

Supervisor Packet for June 5, 2018 General Meeting

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**Lake St. Charles Community Development District
Board of Supervisors' General Meeting Agenda**

7:00 p.m., June 5, 2018

Lake St. Charles Clubhouse, 6801 Colonial Lake Dr., Riverview, Florida 33578

Board of Supervisors

Robb Fannin, Chair, 785-5423
Dave Nelson, Vice Chair, 293-7979
Rob Martin, Secretary/Treasurer, 716-2948
Jim Simon, Supervisor, 741-0413
Ginny Gianakos, Supervisor, 293-4728

LSC CDD Staff

Adriana Urbina, District Manager, 741-9768
Mark Cooper, Property Manager, 990-7555
John Martini, Maintenance Staff, 365-0544
Bryant Urbina, Maintenance Staff, 526-2063
Luis Martinez, Facilities Monitor, 990-7250
Greg Gianakos, Maintenance Staff, 695-1995

<i>Time</i>	<i>Item</i>
7:00 – 7:05	<ol style="list-style-type: none"> 1. CALL TO ORDER 2. PLEDGE OF ALLEGIANCE 3. INVOCATION (Chair Fannin) 4. ACKNOWLEDGMENT OF SUPERVISORS AND STAFF PRESENT 5. INTRODUCTION OF HOMEOWNERS, RESIDENTS AND PUBLIC AND IDENTIFICATION OF PARTIES WISHING TO MAKE PUBLIC COMMENTS
7:05 – 7:15	6. PUBLIC COMMENTS (UP TO 3 MINUTES PER SPEAKER, 10 MINUTES DESIGNATED)
	1. Homeowners Requesting to Speak (Please State Name Prior to Remarks)
7:15 – 7:20	7. CONSENT AGENDA (5 Minutes)
	<ol style="list-style-type: none"> 1. Approval of additions to the agenda and removal of additional consent agenda items with questions as requested by board members. 2. Approval of Consent Item Agenda <ol style="list-style-type: none"> a. May 1, 2018 Meeting Minutes b. May 17, 2018 Special Midge Control Meeting Minutes c. Committee Meeting Minutes for May 2018 <ol style="list-style-type: none"> i. Treasurer's Review Committee ii. Security and Grounds Committee iii. Management Committee iv. Strategic Committee

	<ul style="list-style-type: none"> d. April 2018 Financial Statements e. May 2018 Property Manager Monthly Report f. May 2018 Clubhouse Monthly Report g. May 2018 Facilities Monitor Report (Distributed Separately)
7:20 - 7:40	8. COMMITTEE REPORTS (20 Minutes)
	<ul style="list-style-type: none"> 1. Treasurer's Review Committee – Treasurer Martin <ul style="list-style-type: none"> a. Presentation of FY18-19 Proposed Budget for comments and any changes needed to be made by August 16th. b. The committee recommends approving Resolution 2018-06 Lake St. Charles FY19 Proposed Budget. 2. Grounds/Security Committee – Committee Chair Nelson <ul style="list-style-type: none"> a. The Grounds/Security Committee recommends proceeding with the clubhouse restroom /re-piping project as a lot of planning needs to be done in order to have the project construction ready by December of this year. b. The Grounds/Security Committee recommends the purchase of a hexagon shaped – 22' diameter shade structure from Shade Systems, Ocala Florida 20 year warranty on posts and 10 year on shade fabrics for \$17,176 to cover the kid pool. c. The Grounds/Security Committee recommends approval of the brick wall repairs at Courtland and Jamestown in advance of the new sign placement. The cost is \$900 for pinning the walls in place (to the Column) and tuck pointing the stress cracks. 3. Management Committee – Committee Chair Fannin 4. Strategic Planning Committee – Committee Chair Gianakos
7:40- 7:50	10. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR FANNIN (10 Minutes)
	GENERAL REMARKS – Chair of The Board of Supervisors
7:50 -7:55	11. PROPERTY MANAGER (5 Minutes)
	Items for Consideration by Property Manager - Mark Cooper <ul style="list-style-type: none"> 1. Property Management Report
7:55–8:00	12. DISTRICT MANAGER (5 Minutes)
	Items for Consideration by District Manager <ul style="list-style-type: none"> 1. District Manager Report
8:00 – 8:10	15. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes)
8:10	ADJOURN



Date: May 1, 2018
Time: 7:00 p.m.

Minutes of the Board of Supervisors
Lake St. Charles Community Development District
6801 Colonial Lake Drive
Riverview, FL 33578
813-741-9768

Supervisors:

Chair, Robb Fannin (Absent)
Vice Chair, Dave Nelson
Secretary/Treasurer, Rob Martin
Supervisor, Ginny Gianakos
Supervisor, Jim Simon

Staff:

Adriana Urbina, District Manager
Mark Cooper, Property Manager

In attendance:

Lake St. Charles Residents

Meeting was called to order at 7:00 p.m. by Vice-Chair Nelson

Jan Hungate, representative from Keller Williams, requested permission from the Board to host a celebration of summer sno-cone event at the clubhouse parking lot for community residents, at no charge.

1. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved Jan Hungate, representative from Keller Williams to host a celebration of summer sno-cone event at the clubhouse parking lot for all community residents at no charge to them or the District. General Liability Insurance certificate will be provided from sno-cone vendor. Motion was amended to say that they will also be responsible for cleaning after the event. Motion passed 4 to 0

Luis Ramirez requested that the Board waive the minimum age restriction for pool monitor applicants. Luis spoke about his current situation and his future goals. The

Board determined they would waive the restriction upon a successfully passing the screening process.

2. On **MOTION** by Supervisor Gianakos and Second by Supervisor Nelson, the Board approved waiving the minimum age requirement from Policy 2906 Pool Monitor Job Description for Applicant Luis Ramirez contingent the successful passing of the District's screening process. The Board agreed that an exemption made to this policy will be at their discretion. Motion passed 4 to 0
3. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved scheduling a special midge control meeting on May 17, 2018, 6:30PM at the clubhouse. Motion passed 4 to 0

Vice-Chair Nelson closed the General Meeting and opened the Public Hearing for rule amendments at 7:20PM.

4. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.1: #30 Access card fees, rental fees and deposits are to be made by certified funds, such as cash, credit/debit cards, cashier's check or money order. The District does not accept personal checks. Motion passed 4 to 0
5. On **MOTION** by Supervisor Simon and second by Supervisor Nelson, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.3: #1 The pool and hot tub are open from 6:00 am until 10:00 PM. Motion passed 4 to 0
6. On **MOTION** by Supervisor Simon and second by Supervisor Nelson, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.3: #13 Proper swimming attire must be worn while using the pool facilities (T-shirt allowed over swimming attire). No t-back/thongs allowed. Motion passed 4 to 0

On **MOTION** by Supervisor Simon and second by Supervisor Nelson, the Board approved a new rule to Policy 6000 General District Rules for LSC Amenity Usage:
6000.3: #18 Person's ill with diarrhea cannot enter the pool, spa, or wade pool per the Florida Department of Health. Motion passed 4 to 0

On **MOTION** by Supervisor Nelson and second by Supervisor Martin, the Board approved a new rule to Policy 6000 General District Rules for LSC Amenity Usage:

6000.4: #6 Person's ill with diarrhea cannot enter the pool, spa, or wade pool per the Florida Department of Health. Motion passed 4 to 0

7. On **MOTION** by Supervisor Martin and second by Supervisor Gianakos, the Board approved new rules to Policy 6000 General District Rules for LSC Amenity Usage:

6000.5 Kid Pool Rules

#1 Children must be supervised by an adult at all times.

#2 Kid pool is for use of children under the age of 10, accompanied by an adult.

#3 Toddlers and babies not toilet trained must wear a swim diaper. Supervising adults are responsible for ensuring that their children do not urinate or defecate in the pool. Failure to prevent contamination will result in \$100 fee for the pool fecal cleanup service call to treat the pool.

#4 Person's ill with diarrhea cannot enter the pool, spa, or wade pool per the Florida Department of Health. Motion passed 4 to 0

8. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos the Board approved to extend the Public Hearing by 10 minutes until 7:45PM. Motion passed 4 to 0

9. On **MOTION** by Supervisor Gianakos and second by Supervisor Martin, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:

6000.6: #8 No unauthorized motorized vehicles allowed in the park or on the asphalt trail. Motion passed 4 to 0

10. On **MOTION** by Supervisor Martin and second by Supervisor Gianakos, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:

6000.7: #1 Use of Dog Park is at your own risk and your dogs: liability waivers apply. Motion passed 4 to 0

11. On **MOTION** by Supervisor Martin and second by Supervisor Gianakos, the Board approved a new rule to Policy 6000 General District Rules for LSC Amenity Usage:

6000.8: #1 Tennis Courts are open from 7:00 AM to 9:30 PM. Motion passed 4 to 0

12. On **MOTION** by Supervisor Martin and second by Supervisor Simon, the Board approved a new rule to Policy 6000 General District Rules for LSC Amenity Usage:

6000.8: #5 No rollerblades, skateboards or bicycles on tennis courts. Courts are to be used for tennis only. Motion passed 4 to 0

13. On **MOTION** by Supervisor Gianakos and second by Supervisor Martin, the Board approved new rules to Policy 6000 General District Rules for LSC Amenity Usage:
6000.9 Basketball Court Rules
#1 Each household is permitted to have up to five (5) guests at the basketball courts, but must accompany their guests at all times.
#2 No rollerblades, skateboards or bicycles on basketball courts. Courts are to be used for basketball only. Motion passed 4 to 0
14. On **MOTION** by Supervisor Gianakos and second by Supervisor Simon, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.10: #5 No alcoholic beverages permitted on any CDD property. Motion passed 4 to 0
15. On **MOTION** by Supervisor Gianakos and second by Supervisor Simon, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.10: #6 No weapons of any kind on CDD property, except as permitted by law. Motion passed 4 to 0
16. On **MOTION** by Supervisor Gianakos and second by Supervisor Simon, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.10: #7 No unauthorized motorized vehicles allowed in the park or on the asphalt trail. Motion passed 4 to 0
17. On **MOTION** by Supervisor Martin and second by Supervisor Gianakos, the Board approved a new rule to Policy 6000 General District Rules for LSC Amenity Usage:
6000.11: #2 Alcohol on premise during a clubhouse rental is strictly prohibited and will result in forfeiture of the entire \$300 deposit. Motion passed 4 to 0
18. On **MOTION** by Supervisor Gianakos and second by Supervisor Martin, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.11: #22 If the security alarm is set off during a rental, there will be an automatic \$50 deduction from the renter's deposit. Motion passed 4 to 0
19. On **MOTION** by Supervisor Gianakos and second by Supervisor Martin, the Board approved an amendment to Policy 6000 General District Rules for LSC Amenity Usage:
6000.11: #23 Failure to uphold any portion of the Clubhouse Agreement Form may result in forfeiture of \$300 deposit plus any cost incurred in excess of the deposit amount. Motion passed 4 to 0

20. On **MOTION** by Supervisor Gianakos and second by Supervisor Martin, the Board approved a new rule to Policy 6000 General District Rules for LSC Amenity Usage: **6000.12: #12** Fire/Security alarm set off at any time during rental. \$50 fee applied. Motion passed 4 to 0

Vice-Chair Nelson closed the Public Hearing and opened the General Meeting at 7:45PM.

21. On **MOTION** by Supervisor Gianakos and second by Supervisor Martin the Board approved the, May 1, 2018 Consent Agenda consisting of the: April 3, 2018 General Meeting Minutes, the May Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the April 2018 Financial Reports, the Property Manager, District Administrative Assistant reports, and the Facility Monitor April 2018 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 4 to 0

22. On **MOTION** by Supervisor Martin and Second by Supervisor Gianakos, the Board approved Resolution 2018-05 Lake St. Charles District FY 18 Budget Amendment. Motion passed 4 to 0

23. On **MOTION** by Supervisor Nelson and Second by Supervisor Martin, the Board approved 3 addendums to the signed contract with Arete Industries increasing the the contract by \$22,267. Mark explained that the cost is associated with the building of the villa's wall to better hold the new signs. Addendum #1 in the amount of \$21,017 is for the Villas entrance sign walls demolition and rebuild. Addendum #2 in the amount of \$900 is for the rust removal of both sides of main entrance. Addendum #3 in the amount of \$350 is for the patching and repainting of chipped column caps on North side entrance. Motion passed 4 to 0

24. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved an additional \$2,500 to remove and replace the electrical meter at the villas wall while the wall is being rebuilt. Motion passed 4 to 0

25. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved to waive the RFP bid requirements for the villas PVC fence replacement due to the PVC specifications, specific product warranty (20years), reputation, and longevity in business of the selected contractor/supplier. Motion passed 4 to 0

26. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved Danielle Fence's proposal to remove the villas wall along Lake St. Charles Blvd and Krycul Ave. (1,116 linear feet and replace the perimeter buffer with 6' high Maxwell style PVC fence. Amended to say not to exceed \$69,324. Motion passed 4 to 0.

27. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved the purchase of new window blinds for the meeting room pool side windows and double doors not to exceed \$3,000. Motion amended to only install blinds on the double doors. Motion passed 4 to 0

28. On **MOTION** by Supervisor Fannin and Second by Supervisor Gianakos, the Board approved extending the General Meeting 5 minutes until 8:25PM. Motion passed 4 to 0.

29. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved a 2% salary increase to Property Maintenance Team Lead, John Martini. Motion amended to say salary increase will commence on 5-1-2018. Motion passed 4 to 0.

30. On **MOTION** by Supervisor Martin and Second by Supervisor Simon, the Board approved to temporarily suspend the use of the \$63,000 previously added to the District's budget until the Board makes a decision at the midge control special meeting. Motion passed 4 to 0

31. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos the Board approved to extend the General Meeting 10 minutes until 8:35PM. Motion passed 4 to 0

Meeting adjourned at 8:31PM

Respectfully submitted,

Rob Martin, Treasurer/Secretary

Rob Fannin, Chair



Date: May 17, 2018
Time: 6:30 p.m.

Minutes of the Board of Supervisors
Lake St. Charles Community Development District
6801 Colonial Lake Drive
Riverview, FL 33578
813-741-9768

Supervisors:

Chair, Robb Fannin
Vice Chair, Dave Nelson
Secretary/Treasurer, Rob Martin
Supervisor, Ginny Gianakos
Supervisor, Jim Simon

Staff:

Adriana Urbina, District Manager
Mark Cooper, Property Manager

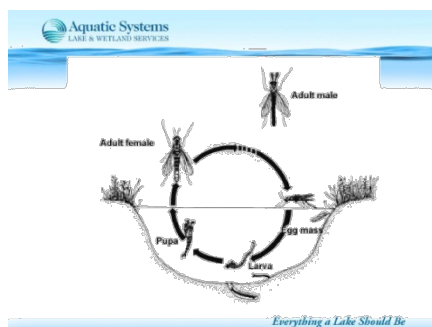
In attendance:

Lake St. Charles Residents
Aquatic Systems Representatives, Josh McGarry, Jason Jaszczak & Peter Simoes

Meeting was called to order at 6:30 p.m. by Chair Fannin

Vice-Chair Nelson, presented to the Board the Effective Board award received from Hillsborough County.

Josh McGarry, District Manager, Jason Jaszczak, Service Manager & Peter Simoes Regional Biologist presented to the Board and the present residents the following information for midge control in the community.



Bathymetric Mapping

- Provides a detailed contour map of the entire benthos.
- Multiple (potentially thousands) depths.
- Determines actual volume of lake as well as locates any deep holes.
- Cost: \$830.00

Dissolved Oxygen Test

- A Dissolved Oxygen test is important to determine if the site is stratified and needs aeration.
- Stratification- A separation into layers within the water column.
- No cost to community.

Midge Larvae Sampling



Why Sample?

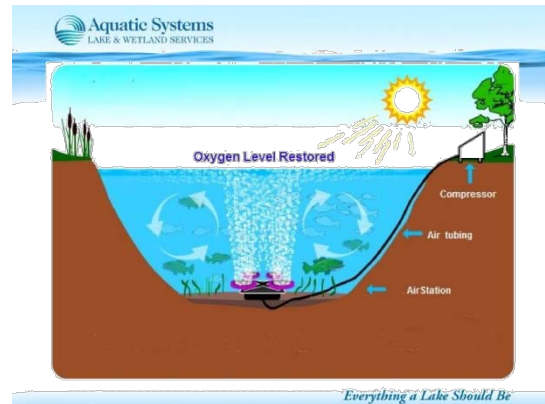
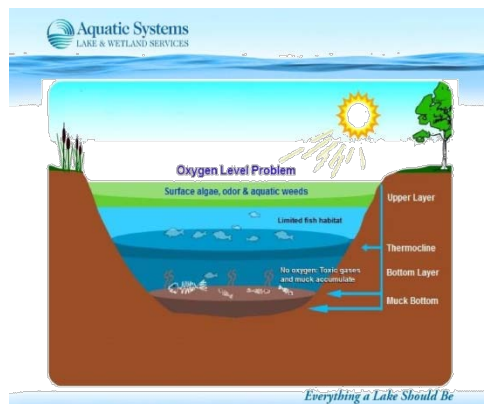
- Properly identify species.
- Quantify amount of Larvae. Is it above the 1000/m² threshold?
- No cost to community.

Tilapia Harvesting

- Not native to FL.
- Harvesting Tilapia will allow native fish (Bream & Bass) to thrive.
- Tilapia negatively affects Bream and Bass spawning.
- Overpopulate causing greater risk of fish kills.
- Harvesting is no cost to community.

Aeration

- A properly aerated site is required to enable predatory fish to get to target.
- A healthy oxygenated pond is less prone to Midge infestations. Although some species of Midge Larvae do well in properly aerated environments.



Aeration Costs

- Conventional aeration- \$2K – 5K per Acre for aerator.
- Solar aeration- ~\$6K per acre

Stocking Bream as a Biological Control: Blue Gill

- Native to Florida
- Natural Predator
- Feed in water column
- Target Phantom Midge's

Stocking Bream as a Biological Control: Redear Sunfish

- Native to Florida
- Natural Predator
- Feed in Benthos (bottom)
- Target Blood Midges

Stocking rates

- Stock at 500 per Acre.
- 60-70% Bluegill
- 30%-40% Redear
- Cost for Ponds 9, 14 & LSC is \$9,037.00 (42,185 fish)

Treatment Program

- Entire body of water needs to be treated.
- Specialized drop hose spray rig is utilized to get product to target.
- Combination of Insect Growth Regulator (IGR) and BTI is used to target different species of Midge Larvae.
- Series of 3-4 applications with 2 weeks intervals between each application.

Cost

- Cost is \$390.00 per Acre for a 3 application series and \$520.00 per Acre for a 4 treatment series.
- Total annual investment for Ponds 9, 14 & Lake St. Charles is \$76,776.00.
- The billing would be \$10,968.00 per treatment.

Summary of events

- Bathymetric Mapping.
- Dissolved Oxygen test.
- Midge Larvae Sampling.
- Tilapia Harvesting.
- Potential Aeration.
- Bream stocking as a biological control.
- Treatment Series

Josh McGarry informed the Board that the testing could be completed within a few weeks and that bream stocking wouldn't be available until the fall. They also advised the present residents to not allow their landscapers to blow their trimmings into the lake.

1. On **MOTION** by Supervisor Gianakos and Second by Supervisor Nelson, the Board approved the Bathymetric mapping of lake # 9, #14 and the Main Lake St. Charles Lake not to exceed \$3,000. Motion amended to approve the Bathymetric Mapping of the main Lake St. Charles Lake and the Dissolve Oxygen Test on ponds #9 & #14 for informational purposes, not to exceed \$830.00 Motion passed 4 to 1 with Supervisor Simon Voting NO

Meeting adjourned at 7:56PM

Respectfully submitted,

Rob Martin, Treasurer/Secretary

Rob Fannin, Chair

Treasurer's Review Committee Meeting Minutes

Date: *Thursday, May 17th 2018, 12:30 pm*

Chair: *Supervisor Rob Martin*

Operations Manager: *Adriana Urbina*

Committee Members: *Supervisors Rob Martin, Adriana Urbina & Mark Cooper*

Notice of Meetings – Treasurer's Review Committee

The scheduled date for the Treasurers Review Committee meetings is set as follows:

The third (3rd) Thursday of each month at 12:30 pm.

The next Treasurer's Review Committee Meeting will be Thursday, June 21, 2018 at 12:30 pm.

The Treasurer's Review Committee Meeting was cancelled.

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:

Section 1. 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.

Section 3. 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.

Section 5. 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.

Section 6. This Resolution shall become effective immediately upon its adoption.

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

**LAKE ST. CHARLES COMMUNITY
DEVELOPMENT DISTRICT**

ROBERT FANNIN, CHAIR

ATTEST:

ROBERT MARTIN, TREASURER

Exhibit A

2:06 PM
5/30/2018

Lake St. Charles Community Development District
FY 19 Proposed Budget

[illegible]

FY 19 Proposed Budget

[illegible]

5/30/2018

FY 19 Proposed Budget

[illegible]

2:06 PM
5/30/2018

Lake St. Charles Community Development District
FY 19 Proposed Budget

[illegible]

FY 19 Proposed Budget

[illegible]

5/30/2018

FY 19 Proposed Budget

[illegible]

Security - Grounds Committee Meeting Minutes

Date: *Wednesday, May 16th 2018*

Operations Manager: *Property Manager, Mark Cooper*

Committee Members: *Supervisor Dave Nelson & Property Manager Mark Cooper*

In Attendance: Property Manager-Mark Cooper & Supervisors Dave Nelson

The meeting commenced at 5:30 PM.

The committee looked at next year's planned Capital Improvement projects.

The committee recommends proceeding with the clubhouse restroom /re-piping project as a lot of planning needs to be done in order to have the project construction ready by December of this year.

Material finishes need to be selected

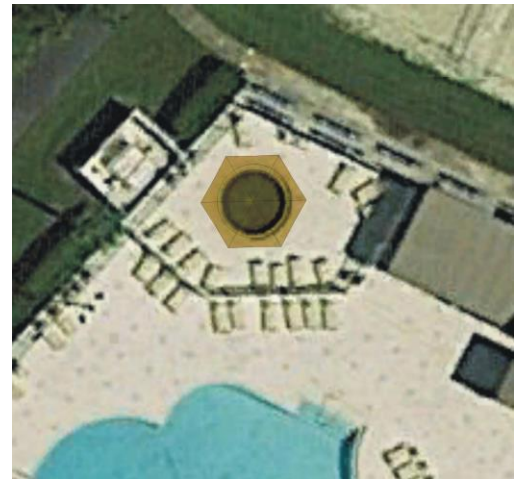
An architect needs to be engaged to prepare the renovation plans for bidding and build permit

The plans need to be bid by contractors

A contractor needs to be selected

Building permit needs to be obtained – this step alone could take 4-8 weeks.

The committee recommends the purchase of a hexagon shaped – 22' diameter shade structure from Shade Systems, Ocala Florida 20 year warranty on posts and 10 year on shade fabrics for \$17,176 to cover the kid pool.



The committee recommends brick wall repairs at Courtland and Jamestown in advance of the new sign placement. The cost is \$900 for pinning the walls in place (to the Column) and tuck pointing the stress cracks.



The meeting adjourned at 6:00 PM.

	A	B	C	D
1	Fiscal Year 18 - Ends September 30th 2018			
2	CIP Projects	CIP Cost Estimate	Actual Cost	Estimated or Actual Cost
3	Newer used golf cart	\$3,359.00	\$3,359.00	\$3,359.00
4	New Pool Equipment and install contract- engineering fees paid in pool maint.	\$100,000.00	\$106,897.00	\$103,417.00
5	Resurface, color coat, stripe & goals for 1 basketball court	\$22,262.00	\$22,262.00	\$22,262.00
6	New Community signage - base \$ 85,538 including all addendums - \$23,167	\$100,000.00	\$107,805.00	\$108,705.00
7	Dredging of 3 - 5 ponds	\$75,000.00		\$66,500.00
8	Dredging Survey - Data		\$8,900.00	\$8,900.00
9	Villas wall replacement w/ PVC fencing \$69,324 + \$2,500 resetting electrical meter	\$100,000.00	\$69,324.00	\$71,824.00
10	Conversion of fountain lights to LED	\$10,000.00		\$10,000.00
11	Emerging CIP projects			
12	Electric feed to Garage	\$5,832.00	\$6,082.00	\$6,082.00
13	4 midge treatments \$860 each treatment& 3 additional treatments @ \$910 each	\$6,170.00	\$5,260.00	\$6,170.00
14	Hurricane protection for clubhouse	\$25,000.00	\$21,000.00	\$21,000.00
15	Trail traffic bollards (4)	\$1,485.00	\$1,555.00	\$1,555.00
16	Lake mapping, dissolved oxygen tests and midge larval sampling LSC, Pond #9 & #14			\$830.00
17	Soccer field regrade, sod and markers			
18	Baseball field clay infield and new bases			
19	Shade structure for Wade pool	\$20,000.00		\$17,176.00
20	Clubhouse Window and Door Blinds 4 windoows = \$1,558 back doors = \$1,028			\$1,028.00
21	Addition APP funding (grant reimburses \$2,500 of expenses)	\$2,700.00	\$2,698.00	\$198.00
22	Accelerated CIP projects Scheduled for FY 19			
23				
24	RESERVE FUNDING			
25	Additional Funding of Reserve Account		\$5,000.00	\$5,000.00
26	TOTAL EXPENDITURE			\$454,006.00
27	Burton target FY 18 CIP \$340,347 Actual CIP funds budgeted \$309,733 + Bond refund \$22,342 + Wall repair \$10,504 + \$50,000 reserved for signs + 22,262 reserved for basketball			\$414,841.00
28	FY 17 Carryover Funds unassigned			\$33,544.00
29	Approved carryover from FY 17 Audit			\$63,943.00
30	Completed Projects	TOTAL Funds Available		\$512,328.00
31	Projects in progress	Unassigned Funds		\$58,322.00

Management Committee Meeting Minutes

Date: *Wednesday, May 16, 2018 @ 1:00 pm*

Chairperson: *Chairman Rob Fannin*

Operations Manager: *District Manager, Adriana Urbina*

In Attendance: *Chairman Rob Fannin, Property Manager, Mark Cooper, District Manager, Adriana Urbina,*

Notice of Meetings – Management Committee

The next Management Committee Meeting is scheduled for Wednesday, June 20th at 1:00PM.

The meeting commenced at 1:00 pm

- The committee Chairman reviewed and signed checks.
- The committee reviewed and discussed the kid pool shade structure quotes.

The committee reviewed and discussed the clearing that was done on LSC property.

The meeting adjourned at 1:35 pm

Strategic Planning Committee Meeting Minutes

Date: *Tuesday, May 15th, 2018 @ 10:00 am*

Chairperson: *Supervisor Ginny Gianakos*

Operations Manager: *Property Manager, Mark Cooper*

Meeting commenced at 10:00 am

The Strategic Planning Committee Meeting met and discussed this year's CIP projects and funds. The committee also examined and discussed the 10 year capital improvement plan and looked at the impact of midge control on the overall plan, projects and timing.

The committee also discussed other projects listed on this year's CIP plan, reviewed plans and costs received for a shade structure over the kid pool and discussed proceeding with further investigation of the costs of a hexagon shade structure over the kid pool.

The committee looked at next years planned projects and recommends authorizing the property manager to proceed with the clubhouse restroom / re-piping project.

Meeting adjourned at 1:45 pm

Notice of Meetings – Strategic Planning Committee

The next Strategic Planning Committee Meeting is scheduled for Tuesday, June 19th at 10 am.

Lake St. Charles CDD
Funds Statement

Feb '18 - Apr '18

	Feb '18	Mar '18	Apr '18	Category
Bank/Current Asset Accounts				
CenterState Bank Checking	695,015	592,694	566,118	Cash
CenterState Bank Money Market	236,846	241,893	241,938	Committed/Assigned
Operating Acct	0	0	0	Cash
Prepay	0	0	0	Non-Spendable
Petty Cash	790	790	790	Assigned
SunTrust Money Market	0	0	0	Committed/Assigned
Suncoast FCU	0	0	0	Restricted
Investment Cost of Issuance	0	0	0	Restricted
Investment Reserve	0	0	0	Restricted
Investment Revenue	0	0	0	Restricted
Investment Redemption	0	0	0	Restricted
Investment Prepayment	0	0	0	Restricted
Investment Interest	0	0	0	Restricted
Investment SBA	0	0	0	Committed/Assigned
Total Bank/Current Asset Accounts	932,651	835,377	808,846	
Cash (Checking/Savings)				
CenterState Bank Checking	695,015	592,694	566,118	
CenterState Bank Money Market	236,846	241,893	241,938	
Operating Acct	0	0	0	
Prepay	0	0	0	
Petty Cash	790	790	790	
SunTrust Money Market	0	0	0	
Suncoast FCU	0	0	0	
Investments SBA	0	0	0	
Total Cash Accounts	932,651	835,377	808,846	
Debt Service				
Investment Cost of Issuance	0	0	0	
Investment Reserve	0	0	0	
Investment Revenue	0	0	0	
Investment Redemption	0	0	0	
Investment Interest	0	0	0	
Investment Prepayment	0	0	0	
Total Debt Service Fund Balances	0	0	0	
TOTAL FUND BALANCES	932,651	835,377	808,846	
District Reserve Fund				
SunTrust Money Market	0	0	0	Committed/Assigned
CenterState Bank Money Market	236,846	241,893	241,938	Committed/Assigned
Total Investments SBA	0	0	0	Unassigned
	236,846	241,893	241,938	

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check		04/03/2018	Egis Insurance & Risk Advisors, LLC	10000-CenterState Bank Checking	0.00
General Journal	Audit 17-1	09/30/2017	Egis Insurance & Risk Advisors, LLC	Accounts Payable	-18,329.00
TOTAL					-18,329.00
Check	EFT/Auto	04/03/2018	ADP	10000-CenterState Bank Checking	-9,106.01
				District Manager	1,936.00
				Payroll Taxes - Employer Taxes	163.40
				Facilities Monitor	1,303.20
				Property Maintenance Team Lead	1,193.98
				Property Manager	2,329.60
				Payroll Taxes - Employer Taxes	493.29
				Full Time Hybrid Employee	960.00
				Property Maintenance Part-Time	26.54
				Medical Stipend	200.00
				Medical Stipends	500.00
TOTAL					9,106.01
Check	EFT/Auto	04/05/2018	TECO Electric	10000-CenterState Bank Checking	-2,575.46
				53100 - Electric Utility Svs	50.10
				53100 - Electric Utility Svs	57.27
				53100 - Electric Utility Svs	176.09
				53100 - Electric Utility Svs	842.98
				53100 - Electric Utility Svs	127.40
				53100 - Electric Utility Svs	750.49
				53100 - Electric Utility Svs	190.27
				53100 - Electric Utility Svs	44.66

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
				53100 - Electric Utility Svs	25.45
				53100 - Electric Utility Svs	31.10
				53100 - Electric Utility Svs	28.01
				53100 - Electric Utility Svs	28.01
				53100 - Electric Utility Svs	27.80
				53100 - Electric Utility Svs	27.90
				53100 - Electric Utility Svs	28.01
				53100 - Electric Utility Svs	28.21
				53100 - Electric Utility Svs	27.90
				53100 - Electric Utility Svs	27.90
				53100 - Electric Utility Svs	28.01
				53100 - Electric Utility Svs	27.90
					<u>2,575.46</u>
TOTAL					2,575.46
Check	EFT/Auto	04/05/2018	Square Inc	10000-CenterState Bank Checking	-291.75
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	-8.25
					<u>291.75</u>
TOTAL					291.75
Check	EFT/Auto	04/12/2018	Square Inc	10000-CenterState Bank Checking	-291.75
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	-8.25
					<u>291.75</u>
TOTAL					291.75
Check	EFT/Auto	04/13/2018	ADP	10000-CenterState Bank Checking	-140.25
				Payroll Service Charge	23.38
				Payroll Service Charge	116.87
					<u>140.25</u>
TOTAL					140.25

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	04/17/2018	Square Inc	10000-CenterState Bank Checking	-291.75
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	-8.25
TOTAL					<u>291.75</u>
Check	EFT/Auto	04/17/2018	Square Inc	10000-CenterState Bank Checking	-106.97
				Rental	110.00
				Rental	-3.03
TOTAL					<u>106.97</u>
Check	EFT/Auto	04/17/2018	ADP	10000-CenterState Bank Checking	-8,874.32
				District Manager	1,936.00
				Payroll Taxes - Employer Taxes	148.10
				Facilities Monitor	1,303.20
				Property Maintenance Team Lead	668.30
				Property Manager	2,329.60
				Payroll Taxes - Employer Taxes	405.81
				Supervisor Fees	1,000.00
				Employer Taxes	83.50
				Full Time Hybrid Employee	960.00
				Property Maintenance Part-Time	39.81
TOTAL					<u>8,874.32</u>
Check	EFT/Auto	04/27/2018	ADP	10000-CenterState Bank Checking	-154.16

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
				Payroll Service Charge	14.01
				Payroll Service Charge	70.10
				Supervisor Payroll Service	70.05
TOTAL					154.16
Bill Pmt -Check	8050	04/03/2018	Staples	10000-CenterState Bank Checking	-58.16
Bill	Timesheets, ink and	03/15/2018		Clubhouse Supplies	58.16
TOTAL					58.16
Bill Pmt -Check	8051	04/03/2018	TECO Gas Company	10000-CenterState Bank Checking	-37.45
Bill	March Billing Final	03/07/2018		53200 - Gas Utility Services	37.45
TOTAL					37.45
Bill Pmt -Check	8052	04/03/2018	Alley Cat Pest Control	10000-CenterState Bank Checking	-85.00
Bill	pest control	11/03/2017		Club Facility Maintenance	85.00
TOTAL					85.00
Bill Pmt -Check	8053	04/03/2018	Aquatic Systems, Inc	10000-CenterState Bank Checking	-225.00
Bill	3rd Quater Mitigatio	04/01/2018		Mitigation Maint Contract	225.00
TOTAL					225.00
Bill Pmt -Check	8054	04/03/2018	CLC Total Care	10000-CenterState Bank Checking	-7,250.00

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
Bill	April Monthly Mainte	04/02/2018		Landscape Maintenance Contract	7,250.00
TOTAL					7,250.00
Bill Pmt -Check	8055	04/03/2018	Florida Flag and Pennant	10000-CenterState Bank Checking	-124.77
Bill	13681 Inv #	03/28/2018		Clubhouse Supplies	124.77
TOTAL					124.77
Bill Pmt -Check	8056	04/03/2018	Frontier	10000-CenterState Bank Checking	-219.02
Bill	Mar Internet & Fax	03/25/2018		Telephone	219.02
TOTAL					219.02
Bill Pmt -Check	8057	04/03/2018	Republic Waste Services	10000-CenterState Bank Checking	-176.28
Bill	0696-000721206 Inv #	03/17/2018		53400 - Garbage/Solid Waste Svc	176.28
TOTAL					176.28
Bill Pmt -Check	8058	04/03/2018	Robert's Nursery, Inc.	10000-CenterState Bank Checking	-196.00
Bill	Flax Lily, Blue Daze	03/07/2018		New Plantings	196.00
TOTAL					196.00
Bill Pmt -Check	8059	04/03/2018	Still Water Aquatics LLC	10000-CenterState Bank Checking	-150.00
Bill	INV #2087 Basal Mate	03/27/2018		Misc. Landscape Maintenance	150.00
TOTAL					150.00

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	8060	04/03/2018	SunTrust Credit Card	10000-CenterState Bank Checking	-1,742.03
Bill	Mar CC Statement	03/24/2018		13500 - SunTrust Visa Card	1,742.03
TOTAL					1,742.03
Bill Pmt -Check	8061	04/03/2018	Tuscan & Company, PA	10000-CenterState Bank Checking	-8,000.00
Bill	114088 Inv #	03/30/2018		Auditing Services	8,000.00
TOTAL					8,000.00
Bill Pmt -Check	8062	04/03/2018	Verizon Wireless	10000-CenterState Bank Checking	-42.48
Bill	2-24-18 to 03-23-18	03/23/2018		Telephone	42.48
TOTAL					42.48
Bill Pmt -Check	8063	04/03/2018	Zee Medical Service	10000-CenterState Bank Checking	-23.70
Bill	089193093 Inv #	03/29/2018		Clubhouse Supplies	23.70
TOTAL					23.70
Bill Pmt -Check	8064	04/03/2018	Aquatic Systems, Inc	10000-CenterState Bank Checking	-1,049.00
Bill	April Pond Mainten	04/01/2018		Pond & Stormwater Maint Contrac	1,049.00
TOTAL					1,049.00
Bill Pmt -Check	8065	04/03/2018	CLC Total Care	10000-CenterState Bank Checking	-1,600.00
Bill	INV 19869	03/22/2018		Irrigation Maintenance	1,600.00

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
TOTAL					1,600.00
Bill Pmt -Check	8066	04/03/2018	Robert's Nursery, Inc.	10000-CenterState Bank Checking	-303.00
Bill	Plumbago, blue daze,	03/08/2018		New Plantings	303.00
TOTAL					303.00
Bill Pmt -Check	8067	04/03/2018	Still Water Aquatics LLC	10000-CenterState Bank Checking	-860.00
Bill	INV #2088 Midge Trea	03/27/2018		Midge Treatments	860.00
TOTAL					860.00
Bill Pmt -Check	8068	04/18/2018	Alarms and Electrical	10000-CenterState Bank Checking	-120.00
Bill	17952 Inv #	04/01/2018		Sec System Monitoring Contract	120.00
TOTAL					120.00
Bill Pmt -Check	8069	04/18/2018	Chris's Portable Toilets	10000-CenterState Bank Checking	-75.00
Bill	1805-93622 Inv #	04/08/2018		Park Facility Maintenance	75.00
TOTAL					75.00
Bill Pmt -Check	8070	04/18/2018	Grainger	10000-CenterState Bank Checking	-154.00
Bill	9746356113 Inv #	04/03/2018		Clubhouse Supplies	154.00
TOTAL					154.00
Bill Pmt -Check	8071	04/18/2018	RetailFirst - Summit W/C	10000-CenterState Bank Checking	-892.48
Bill	INV# 10472069	05/01/2018		Employer Workman Comp	892.48
TOTAL					892.48
Bill Pmt -Check	8072	04/18/2018	TECO Gas Company	10000-CenterState Bank Checking	-439.95

Lake St. Charles CDD Disbursement Authorization Report

April 2018

Type	Num	Date	Name	Account	Original Amount
Bill	April Billing	04/06/2018		53200 - Gas Utility Services	439.95
TOTAL					<u>439.95</u>
Bill Pmt -Check	8073	04/18/2018	Verizon Wireless	10000-CenterState Bank Checking	-112.84
Bill	3-02-18 to 04-01-18	04/01/2018		Parks & Rec Cell Phones	112.84
TOTAL					<u>112.84</u>
Bill Pmt -Check	8074	04/18/2018	Vistalogix	10000-CenterState Bank Checking	-2,650.00
Bill	10419 Inv #	06/01/2018		Website Development & Monitor	2,400.00
				Website Development & Monitor	250.00
TOTAL					<u>2,650.00</u>
Bill Pmt -Check	8075	04/18/2018	Zebra Cleaning Team, Inc.	10000-CenterState Bank Checking	-1,600.00
Bill	April Pool Cleaning	04/11/2018		Pool Maintenance Contract	1,600.00
TOTAL					<u>1,600.00</u>

5/30/2018

Treasurer's Report - CenterState Account

April 2018

04/1/18 - 04/30/18

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
						592,693.70
04/03/2018		Egis Insurance & Risk Advisors, LLC	QuickBooks generated zero amount transaction for bill payment stub		0.00	592,693.70
04/03/2018 8050		Staples	6011 1000 4086 310	58.16		592,635.54
04/03/2018 8051		TECO Gas Company	07884976	37.45		592,598.09
04/03/2018 8052		Alley Cat Pest Control	1075 Acct #, Inv # 20275	85.00		592,513.09
04/03/2018 8053		Aquatic Systems, Inc	INV# 0000404822	225.00		592,288.09
04/03/2018 8054		CLC Total Care	INV 19875	7,250.00		585,038.09
04/03/2018 8055		Florida Flag and Pennant	13681 Inv #	124.77		584,913.32
04/03/2018 8056		Frontier	ACCT# 813-671-8339-120297-5	219.02		584,694.30
04/03/2018 8057		Republic Waste Services	3-0696-1005435	176.28		584,518.02
04/03/2018 8058		Robert's Nursery, Inc.	217895 Inv #	196.00		584,322.02
04/03/2018 8059		Still Water Aquatics LLC	INV #2087	150.00		584,172.02
04/03/2018 8060		SunTrust Credit Card	4223071100091531 Acct #	1,742.03		582,429.99
04/03/2018 8061		Tuscan & Company, PA	114088 Inv #	8,000.00		574,429.99
04/03/2018 8062		Verizon Wireless	Acct# 842082173-00001	42.48		574,387.51
04/03/2018 8063		Zee Medical Service	044185 Acct # 089193093 Inv #	23.70		574,363.81
04/03/2018 8064		Aquatic Systems, Inc	INV# 0000404821	1,049.00		573,314.81
04/03/2018 8065		CLC Total Care	INV 19869	1,600.00		571,714.81
04/03/2018 8066		Robert's Nursery, Inc.	217927 Inv #	303.00		571,411.81
04/03/2018 8067		Still Water Aquatics LLC	INV #2088	860.00		570,551.81
04/03/2018 EFT/Auto		ADP	P.E. 3-31-18	9,106.01		561,445.80
04/03/2018			Deposit		58.35	561,504.15
04/05/2018 EFT/Auto		TECO Electric	06980007400 Acct #	2,575.46		558,928.69
04/05/2018			Deposit		763.41	559,692.10
04/05/2018 EFT/Auto		Square Inc	M. Pucillo CH Rental Deposit Refund	291.75		559,400.35
04/06/2018			Deposit		17,707.91	577,108.26
04/06/2018			Deposit		3,568.00	580,676.26
04/06/2018			Deposit		345.24	581,021.50
04/07/2018			Deposit		29.17	581,050.67
04/10/2018			Deposit		14.59	581,065.26
04/12/2018			Deposit		345.24	581,410.50

5/30/2018

<u>Date</u>	<u>PM</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
04/12/2018	EFT/Auto		Square Inc	F. Parrilla CH Rental Deposit Refund	291.75		581,118.75
04/13/2018	EFT/Auto		ADP	512024411 Inv #	140.25		580,978.50
04/14/2018				Deposit		29.17	581,007.67
04/17/2018	EFT/Auto		Square Inc	D. Odom CH Rental Deposit Refund	291.75		580,715.92
04/17/2018	EFT/Auto		Square Inc	L. Tremblay CH Cancellation 2 Dates	106.97		580,608.95
04/17/2018	EFT/Auto		ADP	P.E. 4-14-18	8,874.32		571,734.63
04/18/2018	8068		Alarms and Electrical	17952 Inv #	120.00		571,614.63
04/18/2018	8069		Chris's Portable Toilets	1805-93622 Inv #	75.00		571,539.63
04/18/2018	8070		Grainger	884671942 Acct# 9746356113 Inv #	154.00		571,385.63
04/18/2018	8071		RetailFirst - Summit W/C	0520-48906 Policy # INV#INV# 10472069	892.48		570,493.15
04/18/2018	8072		TECO Gas Company	07884976	439.95		570,053.20
04/18/2018	8073		Verizon Wireless	Acct# 742078254-00001	112.84		569,940.36
04/18/2018	8074		Vistalogix	10419 Inv #	2,650.00		567,290.36
04/18/2018	8075		Zebra Cleaning Team, Inc.	INV# 2594	1,600.00		565,690.36
04/18/2018				Deposit		403.58	566,093.94
04/21/2018				Deposit		53.49	566,147.43
04/25/2018				Deposit		14.59	566,162.02
04/27/2018	EFT/Auto		ADP	512817547 Inv #	154.16		566,007.86
04/30/2018				Interest		110.56	566,118.42
					50,018.58	23,443.30	566,118.42

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2017 through April 2018

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								Oct '17 Apr '18	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
3							Revenue/Expense					
4							Revenue					
5							36100 - Interest Earnings					
6							Interest - General Fund	1,059	1,450	(391)		779
7							Total 36100 - Interest Earnings	1,059	1,450	(391)		779
8							General Fund Assessment-O&M					
9							General Fund Assessment Gross	913,572	935,803	(22,231)		774,498
10							GF Prop Tax Interest	138	0	138		89
11							GF Tax Collector Commissions	(17,566)	(18,716)	1,150		(14,431)
12							GF Tax Payment Discount	(35,300)	(37,432)	2,132		(30,139)
13							Total General Fund Assessment-O&M	860,844	879,655	(18,811)		730,017
14												
15							Total 36310 - Special Assessment	860,844	879,655	(18,811)		730,017
16							36311 - Excess Fees	5,701	0	5,701		5,388
17							36900 - Miscellaneous Revenues			0		
18							Other Misc Revenue	5,351	1,200	4,151		1,282
19							Rental	1,449	1,900	(451)		1,173
20							Total 36900 - Miscellaneous Revenues	6,800	3,100	3,700		2,455
21							Total Revenue	874,404	884,205	(9,801)		738,638
22												
24							Expense					
25							5110 - Legislative					
26							Employer Taxes	655	1,460	(805)		788
27							Special District Fees	175	175	0		175
28							Supervisor Fees	7,000	12,000	(5,000)		7,000
29							Supervisor Payroll Service	527	900	(373)		310
30							Total 5110 - Legislative	8,358	14,535	(6,177)		8,274

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2017 through April 2018

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								Oct '17 Apr '18	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
31							51300 - Financial & Admin					
32							Accounting Services	0	500	(500)		0
33							Auditing Services	15,000	15,000	0		14,000
34							Banking & Investment Mgmt Fees	0	200	(200)		773
35							District F&A Employees					
36							District Manager	27,104	50,336	(23,232)		28,438
37							Medical Stipend	1,200	2,400	(1,200)		1,400
38							Payroll Service Charge	289	465	(176)		158
39							Payroll Taxes - Employer Taxes	2,252	4,400	(2,148)		2,598
40							Performance Stipend	0	1,000	(1,000)		750
41							Total District F&A Employees	30,845	58,601	(27,756)		33,344
42							Dues, Licenses & Fees	316	500	(184)		302
43							General Insurance					
44							Crime	510	600	(90)		510
45							General Liability	3,517	3,868	(351)		3,517
46							Public Officials Liability & EP	2,890	3,179	(289)		2,890
47							Total General Insurance	6,917	7,647	(730)		6,917
48							Legal Advertising	1,542	2,600	(1,058)		1,604
49							Local/Other Taxes	3,196	2,800	396		2,756
50							Office Supplies	180	1,000	(820)		329
51							Postage	80	250	(170)		106
52							Printer Supplies	634	2,000	(1,366)		1,381
53							Professional Development	0	1,000	(1,000)		0
54							Technology Services/Upgrades	2,412	2,000	412		1,045
55							Telephone	1,841	3,100	(1,259)		1,292
56							Travel Per Diem	72	200	(128)		64
57							Website Development & Monitor	0	2,650	(2,650)		0
58							Total 51300 - Financial & Admin	63,034	100,048	(37,014)		63,914

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2017 through April 2018

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								Oct '17 Apr '18	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
59							51400 - Legal Counsel					
60							District Counsel	58	8,000	(7,942)		4,283
61							Total 51400 - Legal Counsel	58	8,000	(7,942)		4,283
62							52100 - Law Enforcement					
63							Car Maintenance & Repairs	551	1,000	(449)		192
64							Car Gas	331	1,500	(1,169)		400
65							Hyundai Loan Payments			0		
66							Hyundai Interest Payment	26	53	(27)		136
67							Hyundai Principal Payment	1,014	995	19		1,698
68							Total Hyundai Loan Payments	1,040	1,048	(8)		1,834
69							Other Protection Services	0	15	(15)		0
70							Total 52100 - Law Enforcement	1,921	3,563	(1,642)		2,426
71							53100 - Electric Utility Svs	20,476	38,800	(18,324)		17,506
72							53200 - Gas Utility Services	2,279	4,000	(1,721)		2,227
73							53400 - Garbage/Solid Waste Svc	1,230	1,700	(470)		880
74							53600 - Water/Sewer Services	4,650	8,000	(3,350)		3,396
75							53900 - Physical Environment			0		
76							Entry & Walls Maintenance	123	2,000	(1,877)		(8,509)
77							Ford F250 Loan Payment			0		
78							Interest Payment	16	172	(156)		139
79							Principal Payment	2,016	2,140	(124)		1,480
80							Total Ford F250 Loan Payment	2,032	2,312	(280)		1,618
81							Ford F250 Maintenance & Repair	754	1,000	(246)		361
82							Fountain in Lake	3,979	3,000	979		0
83							Gas - Equipment	154	400	(246)		160
84							Gas - Truck	716	1,800	(1,084)		699

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2017 through April 2018

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								Oct '17 Apr '18	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
85							Irrigation Maintenance	5,810	6,700	(890)		4,366
86							Landscape Maintenance Contract	50,750	87,000	(36,250)		58,000
87							Misc. Landscape-Temporary Staff	0	3,000	(3,000)		7,726
88							Misc. Landscape Maintenance	4,183	9,500	(5,317)		7,637
89							Mulch	282	4,000	(3,718)		3,900
90							New Plantings	1,438	6,000	(4,562)		5,350
91							Pond & Stormwater Maint Contract	7,343	12,780	(5,437)		6,195
92							Property Insurance Contract	10,747	12,000	(1,253)		10,550
93							Sod Replacement	85	4,000	(3,915)		10
94							Mitigation Maint Contract	675	900	(225)		1,404
95							Total 53900 - Physical Environment	89,070	156,392	(67,322)		99,467
96							57200 - Parks & Recreation					
97							Auto Liability	665	755	(90)		665
98							Club Facility Maintenance					
99							Club Facility Maintenance	1,696	5,000	(3,304)		3,844
100							Clubhouse Supplies	2,380	2,300	80		614
101							Locks/Keys	245	100	145		0
102							Total Club Facility Maintenance	4,321	7,400	(3,079)		4,458
103							District Employees Payroll Exp					
104							Employer Workman Comp	5,908	7,629	(1,721)		4,245
105							Facilities Monitor	17,945	33,403	(15,458)		18,381
106							Medical Stipends	3,250	6,000	(2,750)		2,800
107							Payroll Service Charge	1,431	2,000	(569)		735
108							Payroll Taxes - Employer Taxes	6,600	13,500	(6,900)		7,131
109							Performance Stipend	0	2,600	(2,600)		1,575
110							Full-Time Hybrid Employee	13,167	24,960	(11,793)		539
111							Property Maintenance Part-Time	736	1,381	(645)		16,736
112							Property Maintenance Team Lead	15,567	27,675	(12,108)		34,215
113							Property Manager	32,614	60,570	(27,956)		0
114							Recreational Assistants	0	5,900	(5,900)		0
115							Total District Employees Payroll Exp	97,219	185,618	(88,399)		86,356

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2017 through April 2018

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								Oct '17 Apr '18	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
116							Dock Maintenance	98	400	(302)		0
117							Drainage/ Nature Path/Trail Maintenance	154	1,800	(1,647)		1,498
118							Park Facility Maintenance	3,115	5,000	(1,885)		1,521
119							Parks & Rec Cell Phones	790	1,700	(910)		730
120							Playground Maintenance	0	2,000	(2,000)		0
121							Pool Maintenance Contract	9,600	19,600	(10,000)		11,200
122							Pool Maintenance Repairs	6,964	12,000	(5,036)		2,764
123							Sec System Monitoring Contract	240	240	0		240
124							Security Repairs	2,738	2,921	(183)		605
125							Total 57200 - Parks & Recreation	125,902	239,434	(113,532)		110,038
126							58003- Future CIP Projects and Reserves	233,421	309,733	(76,313)		42,063
127							Total Expense	550,397	884,205	(333,808)		354,472
128							Revenue Less Expenses	324,007	0	324,007		384,166
129							Other Revenue/Expense					
130							Other Revenue					
131							SunTrust Credit Card Rewards	765		0		
132							FY 16-17 Carryover	138,652		138,652		
133							Total Other Revenue	139,417	0	138,652		
134												
135							Other Expense					
136							Unassigned CIP Projects	4,209	135,212	(131,003)		
137							Midge Treatments	3,440	3,440	0		
138							Total Other Expense	7,649	138,652	(131,003)		
139							Net Other Income	131,003	(138,652)	131,003		

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2017 through April 2018

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								Oct '17 Apr '18	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
140	Net Income							455,010	(138,652)	455,010		

Lake St. Charles CDD
Property Manager Expense Report

	Type	Date	April 2018 Num	Memo	Amount
Brandon Lock & Safe, Inc.					
	Bill	04/20/2018	Pool gate lock	Pool gate lock	107.50
Grainger					
	Bill	04/03/2018	9746356113 Inv #	9746356113 Inv # Paper towels	154.00
Home Depot					
	Credit Card Charge	04/05/2018	Mulch	Mulch	200.25
Staples					
	Bill	04/15/2018	trash Bags	trash Bags	62.99
Still Water Aquatics LLC					
	Bill	04/18/2018	INV #2096 Treat buff	INV #2096 Treat buffer area on lake for unwanted growth	100.00
Winn Dixie					
	Credit Card Charge	04/03/2018	Water	Water	7.98
	Credit Card Charge	04/03/2018	Water	Water	11.97
Total					645

June 2018 Property Manager's report

The clubhouse window replacement project has been completed.

The new sign installations are underway and will continue until completed.

The pre dredging data collection will be completed by the June meeting.

The Lake St Charles App was updated and a district rules button was added.

As of May 25th 2018 there were 125 android and 114 apple downloads (239 total) of our community App.

The midge fly discovery proposal was initiated and mapping and sampling should be completed in June.

2018 Clubhouse Monthly Status Report

	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Total	2017 Total
Scheduled Clubhouse Rentals	4	3	1	7	4								19	27
Completed Clubhouse Rentals	2	4	2	4	4								16	36
Guest Passes Issued	0	0	0	0	8								8	14
Replacement Cards	0	1	2	1	1								5	11
Resident Access Cards	4	1	9	12	6								32	71
Renters Access Cards	1	0	7	14	7								29	45
Parking Stickers	4	4	10	9	12								39	142
Online Purchases	2	1	2	2	2								9	28
Monthly Total	17	14	33	49	44								157	374

I have received 8 voicemails, with 7 that required a call back.

1344 residents have registered their access cards in the new system.

Mark & Adriana notarized 2 documents.