

## **Supervisor Packet for May 2, 2023 General Meeting**

<b>Table of Contents .....</b>	<b>i</b>
<b>Agenda for, May 2, 2023 .....</b>	<b>1</b>
<b>Consent Agenda</b>	
<b>Minutes from April 4, 2023 General Meeting .....</b>	<b>3</b>
<b>April Committee Minutes</b>	
<b>Treasurer’s Review Committee Minutes .....</b>	<b>5</b>
<b>Grounds and Security Committee Minutes .....</b>	<b>6</b>
<b>Management Committee Minutes.....</b>	<b>7</b>
<b>Strategic Planning Committee Minutes .....</b>	<b>8</b>
<b>February Financial Statements</b>	
<b>Funds Statement .....</b>	<b>9</b>
<b>Disbursement Authorization Report .....</b>	<b>10</b>
<b>Treasurer’s Report SouthState Bank .....</b>	<b>16</b>
<b>Budget Performance Report .....</b>	<b>17</b>
<b>Property Manager Expense Report .....</b>	<b>21</b>
<b>March Financial Statements</b>	
<b>Funds Statement .....</b>	<b>24</b>
<b>Disbursement Authorization Report .....</b>	<b>25</b>
<b>Treasurer’s Report SouthState Bank .....</b>	<b>30</b>
<b>Budget Performance Report .....</b>	<b>32</b>
<b>Property Manager Expense Report .....</b>	<b>37</b>

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

**7:00 p.m., May 2, 2023**

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

Board of Supervisors

Dave Nelson, Chair, 293-7979

Virginia Gianakos, Vice Chair, 293-4728

Sabrina Peacock, Secretary/Treasurer 951-8327

Robb Fannin, Supervisor, 785-5423

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><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 NELSON)</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. April 4, 2023 Meeting Minutes</li> <li>b. Committee Meeting Minutes for April 2023               <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. Feb 2023 Financial Statements</li> <li>d. Mar 2023 Financial Statements</li> <li>e. Apr 2023 Facilities Monitor Report (Separate from packet)</li> </ol> </li> </ol>

<b>7:20-7:35</b>	<b>8. AUDIT PRESENTATION FY 20-21 (15 Minutes)</b>
<b>7:35-8:05</b>	<b>9. COMMITTEE REPORTS (30 Minutes)</b>
	<b>1. Treasurer's Review Committee</b> – Committee Chair Peacock <b>2. Grounds/Security Committee</b> – Committee Chair Fannin <b>3. Management Committee</b> – Committee Chair Nelson <b>4. Strategic Planning Committee</b> – Committee Chair Brownlee
<b>8:05- 8:15</b>	<b>10. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR NELSON (10 Minutes)</b>
	<b>GENERAL REMARKS</b> – Chair of The Board of Supervisors
<b>8:15-8:20</b>	<b>11. PROPERTY MANAGER (5 Minutes)</b>
	<b>Items for Consideration by Property Manager - Mark Cooper</b> 1. Property Management Report
<b>8:20–8:25</b>	<b>12. DISTRICT MANAGER (5 Minutes)</b>
	<b>Items for Consideration by District Manager – Adriana Urbina</b> 1. District Manager Report 2. Registered Voters
<b>8:25 –8:35</b>	<b>13. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes)</b>
<b>8:35</b>	<b>ADJOURN</b>



Date: April 4, 2023  
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, Dave Nelson  
Vice Chair, Virginia Gianakos  
Secretary/Treasurer, Sabrina Peacock (Via Zoom)  
Supervisor, Robb Fannin Absent  
Supervisor, Marlon K. Brownlee

**Staff:**

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

**In attendance:**

Lake St. Charles Residents

Meeting was called to order at 7:00 p.m. by Chair, Dave Nelson.

1. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos, the Board approved usage of the District Clubhouse and Pool Facility for a Community Luau open to residents only. Luau to be scheduled on June 10, 2023 from 6pm to 9pm. Motion passed 3 to 0
2. On **MOTION** by Supervisor Gianakos and second by Supervisor Nelson, the Board approved the, April 4, 2023 Consent Agenda consisting of the: March 7, 2023 General Meeting Minutes, the March Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the January 2023 Financial Reports and the Facility Monitor March 2023 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 3 to 0

3. On **MOTION** by Supervisor Nelson and second by Supervisor Brownlee, the Board approved the proposal from Above Water Installs in the amount of \$4,882.50 for the shipping and the installation of a floating dock. Motion passed 3 to 0
4. On **MOTION** by Supervisor Gianakos and second by Supervisor Nelson, the Board approved Pete & Ron's proposal in the amount of \$7,716 for much needed tree trimming in the community. This is to be temporary funded from the mulch line item; funds will be reallocated to the CIP line during the next budget amendment Motion passed 3 to 0.
5. On **MOTION** by Supervisor Gianakos and second by Supervisor Nelson, the Board approved the purchase of a Billy Goat Hurricane Z3000 Zero Turn Stand- On Blower in the amount of \$11,999 from Grass Pro-Shop. Motion passed 3 to 0.
6. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos, the Board approved to extend the General Meeting by 15 minutes until 8:35PM. Motion passed 3 to 0.

Meeting adjourned at 8:27PM

Respectfully submitted,

Dave Nelson, Chair

Virginia Gianakos, Vice-Chair

# Treasurer's Review Committee Meeting Minutes

---

**Date:** *Thursday, April 20, 2023, 1:00 pm*

**Chair:** *Supervisor Sabrina Peacock*

**Operations Manager:** *Adriana Urbina*

**Committee Members:** *District Manager, Adriana Urbina*

## Notice of Meetings – Treasurer's Review Committee

- The Treasurer reviewed and signed SouthState payment confirmation pages.
- The Committee was informed of the estimated value of the District vehicle if sold to a car dealership. The Treasurer recommended researching the estimated value if the District vehicle is sold to a private party.
- The Committee discussed the update received from Legal Counsel in regards to encroachment of District property.
- The Treasurer along with the District Manager visited Southstate Bank to ask for a copy of the public funds confirmation sheets.

# Security - Grounds Committee Meeting Minutes

---

**Date:** *Wednesday, April 19, 2023 at 11:00 AM.*

**Committee Chairperson:** *Supervisor, Rob Fannin*

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

The Grounds and Security Committee did not meet in April.

# Management Committee Meeting Minutes

---

**Date:** *Wednesday, April 19, 2023 @ 12:00 pm*

**Chairperson:** *Chairman Dave Nelson*

**Operations Manager:** *District Manager, Adriana Urbina*

**In Attendance:**

## Notice of Meetings – Management Committee

- The Chair reviewed and signed SouthState payment confirmation pages.
- The Committee discussed the update received from Legal Counsel in regards to encroachment of District property.

# Strategic Planning Committee Meeting Minutes

---

**Date:** *Tuesday ,April 18, 2023 @ 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 April.

Lake St. Charles CDD

Funds Statement

Dec '22 - Feb '23

	Dec '22	Jan '23	Feb '23	Category
<b>Bank/Current Asset Accounts</b>				
SouthState Bank Checking	942,262	935,758	782,905	Cash
SouthState Bank Money Market	255,093	255,199	255,297	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
<b>Total Bank/Current Asset Accounts</b>	<b>1,198,888</b>	<b>1,192,490</b>	<b>1,039,735</b>	
<b>Cash (Checking/Savings)</b>				
SouthState Bank Checking	942,262	935,758	782,905	
SouthState Bank Money Market	255,093	255,199	255,297	
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	
<b>Total Cash Accounts</b>	<b>1,198,888</b>	<b>1,192,490</b>	<b>1,039,735</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>1,198,888</b>	<b>1,192,490</b>	<b>1,039,735</b>	
<b>District Reserve Fund</b>				
SunTrust Money Market	0	0	0	Committed/Assigned
SouthState Bank Money Market	255,093	255,199	255,297	Committed/Assigned
Total Investments SBA	0	0	0	Unassigned
	255,093	255,199	255,297	

**Lake St. Charles CDD**  
**Disbursement Authorization Report**  
**February 2023**

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	02/01/2023	ADP	10000-SouthState Bank Checking	-11,704.60
				District Manager	2,610.40
				Payroll Taxes - Employer Taxes	226.05
				Facilities Monitor	1,814.40
				Property Maintenance Team Lead	1,610.40
				Property Manager	2,610.40
				Payroll Taxes - Employer Taxes	642.95
				Property Maintenance Part-Time	68.00
				Full Time Maintenance Employee	1,200.00
				Medical Stipend	200.00
				Medical Stipends	500.00
				Hills Cnty Off Duty Sheriff	222.00
TOTAL					11,704.60
Bill Pmt -Check	EFT/Auto	02/01/2023	Leaf	10000-SouthState Bank Checking	-161.99
Bill	Printer Lease & Insu	02/01/2023		Printer Supplies	161.99
TOTAL					161.99
Check	EFT/Auto	02/03/2023	Florida Department of Revenue	10000-SouthState Bank Checking	-50.00
				Dues, Licenses & Fees	50.00
TOTAL					50.00
Sales Tax Paymen	EFT/Auto	02/03/2023	Florida Department of Revenue	10000-SouthState Bank Checking	-11.12
			Florida Department of Revenue	Sales Tax Payable	2.38
			Florida Department of Revenue	Sales Tax Payable	8.74
TOTAL					11.12
Sales Tax Paymen	EFT/Auto	02/03/2023	Florida Department of Revenue	10000-SouthState Bank Checking	-7.19

**Lake St. Charles CDD**  
**Disbursement Authorization Report**  
**February 2023**

Type	Num	Date	Name	Account	Original Amount
			Florida Department of Revenue	Sales Tax Payable	1.54
			Florida Department of Revenue	Sales Tax Payable	5.65
TOTAL					7.19
<b>Sales Tax Payment EFT/Auto</b>		<b>02/03/2023</b>	<b>Florida Department of Revenue</b>	<b>10000-SouthState Bank Checking</b>	<b>-5.56</b>
			Florida Department of Revenue	Sales Tax Payable	1.19
			Florida Department of Revenue	Sales Tax Payable	4.37
TOTAL					5.56
<b>Check</b>	<b>EFT/Auto</b>	<b>02/03/2023</b>	<b>TECO Electric</b>	<b>10000-SouthState Bank Checking</b>	<b>-3,505.44</b>
				53100 - Electric Utility Svs	27.19
				53100 - Electric Utility Svs	26.26
				53100 - Electric Utility Svs	209.90
				53100 - Electric Utility Svs	1,102.69
				53100 - Electric Utility Svs	71.51
				53100 - Electric Utility Svs	1,323.11
				53100 - Electric Utility Svs	316.92
				53100 - Electric Utility Svs	46.04
				53100 - Electric Utility Svs	100.98
				53100 - Electric Utility Svs	31.45
				53100 - Electric Utility Svs	24.83
				53100 - Electric Utility Svs	25.07
				53100 - Electric Utility Svs	24.95
				53100 - Electric Utility Svs	24.71
				53100 - Electric Utility Svs	24.83
				53100 - Electric Utility Svs	24.83
				53100 - Electric Utility Svs	24.83
				53100 - Electric Utility Svs	24.83
				53100 - Electric Utility Svs	24.83
				53100 - Electric Utility Svs	25.68

**Lake St. Charles CDD**  
**Disbursement Authorization Report**  
**February 2023**

	Type	Num	Date	Name	Account	Original Amount
TOTAL						3,505.44
	Bill Pmt -Check	EFT/Auto	02/03/2023	Mainscape	10000-SouthState Bank Checking	-13,437.70
	Bill	Jan Installment	01/04/2023		Landscape Maintenance Contract	13,437.70
TOTAL						13,437.70
	Check	EFT/Auto	02/06/2023	TECO Electric	10000-SouthState Bank Checking	-3,945.11
					53100 - Electric Utility Svs	38.15
					53100 - Electric Utility Svs	83.70
					53100 - Electric Utility Svs	239.50
					53100 - Electric Utility Svs	1,208.78
					53100 - Electric Utility Svs	83.09
					53100 - Electric Utility Svs	1,441.99
					53100 - Electric Utility Svs	413.00
					53100 - Electric Utility Svs	74.14
					53100 - Electric Utility Svs	60.02
					53100 - Electric Utility Svs	34.48
					53100 - Electric Utility Svs	26.78
					53100 - Electric Utility Svs	27.07
					53100 - Electric Utility Svs	26.78
					53100 - Electric Utility Svs	26.37
					53100 - Electric Utility Svs	26.78
					53100 - Electric Utility Svs	27.21
					53100 - Electric Utility Svs	26.78
					53100 - Electric Utility Svs	26.92
					53100 - Electric Utility Svs	26.65
					53100 - Electric Utility Svs	26.92
TOTAL						3,945.11
	Check	EFT/Auto	02/07/2023	TECO Electric	10000-SouthState Bank Checking	-69.91

**Lake St. Charles CDD**  
**Disbursement Authorization Report**  
**February 2023**

Type	Num	Date	Name	Account	Original Amount
				53100 - Electric Utility Svs	69.91
TOTAL					69.91
Check	EFT/Auto	02/07/2023	TECO Gas Company	10000-SouthState Bank Checking	-555.99
				53200 - Gas Utility Services	555.99
TOTAL					555.99
Check	EFT/Auto	02/10/2023	ADP	10000-SouthState Bank Checking	-145.62
				Payroll Service Charge	20.80
				Payroll Service Charge	124.82
TOTAL					145.62
Check	EFT/Auto	02/15/2023	ADP	10000-SouthState Bank Checking	-11,785.12
				District Manager	2,610.40
				Payroll Taxes - Employer Taxes	199.69
				Facilities Monitor	1,814.40
				Property Maintenance Team Lead	1,610.40
				Property Manager	2,610.40
				Payroll Taxes - Employer Taxes	588.33
				Property Maintenance Part-Time	68.00
				Full Time Maintenance Employee	1,200.00
				Supervisor Fees	1,000.00
				Employer Taxes	83.50
TOTAL					11,785.12
Bill Pmt -Check	EFT/Auto	02/16/2023	Hardeman Landscape Nursery, Inc	10000-SouthState Bank Checking	-14.95
Bill	Nature Trail	02/16/2023		58003-Future CIP Projects & Res	109,346.40
TOTAL					109,346.40

**Lake St. Charles CDD**  
**Disbursement Authorization Report**  
**February 2023**

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	02/17/2023	Square Inc	10000-SouthState Bank Checking	-292.10
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	-7.90
TOTAL					292.10
Check	EFT/Auto	02/24/2023	ADP	10000-SouthState Bank Checking	-155.21
				Payroll Service Charge	14.11
				Payroll Service Charge	70.55
				Supervisor Payroll Service	70.55
TOTAL					155.21
Bill Pmt -Check	EFT/Auto	02/27/2023	LG Sonic	10000-SouthState Bank Checking	-2,175.00
Bill	Bouy Rental	02/08/2023		58004-Lake Water Quality & Pond	2,175.00
TOTAL					2,175.00
Bill Pmt -Check	EFT/Auto	02/28/2023	Hardeman Landscape Nursery, Inc	10000-SouthState Bank Checking	-109,346.40
Bill	Nature Trail	02/16/2023		58003-Future CIP Projects & Res	109,346.40
				Banking & Investment Mgmt Fees	14.95
TOTAL					109,361.35
Bill Pmt -Check	EFT/Auto	02/28/2023	Mainscape	10000-SouthState Bank Checking	-13,437.70
Bill	Feb Installment	02/01/2023		Landscape Maintenance Contract	13,437.70
TOTAL					13,437.70
Bill Pmt -Check	EFT/Auto	02/28/2023	Solitude Lake Management	10000-SouthState Bank Checking	-1,284.00
Bill	Feb Pond Mainten	02/01/2023		Pond & Stormwater Maint	1,284.00
TOTAL					1,284.00

**Lake St. Charles CDD**  
**Disbursement Authorization Report**  
**February 2023**

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	02/28/2023	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	02/28/2023	Square Inc	10000-SouthState Bank Checking	-3.84
				Rental	3.84
TOTAL					<u>3.84</u>

**Treasurer's Report - SouthState Account**  
**February 2023**  
**02/1/23 - 02/28/23**

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
						<b>935,758.36</b>
02/01/2023	EFT/Auto	ADP	P.E. 01-28-23	11,704.60		924,053.76
02/01/2023	EFT/Auto	Leaf	Printer Lease & Insurance	161.99		923,891.77
02/03/2023	EFT/Auto	Florida Department of Revenue	Tax Fee	50.00		923,841.77
02/03/2023	EFT/Auto	Florida Department of Revenue		11.12		923,830.65
02/03/2023	EFT/Auto	Florida Department of Revenue		7.19		923,823.46
02/03/2023	EFT/Auto	Florida Department of Revenue		5.56		923,817.90
02/03/2023	EFT/Auto	TECO Electric	06980007400 Acct #	3,505.44		920,312.46
02/03/2023	EFT/Auto	Mainscape	INV# 1282817	13,437.70		906,874.76
02/03/2023			Deposit		18,713.10	925,587.86
02/06/2023	EFT/Auto	TECO Electric	06980007400 Acct #	3,945.11		921,642.75
02/07/2023	EFT/Auto	TECO Electric	221005960721 Acct #	69.91		921,572.84
02/07/2023	EFT/Auto	TECO Gas Company	221003603224 Acct #	555.99		921,016.85
02/10/2023	EFT/Auto	ADP		145.62		920,871.23
02/10/2023			Deposit		306.61	921,177.84
02/15/2023	EFT/Auto	ADP	P.E. 02-11-23	11,785.12		909,392.72
02/16/2023	EFT/Auto	Hardeman Landscape Nursery, Inc	INV# 39241	14.95		909,377.77
02/17/2023			Deposit		14.51	909,392.28
02/17/2023	EFT/Auto	Square Inc	R. Hartle CH Rental Deposit Refund	292.10		909,100.18
02/24/2023	EFT/Auto	ADP	Inv # 626670383	155.21		908,944.97
02/24/2023			Deposit		306.61	909,251.58
02/27/2023	EFT/Auto	LG Sonic		2,175.00		907,076.58
02/28/2023	EFT/Auto	Hardeman Landscape Nursery, Inc	INV# 39241	109,346.40		797,730.18
02/28/2023	EFT/Auto	Mainscape	INV# 1283812	13,437.70		784,292.48
02/28/2023	EFT/Auto	Solitude Lake Management	INV# PSI-48739	1,284.00		783,008.48
02/28/2023		Clubhouse Rentals			140.00	783,148.48
02/28/2023	EFT/Auto	Square Inc	A. Rowan CH Rental Deposit Refund	292.10		782,856.38
02/28/2023	EFT/Auto	Square Inc	2.6% + .10 Square processing fees for CH Rentals	3.84		782,852.54
02/28/2023			Interest		52.83	782,905.37
				<b>172,386.65</b>	<b>19,533.66</b>	<b>782,905.37</b>

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through February 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Feb '23	Annual Budget	\$ Over Annual Budget	Comments
2							Revenue/Expense				
3							Revenue				
4							36100 - Interest Earnings				
5							Interest - General Fund	531	180	351	
6							Total 36100 - Interest Earnings	531	180	351	
7							General Fund Assessment-O&M				
8							General Fund Assessment Gross	1,227,723	1,283,257	(55,534)	
9							GF Prop Tax Interest	532	0	532	
10							GF Tax Collector Commissions	(23,588)	(25,665)	2,077	
11							GF Tax Payment Discount	(48,363)	(51,330)	2,967	
12							Total General Fund Assessment-O&M	1,156,304	1,206,262	(49,958)	
13											
14							Total 36310 - Special Assessment	1,156,304	1,206,262	(49,958)	
15							36311 - Excess Fees	7,226	0	7,226	
16							36900 - Miscellaneous Revenues			0	
17							Other Misc Revenue	5,907	1,200	4,707	
18							Rental	559	500	59	
19							Pool Snack Vending	0	475	(475)	
20							Total 36900 - Miscellaneous Revenues	6,466	2,175	4,291	
21							Total Revenue	1,170,527	1,208,617	(38,090)	
22											
24							Expense				
25							5110 - Legislative				
26							Employer Taxes	401	1,460	(1,059)	
27							Special District Fees	175	175	0	
28							Supervisor Fees	4,800	12,000	(7,200)	
29							Supervisor Payroll Service	343	900	(557)	
30							Total 5110 - Legislative	5,719	14,535	(8,816)	

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through February 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Feb '23	Annual Budget	\$ Over Annual Budget	Comments
31							<b>51300 - Financial &amp; Admin</b>				
32							Accounting Services	0	500	(500)	
33							Auditing Services	1,000	13,500	(12,500)	
34							Banking & Investment Mgmt Fees	15	200	(185)	
35							District F&A Employees				
36							District Manager	26,060	67,873	(41,813)	
37							Medical Stipend	1,100	2,400	(1,300)	
38							Payroll Service Charge	201	465	(264)	
39							Payroll Taxes - Employer Taxes	2,119	4,400	(2,281)	
40							Performance Stipend	0	0	0	
41							<b>Total District F&amp;A Employees</b>	<b>29,479</b>	<b>75,138</b>	<b>(45,659)</b>	
42							Dues, Licenses & Fees	173	500	(327)	
43							General Insurance				
44							Crime	629	629	0	
45							General Liability	4,211	4,211	0	
46							Public Officials Liability & EP	3,460	3,460	0	
47							<b>Total General Insurance</b>	<b>8,300</b>	<b>8,300</b>	<b>0</b>	
48							Legal Advertising	1,682	3,000	(1,318)	
49							Local/Other Taxes	3,934	3,933	1	
50							Office Supplies	270	1,000	(730)	
51							Postage	0	250	(250)	
52							Printer Supplies	918	2,000	(1,082)	
53							Professional Development	0	1,000	(1,000)	
54							Technology Services/Upgrades	290	5,000	(4,710)	
55							Telephone	1,489	3,600	(2,111)	
56							Travel Per Diem	0	200	(200)	
57							Website Development & Monitor	535	2,650	(2,115)	
58							<b>Total 51300 - Financial &amp; Admin</b>	<b>48,086</b>	<b>120,771</b>	<b>(72,685)</b>	
59							<b>51400 - Legal Counsel</b>				

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through February 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Feb '23	Annual Budget	\$ Over Annual Budget	Comments
60							District Counsel	270	8,000	(7,730)	
61							Total 51400 - Legal Counsel	270	8,000	(7,730)	
62							52100 - Law Enforcement				
63							Car Maintenance & Repairs	41	1,000	(959)	
64							Car Gas	389	2,000	(1,611)	
65							Total 52100 - Law Enforcement	429	3,000	(2,571)	
66							53100 - Electric Utility Svs	18,421	50,000	(31,579)	
67							53200 - Gas Utility Services	2,424	5,600	(3,176)	
68							53400 - Garbage/Solid Waste Svc	318	2,880	(2,562)	
69							53600 - Water/Sewer Services	5,015	9,800	(4,785)	
70							53900 - Physical Environment				
71							Entry & Walls Maintenance	2,020	2,000	20	
72							Ford F250 Maintenance & Repair	256	2,000	(1,744)	
73							Fountain in Lake	0	3,000	(3,000)	
74							Gas - Equipment	15	400	(385)	
75							Gas - Truck	417	1,800	(1,383)	
76							Irrigation Maintenance	2,153	15,800	(13,647)	
77							Landscape Maintenance Contract	54,460	137,400	(82,940)	
78							Misc. Landscape-Temporary Staff	0	3,000	(3,000)	
79							Misc. Landscape Maintenance	9,755	10,500	(745)	
80							Mulch	32	10,500	(10,468)	
81							New Plantings	807	8,000	(7,193)	
82							Pond & Stormwater Maint Contract	5,136	15,414	(10,278)	
83							Pond 9,22,23,&24 Aeration Maint	714	1,429	(715)	
84							Lake#27 Aeration Maint	1,190	2,381	(1,191)	
85							Fountain Maint #21	138	552	(414)	
86							Property Insurance Contract	17,795	15,542	2,253	
87							Sod Replacement	0	4,000	(4,000)	
88							Mitigation Maint Contract	253	1,012	(759)	
89							Midge Survey	0	1,500	(1,500)	

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through February 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Feb '23	Annual Budget	\$ Over Annual Budget	Comments
90							<b>Total 53900 - Physical Environment</b>	95,141	236,230	(141,089)	
91							<b>57200 - Parks &amp; Recreation</b>				
92							Auto Liability	901	755	146	
93							Club Facility Maintenance				
94							Club Facility Maintenance	2,658	5,000	(2,342)	
95							Clubhouse Supplies	470	2,300	(1,830)	
96							Locks/Keys	505	100	405	
97							Pool Snack Vending Items	0	300	(300)	
98							<b>Total Club Facility Maintenance</b>	3,633	7,700	(4,067)	
99							<b>District Employees Payroll Exp</b>				
100							Employer Workman Comp	6,451	9,360	(2,909)	
101							Facilities Monitor	18,050	47,175	(29,125)	
102							Medical Stipends	2,100	6,000	(3,900)	
103							Payroll Service Charge	1,092	2,500	(1,408)	
104							Payroll Taxes - Employer Taxes	5,985	16,500	(10,515)	
105							Performance Stipend		0		
106							Full-Time Hybrid Employee	11,833	35,360	(23,528)	
107							Property Maintenance Part-Time	940	1,625	(685)	
108							Property Maintenance Team Lead	16,081	41,871	(25,790)	
109							Property Manager	26,060	67,872	(41,812)	
110							Grant Management (Reimbursed)	12,000	24,333	(12,333)	
111							Recreational Assistants	0	10,000	(10,000)	
112							Hills Cnty Off Duty Sheriff	222	2,900	(2,678)	
113							<b>Total District Employees Payroll Exp</b>	100,815	265,496	(164,681)	
114							Dock Maintenance	0	400	(400)	
115							Drainage/ Nature Path/Trail Maintenance	0	1,800	(1,800)	
116							Park Facility Maintenance	1,208	7,000	(5,792)	
117							Parks & Rec Cell Phones	1,673	2,500	(827)	
118							Playground Maintenance	1,529	2,000	(471)	
119							Pool Maintenance Contract	7,876	23,500	(15,624)	

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through February 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Feb '23	Annual Budget	\$ Over Annual Budget	Comments
120							Pool Maintenance Repairs	210	12,000	(11,790)	
121							Sec System Monitoring Contract	103	400	(297)	
122							Security Repairs	1,960	5,000	(3,040)	
123							Total 57200 - Parks & Recreation	119,909	328,551	(208,642)	
124							58003- Future CIP Projects and Reserves	361,060	473,333	(112,273)	
125							Total Expense	656,793	1,252,700	(595,907)	
126							Revenue Less Expenses	513,735	(44,083)	557,818	
127							Other Revenue/Expense				
128							Other Revenue				
129							FY 21-22 Carryover	241,036	241,036	0	
130							DEP Grant Reimbursement	0	231,998	(231,998)	
131							Total Other Revenue	241,036	473,034	(231,998)	
132											
133							Other Expense				
134							Unassigned CIP Projects	0	0	0	
135							58004-Lake Water Quality & Pond	127,467	187,915	(60,448)	
136							Total Other Expense	127,467	187,915	(60,448)	
137							Net Other Income	(359,465)	285,119	(359,465)	
138							Net Income	154,270	241,036	198,353	

# Lake St. Charles CDD Property Manager Expense Report

February 2023

	Type	Date	Memo	Account	Amount
<b>Ace Hardware</b>					
	Credit Card Charge	02/14/2023	Steel stiks	Misc. Landscape Maintenance	14.92
	Credit Card Charge	02/15/2023	Irrigation items	Irrigation Maintenance	31.31
	Credit Card Charge	02/15/2023	Irrigation items	Irrigation Maintenance	32.19
	Credit Card Charge	02/20/2023	Ant killer	Misc. Landscape Maintenance	30.58
	Credit Card Charge	02/22/2023	Saw blades	Misc. Landscape Maintenance	25.78
	Credit Card Charge	02/23/2023	Fasteners	Misc. Landscape Maintenance	25.25
<b>Affordable Lock &amp; Security</b>					
	Credit Card Charge	02/23/2023	Master keys	Locks/Keys	75.00
<b>Amazon.com</b>					
	Credit Card Credit	02/02/2023	Camera Replacement re Club Facility Maintenance		-99.99
	Credit Card Charge	02/02/2023	Fuel Pump & switch ass Ford F250 Maintenance & Repair		95.97
	Credit Card Charge	02/02/2023	Tail light assembly Ford F250 Maintenance & Repair		49.10
	Credit Card Charge	02/09/2023	Wire cutter	Misc. Landscape Maintenance	7.96
	Credit Card Charge	02/09/2023	Tape measure, misc too	Misc. Landscape Maintenance	224.73
	Credit Card Charge	02/09/2023	cutter & steel measurer	Misc. Landscape Maintenance	34.29
	Credit Card Charge	02/17/2023	SHower head for restroo	Misc. Landscape Maintenance	35.71
<b>Danielle Fence</b>					
	Bill	02/01/2023	Fence repair due to storm	Entry & Walls Maintenance	600.00
<b>FedEx Kinkos</b>					
	Credit Card Charge	02/28/2023	camera pole templates	Park Facility Maintenance	10.00
<b>Grass Pro Shop</b>					
	Credit Card Charge	02/22/2023	Engine for pressure was	Misc. Landscape Maintenance	109.00
<b>Home Depot</b>					
	Credit Card Charge	02/01/2023	Toilet cleaner, gloves, e	Club Facility Maintenance	58.09
	Credit Card Charge	02/02/2023	pressure treated wood	Misc. Landscape Maintenance	6.38
	Credit Card Charge	02/02/2023	Irrigation Items	Irrigation Maintenance	12.57
	Credit Card Charge	02/02/2023	Mulch	Mulch	31.76
	Credit Card Charge	02/10/2023	Bolts & washers	Misc. Landscape Maintenance	29.20
	Credit Card Charge	02/14/2023	Irrigation Items	Irrigation Maintenance	115.38
	Credit Card Charge	02/20/2023	IED Lights	Misc. Landscape Maintenance	74.97
	Credit Card Charge	02/22/2023	Tile cutter, Airless spray	Misc. Landscape Maintenance	582.87
	Credit Card Charge	02/24/2023	rebar & plywood	Misc. Landscape Maintenance	53.42

	Type	Date	Memo	Account	Amount
	Credit Card Credit	02/27/2023	Led Lights	Misc. Landscape Maintenance	-74.97
	Credit Card Charge	02/28/2023	plywood for poles	Misc. Landscape Maintenance	69.12
	Credit Card Credit	02/28/2023	Plywood refund	Misc. Landscape Maintenance	-38.36
<b>Lowe's Commerical Services</b>					
	Credit Card Charge	02/01/2023	Plants	New Plantings	51.84
	Credit Card Charge	02/01/2023	fungicide & weed killer	Misc. Landscape Maintenance	88.90
	Credit Card Charge	02/25/2023		Misc. Landscape Maintenance	35.98
<b>O'Reilly Auto Parts</b>					
	Credit Card Charge	02/09/2023	bulbs and multi sock (ba Ford F250 Maintenance & Repair		79.49
	Credit Card Charge	02/13/2023	multi sock (bacl light rep Ford F250 Maintenance & Repair		8.60
	Credit Card Charge	02/16/2023	vpower plugs(back light Ford F250 Maintenance & Repair		14.91
<b>ST6 Security</b>					
	Credit Card Charge	02/19/2023	Locks changed to maste Locks/Keys		345.00
<b>Staples</b>					
	Bill	02/15/2023	Batteries, Keyboard, bin	Club Facility Maintenance	124.35
<b>Stone &amp; Tile Shoppe, Inc</b>					
	Credit Card Charge	02/13/2023	Tiles for restroom	Misc. Landscape Maintenance	344.62
<b>Winn Dixie</b>					
	Credit Card Charge	02/21/2023	Water & Gatorade	Clubhouse Supplies	33.67
			<b>TOTAL</b>		<b>3,350</b>

Lake St. Charles CDD

Funds Statement

Jan '23 - Mar '23

	Jan '23	Feb '23	Mar '23	Category
<b>Bank/Current Asset Accounts</b>				
SouthState Bank Checking	935,758	782,905	610,241	Cash
SouthState Bank Money Market	255,199	255,297	255,406	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
<b>Total Bank/Current Asset Accounts</b>	<b>1,192,490</b>	<b>1,039,735</b>	<b>867,180</b>	
<b>Cash (Checking/Savings)</b>				
SouthState Bank Checking	935,758	782,905	610,241	
SouthState Bank Money Market	255,199	255,297	255,406	
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	
<b>Total Cash Accounts</b>	<b>1,192,490</b>	<b>1,039,735</b>	<b>867,180</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>1,192,490</b>	<b>1,039,735</b>	<b>867,180</b>	
<b>District Reserve Fund</b>				
SunTrust Money Market	0	0	0	Committed/Assigned
SouthState Bank Money Market	255,199	255,297	255,406	Committed/Assigned
Total Investments SBA	0	0	0	Unassigned
	255,199	255,297	255,406	

# Lake St. Charles CDD Disbursement Authorization Report

## March 2023

Type	Num	Date	Name	Account	Original Amount
Check	EFT/Auto	03/01/2023	ADP	10000-SouthState Bank Checking	-10,809.51
				District Manager	2,610.40
				Payroll Taxes - Employer Taxes	214.99
				Facilities Monitor	1,814.40
				Property Maintenance Team Lead	1,610.40
				Property Manager	2,610.40
				Payroll Taxes - Employer Taxes	560.62
				Property Maintenance Part-Time	119.00
				Full Time Maintenance Employee	669.30
				Medical Stipend	200.00
				Medical Stipends	400.00
TOTAL					10,809.51
Bill Pmt -Check	EFT/Auto	03/03/2023	Leaf	10000-SouthState Bank Checking	-161.99
Bill	Printer Lease & Insu	03/02/2023		Printer Supplies	161.99
TOTAL					161.99
Bill Pmt -Check	EFT/Auto	03/03/2023	LG Sonic	10000-SouthState Bank Checking	-120,000.00
Bill	Nano Bubble Installa	02/02/2023		58004-Lake Water Quality & Pond	120,000.00
TOTAL					120,000.00
Bill Pmt -Check	EFT/Auto	03/09/2023	Verizon Wireless	10000-SouthState Bank Checking	-259.90
Bill	12-24-22 to 01-23-2	01/23/2023		Telephone	187.39
Bill	01-24-23 to 02-23-23	02/23/2023		Telephone	72.51
TOTAL					259.90
Check	EFT/Auto	03/10/2023	ADP	10000-SouthState Bank Checking	-143.22

# Lake St. Charles CDD Disbursement Authorization Report

## March 2023

Type	Num	Date	Name	Account	Original Amount
				Payroll Service Charge	23.87
				Payroll Service Charge	119.35
TOTAL					143.22
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Zebra Cleaning Team, Inc.</b>	<b>10000-SouthState Bank Checking</b>	<b>-3,850.00</b>
Bill	Jan Pool Cleaning	01/11/2023		Pool Maintenance Contract	1,925.00
Bill	Feb Pool Cleaning	02/15/2023		Pool Maintenance Contract	1,925.00
TOTAL					3,850.00
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Hillsborough County Sheriff's Office</b>	<b>10000-SouthState Bank Checking</b>	<b>-40.00</b>
Bill	CI-2023-04886	01/31/2023		Park Facility Maintenance	32.00
				Park Facility Maintenance	8.00
TOTAL					40.00
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Innersync</b>	<b>10000-SouthState Bank Checking</b>	<b>-1,537.50</b>
Bill	ADA Website Hosting	03/15/2023		Website Development & Monitor	1,537.50
TOTAL					1,537.50
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Mainscape</b>	<b>10000-SouthState Bank Checking</b>	<b>-700.00</b>
Bill	Irrigation Repair	01/31/2023		Irrigation Maintenance	700.00
TOTAL					700.00
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Persson &amp; Cohen, P.A.</b>	<b>10000-SouthState Bank Checking</b>	<b>-25.80</b>
Bill	Resident Inquiry	02/02/2023		District Counsel	25.80
TOTAL					25.80
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Solitude Lake Management</b>	<b>10000-SouthState Bank Checking</b>	<b>-4,742.76</b>

# Lake St. Charles CDD Disbursement Authorization Report

## March 2023

Type	Num	Date	Name	Account	Original Amount
Bill	Dec Pond Mainten	12/08/2022		Pond & Stormwater Maint	1,284.00
Bill	Jan Pond Mainten	01/05/2023		Pond & Stormwater Maint	1,284.00
Bill	Mar Pond Mainten	03/01/2023		Pond & Stormwater Maint	1,284.00
Bill	Fountain Mainten 10-	03/01/2023		Fountain Maint #21	137.76
Bill	2nd Quater Mitigatio	03/01/2023		Mitigation Maint Contract	253.00
Bill	INV #44758	03/01/2023		Misc. Landscape Maintenance	500.00
TOTAL					<u>4,742.76</u>
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Staples</b>	<b>10000-SouthState Bank Checking</b>	<b>-124.35</b>
Bill	Batteries, Keyboard,	02/15/2023		Club Facility Maintenance	124.35
TOTAL					<u>124.35</u>
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>Zebra Cleaning Team, Inc.</b>	<b>10000-SouthState Bank Checking</b>	<b>-180.00</b>
Bill	Pool Rules Sign	02/16/2023		Pool Maintenance Contract	180.00
TOTAL					<u>180.00</u>
<b>Check</b>	<b>EFT/Auto</b>	<b>03/15/2023</b>	<b>ADP</b>	<b>10000-SouthState Bank Checking</b>	<b>-10,519.41</b>
				District Manager	2,610.40
				Payroll Taxes - Employer Taxes	199.69
				Facilities Monitor	1,814.40
				Property Maintenance Team Lead	1,610.40
				Property Manager	2,610.40
				Payroll Taxes - Employer Taxes	471.62
				Property Maintenance Part-Time	119.00
				Supervisor Fees	1,000.00
				Employer Taxes	83.50
TOTAL					<u>10,519.41</u>
<b>Check</b>	<b>EFT/Auto</b>	<b>03/24/2023</b>	<b>ADP</b>	<b>10000-SouthState Bank Checking</b>	<b>-152.81</b>

# Lake St. Charles CDD Disbursement Authorization Report

## March 2023

Type	Num	Date	Name	Account	Original Amount
				Payroll Service Charge	15.28
				Payroll Service Charge	76.41
				Supervisor Payroll Service	61.12
TOTAL					152.81
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/24/2023</b>	<b>SunTrust Credit Card</b>	<b>10000-SouthState Bank Checking</b>	<b>-8,672.83</b>
Bill	Mar CC Statement	03/24/2023		13500 - SunTrust Visa Card	8,672.83
TOTAL					8,672.83
<b>Check</b>	<b>EFT/Auto</b>	<b>03/27/2023</b>	<b>ADP</b>	<b>10000-SouthState Bank Checking</b>	<b>-172.90</b>
				Payroll Service Charge	10.81
				Payroll Service Charge	108.04
				Supervisor Payroll Service	54.05
TOTAL					172.90
<b>Check</b>	<b>EFT/Auto</b>	<b>03/28/2023</b>	<b>Square Inc</b>	<b>10000-SouthState Bank Checking</b>	<b>-292.10</b>
				Security/Renters Cards Deposits	300.00
				Security/Renters Cards Deposits	-7.90
TOTAL					292.10
<b>Check</b>	<b>EFT/Auto</b>	<b>03/28/2023</b>	<b>Square Inc</b>	<b>10000-SouthState Bank Checking</b>	<b>-53.47</b>
				Rental	55.00
				Rental	-1.53
TOTAL					53.47
<b>Check</b>	<b>EFT/Auto</b>	<b>03/29/2023</b>	<b>ADP</b>	<b>10000-SouthState Bank Checking</b>	<b>-9,583.27</b>
				District Manager	2,610.40
				Payroll Taxes - Employer Taxes	199.69

**Lake St. Charles CDD**  
**Disbursement Authorization Report**

**March 2023**

Type	Num	Date	Name	Account	Original Amount
				Facilities Monitor	1,814.40
				Property Maintenance Team Lead	1,610.40
				Property Manager	2,610.40
				Payroll Taxes - Employer Taxes	482.98
				Property Maintenance Part-Time	255.00
TOTAL					<u>9,583.27</u>
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>03/30/2023</b>	<b>Mainscape</b>	<b>10000-SouthState Bank Checking</b>	<b>-13,437.70</b>
Bill	Mar Installment	03/01/2023		Landscape Maintenance Contract	13,437.70
TOTAL					<u>13,437.70</u>
<b>Check</b>	<b>EFT/Auto</b>	<b>03/31/2023</b>	<b>Square Inc</b>	<b>10000-SouthState Bank Checking</b>	<b>-9.21</b>
				Rental	9.21
TOTAL					<u>9.21</u>

# Treasurer's Report - SouthState Account

March 2023

03/1/23 - 03/31/23

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
						<b>782,905.37</b>
03/01/2023	EFT/Auto	ADP	P.E. 02-25-23	10,809.51		772,095.86
03/03/2023			Deposit		11,627.70	783,723.56
03/03/2023	EFT/Auto	Leaf	Printer Lease & Insurance	161.99		783,561.57
03/03/2023	EFT/Auto	LG Sonic	Nano Bubble Installation & Purchase	120,000.00		663,561.57
03/09/2023	EFT/Auto	Verizon Wireless		259.90		663,301.67
03/10/2023	EFT/Auto	ADP		143.22		663,158.45
03/10/2023			Deposit		58.34	663,216.79
03/15/2023	EFT/Auto	Zebra Cleaning Team, Inc.		3,850.00		659,366.79
03/15/2023	EFT/Auto	Hillsborough County Sheriff's Office	CI-2023-04886 ACCT# 261721	40.00		659,326.79
03/15/2023	EFT/Auto	Innersync	ADA Website Hosting 10-01-22 to 9-30-2023	1,537.50		657,789.29
03/15/2023	EFT/Auto	Mainscape	INV #1284082	700.00		657,089.29
03/15/2023	EFT/Auto	Persson & Cohen, P.A.	Acct # LakStCharles INV#3149	25.80		657,063.49
03/15/2023	EFT/Auto	Solitude Lake Management		4,742.76		652,320.73
03/15/2023	EFT/Auto	Staples	6011 1000 4086 310	124.35		652,196.38
03/15/2023	EFT/Auto	Zebra Cleaning Team, Inc.	INV# 5187	180.00		652,016.38
03/15/2023	EFT/Auto	ADP	P.E. 03-11-23	10,519.41		641,496.97
03/21/2023			Deposit		292.10	641,789.07
03/22/2023			Deposit		43.73	641,832.80
03/24/2023	EFT/Auto	ADP	Inv # 628748909	152.81		641,679.99
03/24/2023	EFT/Auto	SunTrust Credit Card	4223071100091531 Acct #	8,672.83		633,007.16
03/27/2023	EFT/Auto	ADP	624697129 Inv #	172.90		632,834.26
03/28/2023			Deposit		292.10	633,126.36
03/28/2023			Deposit		68.08	633,194.44
03/28/2023	EFT/Auto	Square Inc	M. Martin CH Rental Deposit Refund	292.10		632,902.34
03/28/2023	EFT/Auto	Square Inc	M. Martin Evening CH Cancellation	53.47		632,848.87
03/29/2023			Deposit		29.12	632,877.99
03/29/2023			Deposit		14.51	632,892.50
03/29/2023	EFT/Auto	ADP	P.E. 03-25-23	9,583.27		623,309.23
03/30/2023	EFT/Auto	Mainscape	INV# 1284696	13,437.70		609,871.53
03/31/2023		Clubhouse Rentals			335.00	610,206.53
03/31/2023	EFT/Auto	Square Inc	2.6% + .10 Square processing fees for CH Rentals	9.21		610,197.32

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
03/31/2023			Interest		43.54	610,240.86
				185,468.73	12,804.22	610,240.86

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through March 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Mar '23	Annual Budget	\$ Over Annual Budget	Comments
2							Revenue/Expense				
3							Revenue				
4							36100 - Interest Earnings				
5							Interest - General Fund	683	180	503	
6							Total 36100 - Interest Earnings	683	180	503	
7							General Fund Assessment-O&M				
8							General Fund Assessment Gross	1,239,723	1,283,257	(43,534)	
9							GF Prop Tax Interest	532	0	532	
10							GF Tax Collector Commissions	(23,825)	(25,665)	1,840	
11							GF Tax Payment Discount	(48,498)	(51,330)	2,832	
12							Total General Fund Assessment-O&M	1,167,932	1,206,262	(38,330)	
13											
14							Total 36310 - Special Assessment	1,167,932	1,206,262	(38,330)	
15							36311 - Excess Fees	7,226	0	7,226	
16							36900 - Miscellaneous Revenues			0	
17							Other Misc Revenue	6,106	1,200	4,906	
18							Rental	809	500	309	
19							Pool Snack Vending	0	475	(475)	
20							Total 36900 - Miscellaneous Revenues	6,916	2,175	4,741	
21							Total Revenue	1,182,757	1,208,617	(25,860)	
22											
24							Expense				
25							5110 - Legislative				
26							Employer Taxes	484	1,460	(976)	
27							Special District Fees	175	175	0	
28							Supervisor Fees	5,800	12,000	(6,200)	
29							Supervisor Payroll Service	458	900	(442)	
30							Total 5110 - Legislative	6,918	14,535	(7,617)	

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through March 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Mar '23	Annual Budget	\$ Over Annual Budget	Comments
31							<b>51300 - Financial &amp; Admin</b>				
32							Accounting Services	0	500	(500)	
33							Auditing Services	1,000	13,500	(12,500)	
34							Banking & Investment Mgmt Fees	15	200	(185)	
35							District F&A Employees				
36							District Manager	33,891	67,873	(33,982)	
37							Medical Stipend	1,300	2,400	(1,100)	
38							Payroll Service Charge	251	465	(214)	
39							Payroll Taxes - Employer Taxes	2,733	4,400	(1,667)	
40							Performance Stipend	0	0	0	
41							<b>Total District F&amp;A Employees</b>	<b>38,175</b>	<b>75,138</b>	<b>(36,963)</b>	
42							Dues, Licenses & Fees	173	500	(327)	
43							General Insurance				
44							Crime	629	629	0	
45							General Liability	4,211	4,211	0	
46							Public Officials Liability & EP	3,460	3,460	0	
47							<b>Total General Insurance</b>	<b>8,300</b>	<b>8,300</b>	<b>0</b>	
48							Legal Advertising	1,682	3,000	(1,318)	
49							Local/Other Taxes	3,934	3,933	1	
50							Office Supplies	270	1,000	(730)	
51							Postage	0	250	(250)	
52							Printer Supplies	1,080	2,000	(920)	
53							Professional Development	0	1,000	(1,000)	
54							Technology Services/Upgrades	334	5,000	(4,666)	
55							Telephone	1,489	3,600	(2,111)	
56							Travel Per Diem	0	200	(200)	
57							Website Development & Monitor	2,225	2,650	(425)	
58							<b>Total 51300 - Financial &amp; Admin</b>	<b>58,678</b>	<b>120,771</b>	<b>(62,093)</b>	
59							<b>51400 - Legal Counsel</b>				

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through March 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Mar '23	Annual Budget	\$ Over Annual Budget	Comments
60							District Counsel	270	8,000	(7,730)	
61							Total 51400 - Legal Counsel	270	8,000	(7,730)	
62							52100 - Law Enforcement				
63							Car Maintenance & Repairs	46	1,000	(954)	
64							Car Gas	418	2,000	(1,582)	
65							Total 52100 - Law Enforcement	464	3,000	(2,536)	
66							53100 - Electric Utility Svs	18,421	50,000	(31,579)	
67							53200 - Gas Utility Services	2,424	5,600	(3,176)	
68							53400 - Garbage/Solid Waste Svc	318	2,880	(2,562)	
69							53600 - Water/Sewer Services	5,510	9,800	(4,290)	
70							53900 - Physical Environment				
71							Entry & Walls Maintenance	2,020	2,000	20	
72							Ford F250 Maintenance & Repair	883	2,000	(1,117)	
73							Fountain in Lake	0	3,000	(3,000)	
74							Gas - Equipment	15	400	(385)	
75							Gas - Truck	417	1,800	(1,383)	
76							Irrigation Maintenance	2,153	15,800	(13,647)	
77							Landscape Maintenance Contract	67,898	137,400	(69,502)	
78							Misc. Landscape-Temporary Staff	0	3,000	(3,000)	
79							Misc. Landscape Maintenance	11,037	10,500	537	
80							Mulch	32	10,500	(10,468)	
81							New Plantings	807	8,000	(7,193)	
82							Pond & Stormwater Maint Contract	6,420	15,414	(8,994)	
83							Pond 9,22,23,&24 Aeration Maint	714	1,429	(715)	
84							Lake#27 Aeration Maint	1,190	2,381	(1,191)	
85							Fountain Maint #21	276	552	(276)	
86							Property Insurance Contract	17,795	15,542	2,253	
87							Sod Replacement	0	4,000	(4,000)	
88							Mitigation Maint Contract	506	1,012	(506)	
89							Midge Survey	0	1,500	(1,500)	

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through March 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Mar '23	Annual Budget	\$ Over Annual Budget	Comments
90							<b>Total 53900 - Physical Environment</b>	112,162	236,230	(124,068)	
91							<b>57200 - Parks &amp; Recreation</b>				
92							Auto Liability	901	755	146	
93							Club Facility Maintenance				
94							Club Facility Maintenance	2,743	5,000	(2,257)	
95							Clubhouse Supplies	801	2,300	(1,499)	
96							Locks/Keys	505	100	405	
97							Pool Snack Vending Items	0	300	(300)	
98							<b>Total Club Facility Maintenance</b>	4,049	7,700	(3,651)	
99							<b>District Employees Payroll Exp</b>				
100							Employer Workman Comp	6,451	9,360	(2,909)	
101							Facilities Monitor	23,493	47,175	(23,682)	
102							Medical Stipends	2,500	6,000	(3,500)	
103							Payroll Service Charge	1,396	2,500	(1,104)	
104							Payroll Taxes - Employer Taxes	7,500	16,500	(9,000)	
105							Performance Stipend		0		
106							Full-Time Hybrid Employee	12,502	35,360	(22,858)	
107							Property Maintenance Part-Time	1,433	1,625	(192)	
108							Property Maintenance Team Lead	20,912	41,871	(20,959)	
109							Property Manager	33,891	67,872	(33,981)	
110							Grant Management (Reimbursed)	12,000	24,333	(12,333)	
111							Recreational Assistants	0	10,000	(10,000)	
112							Hills Cnty Off Duty Sheriff	222	2,900	(2,678)	
113							<b>Total District Employees Payroll Exp</b>	122,302	265,496	(143,194)	
114							Dock Maintenance	0	400	(400)	
115							Drainage/ Nature Path/Trail Maintenance	0	1,800	(1,800)	
116							Park Facility Maintenance	1,875	7,000	(5,125)	
117							Parks & Rec Cell Phones	2,411	2,500	(89)	
118							Playground Maintenance	1,529	2,000	(471)	
119							Pool Maintenance Contract	7,876	23,500	(15,624)	

**Lake St. Charles CDD**  
**Profit & Loss Budget Performance**  
October 2022 through March 2023

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 Mar '23	Annual Budget	\$ Over Annual Budget	Comments
120							Pool Maintenance Repairs	210	12,000	(11,790)	
121							Sec System Monitoring Contract	103	400	(297)	
122							Security Repairs	1,968	5,000	(3,032)	
123							Total 57200 - Parks & Recreation	143,224	328,551	(185,327)	
124							58003- Future CIP Projects and Reserves	361,060	473,333	(112,273)	
125							Total Expense	709,449	1,252,700	(543,251)	
126							Revenue Less Expenses	473,307	(44,083)	517,390	
127							Other Revenue/Expense				
128							Other Revenue				
129							FY 21-22 Carryover	241,036	241,036	0	
130							DEP Grant Reimbursement	0	231,998	(231,998)	
131							Total Other Revenue	241,036	473,034	(231,998)	
132											
133							Other Expense				
134							Unassigned CIP Projects	0	0	0	
135							58004-Lake Water Quality & Pond	127,467	187,915	(60,448)	
136							Total Other Expense	127,467	187,915	(60,448)	
137							Net Other Income	(359,465)	285,119	(359,465)	
138							Net Income	113,842	241,036	157,925	

# Lake St. Charles CDD

## Property Manager Expense Report

		March 2023			
	Type	Date	Memo	Account	Amount
<b>Ace Hardware</b>					
	Credit Card Charge	03/02/2023	Steel stiks	Misc. Landscape Maintenance	50.29
	Credit Card Charge	03/07/2023	Round-up	Misc. Landscape Maintenance	22.99
	Credit Card Charge	03/21/2023	Cableties, gloves and sa	Misc. Landscape Maintenance	74.66
<b>Alley Cat Pest Control</b>					
	Credit Card Charge	03/08/2023	Pest Control	Club Facility Maintenance	85.00
<b>Amazon.com</b>					
	Credit Card Charge	03/23/2023	Stand up desk	Clubhouse Supplies	289.99
<b>Dog Waste Depot</b>					
	Credit Card Charge	03/22/2023	Doggie Bags	Park Facility Maintenance	649.41
<b>FedEx Kinkos</b>					
	Credit Card Charge	03/02/2023	camera pole templates	Park Facility Maintenance	16.66
<b>Home Depot</b>					
	Credit Card Charge	03/07/2023		Misc. Landscape Maintenance	20.96
	Credit Card Charge	03/14/2023	swivel mount	Misc. Landscape Maintenance	21.48
	Credit Card Charge	03/15/2023	Drill, nailer & saw	Misc. Landscape Maintenance	554.69
<b>Lowe's Commerical Services</b>					
	Credit Card Charge	03/02/2023	All purpose plastic & mis	Misc. Landscape Maintenance	36.88
<b>Solitude Lake Management</b>					
	Bill	03/01/2023	INV #44758 Treated bufl	Misc. Landscape Maintenance	500.00
<b>Tire Choice &amp; Total Care</b>					
	Credit Card Charge	03/02/2023	2 tires for district truck	Ford F250 Maintenance & Repair	627.19
<b>Winn Dixie</b>					
	Credit Card Charge	03/21/2023	Water & Gatorade	Clubhouse Supplies	40.96
<b>TOTAL</b>					<b>2,991</b>