

Supervisor Packet for November 1, 2022 General Meeting

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

7:00 p.m., November 1, 2022

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

Vacant Seat, Secretary/Treasurer

Virginia Gianakos, Supervisor, 293-4728

Marlon K. Brownlee, Supervisor, 813-485-5685

LSC CDD Staff

Adriana Urbina, District Manager,
741-9768

Mark Cooper, Property Manager, 990-7555

Luis Martinez, Facilities Monitor, 990-7250

<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 – 7:25	<ol style="list-style-type: none"> 7. CANDIDATE SELECTION FOR BOARD OF SUPERVISOR SEAT #5 APPOINTMENT (10 Minutes)
	<ol style="list-style-type: none"> 1. Board Motion for Appointment
7:25 – 7:35	<ol style="list-style-type: none"> 8. ADMINISTER OATH OF OFFICE (10 Minutes)
7:35 – 7:40	<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 consent agenda items with questions as requested by board members. 2. Approval of Consent Item Agenda <ol style="list-style-type: none"> a. October 4, 2022 Meeting Minutes b. Committee Meeting Minutes for October 2022 <ol style="list-style-type: none"> i. Treasurer's Review Committee

	<ul style="list-style-type: none"> ii. Security and Grounds Committee iii. Management Committee iv. Strategic Committee <ul style="list-style-type: none"> c. Sept 2022 Financial Statements d. Oct 2022 Facilities Monitor Report (Separate from packet)
7:40-7:45	10. APPOINTMENT OF BOARD OFFICE POSITIONS & SUB-COMMITTEE APPOINTMENTS (5 Minutes)
7:45-8:05	11. COMMITTEE REPORTS (20 Minutes)
	<ul style="list-style-type: none"> 1. Treasurer's Review Committee – Vacant 2. Grounds/Security Committee – Committee Chair Nelson 3. Management Committee – Committee Chair Fannin 4. Strategic Planning Committee – Committee Chair Brownlee
8:05- 8:15	12. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR (10 Minutes)
	GENERAL REMARKS – Chair of The Board of Supervisors
8:15-8:35	13. PROPERTY MANAGER (20 Minutes)
	Items for Consideration by Property Manager - Mark Cooper <ul style="list-style-type: none"> 1. Property Management Report
8:35–8:40	14. DISTRICT MANAGER (5 Minutes)
	Items for Consideration by District Manager – Adriana Urbina <ul style="list-style-type: none"> 1. District Manager Report
8:40 –8:50	15. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes)
8:50	ADJOURN



Date: October 4, 2022

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 (Via Zoom)
Secretary/Treasurer, Vacant
Supervisor, Virginia Gianakos
Supervisor, Marlon K. Brownlee

Staff:

Adriana Urbina, District Manager
Mark Cooper, Property Manager
Luis Martinez, Facility Monitor (Absent)

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 Fannin, Resident Joanne Baxter was approved to fix her damaged shoreline permanently with geobags. Motion passed 4 to 0
2. On **MOTION** by Supervisor Gianakos and second by Supervisor Brownlee, the Board discussed that the vacant seat should be filled by an elected candidate next election year. The Board was informed that Ms. Brown withdrew her resume from consideration, leaving Mr. Cropper as the only candidate. Supervisor Nelson and Supervisor Fannin would like to appoint Mr. Cropper to the vacant seat since he is still interested in filling the seat. Motion was rescinded

3. On **MOTION** by Supervisor Fannin and Second by Supervisor Gianakos, the Board approved to accept resumes for the vacant Seat #5 until November 15, 2022. Decision shall be made at the December Board Meeting. Motion passed 3 to 1 Supervisor Nelson Voted No

Supervisor Nelson exited the Meeting

4. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved the, October 4, 2022 Consent Agenda consisting of the: September 13, 2022 General Meeting Minutes, the September Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the August 2022 Financial Reports, the Property Manager Report and the Facility Monitor September 2022 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 3 to 0

Action Item: Property Manager Mark Cooper, to contact TECO & County Commissioners for assistance during power outages.

5. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved Pete & Ron's Tree Service quote for the removal of fallen trees throughout the community due to Hurricane Ian. Not to exceed \$30,000. Motion passed 3 to 0
6. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved to extend the General Meeting until 8:45PM. Motion passed 3 to 0
7. On **MOTION** by Supervisor Fannin and Second by Supervisor Gianakos, the Board approved to install surge protection for the clubhouse exterior & park restrooms not to exceed \$5,600. Motion passed 3 to 0.
8. On **MOTION** by Supervisor Gianakos and second by Supervisor Brownlee, the Board approved repairing the trail from bridge to bridge along with cleaning and additive addition to the sidewalks. Not to exceed \$297,600. Motion passed 3 to 0
9. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved to extend the General Meeting until 8:50PM. Motion passed 3 to 0
10. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board discussed repairing the bridge railing with metal material, not to exceed \$33,500. The Board would like to receive a bid to repair with wood material versus the metal material. Motion was rescinded

11. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved to extend the General Meeting until 9:00PM. Motion passed 3 to 0

Supervisor Nelson re-entered the Meeting

12. On **MOTION** by Supervisor Nelson and Second by Supervisor Nelson, the Board approved increasing Part-Time Maintenance, Greg Gianakos hourly rate to \$17 an hour. Motion passed 3 to 0 Supervisor Gianakos abstained from voting. Form 8B will be filed.

13. On **MOTION** by Supervisor Fannin and Second by Supervisor Brownlee, the Board approved to allow District Manager & Property Manager to continue the hiring process for the open Maintenance position. Motion passed 3 to 0

Meeting adjourned at 9:00PM

Respectfully submitted,

Robb Fannin, Chair

Dave Nelson, Vice-Chair

Treasurer's Review Committee Meeting Minutes

Date: *Tuesday, October 18, 2022, 11:00 am*

Chair:

Operations Manager: *Adriana Urbina*

Committee Members: *District Manager, Adriana Urbina*

Notice of Meetings – Treasurer's Review Committee

The Treasurer's Review Committee Meeting was canceled.

Security - Grounds Committee Meeting Minutes

Date: *Thursday, October 20, 2021 at 4:00 PM.*

Committee Chairperson: *Supervisor, Dave Nelson*

Operations Manager: *Property Manager, Mark Cooper*

The Grounds and Security Committee did not meet in October.

Management Committee Meeting Minutes

Date: *Wednesday, October 19, 2022 @ 12:00 pm*

Chairperson: *Chairman Rob Fannin*

Operations Manager: *District Manager, Adriana Urbina*

In Attendance:

Notice of Meetings – Management Committee

The Management Committee Meeting was canceled.

Strategic Planning Committee Meeting Minutes

Date: *Tuesday, October 18, 2022 @ 10:00 am.*

Committee Chairperson: *Supervisor, Marlon K Brownlee*

Operations Manager: *Property Manager, Mark Cooper*

The Strategic Planning Committee did not meet in the month of October.

Lake St. Charles CDD

Funds Statement

Jul '22 - Sep '22

	Jul '22	Aug '22	Sep '22	Category
Bank/Current Asset Accounts				
SouthState Bank Checking	299,911	343,771	277,342	Cash
SouthState Bank Money Market	254,869	254,903	254,935	Committed/Assigned
Operating Acct	0	0	0	Cash
Prepay	0	0	0	Non-Spendable
Petty Cash	1,533	1,533	1,533	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	556,313	600,207	533,810	

Cash (Checking/Savings)				
SouthState Bank Checking	299,911	343,771	277,342	
SouthState Bank Money Market	254,869	254,903	254,935	
Operating Acct	0	0	0	
Prepay	0	0	0	
Petty Cash	1,533	1,533	1,533	
SunTrust Money Market	0	0	0	
Suncoast FCU	0	0	0	
Investments SBA	0	0	0	
Total Cash Accounts	556,313	600,207	533,810	

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 **556,313** **600,207** **533,810**

District Reserve Fund				
SunTrust Money Market	0	0	0	Committed/Assigned
SouthState Bank Money Market	254,869	254,903	254,935	Committed/Assigned
Total Investments SBA	0	0	0	Unassigned
	254,869	254,903	254,935	

Lake St. Charles CDD
Disbursement Authorization Report
September 2022

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	09/02/2022	ADP	10000-SouthState Bank Checking	-132.86
				Payroll Service Charge	26.57
				Payroll Service Charge	106.29
TOTAL					132.86
Bill Pmt -Check	EFT/Auto	09/02/2022	Leaf	10000-SouthState Bank Checking	-161.99
Bill	Printer Lease & Insu	09/02/2022		Printer Supplies	161.99
TOTAL					161.99
Check	EFT/Auto	09/14/2022	ADP	10000-SouthState Bank Checking	-10,483.58
				District Manager	2,521.60
				Payroll Taxes - Employer Taxes	208.20
				Facilities Monitor	1,600.00
				Property Maintenance Team Lead	1,560.00
				Property Manager	2,521.60
				Payroll Taxes - Employer Taxes	476.05
				Property Maintenance Part-Time	129.33
				Supervisor Fees	800.00
				Employer Taxes	66.80
				Medical Stipend	200.00
				Medical Stipends	400.00
TOTAL					10,483.58
Bill Pmt -Check	EFT/Auto	09/22/2022	Architectural Fountains, Inc.	10000-SouthState Bank Checking	-2,920.00
Bill	Replace motor and ca	09/02/2022		Fountain in Lake	2,920.00
TOTAL					2,920.00
Bill Pmt -Check	EFT/Auto	09/22/2022	Mainscape	10000-SouthState Bank Checking	-7,691.42

Lake St. Charles CDD
Disbursement Authorization Report
September 2022

	Type	Num	Date	Name	Account	Original Amount
	Bill	Sept Installment	09/06/2022		Landscape Maintenance Contract	7,691.42
TOTAL						7,691.42
	Bill Pmt -Check	EFT/Auto	09/22/2022	P.E.M Surface Creations, Inc	10000-SouthState Bank Checking	-754.68
	Bill	INV# 15848	08/16/2022		58003-Future CIP Projects & Res	754.68
TOTAL						754.68
	Bill Pmt -Check	EFT/Auto	09/22/2022	Persson & Cohen, P.A.	10000-SouthState Bank Checking	-615.00
	Bill	assessment Increase	09/02/2022		District Counsel	615.00
TOTAL						615.00
	Bill Pmt -Check	EFT/Auto	09/22/2022	Staples	10000-SouthState Bank Checking	-235.25
	Bill	Toilet paper , trash	08/15/2022		Club Facility Maintenance	235.25
TOTAL						235.25
	Bill Pmt -Check	EFT/Auto	09/22/2022	SunTrust Credit Card	10000-SouthState Bank Checking	-25,253.53
	Bill	Sept CC Statement	09/23/2022		13500 - SunTrust Visa Card	25,253.53
TOTAL						25,253.53
	Bill Pmt -Check	EFT/Auto	09/22/2022	Verizon Wireless	10000-SouthState Bank Checking	-72.77
	Bill	07-24-22 to 08-23-22	08/23/2022		Telephone	72.77
TOTAL						72.77
	Bill Pmt -Check	EFT/Auto	09/22/2022	Wabash Valley	10000-SouthState Bank Checking	-2,590.37
	Bill	6 foot bench	09/22/2022		58003-Future CIP Projects & Res	2,590.37
TOTAL						2,590.37
	Bill Pmt -Check	EFT/Auto	09/22/2022	Zebra Cleaning Team, Inc.	10000-SouthState Bank Checking	-1,725.00

Lake St. Charles CDD
Disbursement Authorization Report
September 2022

	Type	Num	Date	Name	Account	Original Amount
	Bill	Sept Pool Cleaning	09/08/2022		Pool Maintenance Contract	1,725.00
TOTAL						<u>1,725.00</u>
	Check	EFT/Auto	09/22/2022	Square Inc	10000-SouthState Bank Checking	-292.10
					Security/Renters Cards Deposits	300.00
					Security/Renters Cards Deposits	-7.90
TOTAL						<u>292.10</u>
	Check	EFT/Auto	09/23/2022	ADP	10000-SouthState Bank Checking	-141.92
					Payroll Service Charge	15.76
					Payroll Service Charge	126.16
TOTAL						<u>141.92</u>
	Check	EFT/Auto	09/27/2022	ADP	10000-SouthState Bank Checking	-12,324.28
					District Manager	2,521.60
					Payroll Taxes - Employer Taxes	269.40
					Facilities Monitor	1,600.00
					Property Maintenance Team Lead	1,560.00
					Property Manager	2,521.60
					Payroll Taxes - Employer Taxes	607.98
					Property Maintenance Part-Time	143.70
					Performance Stipend	1,000.00
					Performance Stipend	2,100.00
TOTAL						<u>12,324.28</u>
	Check	EFT/Auto	09/30/2022	Square Inc	10000-SouthState Bank Checking	-6.15
					Rental	6.15
TOTAL						<u>6.15</u>

Lake St. Charles CDD
Disbursement Authorization Report
September 2022

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	8528	09/27/2022	A Quality Plants	10000-SouthState Bank Checking	-2,000.00
Bill	Palm trees for pool	09/27/2022		New Plantings	2,000.00
TOTAL					2,000.00

Treasurer's Report - SouthState Account
September2022
09/1/22 - 09/30/22

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
						343,771.00
09/01/2022			Deposit		14.51	343,785.51
09/02/2022	EFT/Auto	ADP		132.86		343,652.65
09/02/2022			Deposit		14.51	343,667.16
09/02/2022	EFT/Auto	Leaf	Printer Lease & Insurance	161.99		343,505.17
09/13/2022			Deposit		29.02	343,534.19
09/14/2022	EFT/Auto	ADP	P.E. 09-10-22	10,483.58		333,050.61
09/14/2022			Deposit		29.12	333,079.73
09/15/2022			Deposit		292.10	333,371.83
09/16/2022			Deposit		14.51	333,386.34
09/20/2022			Deposit		14.32	333,400.66
09/22/2022	EFT/Auto	Architectural Fountains, Inc.	08052203E Inv #	2,920.00		330,480.66
09/22/2022	EFT/Auto	Mainscape	INV# 1278165	7,691.42		322,789.24
09/22/2022	EFT/Auto	P.E.M Surface Creations, Inc	INV# 15848	754.68		322,034.56
09/22/2022	EFT/Auto	Persson & Cohen, P.A.	Acct # LakStCharles INV#2567	615.00		321,419.56
09/22/2022	EFT/Auto	Staples	6011 1000 4086 310	235.25		321,184.31
09/22/2022	EFT/Auto	SunTrust Credit Card	4223071100091531 Acct #	25,253.53		295,930.78
09/22/2022	EFT/Auto	Verizon Wireless	Acct# 842082173-00001	72.77		295,858.01
09/22/2022	EFT/Auto	Wabash Valley	6 foot bench	2,590.37		293,267.64
09/22/2022	EFT/Auto	Zebra Cleaning Team, Inc.	INV# 5017	1,725.00		291,542.64
09/22/2022	EFT/Auto	Square Inc	CH Rental Deposit Refund	292.10		291,250.54
09/23/2022			Deposit		335.73	291,586.27
09/23/2022	EFT/Auto	ADP		141.92		291,444.35
09/27/2022	8528	A Quality Plants	Palm trees for pool shading	2,000.00		289,444.35
09/27/2022	EFT/Auto	ADP	P.E. 09-24-22	12,324.28		277,120.07
09/30/2022		Clubhouse Rentals			225.00	277,345.07
09/30/2022	EFT/Auto	Square Inc	2.6% + .10 Square processing fees for CH Rentals	6.15		277,338.92
09/30/2022			Interest		2.65	277,341.57
				67,400.90	971.47	277,341.57

Lake St. Charles CDD
Profit & Loss Budget Performance
October 2021 Through September 2022

	A	B	C	D	E	F	G	H	K	L	M	N
1								Oct '21 Sep' 22	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
2							Revenue/Expense					
3							Revenue					
4							36100 - Interest Earnings					
5							Interest - General Fund	247	180	67		1,531
6							Total 36100 - Interest Earnings	247	180	67		1,531
7							General Fund Assessment-O&M					
8							General Fund Assessment Gross	958,354	958,146	208		957,026
9							GF Prop Tax Interest	337	0	337		366
10							GF Tax Collector Commissions	(18,438)	(19,163)	725		(18,412)
11							GF Tax Payment Discount	(36,781)	(38,326)	1,545		(36,765)
12							Total General Fund Assessment-O&M	903,473	900,657	2,816		902,215
13												
14							Total 36310 - Special Assessment	903,473	900,657	2,816		902,215
15							36311 - Excess Fees	7,512	7,512	0		7,307
16							36900 - Miscellaneous Revenues			0		
17							Other Misc Revenue	8,248	3,305	4,943		8,118
18							Rental	870	500	370		372
19							Pool Snack Vending	0	475	(475)		0
20							Total 36900 - Miscellaneous Revenues	9,118	4,280	4,838		8,490
21							Total Revenue	920,350	912,629	7,721		919,542
22												
24							Expense					
25							5110 - Legislative					
26							Employer Taxes	952	1,460	(508)		1,006
27							Special District Fees	175	175	0		175
28							Supervisor Fees	11,215	12,000	(785)		12,000
29							Supervisor Payroll Service	785	900	(115)		835
30							Total 5110 - Legislative	13,128	14,535	(1,407)		14,016

Lake St. Charles CDD
Profit & Loss Budget Performance
October 2021 Through September 2022

	A	B	C	D	E	F	G	H	K	L	M	N
1								Oct '21 Sep' 22	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
31							51300 - Financial & Admin					
32							Accounting Services	787	500	287		0
33							Auditing Services	13,500	13,500	0		13,500
34							Banking & Investment Mgmt Fees	185	200	(15)		0
35							District F&A Employees					
36							District Manager	59,154	58,734	420		53,394
37							Medical Stipend	2,400	2,400	0		2,400
38							Payroll Service Charge	405	465	(60)		458
39							Payroll Taxes - Employer Taxes	4,834	4,400	434		4,394
40							Performance Stipend	1,000	1,000	0		1,000
41							Total District F&A Employees	67,793	66,999	794		61,645
42							Dues, Licenses & Fees	588	500	88		256
43							General Insurance					
44							Crime	585	600	(15)		565
45							General Liability	3,917	3,917	0		3,785
46							Public Officials Liability & EP	3,219	3,219	0		3,110
47							Total General Insurance	7,721	7,736	(15)		7,460
48							Legal Advertising	5,952	3,000	2,952		937
49							Local/Other Taxes	3,329	3,396	(67)		3,229
50							Office Supplies	1,219	1,000	219		865
51							Postage	796	750	46		67
52							Printer Supplies	1,733	2,000	(267)		551
53							Professional Development	30	1,000	(970)		79
54							Technology Services/Upgrades	5,210	5,000	210		1,606
55							Telephone	4,240	3,600	640		3,668
56							Travel Per Diem	0	200	(200)		0
57							Website Development & Monitor	2,646	2,650	(4)		2,608
58							Total 51300 - Financial & Admin	115,728	112,031	3,697		96,472
59							51400 - Legal Counsel					
60							District Counsel	2,791	8,000	(5,209)		1,326

Lake St. Charles CDD
Profit & Loss Budget Performance
October 2021 Through September 2022

	A	B	C	D	E	F	G	H	K	L	M	N
1								Oct '21 Sep' 22	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
61							Total 51400 - Legal Counsel	2,791	8,000	(5,209)		1,326
62							52100 - Law Enforcement					
63							Car Maintenance & Repairs	453	1,000	(547)		401
64							Car Gas	892	1,500	(608)		662
65							Total 52100 - Law Enforcement	1,345	2,500	(1,155)		1,063
66							53100 - Electric Utility Svs	37,209	46,500	(9,291)		33,840
67							53200 - Gas Utility Services	4,782	4,000	782		4,552
68							53400 - Garbage/Solid Waste Svc	2,387	2,880	(493)		2,926
69							53600 - Water/Sewer Services	4,568	9,800	(5,232)		5,539
70							53900 - Physical Environment					
71							Entry & Walls Maintenance	0	2,000	(2,000)		0
72							Ford F250 Maintenance & Repair	573	2,000	(1,427)		1,155
73							Fountain in Lake	3,470	3,000	470		1,350
74							Gas - Equipment	108	400	(292)		212
75							Gas - Truck	1,318	1,800	(482)		870
76							Irrigation Maintenance	12,500	15,800	(3,300)		13,582
77							Landscape Maintenance Contract	91,849	92,299	(450)		89,610
78							Misc. Landscape-Temporary Staff	0	0	0		0
79							Misc. Landscape Maintenance	15,587	10,500	5,087		8,688
80							Mulch	10,784	10,500	284		10,063
81							New Plantings	5,443	8,000	(2,557)		6,221
82							Pond & Stormwater Maint Contract	13,056	14,280	(1,224)		18,900
83							Pond 9,22,23,&24 Aeration Maint	1,341	1,341	0		486
84							Lake#27 Aeration Maint	2,236	2,236	(0)		0
85							Fountain Maint #21	518	518	(1)		0
86							Property Insurance Contract	15,542	15,542	0		13,744
87							Sod Replacement	505	4,000	(3,495)		2,293
88							Mitigation Maint Contract	932	900	32		900
89							Midge Survey	0	1,500	(1,500)		0
90							Total 53900 - Physical Environment	175,760	186,616	(10,856)		168,074

Lake St. Charles CDD
Profit & Loss Budget Performance
October 2021 Through September 2022

	A	B	C	D	E	F	G	H	K	L	M	N
1								Oct '21 Sep' 22	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
91							57200 - Parks & Recreation					
92							Auto Liability	758	755	3		733
93							Club Facility Maintenance					
94							Club Facility Maintenance	3,688	5,000	(1,312)		3,584
95							Clubhouse Supplies	1,761	2,300	(539)		4,366
96							Locks/Keys	25	100	(75)		71
97							Pool Snack Vending Items	0	300	(300)		0
98							Total Club Facility Maintenance	5,474	7,700	(2,226)		8,021
99							District Employees Payroll Exp					
100							Employer Workman Comp	5,313	9,360	(4,047)		5,421
101							Facilities Monitor	39,514	38,032	1,482		35,963
102							Medical Stipends	5,800	6,000	(200)		5,700
103							Payroll Service Charge	2,803	2,500	303		2,359
104							Payroll Taxes - Employer Taxes	13,688	16,500	(2,812)		13,179
105							Performance Stipend	2,100	2,600	(500)		2,475
106							Full-Time Hybrid Employee	19,627	25,460	(5,833)		23,842
107							Property Maintenance Part-Time	2,069	1,510	559		1,747
108							Property Maintenance Team Lead	35,468	33,946	1,522		34,889
109							Property Manager	65,562	65,558	4		64,272
110							Grant Management (Reimbursed)	0	0			0
111							Recreational Assistants	5,162	9,500	(4,338)		4,945
112							Hills Cnty Off Duty Sheriff	0	2,900			0
113							Total District Employees Payroll Exp	197,106	213,866	(16,760)		194,791
114							Dock Maintenance	169	400	(231)		185
115							Drainage/ Nature Path/Trail Maintenance	127	1,800	(1,673)		0
116							Park Facility Maintenance	1,981	7,000	(5,019)		2,081
117							Parks & Rec Cell Phones	2,492	2,500	(8)		1,652
118							Playground Maintenance	93	2,000	(1,907)		405
119							Pool Maintenance Contract	13,800	21,100	(7,300)		16,420
120							Pool Maintenance Repairs	12,836	12,000	836		9,393
121							Sec System Monitoring Contract	601	240	361		260

Lake St. Charles CDD
Profit & Loss Budget Performance
October 2021 Through September 2022

	A	B	C	D	E	F	G	H	K	L	M	N
1								Oct '21 Sep' 22	Annual Budget	\$ Over Annual Budget	Comments	Last Year YTD
122							Security Repairs	1,529	5,000	(3,471)		100
123							Total 57200 - Parks & Recreation	236,966	274,361	(37,395)		234,042
124							58003- Future CIP Projects and Reserves	159,744	323,369	(163,625)		289,687
125							Total Expense	754,408	984,592	(230,184)		851,536
126							Revenue Less Expenses	165,941	(71,963)	237,904		68,007
127							Other Revenue/Expense					
128							Other Revenue					
129							FY 20-21 Carryover	0	83,080	(83,080)		
130							DEP Grant Reimbursement	122,175	276,542	(154,367)		
131							Total Other Revenue	0	359,622	(237,447)		
132												
133							Other Expense					
134							Unassigned CIP Projects	0	83,080	(83,080)		
135							58004-Lake Water Quality & Pond	106,806	204,579	(97,774)		
136							Total Other Expense	106,806	287,659	(180,854)		
137							Net Other Income	(344,253)	71,963	(344,253)		
138							Net Income	(178,311)	0	(106,348)		

Lake St. Charles CDD Property Manager Expense Report

September 2022

	Type	Date	Memo	Account	Amount
A Quality Plants					
	Bill	09/27/2022	Palm trees for pool shad	New Plantings	2,000.00
Ace Hardware					
	Credit Card Charge	09/19/2022	Landscape pegs	Misc. Landscape Maintenance	16.72
Alley Cat Pest Control					
	Credit Card Charge	09/07/2022	Pest Control	Club Facility Maintenance	85.00
Amazon.com					
	Credit Card Charge	09/02/2022	Battery Charger	Park Facility Maintenance	72.12
	Credit Card Charge	09/02/2022	Door handle for truck	Ford F250 Maintenance & Repair	16.13
	Credit Card Charge	09/06/2022	Wall Chargers	Club Facility Maintenance	22.98
Architectural Fountains, Inc.					
	Bill	09/02/2022	Replace motor and capa	Fountain in Lake	2,920.00
Cintas Fire Protection					
	Credit Card Charge	09/15/2022	Fire Extinguisher Inspec	Club Facility Maintenance	430.30
Florida Flag and Pennant					
	Credit Card Charge	09/09/2022	flag order	Club Facility Maintenance	160.77
Home Depot					
	Credit Card Charge	09/04/2022	Mulch, pebbles and soil	Misc. Landscape Maintenance	187.97
	Credit Card Charge	09/05/2022	Plants	New Plantings	33.96
	Credit Card Charge	09/06/2022		Misc. Landscape Maintenance	78.88
	Credit Card Charge	09/14/2022	Bark nuggets & mulch	New Plantings	99.21
Lowe's Commerical Services					
	Credit Card Charge	09/02/2022	planter, hose, epoxy	Misc. Landscape Maintenance	114.88
	Credit Card Charge	09/05/2022	Plants remington entrani	New Plantings	28.92
Riverview Rock & Landscape Materials					
	Credit Card Charge	09/19/2022	Road Base yard	NaturePath/Trail/Drainage Maint	35.00
Security Concepts of Tampa					
	Credit Card Charge	09/15/2022	Monitoring Oct-Dec	Sec System Monitoring Contract	103.20
SiteOne Landscape Supply					
	Credit Card Charge	09/02/2022	Nozzle	Irrigation Maintenance	39.95
Sunpass					
	Credit Card Charge	09/15/2022	Tolls to pickup boat	Ford F250 Maintenance & Repair	6.25
Wal-Mart					
	Credit Card Charge	09/01/2022	Water & Powerade	Clubhouse Supplies	64.36

Type	Date	Memo	Account	Amount
Credit Card Charge	09/06/2022	Plants	New Plantings	357.01
Credit Card Charge	09/20/2022	Plants	New Plantings	10.85