

Supervisor Packet for December 4, 2018 General Meeting

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

7:00 p.m., December 4, 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 | <ol style="list-style-type: none"> 6. PUBLIC COMMENTS (UP TO 3 MINUTES PER SPEAKER, 10 MINUTES DESIGNATED) |
| | <ol style="list-style-type: none"> 1. Homeowners Requesting to Speak (Please State Name Prior to Remarks) |
| 7:15 – 8:00 | <ol style="list-style-type: none"> 7. CANDIDATE SELECTION FOR BOARD OF SUPERVISOR SEAT #2 APPOINTMENT (45 Minutes) |
| | <ol style="list-style-type: none"> 1. Board review of resumes 2. Board discussion with candidates (5 minutes per candidate) 3. Board Motion for Appointment 4. Oath of Office |
| 8:00 – 8:05 | <ol style="list-style-type: none"> 8. APPOINTMENT OF BOARD OFFICE POSITIONS & SUB-COMMITTEE APPOINTMENTS (5 Minutes) |
| 8:05 – 8:10 | <ol style="list-style-type: none"> 9. CONSENT AGENDA (5 Minutes) |
| | <ol style="list-style-type: none"> 1. Approval of additions to the agenda and removal of additional |

| | |
|-------------------|--|
| | <p>consent agenda items with questions as requested by board members.</p> <p>2. Approval of Consent Item Agenda</p> <ul style="list-style-type: none"> a. November 6, 2018 Meeting Minutes b. Committee Meeting Minutes for November 2018 <ul style="list-style-type: none"> i. Treasurer's Review Committee ii. Security and Grounds Committee iii. Management Committee iv. Strategic Committee c. October 2018 Financial Statements d. November 2018 Property Manager Monthly Report e. November 2018 Clubhouse Monthly Report f. November 2018 Facilities Monitor Report |
| 8:10-8:30 | 10. COMMITTEE REPORTS (20 Minutes) |
| | <ul style="list-style-type: none"> 1. Treasurer's Review Committee – Treasurer Martin 2. Grounds/Security Committee – Committee Chair Nelson <ul style="list-style-type: none"> a. The Grounds/Security Committee recommends acceptance of Remson Aquatics' base bid for dredging of ponds 11, 22 and 23 for \$66,096 and to include optional pond #20 for \$9,500 and 2 miscellaneous areas in Pond #4 and Pond #13 for \$2,200 totaling \$77,796. b. Tree on District Property Discussion 3. Management Committee – Committee Chair Fannin 4. Strategic Planning Committee – Committee Chair Gianakos |
| 8:30- 8:40 | 11. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR FANNIN (10 Minutes) |
| | GENERAL REMARKS – Chair of The Board of Supervisors |
| 8:40 -8:45 | 12. PROPERTY MANAGER (5 Minutes) |
| | <p>Items for Consideration by Property Manager - Mark Cooper</p> <ul style="list-style-type: none"> 1. Property Management Report |
| 8:45–8:50 | 13. DISTRICT MANAGER (5 Minutes) |
| | <p>Items for Consideration by District Manager – Adriana Urbina</p> <ul style="list-style-type: none"> 1. District Manager Report |
| 8:50 –9:00 | 14. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes) |
| 9:00 | ADJOURN |



Date: November 6, 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
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

Resident Kathryn Finnegan spoke to the Board about a for profit fitness class she wishes to hold on District property. Ms. Finnegan brought along with her a certificate of liability insurance naming Lake St. Charles as additional insured.

1. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos the Board denied the current and future requests to conduct any for profit businesses on the Lake St. Charles District property. Any non-profit events or community events will need to be voted on by the CDD Board on a case by case basis. Motion amended to say any non-profit events or community events on CDD property. Motion passed 5 to 0

Action Item: Creation of policy for events held on District property will review with Management Committee

2. On **MOTION** by Supervisor Martin and second by Supervisor Gianakos the Board approved the, November 6, 2018 Consent Agenda consisting of the: October 2, 2018 General Meeting Minutes, the October Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the September 2018 Financial Reports, the Property Manager, District Administrative Assistant reports, and the Facility Monitor October 2018 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0
3. On **MOTION** by Supervisor Martin and Second by Supervisor Gianakos, the Board approved Resolution 2019-01 Lake St. Charles District FY19 Budget Amendment. Motion passed 5 to 0
4. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board approved the acceptance and engagement of Planeng Inc.'s proposal in the amount of \$2,400 for civil engineering and permitting to change the clubhouse water meter from 1" to 2". The purpose of this change is to allow the installation of tank less auto flush toilets. Motion passed 5 to 0
5. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved Arete Industries contract addendum #4 in the amount of \$4,325 for the addition of block backing the brick face, stuccoing and painting the exposed back surface on the Villa walls. Motion passed 5 to 0
6. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved Judy's permitting service to submit, track and push the restroom plans through the Hillsborough County's building permit process in the amount of \$450. Motion passed 5 to 0
7. On **MOTION** by Supervisor Gianakos and Second by Supervisor Nelson, the Board approved page #42 of the Supervisor Packet to be included in the annual Lake St. Charles HOA mail out. Motion passed 5 to 0
8. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board approved the brown palette samples for the restroom remodel. Motion passed 3 to 2 with Supervisor Martin and Supervisor Gianakos Voting NO
9. On **MOTION** by Supervisor Martin and Second by Supervisor Simon, the Board declared the vacancy of Seat #2 effective November 20, 2018. The Board will interview and appoint a candidate at the Board of Supervisors Meeting on December 4, 2018. Motion passed 5 to 0

Action Item: For District Manager, Adriana Urbina to remind all candidates of their attendance requirement at the Board of Supervisors meeting on December 4, 2018.

Action Item: Board members are to submit questions they would like to ask the interested candidates for review with the management Committee.

Meeting adjourned at 8:13PM

Respectfully submitted,

Rob Martin, Treasurer/Secretary

Rob Fannin, Chair

Treasurer's Review Committee Meeting Minutes

Date: *Thursday, November 15th 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 committee Chairman reviewed and signed checks.
- The committee reviewed the questions submitted for candidate interviews. DM will provide a copy of all the selected questions to all Board members.
- The committee reviewed the dredging bids that were received and reviewed the impact on the CIP expense chart.

Security - Grounds Committee Meeting Minutes

Date: *Wednesday, November 21st 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

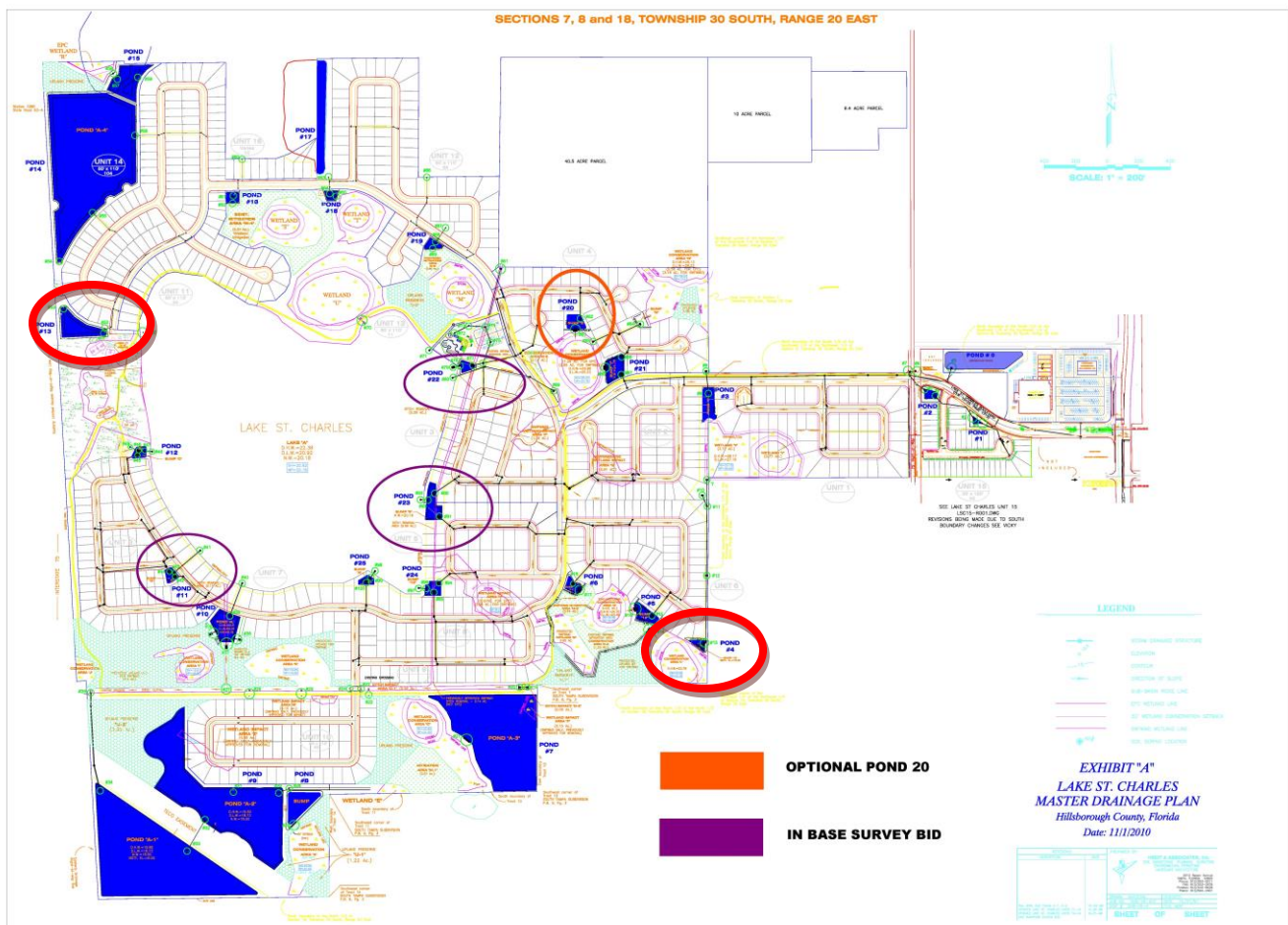
The meeting commenced at 5:30 PM.

Supervisor Nelson signed checks

The committee reviewed the dredging bids that were received. See the dredging bids spreadsheet and the impact to this year's overall budget on the following pages.

The committee recommends acceptance of Remson Aquatics' base bid for dredging of ponds 11, 22 and 23 for \$66,096 and to include optional pond #20 for \$9,500 and 2 miscellaneous areas in Pond #4 and Pond #13 for \$2,200 **totaling \$77,796.**

See the pond locations in the map below.



Dredging bid evaluations

| Company | Mobilization | Permitting | HASP, SWPPP | Pond #11 | Pond #22 | Pond #23 | demobilization | Total base bid | Alt -2 Pond # 20 | Total with Alt - 2 pond #20 |
|---|--------------|------------|----------------|----------|----------|----------|----------------|-------------------|------------------|--------------------------------|
| Remson Aquatics LLC 813-748-2433 Keith Remson KAR@remsonaquatics.com | \$950 | \$1,500 | \$295 | \$11,147 | \$11,667 | \$23,587 | \$950 | \$66,096 | \$9,500 | \$75,596 |
| Action Environmental 813-909-0040 ext 101 965-1625 Luke Frantz Luke.Frantz@actn.com | \$7,000 | \$1,500 | \$2,500 | \$13,000 | \$10,000 | \$40,000 | \$2,000 | \$76,000 | \$37,500 | \$113,500 |
| Crosscreek Environmental, Inc. 941-479-7811 Lantz Grosse lantz@crosscreekenv.com | \$8,000 | \$1,500 | \$2,500 | \$17,150 | \$17,950 | \$39,906 | \$5,000 | \$92,006 | \$21,850 | \$113,856 |
| C&M Dredging Gator Dredging 727-527-1300 Bill Coughlin Bill@gatordredging.com | \$12,520 | \$1,500 | \$1,500 | \$15,050 | \$15,750 | \$66,450 | \$12,520 | \$125,290 | \$57 / CY | TBD |
| Apex Companies 813-459-2758 Steven Veil Steven.Veil@Apexcos.com | \$13,850 | \$1,500 | \$1,150 | \$33,000 | \$45,950 | \$80,300 | \$29,700 | \$205,450 | \$282,600 | \$488,050 |



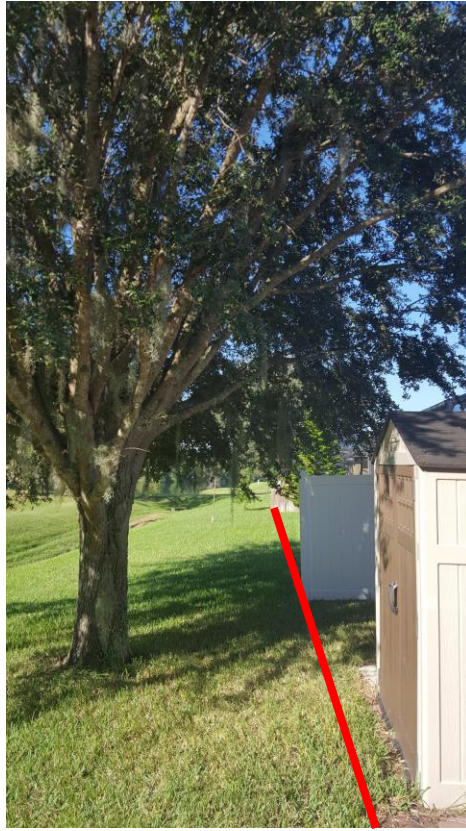
Pond #13



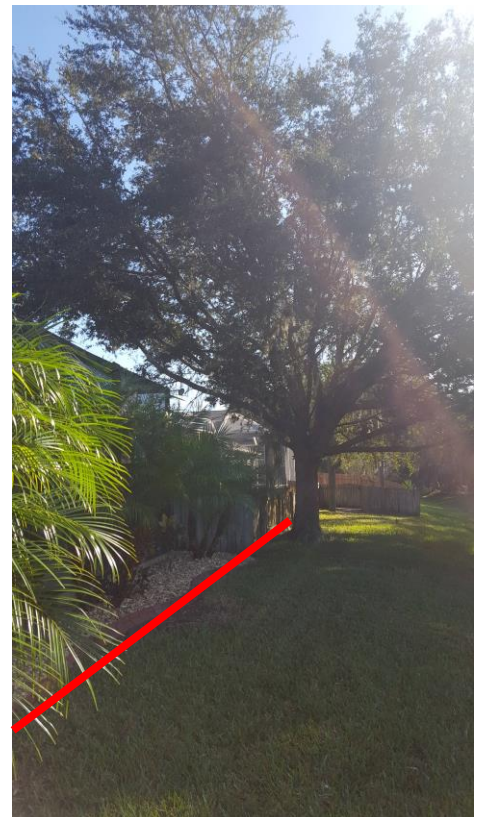
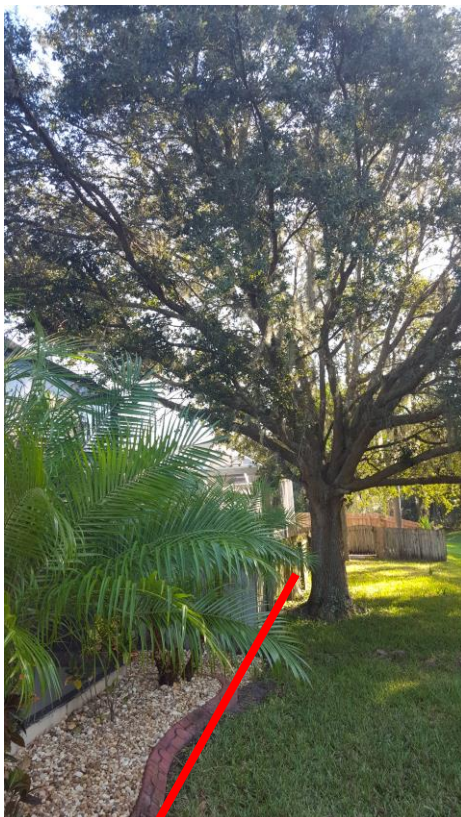
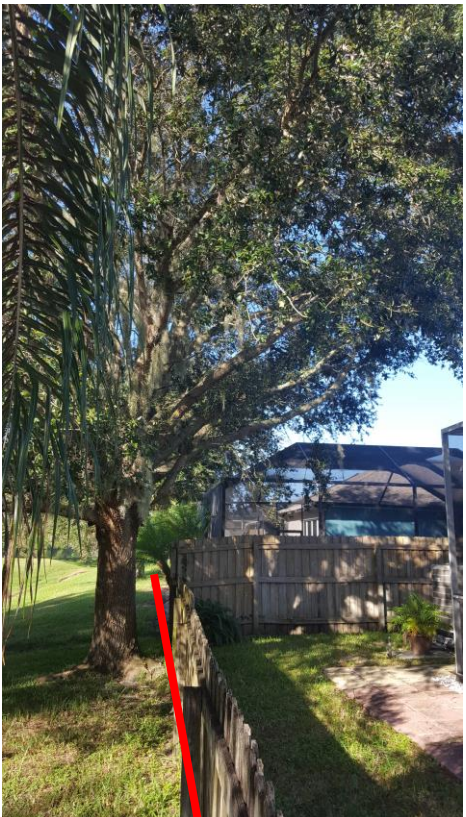
Pond #4

| | A | B | C | D |
|----|--|----------------------|------------------------------|---------------------------------|
| 1 | Fiscal Year 19 - October 1, 2018 - September 30, 2019 | | | |
| 2 | Projects | Cost Estimate | Actual Cost | Estimated or Actual Cost |
| 3 | Midge fly control: fish stocking, alum, algaea treatment and aeration | | | \$161,028.00 |
| 4 | Clubhouse Restrooms Architectural fees 11,200 + 1,000 reimbursables | | | \$12,200.00 |
| 5 | Villas electrical service associated with new wall meter reset | | | \$2,240.00 |
| 6 | Electric service for pond #9 aeration: meter, electrician, jack and bore & permit | \$10,000.00 | \$6,759.16 | \$6,759.16 |
| 7 | Villas Sign Wall required block backing - structural change | | | \$4,325.00 |
| 8 | Dredging of 3 - 4 ponds | \$66,100.00 | | \$66,096.00 |
| 9 | Dredging Optional Pond #20 | | | \$9,500.00 |
| 10 | Dredging 2 miscellaneous areas in Pond #13 and Pond #4 | | | \$2,200.00 |
| 11 | Clubhouse restroom renovations including re-piping of clubhouse water lines | \$128,800.00 | | \$128,800.00 |
| 12 | Civil engineering / permitting for 2" water tap clubhouse supply line - Planeng, Inc. | | | \$2,400.00 |
| 13 | Judy's Permit Service for Clubhouse Restrooms building permit. | | | \$450.00 |
| 14 | Recolor coat & seal tennis courts | \$15,000.00 | \$14,400.00 | \$14,400.00 |
| 15 | Tennis court fencing replace chain link and paint posts & rails including new access gates. | \$25,000.00 | \$14,850.00 | \$14,850.00 |
| 16 | Conversion of tennis court lights to LED | \$22,000.00 | \$12,966.95 | \$12,966.95 |
| 17 | Add practice board to tennis court | \$6,000.00 | \$8,500.00 | \$8,500.00 |
| 18 | Shade structure for waste pool- assuming \$5,000 GRANT AWARD | \$12,500.00 | | \$12,500.00 |
| 19 | Baseball infield upgrades | \$45,000.00 | | |
| 20 | Soccer field upgrades | \$30,000.00 | | |
| 21 | Root prune and bio barrier Stratford to Cambridge along brick wall | \$45,000.00 | | |
| 22 | 9 hole mini put put golf on the single tennis court | \$18,000.00 | | |
| 23 | RESERVE FUNDING | | | |
| 24 | Additional Funding of Reserve Account | | \$5,000.00 | \$5,000.00 |
| 25 | TOTAL EXPENDITURE | | | \$464,215.11 |
| 26 | Actual budget funds available are \$325,299 + unspent pond dredging carry over of \$66,100 + unspent archetictural fee of 12,200 + unspent villas electrical meter with new wall \$2,240 | | | \$405,839.00 |
| 27 | FY 18 unspent project Funds - estimated at \$58,337 + unspent FY 18 O&M amounts at \$45,160 | | | \$103,497.00 |
| 28 | Completed Projects | | TOTAL Funds Available | \$509,336.00 |
| 29 | Projects in progress | | Unassigned Funds | \$45,120.89 |

7220 Bucks Ford Drive – Requests CDD to trim trees overhanging branches.



Red line represents the property line between homeowners and the CDD.



Property Manager

From: Maggie Mooney-Portale - Persson & Cohen <mmooney@swflgovlaw.com>
Sent: Monday, September 30, 2013 10:10 PM
To: LSC District Manager; Property Manager
Cc: jsimon@lakestcharles.org; David Jackson - Persson & Cohen; Valerie Grinols - Persson & Cohen
Subject: Tree issue - LSC

Toni and Mark,

The general law relating to overhanging branches and roots from trees is that a possessor of land is not liable to an adjacent, neighboring landowner for a nuisance that results from trees and natural vegetation growing on the land. See, *Gallo v. Heller*, 512 So. 2d 215 (Fla. 3rd DCA 1987). There are several cases that dismiss lawsuits brought by neighboring property owners for damage from neighbor's trees; accumulated leaves, sap, algae; and other natural obstructions. Those cases are often dismissed under the common law theory that:

[A] possessor of land is not liable to persons outside the land for a nuisance resulting from trees and natural vegetation growing on the land. The adjoining property owner to such a nuisance, however, is privileged to trim back, at the adjoining owner's own expense, any encroaching tree roots or branches and other vegetation which has grown onto his property.

Scott v. McCarty, 41 So. 3d 989, 989 (Fla. 4th DCA 2010)(finding "it was wiser to leave the individual to protect himself than to subject the other to the annoyance of actions at law which would likely be innumerable."); see also, *May v. Crounse*, 598 So. 2d 303 (Fla. 3d DCA 1992).

However, the general law proposition quoted above has an exception. A landowner in an urban area has a duty to exercise reasonable care to prevent unreasonable risk of damage to adjoining property arising from defective or unsound trees on the premises. *Vann v. Bailey*, 709 So. 2d 615 (Fla. 5th DCA 1998). Consequently, if a landowner is aware of a defective or rotten tree condition, then the landowner may have a duty to prevent against liability for any resulting damage from that tree. See *id.* There are several cases that extend such liability for known defective conditions of trees to local government entities. See, *City of Alachua v. Swilley*, 118 So.2d 88 (Fla. 1st DCA 1960) (upholding the court's denial of a city's request for a directed verdict where the evidence in the record indicated that the City had notice of the defective condition of the tree so as to impose a duty to remove the tree to protect plaintiff from the damages which resulted to his property); see also, *Jacksonville v. Foster*, 41 So. 2d 548, 549 (Fla. 1949)(finding that a city could be held liable for damage from a tree with root rot which was in existence for a sufficient period of time that the city could have been discovered by the exercise of reasonable care, the danger obviated, and the damage prevented.)

Based upon the foregoing, if the condition of a District tree is such that it is in a defective or rotten state such that it could cause damage to an adjacent landowner, the District should take steps to address such defect(s). However, if a District tree is in a natural state, and its branches are creating a nuisance (but not a threat) to an adjacent landowner, then the District is under no duty to take steps to address the nuisance condition. See, *Lisk v. City of West Palm Beach*, 160 Fla. 632 (Fla. 1948)(finding that where there is no proof of actual knowledge, or circumstances from which knowledge can be reasonably inferred, of alleged defective conditions, there can be no factual basis for the imposition of liability because of failure to repair or remedy such conditions.) In the later

circumstance, the District may want to discuss with the neighboring landowner options for addressing the alleged "nuisance" branches, including the option of the neighboring landowner assuming the costs associated.

Please let me know if you have any further questions regarding the issue. Thank you and see you tomorrow.

-Maggie

PLEASE NOTE MY CONTACT INFORMATION HAS CHANGED:

Maggie D. Mooney-Portale, Esq.
Persson & Cohen, P.A.
6853 Energy Court
Lakewood Ranch, FL 34240-8523
Office: (941) 306-4730
Direct Dial: (941) 404-4730
Fax: (941) 306-4832
Email: mmooney@swflgovlaw.com

Board Certified by the Florida Bar in City, County & Local Government Law

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From: LSC District Manager [<mailto:districtmgr@lakestcharles.org>]
Sent: Wednesday, September 25, 2013 12:42 PM
To: Maggie Mooney-Portale - Persson & Cohen; David Jackson - Persson & Cohen
Cc: 'Property Manager'; jsimon@lakestcharles.org
Subject: FW: List to Items to Legal Counsel

Hi Maggie and David:

I sent you an additional item from our property manager which was not addressed on the memo received yesterday (see email below sent August 2nd). Could you please respond to our property manager's question shown in the email chain below?

Thank you.

Toni

From: LSC District Manager [<mailto:districtmgr@lakestcharles.org>]
Sent: Friday, August 02, 2013 9:52 AM
To: 'Maggie Mooney-Portale'
Cc: 'jsimon@lakestcharles.org'; 'Property Manager'
Subject: FW: List to Items to Legal Counsel

Maggie – please add this item to the list.

Thanks,

Management Committee Meeting Minutes

Date: *Wednesday, November 21st, 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 meeting commenced at 1:00 pm

- The committee Chairman reviewed and signed checks.
- The committee reviewed the questions submitted for candidate interviews. DM will provide a copy of all the selected questions to all Board members.
- The committee reviewed the dredging bids that were received.

The meeting adjourned at 2:00 pm

Strategic Planning Committee Meeting Minutes

Date: *Tuesday, November 20th, 2018 @ 10:00 am*

Chairperson: *Supervisor Ginny Gianakos*

Operations Manager: *Property Manager, Mark Cooper*

The Strategic Planning Committee was canceled.

The next Strategic Planning Committee will be scheduled at the December Board of Supervisors meeting.

Lake St. Charles CDD
Funds Statement

Aug '18 - Oct '18

| | Aug '18 | Sept '18 | Oct '18 | Category |
|--|----------------|----------------|----------------|--------------------|
| Bank/Current Asset Accounts | | | | |
| CenterState Bank Checking | 257,904 | 179,783 | 147,977 | Cash |
| CenterState Bank Money Market | 242,126 | 242,172 | 242,219 | Committed/Assigned |
| Operating Acct | 0 | 0 | 0 | Cash |
| Prepay | 0 | 0 | 0 | Non-Spendable |
| Petty Cash | 1,002 | 1,002 | 1,002 | 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 | 501,032 | 422,957 | 391,198 | |
| Cash (Checking/Savings) | | | | |
| CenterState Bank Checking | 257,904 | 179,783 | 147,977 | |
| CenterState Bank Money Market | 242,126 | 242,172 | 242,219 | |
| Operating Acct | 0 | 0 | 0 | |
| Prepay | 0 | 0 | 0 | |
| Petty Cash | 1,002 | 1,002 | 1,002 | |
| SunTrust Money Market | 0 | 0 | 0 | |
| Suncoast FCU | 0 | 0 | 0 | |
| Investments SBA | 0 | 0 | 0 | |
| Total Cash Accounts | 501,032 | 422,957 | 391,198 | |
| 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 | 501,032 | 422,957 | 391,198 | |
| District Reserve Fund | | | | |
| SunTrust Money Market | 0 | 0 | 0 | Committed/Assigned |
| CenterState Bank Money Market | 242,126 | 242,172 | 242,219 | Committed/Assigned |
| Total Investments SBA | 0 | 0 | 0 | Unassigned |
| | 242,126 | 242,172 | 242,219 | |

Lake St. Charles CDD Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|------------------|----------|------------|-------------------------------|--------------------------------------|-----------------|
| Check | EFT/Auto | 10/03/2018 | Square Inc | Guest Pass Deposit Refund | -14.59 |
| | | | | Guest Pass Deposit Refund | 15.00 |
| | | | | 2.75% Square Processing | -0.41 |
| TOTAL | | | | | 14.59 |
| Check | EFT/Auto | 10/04/2018 | Square Inc | K. Williams CH Rental Deposit Refu | -291.75 |
| | | | | K. Williams CH Rental Deposit Refund | 300.00 |
| | | | | 2.75% Square Processing | -8.25 |
| TOTAL | | | | | 291.75 |
| Check | EFT/Auto | 10/04/2018 | Square Inc | T. Josephson CH Rental Deposit Ref | -291.75 |
| | | | | T. Josephson CH Rental Deposit Refu | 300.00 |
| | | | | 2.75% Square Processing | -8.25 |
| TOTAL | | | | | 291.75 |
| Check | EFT/Auto | 10/05/2018 | ADP | 518987044 Inv # | -116.72 |
| | | | | F&A Payroll Service Charge | 19.45 |
| | | | | P&R Payroll Service Charge | 97.27 |
| TOTAL | | | | | 116.72 |
| Sales Tax Paymen | EFT/Auto | 10/16/2018 | Florida Department of Revenue | | -10.91 |
| | | | Florida Department of Revenue | | 1.60 |
| | | | Florida Department of Revenue | | 9.23 |
| | | | Florida Department of Revenue | | 0.08 |

Lake St. Charles CDD Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|-------|----------|------------|---------------|--------------------------------------|-----------------|
| TOTAL | | | | | 10.91 |
| Check | EFT/Auto | 10/16/2018 | ADP | P.E. 10-13-18 | -9,248.77 |
| | | | | F&A District Manager | 1,974.40 |
| | | | | F&A Employer Taxes | 151.04 |
| | | | | P& R Facilities Monitor | 1,329.60 |
| | | | | P&R Property Team Lead | 1,106.64 |
| | | | | P&R Property Manager | 2,376.00 |
| | | | | P&R Employer Taxes | 429.39 |
| | | | | Supervisor Fees | 1,000.00 |
| | | | | Supervisor Employer Taxes | 83.50 |
| | | | | Bryant Urbina | 771.12 |
| | | | | P&R Maint Part-Time | 27.08 |
| TOTAL | | | | | 9,248.77 |
| Check | EFT/Auto | 10/16/2018 | Square Inc | A. Rodriguez CH Rental Deposit Ref | -291.75 |
| | | | | A. Rodriguez CH Rental Deposit Refun | 300.00 |
| | | | | 2.75% Square Processing | -8.25 |
| TOTAL | | | | | 291.75 |
| Check | EFT/Auto | 10/19/2018 | TECO Electric | 06980007400 Acct # | -2,849.31 |
| | | | | 211004126325 6705 1/7 Colonial Lake | 21.22 |
| | | | | 211007992699 10498 Lake St. Charles | 44.85 |
| | | | | 211007992905 10101 Lake St. Charles | 153.92 |
| | | | | 211007993192 Lake St. Charles Blvd. | 843.31 |
| | | | | 211007993416 10698 1/7 Lake St. Cha | 92.22 |
| | | | | 211007993721 6801 Colonial Lake Dri | 1,165.74 |
| | | | | 211007993960 10031 Remington Dr. P | 209.03 |

Lake St. Charles CDD Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|-------|-----|------|------|-------------------------------------|-----------------|
| | | | | 211007994158 7318 Colonial Lake Dri | 35.36 |
| | | | | 211007994448 7318 Colonial Lake Riv | 28.10 |
| | | | | 211007994695 7115 Bucks Ford Drive | 26.79 |
| | | | | 211007994893 10301 Lake St. Charles | 22.91 |
| | | | | 211007995155 10501 Lake St. Charles | 22.08 |
| | | | | 211007995353 6798 Colonial Lake Dr | 23.44 |
| | | | | 211007995601 6752 Colonial Lake Dri | 22.82 |
| | | | | 211007995809 6699 Colonial Lake Dri | 23.02 |
| | | | | 211007996054 6652 Colonial Lake Dri | 23.13 |
| | | | | 211007996286 6916 Colonial Lake Dri | 22.82 |
| | | | | 211007996567 7001 Colonial Lake Dri | 22.91 |
| | | | | 211007996765 7099 Colonial Lake Dri | 22.82 |
| | | | | 211007997011 6913 Colonial Lake Dri | 22.82 |
| TOTAL | | | | | <u>2,849.31</u> |

| | | | | |
|-------|----------|----------------|-----------------------------------|---------------|
| Check | EFT/Auto | 10/26/2018 ADP | 522843483 Inv # | -126.48 |
| | | | F&A Payroll Service Charge | 11.50 |
| | | | P&R Payroll Service Charge | 57.48 |
| | | | Supervisor Payroll Service Charge | 57.50 |
| TOTAL | | | | <u>126.48</u> |

| | | | | |
|-------|----------|----------------|-------------------------|-----------|
| Check | EFT/Auto | 10/30/2018 ADP | P.E. 10-27-18 | -8,481.51 |
| | | | F&A District Manager | 1,974.40 |
| | | | F&A Employer Taxes | 151.04 |
| | | | P& R Facilities Monitor | 1,329.60 |
| | | | P&R Property Team Lead | 1,195.68 |

Lake St. Charles CDD Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|-----------------|----------------------|------------|-------------------------------|---------------------------------------|-----------------|
| | | | | P&R Property Manager | 2,376.00 |
| | | | | P&R Employer Taxes | 452.03 |
| | | | | Bryant Urbina | 948.60 |
| | | | | P&R Property Part-Time | 54.16 |
| TOTAL | | | | | <u>8,481.51</u> |
| Check | EFT/Auto | 10/31/2018 | Square Inc | CH Rental Deposit Refund | -291.75 |
| | | | | CH Rental Deposit Refund | 300.00 |
| | | | | 2.75% Square Processing | -8.25 |
| TOTAL | | | | | <u>291.75</u> |
| Check | EFT/Auto | 10/31/2018 | Square Inc | 2.75% Square Processing Fee for CH | -3.85 |
| | | | | 2.75% Square Processing Fee for CH | 3.85 |
| TOTAL | | | | | <u>3.85</u> |
| Bill Pmt -Check | 8192 | 10/17/2018 | Alarms and Electrical | 18048 Inv # | -120.00 |
| Bill | 18048 Inv # | 10/01/2018 | | Monthly monitoring through 11-01-18 t | 120.00 |
| TOTAL | | | | | <u>120.00</u> |
| Bill Pmt -Check | 8193 | 10/17/2018 | Aquatic Systems, Inc | INV# 0000422998 | -225.00 |
| Bill | 1st Quater Mitigatio | 10/01/2018 | | 1st Quater Mitigation Report Oct-Dec | 225.00 |
| TOTAL | | | | | <u>225.00</u> |
| Bill Pmt -Check | 8194 | 10/17/2018 | Architectural Fountains, Inc. | 100618-01 Inv # | -600.00 |

Lake St. Charles CDD Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|------------------------|----------------------|-------------------|---|---|------------------|
| Bill | completed installati | 10/06/2018 | | completed installation of 5hp pump on | 600.00 |
| TOTAL | | | | | 600.00 |
| Bill Pmt -Check | 8195 | 10/17/2018 | Brandon Business Machines | LS47 Acct # I178811 Inv # | -139.90 |
| Bill | I178811 Inv # | 10/01/2018 | | Fix PM outlook and DM Scan folders | 139.90 |
| TOTAL | | | | | 139.90 |
| Bill Pmt -Check | 8196 | 10/17/2018 | Chris's Portable Toilets | 1805-100480 Inv # | -75.00 |
| Bill | 1805-100480 Inv # | 10/08/2018 | | 1805-100480 Inv # | 75.00 |
| TOTAL | | | | | 75.00 |
| Bill Pmt -Check | 8197 | 10/17/2018 | CLC Total Care | INV 19936 | -7,250.00 |
| Bill | Oct Monthly Maintena | 10/17/2018 | | Oct Monthly Maintenance | 7,250.00 |
| TOTAL | | | | | 7,250.00 |
| Bill Pmt -Check | 8198 | 10/17/2018 | Department Of Economic Opportunity | 71775 Inv # FY 18-19 Special Fee | -175.00 |
| Bill | FY 18-19 Special Fee | 10/01/2018 | | FY 18-19 Special Fee | 175.00 |
| TOTAL | | | | | 175.00 |
| Bill Pmt -Check | 8199 | 10/17/2018 | Frontier | ACCT# 813-671-8339-120297-5 | -220.65 |
| Bill | Sept Internet & Fax | 09/25/2018 | | Sept Internet & Fax | 220.65 |

Lake St. Charles CDD Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|------------------------|----------------------|-------------------|-----------------------------------|--------------------------------|------------------|
| TOTAL | | | | | 220.65 |
| Bill Pmt -Check | 8200 | 10/17/2018 | Mark Cooper | | -28.34 |
| Bill | Old Castle for Villa | 10/03/2018 | | Old Castle for Villa wall | <u>28.34</u> |
| TOTAL | | | | | 28.34 |
| Bill Pmt -Check | 8201 | 10/17/2018 | Pope's Water Systems, Inc. | 62115 Inv # | -955.00 |
| Bill | 62115 Inv # | 10/10/2018 | | Main entrance well repair | <u>955.00</u> |
| TOTAL | | | | | 955.00 |
| Bill Pmt -Check | 8202 | 10/17/2018 | SunTrust Credit Card | 4223071100091531 Acct # | -1,252.36 |
| Bill | Sept CC Statement | 09/24/2018 | | Sept CC Statement | <u>1,252.36</u> |
| TOTAL | | | | | 1,252.36 |
| Bill Pmt -Check | 8203 | 10/17/2018 | Tampa Bay Times | Acct# 105743 AD#688801 | -293.50 |
| Bill | AD#688801 | 09/24/2018 | | Annual Meeting Notice | <u>293.50</u> |
| TOTAL | | | | | 293.50 |
| Bill Pmt -Check | 8204 | 10/17/2018 | TECO Gas Company | 07884976 | -239.61 |
| Bill | Oct Billing | 10/08/2018 | | Oct Billing | <u>239.61</u> |
| TOTAL | | | | | 239.61 |
| Bill Pmt -Check | 8205 | 10/17/2018 | Verizon Wireless | Acct# 842082173-00001 | -42.24 |

Lake St. Charles CDD Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|------------------------|----------------------|-------------------|----------------------------------|---------------------------------------|------------------|
| Bill | 8-24-18 to 09-23-18 | 09/23/2018 | | 8-24-18 to 09-23-18 Office Phone Bill | 42.24 |
| TOTAL | | | | | 42.24 |
| Bill Pmt -Check | 8206 | 10/17/2018 | Zebra Cleaning Team, Inc. | INV# 3006 | -1,600.00 |
| Bill | Oct Pool Cleaning | 10/11/2018 | | Oct Pool Cleaning | 1,600.00 |
| TOTAL | | | | | 1,600.00 |
| Bill Pmt -Check | 8207 | 10/17/2018 | Aquatic Systems, Inc | INV# 0000422997 | -1,049.00 |
| Bill | Oct Pond Mainten | 10/01/2018 | | Oct Pond Mainten | 1,049.00 |
| TOTAL | | | | | 1,049.00 |
| Bill Pmt -Check | 8208 | 10/17/2018 | CLC Total Care | INV 19942 | -350.00 |
| Bill | INV 19942 | 10/03/2018 | | Irrigation Repairs | 350.00 |
| TOTAL | | | | | 350.00 |
| Bill Pmt -Check | 8209 | 10/17/2018 | Mark Cooper | | -28.34 |
| Bill | Old Castle for Villa | 10/12/2018 | | Old Castle for Villa wall | 28.34 |
| TOTAL | | | | | 28.34 |
| Bill Pmt -Check | 8210 | 10/17/2018 | Tampa Bay Times | Acct# 105743 AD#694627 | -212.50 |
| Bill | AD#694627 | 10/08/2018 | | Dredging Notice | 212.50 |
| TOTAL | | | | | 212.50 |
| Bill Pmt -Check | 8211 | 10/17/2018 | Verizon Wireless | Acct# 742078254-00001 | -115.48 |
| Bill | 9-02-18 to 10-01-18 | 10/01/2018 | | 9-02-18 to 10-01-18 Staff Cell phones | 115.48 |
| TOTAL | | | | | 115.48 |

Lake St. Charles CDD
Disbursement Authorization Report

October 2018

| Type | Num | Date | Name | Account | Original Amount |
|-----------------|----------------|------------|------------------------|--|-----------------|
| Bill Pmt -Check | 8212 | 10/17/2018 | ROJO Architecture, LLC | INV# 2018-0296 | -1,500.00 |
| Bill | INV# 2018-0296 | 10/17/2018 | | 1st Progress payment architectural fee | 1,500.00 |
| TOTAL | | | | | 1,500.00 |

11/27/2018

Treasurer's Report - CenterState Account

October 2018

10/1/18 - 10/31/18

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Memo</u> | <u>Payment</u> | <u>Deposit</u> | <u>Balance</u> |
|---------------------|------------------------------------|--------------|---------------------------------------|----------------|----------------|-------------------|
| | | | | | | 179,782.78 |
| 10/02/2018 | | | Deposit | | 306.34 | 180,089.12 |
| 10/03/2018 EFT/Auto | Square Inc | | Guest Pass Deposit Refund | 14.59 | | 180,074.53 |
| 10/04/2018 EFT/Auto | Square Inc | | K. Williams CH Rental Deposit Refund | 291.75 | | 179,782.78 |
| 10/04/2018 EFT/Auto | Square Inc | | T. Josephson CH Rental Deposit Refund | 291.75 | | 179,491.03 |
| 10/05/2018 EFT/Auto | ADP | | 518987044 Inv # | 116.72 | | 179,374.31 |
| 10/09/2018 | | | Deposit | | 14.59 | 179,388.90 |
| 10/11/2018 | | | Deposit | | 291.75 | 179,680.65 |
| 10/16/2018 EFT/Auto | Florida Department of Revenue | | | 10.91 | | 179,669.74 |
| 10/16/2018 EFT/Auto | ADP | | P.E. 10-13-18 | 9,248.77 | | 170,420.97 |
| 10/16/2018 EFT/Auto | Square Inc | | A. Rodriguez CH Rental Deposit Refund | 291.75 | | 170,129.22 |
| 10/17/2018 8192 | Alarms and Electrical | | 18048 Inv # | 120.00 | | 170,009.22 |
| 10/17/2018 8193 | Aquatic Systems, Inc | | INV# 0000422998 | 225.00 | | 169,784.22 |
| 10/17/2018 8194 | Architectural Fountains, Inc. | | 100618-01 Inv # | 600.00 | | 169,184.22 |
| 10/17/2018 8195 | Brandon Business Machines | | LS47 Acct # I178811 Inv # | 139.90 | | 169,044.32 |
| 10/17/2018 8196 | Chris's Portable Toilets | | 1805-100480 Inv # | 75.00 | | 168,969.32 |
| 10/17/2018 8197 | CLC Total Care | | INV 19936 | 7,250.00 | | 161,719.32 |
| 10/17/2018 8198 | Department Of Economic Opportunity | | 71775 Inv # FY 18-19 Special Fee | 175.00 | | 161,544.32 |
| 10/17/2018 8199 | Frontier | | ACCT# 813-671-8339-120297-5 | 220.65 | | 161,323.67 |
| 10/17/2018 8200 | Mark Cooper | | | 28.34 | | 161,295.33 |
| 10/17/2018 8201 | Pope's Water Systems, Inc. | | 62115 Inv # | 955.00 | | 160,340.33 |
| 10/17/2018 8202 | SunTrust Credit Card | | 4223071100091531 Acct # | 1,252.36 | | 159,087.97 |
| 10/17/2018 8203 | Tampa Bay Times | | Acct# 105743 AD#688801 | 293.50 | | 158,794.47 |
| 10/17/2018 8204 | TECO Gas Company | | 07884976 | 239.61 | | 158,554.86 |
| 10/17/2018 8205 | Verizon Wireless | | Acct# 842082173-00001 | 42.24 | | 158,512.62 |
| 10/17/2018 8206 | Zebra Cleaning Team, Inc. | | INV# 3006 | 1,600.00 | | 156,912.62 |
| 10/17/2018 8207 | Aquatic Systems, Inc | | INV# 0000422997 | 1,049.00 | | 155,863.62 |
| 10/17/2018 8208 | CLC Total Care | | INV 19942 | 350.00 | | 155,513.62 |
| 10/17/2018 8209 | Mark Cooper | | | 28.34 | | 155,485.28 |
| 10/17/2018 8210 | Tampa Bay Times | | Acct# 105743 AD#694627 | 212.50 | | 155,272.78 |
| 10/17/2018 8211 | Verizon Wireless | | Acct# 742078254-00001 | 115.48 | | 155,157.30 |

11/27/2018

| <u>Date</u> | <u>PM</u> | <u>Number</u> | <u>Payee</u> | <u>Memo</u> | <u>Payment</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|-----------|---------------|------------------------|--|------------------|-----------------|-------------------|
| 10/17/2018 | | 8212 | ROJO Architecture, LLC | INV# 2018-0296 | 1,500.00 | | 153,657.30 |
| 10/19/2018 | EFT/Auto | | TECO Electric | 06980007400 Acct # | 2,849.31 | | 150,807.99 |
| 10/19/2018 | | | | Deposit | | 14.59 | 150,822.58 |
| 10/23/2018 | | | | Deposit | | 5,880.89 | 156,703.47 |
| 10/26/2018 | EFT/Auto | | ADP | 522843483 Inv # | 126.48 | | 156,576.99 |
| 10/30/2018 | EFT/Auto | | ADP | P.E. 10-27-18 | 8,481.51 | | 148,095.48 |
| 10/31/2018 | EFT/Auto | | Square Inc | CH Rental Deposit Refund | 291.75 | | 147,803.73 |
| 10/31/2018 | EFT/Auto | | Square Inc | 2.75% Square Processing Fee for CH Rentals | 3.85 | | 147,799.88 |
| 10/31/2018 | | | Clubhouse Rentals | | | 140.00 | 147,939.88 |
| 10/31/2018 | | | | Interest | | 36.83 | 147,976.71 |
| | | | | | 38,491.06 | 6,684.99 | 147,976.71 |

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

| | A | B | C | D | E | F | G | H | K | L | M | N |
|----|---|---|---|---|---|---|--|----------------|----------------------|------------------------------|-----------------|----------------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '18 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 3 | | | | | | | Revenue/Expense | | | | | |
| 4 | | | | | | | Revenue | | | | | |
| 5 | | | | | | | 36100 - Interest Earnings | | | | | |
| 6 | | | | | | | Interest - General Fund | 84 | 1,450 | (1,366) | | 86 |
| 7 | | | | | | | Total 36100 - Interest Earnings | 84 | 1,450 | (1,366) | | 86 |
| 8 | | | | | | | General Fund Assessment-O&M | | | | | |
| 9 | | | | | | | General Fund Assessment Gross | 0 | 958,146 | (958,146) | | 0 |
| 10 | | | | | | | GF Prop Tax Interest | 0 | 0 | 0 | | 0 |
| 11 | | | | | | | GF Tax Collector Commissions | 0 | (19,163) | 19,163 | | 0 |
| 12 | | | | | | | GF Tax Payment Discount | 0 | (38,326) | 38,326 | | 0 |
| 13 | | | | | | | Total General Fund Assessment-O&M | 0 | 900,657 | (900,657) | | 0 |
| 14 | | | | | | | | | | | | |
| 15 | | | | | | | Total 36310 - Special Assessment | 0 | 900,657 | (900,657) | | 0 |
| 16 | | | | | | | 36311 - Excess Fees | 5,881 | 0 | 5,881 | | 5,701 |
| 17 | | | | | | | 36900 - Miscellaneous Revenues | | | 0 | | |
| 18 | | | | | | | Other Misc Revenue | 45 | 1,200 | (1,155) | | 27 |
| 19 | | | | | | | Rental | 127 | 1,900 | (1,773) | | 192 |
| 20 | | | | | | | Pool Snack Vending | 0 | 475 | (475) | | |
| 21 | | | | | | | Total 36900 - Miscellaneous Revenues | 172 | 3,575 | (3,403) | | 219 |
| 22 | | | | | | | Total Revenue | 6,137 | 905,682 | (899,545) | | 6,006 |
| 23 | | | | | | | | | | | | |
| 25 | | | | | | | Expense | | | | | |
| 26 | | | | | | | 5110 - Legislative | | | | | |
| 27 | | | | | | | Employer Taxes | 84 | 1,460 | (1,377) | | 101 |
| 28 | | | | | | | Special District Fees | 175 | 175 | 0 | | 175 |
| 29 | | | | | | | Supervisor Fees | 1,000 | 12,000 | (11,000) | | 1,000 |
| 30 | | | | | | | Supervisor Payroll Service | 58 | 900 | (843) | | 67 |
| 31 | | | | | | | Total 5110 - Legislative | 1,316 | 14,535 | (13,219) | | 1,343 |

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

| | A | B | C | D | E | F | G | H | K | L | M | N |
|----|---|---|---|---|---|---|--|---------------|---------------|-----------------------|----------|---------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '18 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 32 | | | | | | | 51300 - Financial & Admin | | | | | |
| 33 | | | | | | | Accounting Services | 0 | 500 | (500) | | 0 |
| 34 | | | | | | | Auditing Services | 1,000 | 12,500 | (11,500) | | 1,000 |
| 35 | | | | | | | Banking & Investment Mgmt Fees | 0 | 200 | (200) | | 0 |
| 36 | | | | | | | District F&A Employees | | | | | |
| 37 | | | | | | | District Manager | 3,949 | 51,334 | (47,385) | | 5,298 |
| 38 | | | | | | | Medical Stipend | 0 | 2,400 | (2,400) | | 400 |
| 39 | | | | | | | Payroll Service Charge | 31 | 465 | (434) | | 36 |
| 40 | | | | | | | Payroll Taxes - Employer Taxes | 302 | 4,400 | (4,098) | | 309 |
| 41 | | | | | | | Performance Stipend | 0 | 1,000 | (1,000) | | 0 |
| 42 | | | | | | | Total District F&A Employees | 4,282 | 59,599 | (55,317) | | 6,042 |
| 43 | | | | | | | Dues, Licenses & Fees | 0 | 500 | (500) | | 0 |
| 44 | | | | | | | General Insurance | | | | | |
| 45 | | | | | | | Crime | 510 | 600 | (90) | | 510 |
| 46 | | | | | | | General Liability | 3,517 | 3,868 | (351) | | 3,517 |
| 47 | | | | | | | Public Officials Liability & EP | 2,890 | 3,179 | (289) | | 2,890 |
| 48 | | | | | | | Total General Insurance | 6,917 | 7,647 | (730) | | 6,917 |
| 49 | | | | | | | Legal Advertising | 213 | 2,600 | (2,388) | | 353 |
| 50 | | | | | | | Local/Other Taxes | 0 | 3,396 | (3,396) | | 0 |
| 51 | | | | | | | Office Supplies | 0 | 1,000 | (1,000) | | 97 |
| 52 | | | | | | | Postage | 0 | 250 | (250) | | 0 |
| 53 | | | | | | | Printer Supplies | 0 | 2,000 | (2,000) | | 0 |
| 54 | | | | | | | Professional Development | 0 | 1,000 | (1,000) | | 0 |
| 55 | | | | | | | Technology Services/Upgrades | 140 | 2,000 | (1,860) | | 0 |
| 56 | | | | | | | Telephone | 276 | 3,100 | (2,824) | | 219 |
| 57 | | | | | | | Travel Per Diem | 57 | 200 | (143) | | 0 |
| 58 | | | | | | | Website Development & Monitor | 0 | 2,650 | (2,650) | | 0 |
| 59 | | | | | | | Total 51300 - Financial & Admin | 12,884 | 99,142 | (86,258) | | 14,627 |

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

| | A | B | C | D | E | F | G | H | K | L | M | N |
|----|---|---|---|---|---|---|---|---------|---------------|-----------------------|----------|---------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '18 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 60 | | | | | | | 51400 - Legal Counsel | | | | | |
| 61 | | | | | | | District Counsel | 0 | 8,000 | (8,000) | | 0 |
| 62 | | | | | | | Total 51400 - Legal Counsel | 0 | 8,000 | (8,000) | | 0 |
| 63 | | | | | | | 52100 - Law Enforcement | | | | | |
| 64 | | | | | | | Car Maintenance & Repairs | 0 | 1,000 | (1,000) | | 0 |
| 65 | | | | | | | Car Gas | 0 | 1,500 | (1,500) | | 0 |
| 66 | | | | | | | Total 52100 - Law Enforcement | 0 | 2,500 | (2,500) | | 0 |
| 67 | | | | | | | 53100 - Electric Utility Svs | 2,849 | 38,800 | (35,951) | | 3,206 |
| 68 | | | | | | | 53200 - Gas Utility Services | 240 | 4,000 | (3,760) | | 230 |
| 69 | | | | | | | 53400 - Garbage/Solid Waste Svc | 103 | 2,880 | (2,777) | | 174 |
| 70 | | | | | | | 53600 - Water/Sewer Services | 349 | 8,000 | (7,651) | | 468 |
| 71 | | | | | | | 53900 - Physical Environment | | | 0 | | |
| 72 | | | | | | | Entry & Walls Maintenance | 0 | 2,000 | (2,000) | | 0 |
| 73 | | | | | | | Ford F250 Maintenance & Repair | 0 | 1,000 | (1,000) | | 0 |
| 74 | | | | | | | Fountain in Lake | 600 | 3,000 | (2,400) | | 0 |
| 75 | | | | | | | Gas - Equipment | 0 | 400 | (400) | | 0 |
| 76 | | | | | | | Gas - Truck | 0 | 1,800 | (1,800) | | 0 |
| 77 | | | | | | | Irrigation Maintenance | 1,305 | 8,000 | (6,695) | | 0 |
| 78 | | | | | | | Landscape Maintenance Contract | 7,250 | 87,000 | (79,750) | | 7,250 |
| 79 | | | | | | | Misc. Landscape-Temporary Staff | 0 | 3,000 | (3,000) | | 0 |
| 80 | | | | | | | Misc. Landscape Maintenance | 0 | 9,500 | (9,500) | | 275 |
| 81 | | | | | | | Mulch | 0 | 4,000 | (4,000) | | 0 |
| 82 | | | | | | | New Plantings | 0 | 6,000 | (6,000) | | 0 |
| 83 | | | | | | | Pond & Stormwater Maint Contract | 1,049 | 12,780 | (11,731) | | 1,049 |
| 84 | | | | | | | Property Insurance Contract | 11,040 | 12,000 | (960) | | 10,747 |
| 85 | | | | | | | Sod Replacement | 0 | 4,000 | (4,000) | | 0 |
| 86 | | | | | | | Mitigation Maint Contract | 225 | 900 | (675) | | 225 |
| 87 | | | | | | | Total 53900 - Physical Environment | 21,469 | 155,380 | (133,911) | | 19,546 |

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

| | A | B | C | D | E | F | G | H | K | L | M | N |
|-----|---|---|---|---|---|---|---|---------------|----------------|-----------------------|----------|---------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '18 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 88 | | | | | | | 57200 - Parks & Recreation | | | | | |
| 89 | | | | | | | Auto Liability | 697 | 755 | (58) | | 665 |
| 90 | | | | | | | Club Facility Maintenance | | | | | |
| 91 | | | | | | | Club Facility Maintenance | 314 | 5,000 | (4,686) | | 0 |
| 92 | | | | | | | Clubhouse Supplies | 0 | 2,300 | (2,300) | | 223 |
| 93 | | | | | | | Locks/Keys | 0 | 100 | (100) | | 0 |
| 94 | | | | | | | Pool Snack Vending Items | | 300 | | | 0 |
| 95 | | | | | | | Total Club Facility Maintenance | 314 | 7,700 | (7,386) | | 223 |
| 96 | | | | | | | District Employees Payroll Exp | | | | | |
| 97 | | | | | | | Employer Workman Comp | 808 | 9,000 | (8,192) | | 945 |
| 98 | | | | | | | Facilities Monitor | 2,659 | 34,570 | (31,911) | | 3,479 |
| 99 | | | | | | | Medical Stipends | 0 | 6,000 | (6,000) | | 1,000 |
| 100 | | | | | | | Payroll Service Charge | 155 | 2,500 | (2,345) | | 178 |
| 101 | | | | | | | Payroll Taxes - Employer Taxes | 881 | 13,500 | (12,619) | | 896 |
| 102 | | | | | | | Performance Stipend | 0 | 2,600 | (2,600) | | 0 |
| 103 | | | | | | | Full-Time Hybrid Employee | 1,720 | 25,459 | (23,739) | | 2,396 |
| 104 | | | | | | | Property Maintenance Part-Time | 81 | 1,425 | (1,344) | | 116 |
| 105 | | | | | | | Property Maintenance Team Lead | 2,302 | 28,221 | (25,919) | | 2,942 |
| 106 | | | | | | | Property Manager | 4,752 | 61,776 | (57,024) | | 6,342 |
| 107 | | | | | | | Recreational Assistants | 0 | 5,900 | (5,900) | | 0 |
| 108 | | | | | | | Total District Employees Payroll Exp | 13,359 | 190,951 | (177,592) | | 18,295 |
| 109 | | | | | | | Dock Maintenance | 0 | 400 | (400) | | 0 |
| 110 | | | | | | | Drainage/ Nature Path/Trail Maintenance | 0 | 1,800 | (1,800) | | 0 |
| 111 | | | | | | | Park Facility Maintenance | 150 | 5,000 | (4,850) | | 1,487 |
| 112 | | | | | | | Parks & Rec Cell Phones | 115 | 1,700 | (1,585) | | 113 |
| 113 | | | | | | | Playground Maintenance | 0 | 2,000 | (2,000) | | 0 |
| 114 | | | | | | | Pool Maintenance Contract | 1,600 | 19,600 | (18,000) | | 0 |
| 115 | | | | | | | Pool Maintenance Repairs | 0 | 12,000 | (12,000) | | 1,536 |
| 116 | | | | | | | Sec System Monitoring Contract | 120 | 240 | (120) | | 120 |

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

| | A | B | C | D | E | F | G | H | K | L | M | N |
|-----|---|---|---|---|---|---|---|----------------|----------------------|------------------------------|-----------------|----------------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '18 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 117 | | | | | | | Security Repairs | 4,570 | 5,000 | (430) | | 0 |
| 118 | | | | | | | Total 57200 - Parks & Recreation | 20,925 | 247,146 | (226,221) | | 22,439 |
| 119 | | | | | | | 58003- Future CIP Projects and Reserves | 47,112 | 325,299 | (278,187) | | 37,316 |
| 120 | | | | | | | Total Expense | 107,248 | 905,682 | (798,434) | | 99,348 |
| 121 | | | | | | | Revenue Less Expenses | (101,111) | 0 | (101,111) | | (93,343) |
| 122 | | | | | | | Other Revenue/Expense | | | | | |
| 123 | | | | | | | Other Revenue | | | | | |
| 124 | | | | | | | SunTrust Credit Card Rewards | 501 | | 0 | | |
| 125 | | | | | | | FY 17-18 Carryover | 184,037 | | 184,037 | | |
| 126 | | | | | | | Total Other Revenue | 184,538 | 0 | 184,037 | | |
| 127 | | | | | | | | | | | | |
| 128 | | | | | | | Other Expense | | | | | |
| 129 | | | | | | | Unassigned CIP Projects | 0 | 179,037 | (179,037) | | |
| 130 | | | | | | | Funding for District's Reserve Acct | 0 | 5,000 | (5,000) | | |
| 131 | | | | | | | Total Other Expense | 0 | 184,037 | (184,037) | | |
| 132 | | | | | | | Net Other Income | 184,037 | (184,037) | 184,037 | | |
| 133 | | | | | | | Net Income | 82,926 | (184,037) | 82,926 | | |

Lake St. Charles CDD Property Manager Expense Report

October 2018

| | Type | Date | Num | Memo | Amount |
|--------------------------------------|------|------------|----------------------|---|--------------|
| Alley Cat Pest Control | | | | | |
| | Bill | 10/24/2018 | pest control | pest control | 85.00 |
| Architectural Fountains, Inc. | | | | | |
| | Bill | 10/06/2018 | completed installati | completed installation of 5hp pump on north fountain with w | 600.00 |
| Chris' Plumbing | | | | | |
| | Bill | 10/12/2018 | Backflow Test | Backflow Test | 75.00 |
| | Bill | 10/12/2018 | Backflow Test | Backflow Test | 75.00 |
| Chris's Portable Toilets | | | | | |
| | Bill | 10/08/2018 | 1805-100480 Inv # | 1805-100480 Inv # | 75.00 |
| CLC Total Care | | | | | |
| | Bill | 10/03/2018 | INV 19942 | Irrigation Repairs | 350.00 |
| Grainger | | | | | |
| | Bill | 10/11/2018 | 9931798780 Inv # | 9931798780 Inv # Paper towels | 154.00 |
| Pope's Water Systems, Inc. | | | | | |
| | Bill | 10/10/2018 | 62115 Inv # | Main entrance well repair | 955.00 |
| TOTAL | | | | | 2,369 |

December 2018 Property Manager's report

As of November 27th 2018 there were 241 android and 227 apple downloads (**448 total**) of our community App.

The App notice was mailed out to each household by the HOA. There were 27 additional downloads of the app over the previous month total since the notice was mailed.

The RFP for the clubhouse restrooms was issued on Monday, November 19th. The bids are due December 20th at 5 pm. Bids will be presented to the Board for award consideration at the January 8th CDD meeting.

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 | 1 | 2 | 2 | 1 | | 31 | 27 |
| Completed Clubhouse Rentals | 2 | 4 | 2 | 4 | 4 | 4 | 4 | 3 | 5 | 2 | 2 | | 36 | 36 |
| Guest Passes Issued | 0 | 0 | 0 | 0 | 8 | 3 | 0 | 1 | 0 | 0 | 0 | | 12 | 14 |
| Replacement Cards | 0 | 1 | 2 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | | 7 | 11 |
| Resident Access Cards | 4 | 1 | 9 | 12 | 6 | 21 | 17 | 10 | 4 | 8 | 5 | | 97 | 71 |
| Renters Access Cards | 1 | 0 | 7 | 14 | 7 | 18 | 12 | 4 | 3 | 2 | 2 | | 70 | 45 |
| Parking Stickers | 4 | 4 | 10 | 9 | 12 | 29 | 18 | 10 | 8 | 8 | 5 | | 117 | 142 |
| Online Purchases | 2 | 1 | 2 | 2 | 2 | 2 | 2 | 1 | 2 | 1 | 2 | | 19 | 28 |
| Monthly Total | 17 | 14 | 33 | 49 | 44 | 80 | 58 | 30 | 24 | 23 | 17 | | 389 | 374 |

I have received 5 voicemails, with 3 that required a call back.

Mark & Adriana notarized 2 document.