

## **Supervisor Packet for August 7, 2018 General Meeting**

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

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

	<ul style="list-style-type: none"> <li>d. July 2018 Property Manager Monthly Report</li> <li>e. July 2018 Clubhouse Monthly Report</li> <li>f. July 2018 Facilities Monitor Report</li> </ul>
<b>7:20 - 7:50</b>	<b>8. AQUATIC SYSTEMS MIDGE DATA PRESENTATION: JOSH McGARRY (30 MINUTES)</b>
<b>7:50 - 8:10</b>	<b>9. COMMITTEE REPORTS (20 Minutes)</b>
	<ul style="list-style-type: none"> <li>1. <b>Treasurer's Review Committee</b> – Treasurer Martin</li> <li>2. <b>Grounds/Security Committee</b> – Committee Chair Nelson <ul style="list-style-type: none"> <li>a. The Grounds/Security Committee recommends acceptance of ROJO Architecture's proposal for design services for \$11,200 plus anticipated reimbursable costs amounting to approximately \$1,000.</li> <li>b. The Grounds/Security Committee recommends raising the threshold for construction projects requiring the issuance of an RFP to \$50,000.</li> </ul> </li> <li>3. <b>Management Committee</b> – Committee Chair Fannin <ul style="list-style-type: none"> <li>a. The Management Committee recommends rescheduling the Board of Supervisors Meeting originally scheduled for September 4, 2018 to September 11, 2018.</li> </ul> </li> <li>4. <b>Strategic Planning Committee</b> – Committee Chair Gianakos</li> </ul>
<b>8:10- 8:20</b>	<b>10. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR FANNIN (10 Minutes)</b>
	<b>GENERAL REMARKS</b> – Chair of The Board of Supervisors
<b>8:20 -8:25</b>	<b>11. PROPERTY MANAGER (5 Minutes)</b>
	<b>Items for Consideration by Property Manager</b> - Mark Cooper <ul style="list-style-type: none"> <li>1. Property Management Report</li> </ul>
<b>8:25–8:30</b>	<b>12. DISTRICT MANAGER (5 Minutes)</b>
	<b>Items for Consideration by District Manager</b> <ul style="list-style-type: none"> <li>1. District Manager Report</li> </ul>
<b>8:30 – 8:40</b>	<b>13. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes)</b>
<b>8:40</b>	<b>ADJOURN</b>



Date: July 10, 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  
Vice Chair, Dave Nelson  
Secretary/Treasurer, Rob Martin (Absent)  
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 Chair, Robb Fannin

1. On **MOTION** by Supervisor Gianakos and second by Supervisor Simon the Board approved the, July 10, 2018 Consent Agenda consisting of the: June 5, 2018 General Meeting Minutes, the July Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the June 2018 Financial Reports, the Property Manager, District Administrative Assistant reports, and the Facility Monitor June 2018 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 4 to 0
2. On **MOTION** by Supervisor Fannin and Second by Supervisor Gianakos, the Board approved to maintain the annual 2% salary increase for all staff. Motion passed 4 to 0

3. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved the purchase the Miracle inclusive swing in the amount \$1,076.00, for the purpose of resident safety. Amended to say the purchase of the inclusive swing will be funded from the CIP line item. Motion passed 4 to 0
4. On **MOTION** by Supervisor Simon and Second by Supervisor Fannin, the Board approved to proceed with the development of the LSC Mobile Neighborhood Watch Patrol Program under the CDD Supervision, pending approval from legal counsel. Motion passed 4 to 0
5. On **MOTION** by Supervisor Simon and Second by Supervisor Fannin, the Board discussed deferring all expense discussions for the pool shade structure until the midge control proposal is reviewed. Motion failed 2 to 2
6. On **MOTION** by Supervisor Fannin and Second by Supervisor Gianakos, the Board approved to extend the General Meeting by 10 minutes until 8:20PM. Motion passed 4 to 0.
7. On **MOTION** by Supervisor Gianakos and Second by Supervisor Nelson, the Board discussed moving forward with the Hillsborough County grant request and committing to fund the difference of the shade structure project while also looking for another economical option for the shade structure. Motion failed 2 to 2
8. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved to submit the \$5,000 grant request to Hillsborough County for the kid pool shade structure with a swim safety component for resident children and will agree to fund the difference for the shade structure project. The project will be added to next fiscal year budget after the midge control project is reviewed. Motion passed 3 to 1 with Supervisor Simon voting NO

Meeting adjourned at 8:19PM

Respectfully submitted,

Rob Martin, Treasurer/Secretary

Rob Fannin, Chair

# Treasurer's Review Committee Meeting Minutes

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**Date:** *Thursday, July 19<sup>th</sup> 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 (3<sup>rd</sup>) Thursday of each month at 12:30 pm.

The next Treasurer's Review Committee Meeting will be Thursday, August 16, 2018 at 12:30 pm.

The Treasurer's Review Committee Meeting was cancelled.

	A	B	C	D
1	Fiscal Year 18 - Ends September 30th 2018			
2	<b>CIP Projects</b>	<b>CIP Cost Estimate</b>	<b>Actual Cost</b>	<b>Estimated or Actual Cost</b>
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		\$66,100.00
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	<b>Emerging CIP projects</b>			
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	Inclusive Swing			\$1,076.00
18	Shade structure for Wade pool	\$20,000.00	\$17,176.00	
19	Clubhouse Window and Door Blinds 4 windoows = \$1,558 back doors = \$1,028			\$1,028.00
20	Addition APP funding (grant reimburses \$2,500 of expenses)	\$2,700.00	\$2,698.00	\$198.00
21	<b>Accelerated CIP projects Scheduled for FY 19</b>			
22	Architectural fees for clubhouse restrooms			\$12,200.00
23	<b>RESERVE FUNDING</b>			
24	Additional Funding of Reserve Account		\$5,000.00	\$5,000.00
25	<b>TOTAL EXPENDITURE</b>			<b>\$449,706.00</b>
26	Burton target FY 18 CIP \$340,347 Actual CIP funds budgeted \$313,472 + Bond refund \$22,342 + Wall repair \$10,504 + \$50,000 reserved for signs + 22,262 reserved for basketball			\$418,580.00
27	<b>FY 17 Carryover Funds unassigned</b>			\$33,544.00
28	<b>Approved carryover from FY 17 Audit</b>			\$63,943.00
29	Completed Projects	<b>TOTAL Funds Available</b>		<b>\$516,067.00</b>
30	Projects in progress	<b>Unassigned Funds</b>		<b>\$66,361.00</b>

# Security - Grounds Committee Meeting Minutes

**Date:** *Wednesday, July 18<sup>th</sup> 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.

Supervisor Nelson signed checks

Discussed restroom architectural proposals and expected “look” of the finished rooms after renovation.

The committee reviewed the clubhouse restroom architectural proposals. The security Grounds committee recommends acceptance of ROJO Architecture's proposal for design services for \$11,200 plus anticipated reimbursable costs amounting to approximately \$1,000.

Clubhouse Restroom Architectural Services Proposals				
Firms	Cost	Anticipated reimbursables	Estimated permit costs	Total
Patrick Sullivan Architect LLC	\$8,900.00	\$1,000.00	\$2,500.00	\$12,400.00
ROJO Architecture LLC	\$11,200.00	\$1,000.00	\$2,500.00	\$14,700.00
Design Styles Architecture	\$20,525.00	\$1,000.00	\$2,500.00	\$24,025.00



Informed Supervisor Nelson that Aquatic Systems' would be presenting midge data results and recommendations at next board meeting.



Several supervisors mentioned raising the RFP threshold from \$20,000 to a higher amount. The grounds committee reviewed our other spending policies, the FL statutes and next years anticipated projects that would require the issuance of an RFP.

### **Our internal Purchasing Policy**

#### **3150.5 Vendor Selection Criteria for District Property Purchases:**

- a. No quotes will be required for expenditure amounts less than or equal to \$750.00.
- b. One quote will be required for expenditures greater than \$750.00 but less than \$3,000.00.
- c. Three quotes will be required for construction project expenditures between \$3,000.00 and \$20,000.
- d. Three quotes will be required for electrical work expenditures between \$3,000.00 and \$50,000.
- e. Construction projects over \$20,000 and electrical projects over \$50,000 will be purchased in accordance with 3150.9 Bidding Procedures for Construction Projects and Extraordinary Repairs.

Florida Statutes regarding bids and threshold amounts.

#### **190.033 Bids required.—**

(1) No contract shall be let by the board for any goods, supplies, or materials to be purchased when the amount thereof to be paid by the district shall exceed the amount provided in s. 287.017 for **category four**, unless notice of bids or other competitive solicitation, including requests for proposals or qualifications, is advertised once in a newspaper in general circulation in the county and in the district. Any board seeking to construct or improve a public building, structure, or other public works shall comply with the bidding procedures of s. 255.20 and other applicable general law. In each case, the bid of the lowest responsive and responsible bidder shall be accepted unless all bids are rejected because the bids are too high, or the board determines it is in the best interests of the district to reject all bids. In each case in which requests for proposals, qualifications, or other competitive solicitations are used, the district shall determine which response is most advantageous for the district and award the contract to that proposer. The board may require the bidders or proposers to furnish bond with a responsible surety to be approved by the board. If the district does not receive a response to its competitive solicitation, the district may proceed to purchase such goods, supplies, materials, or construction services in the manner it deems in the best interests of the district. Nothing in this section shall prevent the board from undertaking and performing the construction, operation, and maintenance of any project or facility authorized by this act by the employment of labor, material, and machinery.

**F.S. 287.017** Purchasing categories, threshold amounts.—The following purchasing categories are hereby created:

- (1) CATEGORY ONE: \$20,000.
- (2) CATEGORY TWO: \$35,000.
- (3) CATEGORY THREE: \$65,000.
- (4) **CATEGORY FOUR: \$195,000.**
- (5) CATEGORY FIVE: \$325,000.

#### **F.S. 255.20** Local bids and contracts for public construction works; specification of state-produced lumber.—

(1) A county, municipality, special district **as defined in chapter 189**, or other political subdivision of the state seeking to construct or improve a public building, structure, or other public construction works must competitively award to an appropriately licensed contractor each project that is estimated in accordance with generally accepted cost-accounting principles **to cost more than \$300,000**. For electrical work, the local government must competitively award to an appropriately licensed contractor each project that is estimated in accordance with generally accepted cost-accounting principles to cost more than \$75,000. As used in this section, the term "competitively award" means to award contracts based on the submission of sealed bids, proposals submitted in response to a request for proposal, proposals submitted in response to a request for qualifications, or proposals submitted for competitive negotiation. This subsection expressly allows contracts for construction management services, design/build contracts, continuation contracts based on unit prices, and any other contract arrangement

with a private sector contractor permitted by any applicable municipal or county ordinance, by district resolution, or by state law. For purposes of this section, cost includes the cost of all labor, except inmate labor, and the cost of equipment and materials to be used in the construction of the project. Subject to the provisions of subsection (3), the county, municipality, special district, or other political subdivision may establish, by municipal or county ordinance or special district resolution, procedures for conducting the bidding process.

It costs the District approximately \$225 to advertise each RFP in the newspaper. It is anticipated that there are approximately 6-7 projects scheduled for next year that could exceed the \$20,000 threshold. If the threshold was raised to \$50,000 the number of projects could be reduced to approximately 2 - midge control and the renovation of the clubhouse restroom.

The security grounds committee recommends raising the threshold for construction projects requiring the issuance of an RFP to \$50,000

The meeting adjourned at 6:30 PM.

# Management Committee Meeting Minutes

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**Date:** *Wednesday, July 18<sup>th</sup>, 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, August 15<sup>th</sup> at 1:00PM.

### The meeting commenced at 1:00 pm

- The committee Chairman reviewed and signed checks.
  - The committee discussed the clubhouse restroom remodel project
  - The committee Chairman reviewed and signed the Hillsborough County grant request application and discussed the swim lessons that would need to be offered if the grant was approved.
  - The committee discussed rescheduling the Board of Supervisors Meeting originally scheduled for September 4, 2018 to September 11, 2018.
- The Management Committee recommends rescheduling the Board of Supervisors Meeting originally scheduled for September 4, 2018 to September 11, 2018.

### The meeting adjourned at 2:30 pm

# Strategic Planning Committee Meeting Minutes

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**Date:** *Tuesday, July 17<sup>th</sup>, 2018 @ 10:00 am*

**Chairperson:** *Supervisor Ginny Gianakos*

**Operations Manager:** *Property Manager, Mark Cooper*

The July Strategic Planning Committee meeting was canceled.

## Notice of Meetings – Strategic Planning Committee

The next Strategic Planning Committee Meeting is scheduled for Tuesday, August 21<sup>st</sup> at 10 am.

**Lake St. Charles CDD**  
**Funds Statement**

**Apr '18 - Jun '18**

	<b>Apr '18</b>	<b>May '18</b>	<b>Jun '18</b>	<b>Category</b>
<b>Bank/Current Asset Accounts</b>				
CenterState Bank Checking	566,118	479,329	453,964	Cash
CenterState Bank Money Market	241,938	241,986	242,031	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
<b>Total Bank/Current Asset Accounts</b>	<b>808,846</b>	<b>722,105</b>	<b>696,785</b>	
<b>Cash (Checking/Savings)</b>				
CenterState Bank Checking	566,118	479,329	453,964	
CenterState Bank Money Market	241,938	241,986	242,031	
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	
<b>Total Cash Accounts</b>	<b>808,846</b>	<b>722,105</b>	<b>696,785</b>	
<b>Debt Service</b>				
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	
<b>Total Debt Service Fund Balances</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL FUND BALANCES</b>	<b>808,846</b>	<b>722,105</b>	<b>696,785</b>	
<b>District Reserve Fund</b>				
SunTrust Money Market	0	0	0	Committed/Assigned
CenterState Bank Money Market	241,938	241,986	242,031	Committed/Assigned
Total Investments SBA	0	0	0	Unassigned
	241,938	241,986	242,031	

# Lake St. Charles CDD

## Disbursement Authorization Report

June 2018

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	06/05/2018	TECO Electric	10000-CenterState Bank Checking	-3,009.80
				53100 - Electric Utility Svs	53.79
				53100 - Electric Utility Svs	53.13
				53100 - Electric Utility Svs	141.97
				53100 - Electric Utility Svs	842.98
				53100 - Electric Utility Svs	89.24
				53100 - Electric Utility Svs	1,222.80
				53100 - Electric Utility Svs	283.50
				53100 - Electric Utility Svs	40.23
				53100 - Electric Utility Svs	27.62
				53100 - Electric Utility Svs	25.81
				53100 - Electric Utility Svs	22.80
				53100 - Electric Utility Svs	22.90
				53100 - Electric Utility Svs	22.80
				53100 - Electric Utility Svs	22.80
				53100 - Electric Utility Svs	23.01
				53100 - Electric Utility Svs	23.12
				53100 - Electric Utility Svs	22.80
				53100 - Electric Utility Svs	22.80
				53100 - Electric Utility Svs	22.90
				53100 - Electric Utility Svs	22.80
					<u>22.80</u>
TOTAL					3,009.80
Check	EFT/Auto	06/05/2018	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>

# Lake St. Charles CDD Disbursement Authorization Report

June 2018

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	06/08/2018 ADP		10000-CenterState Bank Checking	-148.60
				Payroll Service Charge	16.51
				Payroll Service Charge	132.09
TOTAL					148.60
Check	EFT/Auto	06/12/2018 ADP		10000-CenterState Bank Checking	-10,486.46
				District Manager	1,936.00
				Payroll Taxes - Employer Taxes	163.40
				Facilities Monitor	1,303.20
				Property Maintenance Team Lead	473.96
				Property Manager	2,329.60
				Payroll Taxes - Employer Taxes	511.49
				Supervisor Fees	1,000.00
				Employer Taxes	83.50
				Full Time Hybrid Employee	960.00
				Recreational Assistants	985.50
				Medical Stipend	200.00
				Medical Stipends	500.00
				Property Maintenance Part-Time	39.81
TOTAL					10,486.46
Check	EFT/Auto	06/13/2018 Square Inc		10000-CenterState Bank Checking	-291.75
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	-8.25
TOTAL					291.75
Check	EFT/Auto	06/13/2018 Square Inc		10000-CenterState Bank Checking	-97.25

# Lake St. Charles CDD Disbursement Authorization Report

June 2018

Type	Num	Date	Name	Account	Original Amount
				Security/Renters Cards Deposits	100.00
				Security/Renters Cards Deposits	<u>-2.75</u>
TOTAL					97.25
Check	EFT/Auto	06/16/2018	Square Inc	10000-CenterState Bank Checking	-291.75
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	<u>-8.25</u>
TOTAL					291.75
Check	EFT/Auto	06/20/2018	Square Inc	10000-CenterState Bank Checking	-291.75
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	<u>-8.25</u>
TOTAL					291.75
Check	EFT/Auto	06/22/2018	ADP	10000-CenterState Bank Checking	-162.50
				Payroll Service Charge	11.61
				Payroll Service Charge	92.84
				Supervisor Payroll Service	<u>58.05</u>
TOTAL					162.50
Check	EFT/Auto	06/25/2018	ADP	10000-CenterState Bank Checking	-9,284.77
				District Manager	1,936.00
				Payroll Taxes - Employer Taxes	148.10



# Lake St. Charles CDD Disbursement Authorization Report

		June 2018			
Type	Num	Date	Name	Account	Original Amount
				Facilities Monitor	1,303.20
				Property Maintenance Team Lead	964.54
				Property Manager	2,329.60
				Payroll Taxes - Employer Taxes	519.02
				Full Time Hybrid Employee	960.00
				Recreational Assistants	39.81
				Recreational Assistants	1,084.50
TOTAL					<u>9,284.77</u>
<b>Check</b>	<b>EFT/Auto</b>	<b>06/30/2018</b>	<b>Square Inc</b>	<b>10000-CenterState Bank Checking</b>	<b>-14.59</b>
				Security/Renters Cards Deposits	15.00
				Security/Renters Cards Deposits	-0.41
TOTAL					<u>14.59</u>
<b>Bill Pmt -Check</b>	<b>8106</b>	<b>06/05/2018</b>	<b>Alarms and Electrical</b>	<b>10000-CenterState Bank Checking</b>	<b>-178.00</b>
Bill	17976 Inv #	05/25/2018		Security Repairs	178.00
TOTAL					<u>178.00</u>
<b>Bill Pmt -Check</b>	<b>8107</b>	<b>06/05/2018</b>	<b>Aquatic Systems, Inc</b>	<b>10000-CenterState Bank Checking</b>	<b>-1,049.00</b>
Bill	June Pond Mainten	06/01/2018		Pond & Stormwater Maint Contrac	1,049.00
TOTAL					<u>1,049.00</u>
<b>Bill Pmt -Check</b>	<b>8108</b>	<b>06/05/2018</b>	<b>CLC Total Care</b>	<b>10000-CenterState Bank Checking</b>	<b>-7,250.00</b>
Bill	June Monthly Mainte	06/01/2018		Landscape Maintenance Contract	7,250.00

# Lake St. Charles CDD Disbursement Authorization Report

		June 2018			
Type	Num	Date	Name	Account	Original Amount
TOTAL					7,250.00
Bill Pmt -Check	8109	06/05/2018	Florida Department of Health	10000-CenterState Bank Checking	-575.00
Bill	29-60-02055,56,57	06/05/2018		Pool Maintenance Repairs	150.00
				Pool Maintenance Repairs	150.00
				Pool Maintenance Repairs	275.00
TOTAL					575.00
Bill Pmt -Check	8110	06/05/2018	Frontier	10000-CenterState Bank Checking	-218.68
Bill	May Internet & Fax	05/25/2018		Telephone	218.68
TOTAL					218.68
Bill Pmt -Check	8111	06/05/2018	Republic Waste Services	10000-CenterState Bank Checking	-255.63
Bill	0696-000733351 Inv #	05/17/2018		53400 - Garbage/Solid Waste Svc	255.63
TOTAL					255.63
Bill Pmt -Check	8112	06/05/2018	Staples	10000-CenterState Bank Checking	-61.25
Bill	trash Bags	05/15/2018		Office Supplies	61.25
TOTAL					61.25
Bill Pmt -Check	8113	06/05/2018	SunTrust Credit Card	10000-CenterState Bank Checking	-2,765.76
Bill	May CC Statement	05/24/2018		13500 - SunTrust Visa Card	2,765.76

# Lake St. Charles CDD Disbursement Authorization Report

		June 2018			
Type	Num	Date	Name	Account	Original Amount
TOTAL					2,765.76
Bill Pmt -Check	8114	06/05/2018	Verizon Wireless	10000-CenterState Bank Checking	-42.38
Bill	4-24-18 to 05-23-18	05/23/2018		Telephone	42.38
TOTAL					42.38
Bill Pmt -Check	8115	06/20/2018	BOCC	10000-CenterState Bank Checking	-476.12
Bill	June Water Bill	06/12/2018		53600 - Water/Sewer Services	476.12
TOTAL					476.12
Bill Pmt -Check	8116	06/20/2018	Centra Care	10000-CenterState Bank Checking	-105.00
Bill	pool monitor drug te	06/01/2018		Dues, Licenses & Fees	105.00
TOTAL					105.00
Bill Pmt -Check	8117	06/20/2018	Chris's Portable Toilets	10000-CenterState Bank Checking	-75.00
Bill	1805-95988 Inv #	06/08/2018		Park Facility Maintenance	75.00
TOTAL					75.00
Bill Pmt -Check	8118	06/20/2018	Persson & Cohen, P.A.	10000-CenterState Bank Checking	-93.20
Bill	Elections Review	06/01/2018		District Counsel	93.20
TOTAL					93.20
Bill Pmt -Check	8119	06/20/2018	RetailFirst - Summit W/C	10000-CenterState Bank Checking	-892.49

# Lake St. Charles CDD Disbursement Authorization Report

		June 2018			
Type	Num	Date	Name	Account	Original Amount
Bill	INV# 10553148	07/01/2018		Employer Workman Comp	892.49
TOTAL					892.49
<b>Bill Pmt -Check</b>	<b>8120</b>	<b>06/20/2018</b>	<b>TECO Gas Company</b>	<b>10000-CenterState Bank Checking</b>	<b>-313.22</b>
Bill	June Billing	06/06/2018		53200 - Gas Utility Services	313.22
TOTAL					313.22
<b>Bill Pmt -Check</b>	<b>8121</b>	<b>06/20/2018</b>	<b>Urbina's Lawn Care, LLC</b>	<b>10000-CenterState Bank Checking</b>	<b>0.00</b>
TOTAL					0.00
<b>Bill Pmt -Check</b>	<b>8122</b>	<b>06/20/2018</b>	<b>Verizon Wireless</b>	<b>10000-CenterState Bank Checking</b>	<b>-112.74</b>
Bill	5-02-18 to 06-01-18	06/01/2018		Parks & Rec Cell Phones	112.74
TOTAL					112.74
<b>Bill Pmt -Check</b>	<b>8123</b>	<b>06/20/2018</b>	<b>Zebra Cleaning Team, Inc.</b>	<b>10000-CenterState Bank Checking</b>	<b>-1,600.00</b>
Bill	June Pool Cleaning	06/12/2018		Pool Maintenance Contract	1,600.00
TOTAL					1,600.00
<b>Bill Pmt -Check</b>	<b>8124</b>	<b>06/20/2018</b>	<b>Zebra Cleaning Team, Inc.</b>	<b>10000-CenterState Bank Checking</b>	<b>-113.81</b>
Bill	Pool Repairs	06/12/2018		Pool Maintenance Repairs	113.81
TOTAL					113.81
<b>Bill Pmt -Check</b>	<b>8125</b>	<b>06/20/2018</b>	<b>Zebra Cleaning Team, Inc.</b>	<b>10000-CenterState Bank Checking</b>	<b>-100.00</b>
Bill	June Oil Remover	06/12/2018		Pool Maintenance Contract	100.00
TOTAL					100.00

7/31/2018

# Treasurer's Report - CenterState Account

## June 2018

### 06/1/18 - 06/30/18

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
						<b>479,329.36</b>
06/05/2018	8106	Alarms and Electrical	17976 Inv #	178.00		479,151.36
06/05/2018	8107	Aquatic Systems, Inc	INV# 0000410810	1,049.00		478,102.36
06/05/2018	8108	CLC Total Care	INV 19895	7,250.00		470,852.36
06/05/2018	8109	Florida Department of Health	29-60-02055, 29-60-02056, 29-60-02057 permit numbers	575.00		470,277.36
06/05/2018	8110	Frontier	ACCT# 813-671-8339-120297-5	218.68		470,058.68
06/05/2018	8111	Republic Waste Services	3-0696-1005435	255.63		469,803.05
06/05/2018	8112	Staples	6011 1000 4086 310	61.25		469,741.80
06/05/2018	8113	SunTrust Credit Card	4223071100091531 Acct #	2,765.76		466,976.04
06/05/2018	8114	Verizon Wireless	Acct# 842082173-00001	42.38		466,933.66
06/05/2018	EFT/Auto	TECO Electric	06980007400 Acct #	3,009.80		463,923.86
06/05/2018			Deposit		43.76	463,967.62
06/05/2018	EFT/Auto	Square Inc	S. Cioffi CH Rental Deposit Refund	291.75		463,675.87
06/07/2018			Deposit		5,531.34	469,207.21
06/08/2018	EFT/Auto	ADP	515275093 Inv #	148.60		469,058.61
06/09/2018			Deposit		403.58	469,462.19
06/12/2018			Deposit		14.59	469,476.78
06/12/2018	EFT/Auto	ADP	P.E. 6-09-18	10,486.46		458,990.32
06/13/2018	EFT/Auto	Square Inc	T. PsarrasCH Rental Deposit Refund	291.75		458,698.57
06/13/2018	EFT/Auto	Square Inc	T. Winters CH Rental Deposit Refund	97.25		458,601.32
06/14/2018			Deposit		29.17	458,630.49
06/15/2018			Deposit		8,015.83	466,646.32
06/15/2018			Deposit		58.35	466,704.67
06/16/2018	EFT/Auto	Square Inc	M. Plett CH Rental Deposit Refund	291.75		466,412.92
06/19/2018			Deposit		31.60	466,444.52
06/20/2018			Deposit		619.50	467,064.02
06/20/2018	8115	BOCC	4678710000 Acct #	476.12		466,587.90
06/20/2018	8116	Centra Care	24489445 Acct# 2448944501-20180601Inv #	105.00		466,482.90
06/20/2018	8117	Chris's Portable Toilets	1805-95988 Inv #	75.00		466,407.90
06/20/2018	8118	Persson & Cohen, P.A.	Acct # LakStCharles	93.20		466,314.70
06/20/2018	8119	RetailFirst - Summit W/C	0520-48906 Policy # INV# 10553148	892.49		465,422.21

7/31/2018

<u>Date</u>	<u>AM</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
06/20/2018	8120		TECO Gas Company	07884976	313.22		465,108.99
06/20/2018	8121		Urbina's Lawn Care, LLC	VOID:		0.00	465,108.99
06/20/2018	8122		Verizon Wireless	Acct# 742078254-00001	112.74		464,996.25
06/20/2018	8123		Zebra Cleaning Team, Inc.	INV# 2632	1,600.00		463,396.25
06/20/2018	8124		Zebra Cleaning Team, Inc.	INV# 2634	113.81		463,282.44
06/20/2018	8125		Zebra Cleaning Team, Inc.	INV# 2633	100.00		463,182.44
06/20/2018				Deposit		17.09	463,199.53
06/20/2018	EFT/Auto		Square Inc	A. Serrano CH Rental Deposit Refund	291.75		462,907.78
06/21/2018				Deposit		1.70	462,909.48
06/22/2018	EFT/Auto		ADP	515934360 Inv #	162.50		462,746.98
06/22/2018				Deposit		2.76	462,749.74
06/23/2018				Deposit		33.06	462,782.80
06/25/2018	EFT/Auto		ADP	P.E. 6-23-18	9,284.77		453,498.03
06/27/2018				Deposit		17.26	453,515.29
06/30/2018				Deposit		374.41	453,889.70
06/30/2018	EFT/Auto		Square Inc	S. Ho Guest Pass Deposit Refund	14.59		453,875.11
06/30/2018				Interest		88.83	453,963.94
					<b>40,648.25</b>	<b>15,282.83</b>	<b>453,963.94</b>

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

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								<b>Oct '17 June '18</b>	<b>Annual Budget</b>	<b>\$ Over Annual Budget</b>	<b>Comments</b>	<b>Last Year YTD</b>
3							<b>Revenue/Expense</b>					
4							<b>Revenue</b>					
5							<b>36100 - Interest Earnings</b>					
6							Interest - General Fund	1,345	1,450	(105)		919
7							<b>Total 36100 - Interest Earnings</b>	<b>1,345</b>	<b>1,450</b>	<b>(105)</b>		<b>919</b>
8							<b>General Fund Assessment-O&amp;M</b>					
9							General Fund Assessment Gross	935,803	935,803	0		788,068
10							GF Prop Tax Interest	824	0	824		531
11							GF Tax Collector Commissions	(18,024)	(18,716)	692		(14,710)
12							GF Tax Payment Discount	(35,300)	(37,432)	2,132		(30,139)
13							<b>Total General Fund Assessment-O&amp;M</b>	<b>883,303</b>	<b>879,655</b>	<b>3,648</b>		<b>743,750</b>
14												
15							<b>Total 36310 - Special Assessment</b>	<b>883,303</b>	<b>879,655</b>	<b>3,648</b>		<b>743,750</b>
16							<b>36311 - Excess Fees</b>	<b>5,701</b>	<b>0</b>	<b>5,701</b>		<b>5,388</b>
17							<b>36900 - Miscellaneous Revenues</b>			<b>0</b>		
18							Other Misc Revenue	6,436	5,357	1,079		1,500
19							Rental	1,940	1,900	40		1,716
20							<b>Total 36900 - Miscellaneous Revenues</b>	<b>8,376</b>	<b>7,257</b>	<b>1,119</b>		<b>3,216</b>
21							<b>Total Revenue</b>	<b>898,725</b>	<b>888,362</b>	<b>10,363</b>		<b>753,273</b>
22												
24							<b>Expense</b>					
25							<b>5110 - Legislative</b>					
26							Employer Taxes	822	1,460	(638)		1,092
27							Special District Fees	175	175	0		175
28							Supervisor Fees	9,000	12,000	(3,000)		10,000
29							Supervisor Payroll Service	661	900	(239)		310
30							<b>Total 5110 - Legislative</b>	<b>10,658</b>	<b>14,535</b>	<b>(3,877)</b>		<b>11,577</b>

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

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								Oct '17 June '18	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
31							<b>51300 - Financial &amp; Admin</b>					
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	36,784	50,336	(13,552)		37,930
37							Medical Stipend	1,600	2,400	(800)		1,800
38							Payroll Service Charge	355	465	(110)		158
39							Payroll Taxes - Employer Taxes	3,023	4,400	(1,377)		3,355
40							Performance Stipend	0	1,000	(1,000)		750
41							<b>Total District F&amp;A Employees</b>	<b>41,762</b>	<b>58,601</b>	<b>(16,839)</b>		<b>43,993</b>
42							Dues, Licenses & Fees	421	500	(79)		413
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							<b>Total General Insurance</b>	<b>6,917</b>	<b>7,647</b>	<b>(730)</b>		<b>6,917</b>
48							Legal Advertising	2,044	2,600	(556)		9,025
49							Local/Other Taxes	3,196	2,800	396		2,756
50							Office Supplies	299	1,000	(701)		530
51							Postage	183	250	(67)		106
52							Printer Supplies	772	2,000	(1,228)		1,559
53							Professional Development	0	1,000	(1,000)		0
54							Technology Services/Upgrades	2,540	2,000	540		1,787
55							Telephone	2,363	3,100	(737)		2,041
56							Travel Per Diem	72	200	(128)		175
57							Website Development & Monitor	2,650	2,650	0		2,650
58							<b>Total 51300 - Financial &amp; Admin</b>	<b>78,219</b>	<b>100,048</b>	<b>(21,829)</b>		<b>86,725</b>



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

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								<b>Oct '17 June '18</b>	<b>Annual Budget</b>	<b>\$ Over Annual Budget</b>	<b>Comments</b>	<b>Last Year YTD</b>
59							<b>51400 - Legal Counsel</b>					
60							District Counsel	396	8,000	(7,604)		8,419
61							<b>Total 51400 - Legal Counsel</b>	396	8,000	(7,604)		8,419
62							<b>52100 - Law Enforcement</b>					
63							Car Maintenance & Repairs	613	1,000	(387)		192
64							Car Gas	477	1,500	(1,023)		458
65							Hyundai Loan Payments			0		
66							Hyundai Interest Payment	26	53	(27)		160
67							Hyundai Principal Payment	1,014	995	19		2,197
68							<b>Total Hyundai Loan Payments</b>	1,040	1,048	(8)		2,357
69							Other Protection Services	0	15	(15)		0
70							<b>Total 52100 - Law Enforcement</b>	2,130	3,563	(1,433)		3,007
71							<b>53100 - Electric Utility Svs</b>	26,443	38,800	(12,357)		20,374
72							<b>53200 - Gas Utility Services</b>	2,976	4,000	(1,024)		2,534
73							<b>53400 - Garbage/Solid Waste Svc</b>	1,665	1,700	(35)		1,185
74							<b>53600 - Water/Sewer Services</b>	5,631	8,000	(2,369)		3,927
75							<b>53900 - Physical Environment</b>			0		
76							Entry & Walls Maintenance	123	2,000	(1,877)		(8,509)
77							Ford F250 Loan Payment			0		
78							Interest Payment	16	172	(156)		169
79							Principal Payment	2,016	2,140	(124)		1,912
80							<b>Total Ford F250 Loan Payment</b>	2,032	2,312	(280)		2,081
81							Ford F250 Maintenance & Repair	824	1,000	(176)		565
82							Fountain in Lake	3,979	3,418	561		0
83							Gas - Equipment	243	400	(157)		186
84							Gas - Truck	1,095	1,800	(705)		931

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

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								<b>Oct '17 June '18</b>	<b>Annual Budget</b>	<b>\$ Over Annual Budget</b>	<b>Comments</b>	<b>Last Year YTD</b>
85							Irrigation Maintenance	7,316	6,700	616		8,171
86							Landscape Maintenance Contract	65,250	87,000	(21,750)		72,500
87							Misc. Landscape-Temporary Staff	0	3,000	(3,000)		9,500
88							Misc. Landscape Maintenance	4,725	9,500	(4,775)		8,568
89							Mulch	737	4,000	(3,263)		3,900
90							New Plantings	1,769	6,000	(4,231)		6,081
91							Pond & Stormwater Maint Contract	9,441	12,780	(3,339)		8,079
92							Property Insurance Contract	10,747	12,000	(1,253)		10,550
93							Sod Replacement	2,385	4,000	(1,615)		10
94							Mitigation Maint Contract	675	900	(225)		2,106
95							<b>Total 53900 - Physical Environment</b>	<b>111,340</b>	<b>156,810</b>	<b>(45,470)</b>		<b>124,719</b>
96							<b>57200 - Parks &amp; Recreation</b>					
97							Auto Liability	665	755	(90)		665
98							Club Facility Maintenance					
99							Club Facility Maintenance	2,634	5,000	(2,366)		4,096
100							Clubhouse Supplies	2,331	2,300	31		1,427
101							Locks/Keys	245	100	145		0
102							<b>Total Club Facility Maintenance</b>	<b>5,211</b>	<b>7,400</b>	<b>(2,190)</b>		<b>5,523</b>
103							<b>District Employees Payroll Exp</b>					
104							Employer Workman Comp	7,693	7,629	64		5,905
105							Facilities Monitor	24,461	33,403	(8,942)		24,477
106							Medical Stipends	4,250	6,000	(1,750)		3,700
107							Payroll Service Charge	1,834	2,000	(166)		735
108							Payroll Taxes - Employer Taxes	9,027	13,500	(4,473)		9,553
109							Performance Stipend	0	2,600	(2,600)		1,575
110							Full-Time Hybrid Employee	17,847	24,960	(7,113)		709
111							Property Maintenance Part-Time	856	1,381	(525)		23,984
112							Property Maintenance Team Lead	20,791	27,675	(6,884)		45,542
113							Property Manager	44,262	60,570	(16,308)		2,805
114							Recreational Assistants	2,312	5,900	(3,588)		0
115							<b>Total District Employees Payroll Exp</b>	<b>133,333</b>	<b>185,618</b>	<b>(52,285)</b>		<b>118,984</b>

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

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								<b>Oct '17 June '18</b>	<b>Annual Budget</b>	<b>\$ Over Annual Budget</b>	<b>Comments</b>	<b>Last Year YTD</b>
116							<b>Dock Maintenance</b>	98	400	(302)		0
117							<b>Drainage/ Nature Path/Trail Maintenance</b>	154	1,800	(1,647)		1,498
118							<b>Park Facility Maintenance</b>	3,721	5,000	(1,279)		1,811
119							<b>Parks &amp; Rec Cell Phones</b>	1,015	1,700	(685)		939
120							<b>Playground Maintenance</b>	0	2,000	(2,000)		0
121							<b>Pool Maintenance Contract</b>	12,900	19,600	(6,700)		14,400
122							<b>Pool Maintenance Repairs</b>	9,016	12,000	(2,984)		5,171
123							<b>Sec System Monitoring Contract</b>	240	240	0		240
124							<b>Security Repairs</b>	2,916	2,921	(5)		605
125							<b>Total 57200 - Parks &amp; Recreation</b>	169,267	239,434	(70,167)		149,835
126							<b>58003- Future CIP Projects and Reserves</b>	283,644	313,472	(29,828)		43,515
127							<b>Total Expense</b>	692,371	888,362	(195,991)		455,817
128							<b>Revenue Less Expenses</b>	206,354	0	206,354		297,456
129							<b>Other Revenue/Expense</b>					
130							<b>Other Revenue</b>					
131							<b>SunTrust Credit Card Rewards</b>	765		0		
132							<b>FY 16-17 Carryover</b>	138,652		138,652		
133							<b>Carryforward from FY17 Audit</b>	63,943		63,943		
134							<b>Total Other Revenue</b>	203,360	0	202,595		
135												
136							<b>Other Expense</b>					
137							<b>Unassigned CIP Projects</b>	33,889	135,212	(101,323)		
138							<b>Carryforward from FY17 Audit</b>	0	63,943	(63,943)		
139							<b>Midge Treatments</b>	3,440	3,440	0		
140							<b>Total Other Expense</b>	37,329	202,595	(165,266)		

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

	A	B	C	D	E	F	G	H	K	L	M	N
1												
2								<b>Oct '17 June '18</b>	<b>Annual Budget</b>	<b>\$ Over Annual Budget</b>	<b>Comments</b>	<b>Last Year YTD</b>
141		<b>Net Other Income</b>						165,266	(202,595)	165,266		
142		<b>Net Income</b>						371,620	(202,595)	371,620		

**Lake St. Charles CDD**  
**Property Manager Expense Report**

		June 2018			
	Type	Date	Num	Memo	Amount
<b>Chris's Portable Toilets</b>					
	Bill	06/08/2018	1805-95988 Inv #	1805-95988 Inv #	75.00
<b>Home Depot</b>					
	Credit Card Charge	06/18/2018	Herbicide	Herbicide	194.85
	Credit Card Credit	06/18/2018	Herbicide r	Herbicide refund charged taxes	-208.49
	Credit Card Charge	06/18/2018	Herbicide c	Herbicide charged taxes	208.49
	Credit Card Charge	06/18/2018	Wipes & air	Wipes & air freshner	30.91
	Credit Card Charge	06/20/2018	Light bulbs	Light bulbs	21.97
<b>Urbina's Lawn Care, LLC or Bryant Urbina</b>					
	Bill	06/08/2018	Sod Installation at	Sod Installation	2,300.00
<b>Winn Dixie</b>					
	Credit Card Charge	06/05/2018	Water	Water	9.00
	Credit Card Charge	06/15/2018	Water	Water	25.14
<b>Total</b>					<b>2,657</b>

### **August 2018 Property Manager's report**

The inclusive swing was ordered on July 11<sup>th</sup> and I received notice that it would not ship to us until August 10<sup>th</sup>.

The villas wall was removed and replaced with the new PVC fencing. Staff will be repairing incidental irrigation repairs associated with the wall/ fence removal installation.

The midge control RFP and advertisement is ready and will be published this week. Proposals will be due August 29<sup>th</sup>. Bids will be opened by staff on August 30<sup>th</sup>. Bids will be presented at the September 11<sup>th</sup> Board of Supervisors meeting.

The new sign installations should be completed in August weather permitting.

The application for the \$5,000 community grant requesting a shade structure for the kid pool was submitted on time and the result should be known by the 1<sup>st</sup> of November. As a part of the grant to benefit children, we have arranged to offer free swim lessons at our facility through the YMCA's outreach program. This is scheduled for the 1<sup>st</sup> week in June 2019 and is fee to participants (ages 3-14) and to the district.

The pre dredging data collection and report was completed. The estimated budget is \$66,100. It has been decided to postpone the project until January – February of 2019 to reduce costs as much as possible as the ponds will be at their driest. The report will be presented next month (September) along with an engineer's cost estimate.

The midge fly data collection, mapping and sampling was completed. Report recommended actions and costs will be presented at the August 7<sup>th</sup> CDD public meeting by Aquatic Systems.

I met with 3 architectural firms to obtain design / construction drawing service proposals. See spread sheet of bids / bidders in grounds committee meeting section.

As of July 31st 2018 there were 152 android and 148 apple downloads (300 total) of our community App.

## 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	2	4						25	27
Completed Clubhouse Rentals	2	4	2	4	4	4	4						24	36
Guest Passes Issued	0	0	0	0	8	3	0						11	14
Replacement Cards	0	1	2	1	1	1	1						7	11
Resident Access Cards	4	1	9	12	6	21	17						70	71
Renters Access Cards	1	0	7	14	7	18	12						59	45
Parking Stickers	4	4	10	9	12	29	18						86	142
Online Purchases	2	1	2	2	2	2	2						13	28
Monthly Total	17	14	33	49	44	80	58						295	374

I have received 2 voicemails, with 2 that required a call back.

Mark & Adriana notarized 5 documents.

<b>Facility Monitor's Report</b>													
YEAR 2018	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sept.	Oct.	Nov.	Dec.	Yearly Total
Parking citations issued	7	4	6	9	7	4	5						42
Verbal trespass warnings	4	6	7	4	6	7	8						42
Street light outages reported	3	1	0	1	3	1	2						11
Resident assists	2	4	2	6	4	1	2						21
Resident calls	5	3	0	2	3	2	0						15
Vacation watches	1	1	0	1	0	0	0						3
Pool Monitor assists	0	0	0	0	0	3	2						5
Vehicle tows	0	0	0	0	0	0	0						0
Calls to HCSO	0	0	0	0	0	0	0						0
<b>2018 Monthly Total</b>	<b>22</b>	<b>19</b>	<b>15</b>	<b>23</b>	<b>31</b>	<b>38</b>	<b>31</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>139</b>

10000 BLOCK REMINGTON DRIVE CRIME: FRAUD-OTHER DATE: 07-25-2018 REFERENCE # 2018-513538

7200 BLOCK COLONIAL LAKE DRIVE CRIME: BURGLARY/THEFT FROM VEHICLE DATE: 07-27-2018 REFERENCE # 2018-519243

<b>Facility Monitor's Report</b>													
YEAR 2017	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sept.	Oct.	Nov.	Dec.	Yearly Total
Parking citations issued	5	7	10	8	11	7	3	8	5	7	5	2	78
Verbal trespass warnings	3	8	5	9	8	5	11	9	7	4	3	5	77
Street light outages reported	3	2	2	1	1	8	3	4	3	2	1	1	31
Resident assists	2	4	1	3	5	4	2	3	2	1	3	2	32
Resident calls	3	1	5	6	3	9	4	2	3	1	5	3	45
Vacation watches	1	0	2	1	1	1	2	1	1	3	3	1	17
Pool Monitor assists	0	0	0	0	2	4	6	1	0	0	0	0	13
Vehicle tows	0	0	0	0	0	0	0	0	0	0	0	0	0
Calls to HCSO	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>2017 Monthly Total</b>	<b>17</b>	<b>22</b>	<b>25</b>	<b>28</b>	<b>31</b>	<b>38</b>	<b>31</b>	<b>28</b>	<b>21</b>	<b>18</b>	<b>20</b>	<b>14</b>	<b>293</b>





## Time Period

Preset Select...

☒ Date Range:

From 7/1/2018

To 7/31/2018

## Crime Types

☒ ALL

☒ Ar ARSON

☒ A ASSAULT

☒ Ba BATTERY

☒ Bu BURGLARY

☒ D DRUGS

☒ Dui DUI

☒ F FIRE

☒ Fr FRAUD

☒ H HARASS

☒ M MISCHIEF

☒ Mu MURDER

☒ R ROBBERY

☒ Th THEFT

☒ O OTHER

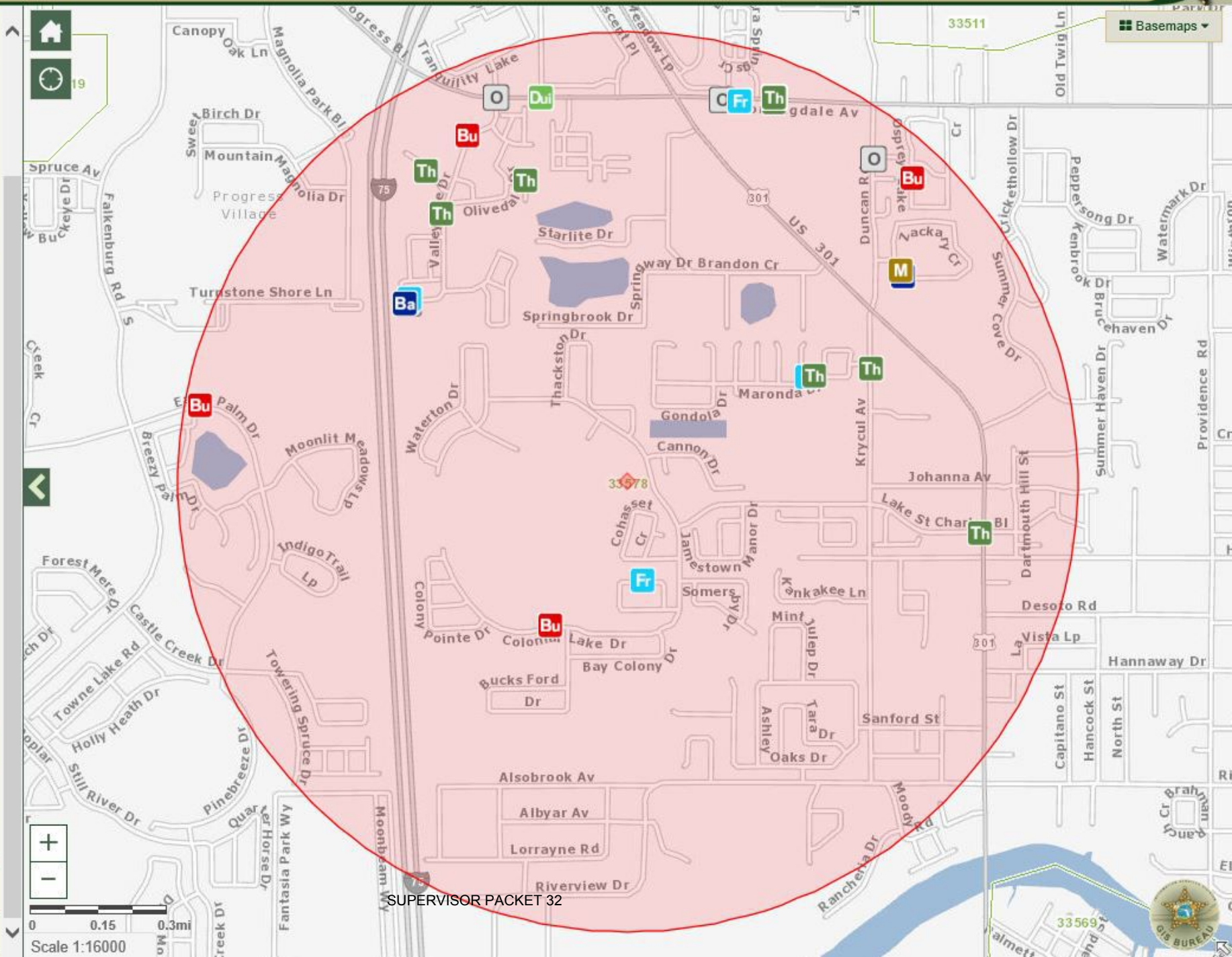
Refresh Map

► Data Views

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SUPERVISOR PACKET 32

