

## **Supervisor Packet for July 11, 2023 General Meeting**

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

**7:00 p.m., July 11, 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. June 6, 2023 Meeting Minutes</li> <li>b. Committee Meeting Minutes for June 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. May 2023 Financial Statements</li> <li>d. June 2023 Facilities Monitor Report (Separate from packet)</li> </ol> </li> </ol>

<b>7:20-7:50</b>	<b>8. COMMITTEE REPORTS (30 Minutes)</b>
	<ol style="list-style-type: none"> <li><b>1. Treasurer's Review Committee</b> – Committee Chair Peacock <ol style="list-style-type: none"> <li>a. The Treasurer's Review Committee recommends a Motion to accept and deposit the donations received for the District's butterfly garden in the amount of \$360.00 into the District's SouthState Operations account.</li> <li>b. The Treasurer's Review Committee recommends a Motion to deposit the funds received for the sale of the District's golf cart in the amount of \$1,500 into the District's SouthState Operations account.</li> <li>c. The Treasurer's Review Committee recommends a Motion to approve Resolution 2023-03 Lake St. Charles District FY 22-23 Budget Amendment.</li> <li>d. Encroachment Discussion</li> </ol> </li> <li><b>2. Grounds/Security Committee</b> – Committee Chair Fannin <ol style="list-style-type: none"> <li>a. Pool Incident Discussion</li> </ol> </li> <li><b>3. Management Committee</b> – Committee Chair Nelson</li> <li><b>4. Strategic Planning Committee</b> – Committee Chair Brownlee</li> </ol>
<b>7:50- 8:00</b>	<b>10. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR NELSON (10 Minutes)</b>
	<b>GENERAL REMARKS</b> – Chair of The Board of Supervisors
<b>8:00-8:05</b>	<b>11. PROPERTY MANAGER (5 Minutes)</b>
	<b>Items for Consideration by Property Manager - Mark Cooper</b> <ol style="list-style-type: none"> <li>1. Property Management Report</li> </ol>
<b>8:05–8:10</b>	<b>12. DISTRICT MANAGER (5 Minutes)</b>
	<b>Items for Consideration by District Manager – Adriana Urbina</b> <ol style="list-style-type: none"> <li>1. District Manager Report</li> </ol>
<b>8:10 –8:20</b>	<b>13. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes)</b>
<b>8:20</b>	<b>ADJOURN</b>



Date: June 6, 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 (Via Zoom)  
Secretary/Treasurer, Sabrina Peacock  
Supervisor, Robb Fannin  
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.

Resident Tom Favaro asked the Board how many years will the trail take to be completed and what will be the final cost. The Board informed Mr. Favaro that it may take an additional five years to complete with the total estimated price of \$1.6 million due to fluctuating labor and material cost. Next phase is estimated to commence December 2023.

Resident Sharon Gresham requested the installation of an additional lap lane divider. Mark is to follow up with the cost of installing this lap lane divider.

Apptive Environmental presented their defense plan against midges in the community. They stated their treatments are agriculturally certified and kid/pet friendly. They are currently serving a few residents and they have stated that the

treatment appears to be working. A representative will be in contact with Mark to provide a quote for midge treatments on common grounds.

1. On **MOTION** by Supervisor Peacock and second by Supervisor Fannin, the Board approved the, June 6, 2023 Consent Agenda consisting of the: May 2, 2023 General Meeting Minutes, the May Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the April 2023 Financial Reports and the Facility Monitor May 2023 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0
2. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved Resolution 2023-02 Lake St. Charles District Proposed Budget FY 23-24. Motion passed 5 to 0
3. On **MOTION** by Supervisor Peacock and second by Supervisor Fannin, the Board approved Tuscan & Company's engagement letter for fiscal years 2024, 2025, 2026 in the amounts of \$15,00, \$15,500 & \$16,000. Motion passed 5 to 0

Meeting adjourned at 8:01PM

Respectfully submitted,

Dave Nelson, Chair

Virginia Gianakos, Vice-Chair

# Treasurer's Review Committee Meeting Minutes

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**Date:** *Thursday, June 15, 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 discussed repairing the District's dock with an estimated cost of \$45K. Upon review of the current financial report this project will need to be moved to next fiscal year.

-The Committee discussed depositing the donation funds received for the butterfly garden in the amount of \$360.00.

The Treasurer's Review Committee recommends a Motion to accept and deposit the donations received for the District's butterfly garden in the amount of \$360.00 into the District's SouthState Operations account.

-The Committee discussed depositing the funds received for the sale of the District's golf cart in the amount of \$1,500.

The Treasurer's Review Committee recommends a Motion to deposit the funds received for the sale of the District's golf cart in the amount of \$1,500 into the District's SouthState Operations account.

-The Committee reviewed and discussed Resolution 2023-03 Lake St. Charles District FY 22-23 Budget Amendment.

The Treasurer's Review Committee recommends a Motion to approve Resolution 2023-03 Lake St. Charles District FY 22-23 Budget Amendment.

-The Committee reviewed pictures of encroaching properties and will discuss at upcoming Board Meeting.

# LSC CDD Resolution 2023-03

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[Lake St. Charles District FY 22-23 Budget  
Amendment]

**Approved by the Lake St. Charles BOS of Supervisors per M07-11-2023-xx  
07/11/2023**

**RESOLUTION No. 2023-03  
OF THE  
LAKE ST. CHARLES  
COMMUNITY DEVELOPMENT DISTRICT**

WHEREAS, the Lake St. Charles Community Development District (the “District;”) is a local unit of special-purpose government of the State of Florida created in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes (the “Act”); and

WHEREAS, pursuant to 189.016(6)(c), Florida Statutes, a budget amendment is required if total appropriations increase; and

WHEREAS, the District approved FY 22 General Fund Carryforward amount of \$493,231, per the final FY 22 District Audit; and

WHEREAS, the District approved an increase to Excess Fees Revenue in the amount of \$7,226 received from Hillsborough County Community Tax Collector; and

WHEREAS, the District approved an increase to Miscellaneous Revenue in the amount of \$6,860 received from resident donations for the boat launch, butterfly garden; and

**NOW, THEREFORE, BE IT RESOLVED BY THE LAKE ST. CHARLES COMMUNITY DEVELOPMENT DISTRICT IN A GENERAL MEETING THIS JULY 11, 2023 AMENDS THE FY 22-23 ADOPTED BUDGET PER THE DESCRIPTIONS BELOW AND REFLECTED IN EXHIBIT A, FY 22-23 AMENDED ADOPTED BUDGET**

**A. Budget Amendment Revenue:**

1. The Budget is amended to reflect a carryforward amount of \$493,231.
2. The Budget is amended to reflect an increase of \$7,226 Excess Fees.
3. The Budget is amended to reflect an increase of \$6,860 Miscellaneous Revenue.

**B. Budget Amendment Revenue Allocation:**

1. Increase of \$2,500 to Car Maintenance & Repairs. (Line #63)
2. Increase of \$1,000 to Ford F250 Maintenance & Repair. (Line #74)
3. Decrease of \$11,121 to Irrigation Maintenance. (Line #78)
4. Increase of \$11,121 to Landscape Maintenance Contract. (Line #79)
5. Increase of \$6,262 to Misc. Landscape-Maintenance. (Line #81)
6. Decrease of \$5,500 to New Plantings. (Line #83)
7. Increase of \$2,253 to Property Insurance Contract. (Line #88)
8. Increase of \$146 to Auto Liability. (Line #95)
9. Increase of \$2,425 to Drainage/ Nature Path/ Trail Maint. (Line #119)
10. Increase of \$5,000 to Future CIP Projects & Reserves. (Line #129)



**C. Effective Date.** This Resolution shall become effective upon its adoption.

**LAKE ST. CHARLES COMMUNITY  
DEVELOPMENT DISTRICT  
STATE OF FLORIDA  
COUNTY OF HILLSBOROUGH COUNTY**

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David Nelson, Chairman

**EXHIBIT A**

**AMENDED ADOPTED FY 22-23 BUDGET**

**Lake St. Charles CDD**  
**Amended Adopted FY 22-23 Budget**

	A	B	C	D	E	F	G	M	Q	R
1								FY 22-23 Annual Budget	FY 22-23 Monthly Budget	Comments
2							<b>Revenue/Expense</b>			
3							<b>Revenue</b>			
4							36100 - Interest Earnings			
5							Interest - General Fund	180	15	
6							Total 36100 - Interest Earnings	180	15	
7							<b>General Fund Assessment-O&amp;M</b>			
8							General Fund Assessment Gross	1,283,257	106,938	
9							GF Prop Tax Interest	0	0	
10							GF Tax Collector Commissions	(25,665)	(2,139)	
11							GF Tax Payment Discount	(51,330)	(4,278)	
12							Total General Fund Assessment-O&M	1,206,262	100,522	
13							Total 36310 - Special Assessment	1,206,262	100,522	
14							36311 - Excess Fees	7,226	602	\$7,226 Increase due to excess fees received from County
15							36900 - Miscellaneous Revenues			
16							Other Misc Revenue	8,060	672	\$6,860 increase due to donations received from resident for boat launch/ butterfly garden and golf cart sale
17							Rental	500	42	
18							Pool Snack Vending	475	40	
19							DEP Grant Reimbursements	231,998	19,333	
20							Total 36900 - Miscellaneous Revenues	248,259	20,688	
21							Total Revenue	1,454,701	121,225	
22							Budgeted Carryforward	493,231		General Fund Balance Carryforward per FY22 Audit
23							Total Revenue	1,947,932		
24							<b>Expense</b>			
25							5110 - Legislative			
26							Employer Taxes	1,460	122	
27							Special District Fees	175	15	
28							Supervisor Fees	12,000	1,000	
29							Supervisor Payroll Service	900	75	
30							Total 5110 - Legislative	14,535	1,211	
31							51300 - Financial & Admin			
32							Accounting Services	500	42	
33							Auditing Services	13,500	1,125	
34							Banking & Investment Mgmt Fees	200	17	
35							District F&A Employees			

**Lake St. Charles CDD**  
**Amended Adopted FY 22-23 Budget**

	A	B	C	D	E	F	G	M	Q	R
								FY 22-23 Annual Budget	FY 22-23 Monthly Budget	Comments
1										
36							District Manager	67,873	5,656	
37							Medical Stipend	2,400	200	
38							Payroll Service Charge	465	39	
39							Payroll Taxes - Employer Taxes	4,400	367	
40							Performance Stipend	0	0	
41							<b>Total District F&amp;A Employees</b>	<b>75,138</b>	<b>6,262</b>	
42							Dues, Licenses & Fees	500	42	
43							General Insurance			
44							Crime	629	52	
45							General Liability	4,211	351	
46							Public Officials Liability & EP	3,460	288	
47							<b>Total General Insurance</b>	<b>8,300</b>	<b>692</b>	
48							Legal Advertising	3,000	250	
49							Local/Other Taxes	3,933	328	
50							Office Supplies	1,000	83	
51							Postage	250	21	
52							Printer Supplies	2,000	167	
53							Professional Development	1,000	83	
54							Technology Services/Upgrades	5,000	417	
55							Telephone	3,600	300	
56							Travel Per Diem	200	17	
57							Website Development & Monitor	2,650	221	
58							<b>Total 51300 - Financial &amp; Admin</b>	<b>120,771</b>	<b>10,064</b>	
59							<b>51400 - Legal Counsel</b>			
61							<b>Total 51400 - Legal Counsel</b>	<b>8,000</b>	<b>667</b>	
62							<b>52100 - Law Enforcement</b>			
63							Car Maintenance & Repairs	3,500	292	\$2,500 increase due to car repairs
64							Car Gas	2,000	167	
67							<b>Total 52100 - Law Enforcement</b>	<b>5,500</b>	<b>458</b>	
68							<b>53100 - Electric Utility Svs</b>	<b>50,000</b>	<b>4,167</b>	
69							<b>53200 - Gas Utility Services</b>	<b>5,600</b>	<b>467</b>	
70							<b>53400 - Garbage/Solid Waste Svc</b>	<b>2,880</b>	<b>240</b>	
71							<b>53600 - Water/Sewer Services</b>	<b>9,800</b>	<b>817</b>	
72							<b>53900 - Physical Environment</b>			
73							Entry & Walls Maintenance	2,000	167	
74							Ford F250 Maintenance & Repair	3,000	250	\$1,000 due to truck repairs
75							Fountain in Lake	3,000	250	

**Lake St. Charles CDD  
Amended Adopted FY 22-23 Budget**

	A	B	C	D	E	F	G	M	Q	R
1								<b>FY 22-23 Annual Budget</b>	<b>FY 22-23 Monthly Budget</b>	<b>Comments</b>
76							Gas - Equipment	400	33	
77							Gas - Truck	1,800	150	
78							Irrigation Maintenance	4,679	390	\$11,121 decrease due to irrigation maint included in contract
79							Landscape Maintenance Contract	148,521	12,377	\$11,121 Increase due to irrigation maint included in contract
80							Misc. Landscape -Temporary Staff	3,000	250	
81							Misc. Landscape- Maintenance	16,762	1,397	\$6,262 increase due to grapple services, pressure washer repair & misc
82							Mulch	10,500	875	
83							New Plantings	2,500	208	\$5,500 decrease to fund misc landscape
84							Pond & Stormwater Maint Contract	15,414	1,285	
85							Pond #9,22,23, & 24 Aeration Maintenance	1,429	119	
86							Lake#27 Aeration Maint	2,381	198	
87							Fountain Maint #21	552	46	
88							Property Insurance Contract	17,795	1,483	\$2,253 increase due to renewed policy
89							Sod Replacement	4,000	333	
90							Mitigation Maint Contract	1,012	84	
92							Midge Survey	1,500	125	
93							<b>Total 53900 - Physical Environment</b>	<b>240,245</b>	<b>20,020</b>	
94							<b>57200 - Parks &amp; Recreation</b>			
95							Auto Liability	901	75	\$146 increase due to renewed policy
96							Club Facility Maintenance			
97							Club Facility Maintenance	5,000	417	
98							Clubhouse Supplies	2,300	192	
99							Locks/Keys	100	8	
100							Pool Snack Vending Items	300	25	
101							<b>Total Club Facility Maintenance</b>	<b>7,700</b>	<b>642</b>	
102							<b>District Employees Payroll Exp</b>			
104							Employer Workman Comp	9,360	780	
105							Facilities Monitor	47,175	3,931	
106							Medical Stipends	6,000	500	
107							Payroll Service Charge	2,500	208	
108							Payroll Taxes - Employer Taxes	16,500	1,375	
109							Performance Stipend	0	0	
110							Full Time Maintenance Employee	35,360	2,947	
111							Property Maintenance Part-Time	1,625	135	
112							Property Maintenance Team Lead	41,871	3,489	
113							Property Manager	67,872	5,656	

**Lake St. Charles CDD  
Amended Adopted FY 22-23 Budget**

	A	B	C	D	E	F	G	M	Q	R
1								<b>FY 22-23 Annual Budget</b>	<b>FY 22-23 Monthly Budget</b>	<b>Comments</b>
114							Grant Management (Reimbursed)	24,333	2,028	
115							Recreational Assistants	10,000	833	
116							Hills Cnty Off Duty Sheriff	2,900	242	
117							<b>Total District Employees Payroll Exp</b>	265,496	22,125	
118							Dock Maintenance	400	33	
119							Drainage/ Nature Path/Trail Maintenance	4,225	352	\$2,425 increase due to drainage in park
120							Park Facility Maintenance	7,000	583	
121							Parks & Rec Cell Phones	2,500	208	
122							Playground Maintenance	2,000	167	
123							Pool Maintenance Contract	23,500	1,958	
124							Pool Maintenance Repairs	12,000	1,000	
126							Sec System Monitoring Contract	400	33	
127							Security Repairs	5,000	417	
128							<b>Total 57200 - Parks &amp; Recreation</b>	331,122	27,594	
129							58003- Future CIP Projects & Reserves	478,333	39,861	\$5,000 increase due to boat launch donation
130							58004- Lake Water Quality Project	187,915	15,660	
131							<b>Total Expense</b>	1,454,701	121,225	
132							<b>Budgeted Carryforward</b>	493,231		General Fund Balance Carryforward per FY22 Audit
133							<b>Total Revenue</b>	1,947,932		
134							<b>Revenue Less Expenses</b>	0	0	
141										
142										
143										
144							<b>OTHER REVENUE - FY 20-21 CARRYOVER (Oct, 20-Sept, 21)</b>	241,036	20,086	
145							<b>Total Unassigned Revenue</b>	<b>241,036</b>		
146							<b>OTHER EXPENSES</b>			

**Lake St. Charles CDD**  
**Amended Adopted FY 22-23 Budget**

	A	B	C	D	E	F	G	M	Q	R
1								FY 22-23 Annual Budget	FY 22-23 Monthly Budget	Comments
147							Additional funding for unassigned CIP projects	241,036	20,086	\$241,036 needed to fund emerging projects.
148							<b>TOTAL</b>	<b>241,036</b>		

#1      Landscaping      Approximately 8ft



#2      Fence      Approximately 12.5ft





#3      Landscaping, Curbing & Fence      Approximately 19.5ft



#4      Fence      Approximately 12.5ft



#5      Edging      Approximately 5ft



#6      Landscaping, Curbing      Approximately 12.5ft





#7      Curbing      Approximately 20ft



#8      Landscaping, Swing      Approximately 25ft



#9                      Fire Pit                      Approximately 8ft



#10            Fence, bird feeder, plants & sprinklers    Approximately 25ft





#11      Landscaping      Approximately 8ft



#12      Sprinklers

#13      Sprinklers

#14 Fence Approx 8ft (Encroachment on EPC protected land)



# Security - Grounds Committee Meeting Minutes

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**Date:** *Wednesday, June 21, 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 June.

# Management Committee Meeting Minutes

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**Date:** *Wednesday, June 21, 2023 @ 12:00 pm*

**Chairperson:** *Chairman Dave Nelson*

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

**In Attendance:** *Property Manager, Mark Cooper & Resident, Yvonne Brown*

## Notice of Meetings – Management Committee

- The Management Committee reviewed and signed SouthState payment confirmation pages.
- The Management Committee discussed repairing the District's dock with an estimated cost of \$45K.



# Strategic Planning Committee Meeting Minutes

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**Date:** *Tuesday, June 20, 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 June.

Lake St. Charles CDD

Funds Statement

Mar '23 - May '23

	Mar '23	Apr '23	May '23	Category
<b>Bank/Current Asset Accounts</b>				
SouthState Bank Checking	610,241	509,330	416,538	Cash
SouthState Bank Money Market	255,406	255,504	255,619	Committed/Assigned
Operating Acct	0	0	0	Cash
Prepay	0	0	0	Non-Spendable
Petty Cash	1,533	1,533	1,384	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>867,180</b>	<b>766,367</b>	<b>673,541</b>	
<b>Cash (Checking/Savings)</b>				
SouthState Bank Checking	610,241	509,330	416,538	
SouthState Bank Money Market	255,406	255,504	255,619	
Operating Acct	0	0	0	
Prepay	0	0	0	
Petty Cash	1,533	1,533	1,384	
SunTrust Money Market	0	0	0	
Suncoast FCU	0	0	0	
Investments SBA	0	0	0	
<b>Total Cash Accounts</b>	<b>867,180</b>	<b>766,367</b>	<b>673,541</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>867,180</b>	<b>766,367</b>	<b>673,541</b>	
<b>District Reserve Fund</b>				
SunTrust Money Market	0	0	0	Committed/Assigned
SouthState Bank Money Market	255,406	255,504	255,619	Committed/Assigned
Total Investments SBA	0	0	0	Unassigned
	255,406	255,504	255,619	

# Lake St. Charles CDD Disbursement Authorization Report

**May 2023**

	Type	Num	Date	Name	Account	Original Amount
	Bill Pmt -Check	EFT/Auto	05/01/2023	Hardeman Landscape Nursery, Inc	10000-SouthState Bank Checking	-27,700.00
	Bill	Nature Trail Phase 3	04/14/2023		58003-Future CIP Projects & Res	27,700.00
TOTAL						27,700.00
	Bill Pmt -Check	EFT/Auto	05/01/2023	Mainscape	10000-SouthState Bank Checking	-13,437.70
	Bill	Apr Installment	04/01/2023		Landscape Maintenance Contract	13,437.70
TOTAL						13,437.70
	Bill Pmt -Check	EFT/Auto	05/01/2023	Pete & Ron's Tree Service, Inc.	10000-SouthState Bank Checking	-7,716.00
	Bill	Tree Trimming in Com	04/11/2023		58003-Future CIP Projects & Res	7,716.00
TOTAL						7,716.00
	Bill Pmt -Check	EFT/Auto	05/01/2023	Wabash Valley	10000-SouthState Bank Checking	-2,354.98
	Bill	6 foot bench without	05/01/2023		58003-Future CIP Projects & Res	2,354.98
TOTAL						2,354.98
	Bill Pmt -Check	EFT/Auto	05/01/2023	Zebra Cleaning Team, Inc.	10000-SouthState Bank Checking	-1,925.00
	Bill	Apr Pool Cleaning	04/01/2023		Pool Maintenance Contract	1,925.00
TOTAL						1,925.00
	Bill Pmt -Check	EFT/Auto	05/01/2023	Hardeman Landscape Nursery, Inc	10000-SouthState Bank Checking	-34,625.00
	Bill	Nature Trail Phase 3	04/14/2023		58003-Future CIP Projects & Res	34,625.00
TOTAL						34,625.00
	Bill Pmt -Check	EFT/Auto	05/01/2023	Zebra Cleaning Team, Inc.	10000-SouthState Bank Checking	-3,850.00

# Lake St. Charles CDD Disbursement Authorization Report

**May 2023**

Type	Num	Date	Name	Account	Original Amount
Bill	Nov 22 and March 23	06/09/2023		Pool Maintenance Contract	3,850.00
TOTAL					3,850.00
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/01/2023</b>	<b>Mainscape</b>	<b>10000-SouthState Bank Checking</b>	<b>-4,550.88</b>
Bill	Irrigation Repair	04/06/2023		58003-Future CIP Projects & Res	4,550.88
TOTAL					4,550.88
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/01/2023</b>	<b>Solitude Lake Management</b>	<b>10000-SouthState Bank Checking</b>	<b>-2,295.19</b>
Bill	Fountain Mainten 4-0	04/01/2023		Fountain Maint #21	137.76
Bill	Small Aerator Mainte	04/01/2023		Pond 9,22,23,&24 Aeration Maint	714.16
Bill	2nd Quater Mitigatio	04/01/2023		Mitigation Maint Contract	253.00
Bill	Aerator Mainten 4-01	04/01/2023		Lake#27 Aeration Maint	1,190.27
TOTAL					2,295.19
<b>Check</b>	<b>EFT/Auto</b>	<b>05/05/2023</b>	<b>ADP</b>	<b>10000-SouthState Bank Checking</b>	<b>-143.22</b>
				Payroll Service Charge	23.87
				Payroll Service Charge	119.35
TOTAL					143.22
<b>Check</b>	<b>EFT/Auto</b>	<b>05/05/2023</b>	<b>TECO Electric</b>	<b>10000-SouthState Bank Checking</b>	<b>-4,649.04</b>
				53100 - Electric Utility Svs	85.56
				53100 - Electric Utility Svs	83.04
				53100 - Electric Utility Svs	242.33
				53100 - Electric Utility Svs	1,216.95
				53100 - Electric Utility Svs	79.19
				53100 - Electric Utility Svs	1,579.10
				53100 - Electric Utility Svs	650.04
				53100 - Electric Utility Svs	61.53
				53100 - Electric Utility Svs	370.75

# Lake St. Charles CDD Disbursement Authorization Report

**May 2023**

Type	Num	Date	Name	Account	Original Amount
				53100 - Electric Utility Svs	32.07
				53100 - Electric Utility Svs	23.39
				53100 - Electric Utility Svs	36.57
				53100 - Electric Utility Svs	23.54
				53100 - Electric Utility Svs	23.54
				53100 - Electric Utility Svs	23.54
				53100 - Electric Utility Svs	24.02
				53100 - Electric Utility Svs	23.39
				53100 - Electric Utility Svs	23.39
				53100 - Electric Utility Svs	23.39
				53100 - Electric Utility Svs	23.71
TOTAL					<u>4,649.04</u>
Check	EFT/Auto	05/08/2023	TECO Electric	10000-SouthState Bank Checking	-80.12
				53100 - Electric Utility Svs	80.12
TOTAL					<u>80.12</u>
Check	EFT/Auto	05/08/2023	TECO Gas Company	10000-SouthState Bank Checking	-321.08
				53200 - Gas Utility Services	321.08
TOTAL					<u>321.08</u>
Check	EFT/Auto	05/09/2023	Square Inc	10000-SouthState Bank Checking	-300.00
				Security/Renters Cards Deposits	300.00
TOTAL					<u>300.00</u>
Check	EFT/Auto	05/10/2023	ADP	10000-SouthState Bank Checking	-12,428.67
				District Manager	2,610.40
				Payroll Taxes - Employer Taxes	214.99
				Facilities Monitor	1,814.40

# Lake St. Charles CDD Disbursement Authorization Report

**May 2023**

Type	Num	Date	Name	Account	Original Amount
				Property Maintenance Team Lead	1,610.40
				Property Manager	2,610.40
				Payroll Taxes - Employer Taxes	599.58
				Property Maintenance Part-Time	85.00
				Full Time Maintenance Employee	1,200.00
				Supervisor Fees	1,000.00
				Employer Taxes	83.50
				Medical Stipend	200.00
				Medical Stipends	400.00
TOTAL					<u>12,428.67</u>
<b>Check</b>	<b>EFT/Auto</b>	<b>05/11/2023</b>	<b>Square Inc</b>	<b>10000-SouthState Bank Checking</b>	<b>-55.00</b>
				Rental	55.00
TOTAL					<u>55.00</u>
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/11/2023</b>	<b>Architectural Fountains, Inc.</b>	<b>10000-SouthState Bank Checking</b>	<b>-9,500.00</b>
Bill	Installation of Vill	04/24/2023		58003-Future CIP Projects & Res	9,500.00
TOTAL					<u>9,500.00</u>
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/11/2023</b>	<b>Meryman Environmental, Inc</b>	<b>10000-SouthState Bank Checking</b>	<b>-3,562.00</b>
Bill	INV# 20230440	04/27/2023		58004-Lake Water Quality & Pond	3,562.00
TOTAL					<u>3,562.00</u>
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/12/2023</b>	<b>Mainscape</b>	<b>10000-SouthState Bank Checking</b>	<b>-510.00</b>
Bill	Irrigation Repair	04/12/2023		Irrigation Maintenance	510.00
TOTAL					<u>510.00</u>
<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/12/2023</b>	<b>Mainscape</b>	<b>10000-SouthState Bank Checking</b>	<b>-950.00</b>

# Lake St. Charles CDD Disbursement Authorization Report

## May 2023

	Type	Num	Date	Name	Account	Original Amount
	Bill	Irrigation Repair	04/12/2023		Irrigation Maintenance	950.00
TOTAL						950.00
	Bill Pmt -Check	EFT/Auto	05/12/2023	Leaf	10000-SouthState Bank Checking	-161.99
	Bill	Printer Lease & Insu	05/02/2023		Printer Supplies	161.99
TOTAL						161.99
	Check	EFT/Auto	05/19/2023	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
	Check	EFT/Auto	05/23/2023	Square Inc	10000-SouthState Bank Checking	-300.00
					Security/Renters Cards Deposits	300.00
TOTAL						300.00
	Check	EFT/Auto	05/24/2023	ADP	10000-SouthState Bank Checking	-10,783.25
					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	575.46
					Property Maintenance Part-Time	170.00
					Full Time Maintenance Employee	1,192.50
TOTAL						10,783.25
	Bill Pmt -Check	EFT/Auto	05/24/2023	SunTrust Credit Card	10000-SouthState Bank Checking	-14,455.59

# Lake St. Charles CDD

## Disbursement Authorization Report

### May 2023

	Type	Num	Date	Name	Account	Original Amount
	Bill	May CC Statement	05/24/2023		13500 - Truist Visa Card	14,455.59
TOTAL						14,455.59
	<b>Sales Tax Payment</b>	<b>EFT/Auto</b>	<b>05/30/2023</b>	<b>Florida Department of Revenue</b>	<b>10000-SouthState Bank Checking</b>	<b>-12.75</b>
				Florida Department of Revenue	Sales Tax Payable	2.73
				Florida Department of Revenue	Sales Tax Payable	10.02
TOTAL						12.75
	<b>Check</b>	<b>EFT/Auto</b>	<b>05/30/2023</b>	<b>Square Inc</b>	<b>10000-SouthState Bank Checking</b>	<b>-300.00</b>
					Security/Renters Cards Deposits	300.00
TOTAL						300.00
	<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/30/2023</b>	<b>Mainscape</b>	<b>10000-SouthState Bank Checking</b>	<b>-13,437.70</b>
	Bill	May Installment	05/01/2023		Landscape Maintenance Contract	13,437.70
TOTAL						13,437.70
	<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/30/2023</b>	<b>Solitude Lake Management</b>	<b>10000-SouthState Bank Checking</b>	<b>-1,284.00</b>
	Bill	May Pond Mainten	05/01/2023		Pond & Stormwater Maint	1,284.00
TOTAL						1,284.00
	<b>Bill Pmt -Check</b>	<b>EFT/Auto</b>	<b>05/30/2023</b>	<b>Zebra Cleaning Team, Inc.</b>	<b>10000-SouthState Bank Checking</b>	<b>-3,850.00</b>
	Bill	Dec 22 and May 23 Po	05/26/2023		Pool Maintenance Contract	3,850.00
TOTAL						3,850.00
	<b>Check</b>	<b>EFT/Auto</b>	<b>05/31/2023</b>	<b>Square Inc</b>	<b>10000-SouthState Bank Checking</b>	<b>-10.88</b>
					Rental	10.88



# Lake St. Charles CDD Disbursement Authorization Report

**May 2023**

	Type	Num	Date	Name	Account	Original Amount
TOTAL						10.88
	Bill Pmt -Check	EFT/Auto	05/31/2023	Centra Care	10000-SouthState Bank Checking	-35.00
	Bill	Maint drug test	05/01/2023		Club Facility Maintenance	35.00
TOTAL						35.00
	Bill Pmt -Check	EFT/Auto	05/31/2023	Tuscan & Company, PA	10000-SouthState Bank Checking	-5,500.00
	Bill	119108 Inv #	04/28/2023		Auditing Services	5,500.00
TOTAL						5,500.00
	Bill Pmt -Check	EFT/Auto	05/31/2023	Hardeman Landscape Nursery, Inc	10000-SouthState Bank Checking	-6,925.00
	Bill	Nature Trail Phase 3	05/03/2023		58003-Future CIP Projects & Res	6,925.00
TOTAL						6,925.00
	Bill Pmt -Check	EFT/Auto	05/31/2023	Kleinfelder	10000-SouthState Bank Checking	-12,500.00
	Bill	Data Analysis for gr	05/11/2023		58004-Lake Water Quality & Pond	12,500.00
TOTAL						12,500.00
	Bill Pmt -Check	EFT/Auto	05/31/2023	Mainscape	10000-SouthState Bank Checking	-13,437.70
	Bill	June Installment	06/01/2023		Landscape Maintenance Contract	13,437.70
TOTAL						13,437.70
	Bill Pmt -Check	EFT/Auto	05/31/2023	Solitude Lake Management	10000-SouthState Bank Checking	-1,284.00
	Bill	Apr Pond Mainten	04/01/2023		Pond & Stormwater Maint	1,284.00
TOTAL						1,284.00
	Bill Pmt -Check	EFT/Auto	05/31/2023	Staples	10000-SouthState Bank Checking	-47.03

# Lake St. Charles CDD Disbursement Authorization Report

## May 2023

	Type	Num	Date	Name	Account	Original Amount
	Bill	Scissors and stapler	04/14/2023		Office Supplies	47.03
TOTAL						47.03
	Bill Pmt -Check	EFT/Auto	05/31/2023	Verizon Wireless	10000-SouthState Bank Checking	-72.22
	Bill	03-24-23 to 04-23-23	04/23/2023		Telephone	72.22
TOTAL						72.22
	Bill Pmt -Check	EFT/Auto	05/31/2023	Zebra Cleaning Team, Inc.	10000-SouthState Bank Checking	-1,925.00
	Bill	May Pool Cleaning	05/01/2023		Pool Maintenance Contract	1,925.00
TOTAL						1,925.00
	Bill Pmt -Check	EFT/Auto	05/31/2023	Solitude Lake Management	10000-SouthState Bank Checking	-1,284.00
	Bill	Jun Pond Mainten	06/01/2023		Pond & Stormwater Maint	1,284.00
TOTAL						1,284.00

# Treasurer's Report - SouthState Account

May 2023

05/1/23 - 05/31/23

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
						<b>505,315.96</b>
05/01/2023	EFT/Auto	Hardeman Landscape Nursery, Inc	INV# 39576	27,700.00		477,615.96
05/01/2023	EFT/Auto	Mainscape	INV# 1285770	13,437.70		464,178.26
05/01/2023	EFT/Auto	Pete & Ron's Tree Service, Inc.	Tree Trimming in Community	7,716.00		456,462.26
05/01/2023	EFT/Auto	Wabash Valley	6 foot bench without back with arms	2,354.98		454,107.28
05/01/2023	EFT/Auto	Zebra Cleaning Team, Inc.	INV# 5831	1,925.00		452,182.28
05/01/2023	EFT/Auto	Hardeman Landscape Nursery, Inc	INV# 39400	34,625.00		417,557.28
05/01/2023	EFT/Auto	Zebra Cleaning Team, Inc.	INV# 0203 & Inv# 5202	3,850.00		413,707.28
05/01/2023	EFT/Auto	Mainscape	INV #1285164	4,550.88		409,156.40
05/01/2023			Deposit		120,000.00	529,156.40
05/01/2023	EFT/Auto	Solitude Lake Management		2,295.19		526,861.21
05/02/2023			Deposit		14.51	526,875.72
05/05/2023	EFT/Auto	ADP		143.22		526,732.50
05/05/2023			Deposit		14.51	526,747.01
05/05/2023			Deposit		292.10	527,039.11
05/05/2023	EFT/Auto	TECO Electric	06980007400 Acct #	4,649.04		522,390.07
05/08/2023			Deposit		6,056.40	528,446.47
05/08/2023	EFT/Auto	TECO Electric	221005960721 Acct #	80.12		528,366.35
05/08/2023	EFT/Auto	TECO Gas Company	221003603224 Acct #	321.08		528,045.27
05/09/2023	EFT/Auto	Square Inc	G. Perez CH Rental Deposit Refund	300.00		527,745.27
05/10/2023	EFT/Auto	ADP	P.E. 05-06-23	12,428.67		515,316.60
05/10/2023			Deposit		29.02	515,345.62
05/11/2023	EFT/Auto	Square Inc	Evening CH Cancellation	55.00		515,290.62
05/11/2023			Deposit		14.51	515,305.13
05/11/2023	EFT/Auto	Architectural Fountains, Inc.	04242312E Inv #	9,500.00		505,805.13
05/11/2023	EFT/Auto	Meryman Environmental, Inc	INV# 20230440	3,562.00		502,243.13
05/12/2023	EFT/Auto	Mainscape	INV #1286403	510.00		501,733.13
05/12/2023	EFT/Auto	Mainscape	INV #1286404	950.00		500,783.13
05/12/2023			Deposit		2,175.00	502,958.13
05/12/2023	EFT/Auto	Leaf	Printer Lease & Insurance	161.99		502,796.14
05/16/2023			Deposit		306.61	503,102.75
05/18/2023			Deposit		43.63	503,146.38

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Memo</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
05/19/2023	EFT/Auto	ADP	Inv # 633065130	155.21		502,991.17
05/23/2023	EFT/Auto	Square Inc	CH Rental Deposit Refund	300.00		502,691.17
05/23/2023			Deposit		14.51	502,705.68
05/24/2023	EFT/Auto	ADP	P.E. 05-20-23	10,783.25		491,922.43
05/24/2023	EFT/Auto	SunTrust Credit Card	4223071100091531 Acct #	14,455.59		477,466.84
05/25/2023			Deposit		306.61	477,773.45
05/30/2023	EFT/Auto	Florida Department of Revenue		12.75		477,760.70
05/30/2023	EFT/Auto	Square Inc	CH Rental Deposit Refund	300.00		477,460.70
05/30/2023			Deposit		292.10	477,752.80
05/30/2023	EFT/Auto	Mainscape	INV# 1286913	13,437.70		464,315.10
05/30/2023	EFT/Auto	Solitude Lake Management	INV# PSI-69225	1,284.00		463,031.10
05/30/2023	EFT/Auto	Zebra Cleaning Team, Inc.	INV# 5865 & Inv# 5119	3,850.00		459,181.10
05/31/2023		Clubhouse Rentals			340.00	459,521.10
05/31/2023	EFT/Auto	Square Inc	2.6% + .10 Square processing fees for CH Rentals	10.88		459,510.22
05/31/2023	EFT/Auto	Centra Care	24489445 Acct# 2448944501-20230501 Inv #	35.00		459,475.22
05/31/2023	EFT/Auto	Tuscan & Company, PA	119108 Inv #	5,500.00		453,975.22
05/31/2023	EFT/Auto	Hardeman Landscape Nursery, Inc	INV# 39646	6,925.00		447,050.22
05/31/2023	EFT/Auto	Kleinfelder	Inv# 001427858	12,500.00		434,550.22
05/31/2023	EFT/Auto	Mainscape	INV# 1288126	13,437.70		421,112.52
05/31/2023	EFT/Auto	Solitude Lake Management	INV# PSI-60257	1,284.00		419,828.52
05/31/2023	EFT/Auto	Staples	6011 1000 4086 310	47.03		419,781.49
05/31/2023	EFT/Auto	Verizon Wireless	Acct# 842082173-00001	72.22		419,709.27
05/31/2023	EFT/Auto	Zebra Cleaning Team, Inc.	INV# 5865	1,925.00		417,784.27
05/31/2023	EFT/Auto	Solitude Lake Management	INV# PSI-80504	1,284.00		416,500.27
05/31/2023			Interest		37.88	416,538.15
				<b>218,715.20</b>	<b>129,937.39</b>	<b>416,538.15</b>

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

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 May '23	Annual Budget	\$ Over Annual Budget	Comments
2							Revenue/Expense				
3							Revenue				
4							36100 - Interest Earnings				
5							Interest - General Fund	970	180	790	
6							Total 36100 - Interest Earnings	970	180	790	
7							General Fund Assessment-O&M				
8							General Fund Assessment Gross	1,273,688	1,283,257	(9,569)	
9							GF Prop Tax Interest	777	0	777	
10							GF Tax Collector Commissions	(24,508)	(25,665)	1,157	
11							GF Tax Payment Discount	(48,498)	(51,330)	2,832	
12							Total General Fund Assessment-O&M	1,201,459	1,206,262	(4,803)	
13											
14							Total 36310 - Special Assessment	1,201,459	1,206,262	(4,803)	
15							36311 - Excess Fees	7,226	0	7,226	
16							36900 - Miscellaneous Revenues			0	
17							Other Misc Revenue	6,324	1,200	5,124	
18							Rental	1,237	500	737	
19							Pool Snack Vending	0	475	(475)	
20							Total 36900 - Miscellaneous Revenues	7,561	2,175	5,386	
21							Total Revenue	1,217,216	1,208,617	8,599	
22											
24							Expense				
25							5110 - Legislative				
26							Employer Taxes	651	1,460	(809)	
27							Special District Fees	175	175	0	
28							Supervisor Fees	7,800	12,000	(4,200)	
29							Supervisor Payroll Service	600	900	(300)	
30							Total 5110 - Legislative	9,226	14,535	(5,309)	

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

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 May '23	Annual Budget	\$ Over Annual Budget	Comments
31							<b>51300 - Financial &amp; Admin</b>				
32							Accounting Services	0	500	(500)	
33							Auditing Services	13,500	13,500	0	
34							Banking & Investment Mgmt Fees	15	200	(185)	
35							District F&A Employees				
36							District Manager	44,332	67,873	(23,541)	
37							Medical Stipend	1,600	2,400	(800)	
38							Payroll Service Charge	331	465	(134)	
39							Payroll Taxes - Employer Taxes	3,563	4,400	(837)	
40							Performance Stipend	0	0	0	
41							<b>Total District F&amp;A Employees</b>	<b>49,826</b>	<b>75,138</b>	<b>(25,312)</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	890	1,000	(110)	
51							Postage	19	250	(231)	
52							Printer Supplies	1,422	2,000	(578)	
53							Professional Development	0	1,000	(1,000)	
54							Technology Services/Upgrades	1,599	5,000	(3,401)	
55							Telephone	2,120	3,600	(1,480)	
56							Travel Per Diem	0	200	(200)	
57							Website Development & Monitor	2,583	2,650	(67)	
58							<b>Total 51300 - Financial &amp; Admin</b>	<b>86,063</b>	<b>120,771</b>	<b>(34,708)</b>	
59							<b>51400 - Legal Counsel</b>				

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

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 May '23	Annual Budget	\$ Over Annual Budget	Comments
60							District Counsel	463	8,000	(7,537)	
61							Total 51400 - Legal Counsel	463	8,000	(7,537)	
62							52100 - Law Enforcement				
63							Car Maintenance & Repairs	369	1,000	(631)	
64							Car Gas	579	2,000	(1,421)	
65							Total 52100 - Law Enforcement	948	3,000	(2,052)	
66							53100 - Electric Utility Svs	31,527	50,000	(18,473)	
67							53200 - Gas Utility Services	3,601	5,600	(1,999)	
68							53400 - Garbage/Solid Waste Svc	954	2,880	(1,926)	
69							53600 - Water/Sewer Services	6,554	9,800	(3,246)	
70							53900 - Physical Environment				
71							Entry & Walls Maintenance	2,020	2,000	20	
72							Ford F250 Maintenance & Repair	2,904	2,000	904	
73							Fountain in Lake	350	3,000	(2,650)	
74							Gas - Equipment	78	400	(322)	
75							Gas - Truck	630	1,800	(1,170)	
76							Irrigation Maintenance	3,953	15,800	(11,847)	
77							Landscape Maintenance Contract	94,773	137,400	(42,627)	
78							Misc. Landscape-Temporary Staff	0	3,000	(3,000)	
79							Misc. Landscape Maintenance	13,240	10,500	2,740	
80							Mulch	32	10,500	(10,468)	
81							New Plantings	807	8,000	(7,193)	
82							Pond & Stormwater Maint Contract	8,988	15,414	(6,426)	
83							Pond 9,22,23,&24 Aeration Maint	1,428	1,429	(1)	
84							Lake#27 Aeration Maint	2,381	2,381	(0)	
85							Fountain Maint #21	413	552	(139)	
86							Property Insurance Contract	17,795	15,542	2,253	
87							Sod Replacement	0	4,000	(4,000)	
88							Mitigation Maint Contract	759	1,012	(253)	
89							Midge Survey	0	1,500	(1,500)	

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

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 May '23	Annual Budget	\$ Over Annual Budget	Comments
90							<b>Total 53900 - Physical Environment</b>	150,551	236,230	(85,679)	
91							<b>57200 - Parks &amp; Recreation</b>				
92							Auto Liability	901	755	146	
93							Club Facility Maintenance				
94							Club Facility Maintenance	3,629	5,000	(1,371)	
95							Clubhouse Supplies	1,121	2,300	(1,179)	
96							Locks/Keys	505	100	405	
97							Pool Snack Vending Items	0	300	(300)	
98							<b>Total Club Facility Maintenance</b>	5,256	7,700	(2,444)	
99							<b>District Employees Payroll Exp</b>				
100							Employer Workman Comp	6,451	9,360	(2,909)	
101							Facilities Monitor	30,751	47,175	(16,424)	
102							Medical Stipends	3,400	6,000	(2,600)	
103							Payroll Service Charge	1,769	2,500	(731)	
104							Payroll Taxes - Employer Taxes	9,798	16,500	(6,702)	
105							Performance Stipend	0	0	0	
106							Full-Time Hybrid Employee	16,694	35,360	(18,666)	
107							Property Maintenance Part-Time	1,909	1,625	284	
108							Property Maintenance Team Lead	27,354	41,871	(14,517)	
109							Property Manager	44,332	67,872	(23,540)	
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>	154,682	265,496	(110,814)	
114							Dock Maintenance	0	400	(400)	
115							Drainage/ Nature Path/Trail Maintenance	4,193	1,800	2,393	
116							Park Facility Maintenance	3,287	7,000	(3,713)	
117							Parks & Rec Cell Phones	1,542	2,500	(958)	
118							Playground Maintenance	1,529	2,000	(471)	
119							Pool Maintenance Contract	13,475	23,500	(10,025)	



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

	A	B	C	D	E	F	G	H	K	L	M
1								Oct '22 May '23	Annual Budget	\$ Over Annual Budget	Comments
120							Pool Maintenance Repairs	2,311	12,000	(9,689)	
121							Sec System Monitoring Contract	206	400	(194)	
122							Security Repairs	1,968	5,000	(3,032)	
123							Total 57200 - Parks & Recreation	189,350	328,551	(139,201)	
124							58003- Future CIP Projects and Reserves	470,626	473,333	(2,707)	
125							Total Expense	949,863	1,252,700	(302,837)	
126							Revenue Less Expenses	267,353	(44,083)	311,436	
127							Other Revenue/Expense				
128							Other Revenue				
129							FY 21-22 Carryover	241,036	241,036	0	
130							DEP Grant Reimbursement	122,175	231,998	(109,823)	
131							Total Other Revenue	241,036	473,034	(109,823)	
132											
133							Other Expense				
134							Unassigned CIP Projects	41,550	241,036	(199,486)	
135							58004-Lake Water Quality & Pond	166,841	187,915	(21,074)	
136							Total Other Expense	208,391	428,951	(220,560)	
137							Net Other Income	(318,214)	44,083	(318,214)	
138							Net Income	(50,861)	0	(6,778)	

# Lake St. Charles CDD

## Property Manager Expense Report

May 2023

	Type	Date	Memo	Account	Amount
<b>Ace Hardware</b>					
	Credit Card Charge	05/02/2023	glue, freshners and bug	Clubhouse Supplies	34.31
	Credit Card Charge	05/15/2023	Gloves	Misc. Landscape Maintenance	62.98
<b>Architectural Fountains, Inc.</b>					
	Bill	05/04/2023	6 inch screen on fountain	Fountain in Lake	350.00
<b>Batteries Plus Bulbs</b>					
	Credit Card Charge	05/01/2023	batteries for truck	Ford F250 Maintenance & Repair	182.03
<b>Centra Care</b>					
	Bill	05/01/2023	Maint drug test	Club Facility Maintenance	35.00
<b>Home Depot</b>					
	Credit Card Charge	05/03/2023	water line to park pvc pi	Park Facility Maintenance	108.54
	Credit Card Charge	05/03/2023	water line to park pvc pi	Park Facility Maintenance	24.36
	Credit Card Charge	05/11/2023	Drainage in park concre	NaturePath/Trail/Drainage Maint	144.55
	Credit Card Charge	05/12/2023	water line to park pvc pi	Park Facility Maintenance	141.69
	Credit Card Charge	05/23/2023	Ryobi batteries	Misc. Landscape Maintenance	199.00
<b>Lowe's Commerical Services</b>					
	Credit Card Charge	05/23/2023	Buckets & cleaner	Misc. Landscape Maintenance	88.42
<b>Mainscape</b>					
	Bill	05/31/2023	Irrigation Repair	Irrigation Maintenance	340.00
<b>Nixalite of America</b>					
	Credit Card Charge	05/05/2023	Bird Wire	Misc. Landscape Maintenance	178.70
<b>SiteOne Landscape Supply</b>					
	Credit Card Charge	05/18/2023	Single wall pipe	NaturePath/Trail/Drainage Maint	331.50
	Credit Card Charge	05/23/2023	Single wall pipe	NaturePath/Trail/Drainage Maint	110.50
<b>Sunbelt Rentals</b>					
	Credit Card Charge	05/10/2023	Rental for trencher	NaturePath/Trail/Drainage Maint	1,167.52
	Credit Card Charge	05/10/2023	Rental for trencher	NaturePath/Trail/Drainage Maint	33.86
<b>Wal-Mart</b>					
	Credit Card Charge	05/23/2023	Water	Clubhouse Supplies	18.32
<b>TOTAL</b>					<b>3,551</b>