837	2% pay increase effective Oct' 23
				Property Manager	39,112	67,872	69,230	1,358	2% pay increase effective Oct' 23
				Grant Management Reimbursed	12,000	24,333	12,167	(12,166)	Decrease due to actual timeline payments
				Recreational Assistants	0	10,000	11,000	1,000	Increase due to minimum wage increase
				Hillsborough County Off Duty	222	2,900	0	(2,900)	
				Total District Employees Payroll Exp	138,099	265,496	255,309	(10,187)	increase due to 2% pay increases
				Dock Maintenance	0	400	400	0	
				Nature Path/Trail Maintenance/Drainage	2,042	1,800	1,800	0	
				Park Facility Maintenance	2,657	7,000	7,000	0	
				Parks & Rec Cell Phones	2,565	2,500	2,500	0	
	 			Playground Maintenance	1,529	2,000	2,000	0	
				Pool Maintenance Contract	7,876	23,500	24,675	.,	Estimated 5% increase
				Pool Maintenance Repairs	210	12,000	12,000	0	
				Sec System Monitoring Contract	206	400	400	0	
				Security Repairs	1,968	5,000	5,000	0	
			Tota	I 57200 - Parks & Recreation	163,220	328,551	318,784	(9,767)	
			5800	3-Future CIP Projects & Reserves	411,307	473,333	426,794	(46,539)	FY23-24 CIP Project
			5800	4-Lake Water Quality Project	150,779	187,915	33,941	(153,974)	Decrease due to actual timeline payments
		Tota	al Exp	pense	804,710	1,440,615	1,255,725	(184,190)	

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2								Actuals Oct '22 - Apr '23	FY 23 Annual Budget	FY 24 Proposed Budget	FY 23 to FY 24 Increase (Decrease)	Comments
143			Budgeted Carryforward						309,287	493,231	183,944	Carryforward balance from FY 22 Audit
144	l			Tota	l Rev	/enu	e		1,749,902	1,748,956	(246)	
145				Rev	enue	Les	s Expenses		0	0		

### Lake St. Charles Community Development District FY 23-24 Proposed Budget

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