

*Adopted Budget
Fiscal Year 2012*

*Central Lake Community
Development District*

September 2, 2011



Central Lake
Community Development District

Proposed Budget
Water & Sewer Fund

| DESCRIPTION | ADOPTED BUDGET FY 2011 | ACTUAL THRU 07/31/11 | PROJECTED NEXT 2 MONTHS | TOTAL PROJECTED @ 09/30/11 | ADOPTED BUDGET FY 2012 |
|---------------------------------------|------------------------------|----------------------------|-------------------------------|----------------------------------|------------------------------|
| REVENUES: | | | | | |
| CIAC/Meter Fees | \$0 | \$3,775 | \$0 | \$3,775 | \$0 |
| CIAC/Expansion Property | \$0 | \$0 | \$0 | \$0 | \$0 |
| Water Revenue | \$120,000 | \$118,707 | \$23,741 | \$142,448 | \$125,000 |
| Sewer Revenue | \$130,000 | \$116,586 | \$23,317 | \$139,903 | \$150,996 |
| Wholesale Sewer Revenue | \$2,000 | \$1,750 | \$350 | \$2,100 | \$2,000 |
| Mission Inn Irrigation | \$2,500 | \$3,304 | \$661 | \$3,965 | \$3,240 |
| Las Colinas HOA Irrigation | \$25,000 | \$26,932 | \$5,386 | \$32,318 | \$26,400 |
| Miscellaneous Income | \$1,000 | \$2,053 | \$411 | \$2,464 | \$1,000 |
| TOTAL REVENUES | \$280,500 | \$273,107 | \$53,866 | \$326,973 | \$308,636 |
| EXPENDITURES: | | | | | |
| <i>Administrative</i> | | | | | |
| Attorneys Fees | \$9,000 | \$1,107 | \$369 | \$1,476 | \$9,000 |
| Engineering | \$7,000 | \$2,868 | \$956 | \$3,824 | \$7,000 |
| Annual Audit | \$7,500 | \$3,750 | \$0 | \$3,750 | \$7,500 |
| Management Fees | \$35,000 | \$29,168 | \$5,834 | \$35,002 | \$35,000 |
| Computer Time | \$2,000 | \$1,667 | \$333 | \$2,000 | \$2,000 |
| Telephone | \$250 | \$0 | \$50 | \$50 | \$250 |
| Postage | \$2,500 | \$1,324 | \$441 | \$1,765 | \$2,500 |
| Insurance | \$6,500 | \$5,250 | \$0 | \$5,250 | \$6,500 |
| Printing & Bidding | \$1,000 | \$506 | \$169 | \$675 | \$1,000 |
| Legal Advertising | \$750 | \$278 | \$93 | \$371 | \$750 |
| Office Supplies | \$350 | \$126 | \$90 | \$216 | \$350 |
| Dues & Licenses | \$200 | \$175 | \$0 | \$175 | \$200 |
| Other Current Charge | \$1,000 | \$516 | \$172 | \$688 | \$1,000 |
| Total Administrative | \$73,050 | \$46,735 | \$8,507 | \$55,242 | \$73,050 |
| <i>Operations</i> | | | | | |
| Electric | \$30,000 | \$26,038 | \$8,679 | \$34,717 | \$38,250 |
| Testing | \$20,000 | \$11,278 | \$3,759 | \$15,037 | \$20,000 |
| Sludge Pumping | \$12,000 | \$4,418 | \$1,473 | \$5,891 | \$10,000 |
| Labor | \$30,000 | \$7,195 | \$2,398 | \$9,593 | \$30,000 |
| Chemicals | \$10,000 | \$2,985 | \$995 | \$3,980 | \$10,000 |
| Repairs | \$30,000 | \$32,317 | \$10,772 | \$43,089 | \$40,000 |
| Mowing | \$12,000 | \$3,300 | \$660 | \$3,960 | \$10,000 |
| Backup Fuel | \$1,500 | \$0 | \$1,500 | \$1,500 | \$1,500 |
| Cart Lease | \$1,200 | \$0 | \$1,200 | \$1,200 | \$1,200 |
| Vehicle Lease | \$0 | \$0 | \$0 | \$0 | \$0 |
| Dues & Licenses | \$2,000 | \$6,475 | \$500 | \$6,975 | \$10,000 |
| Quarterly Utility Maintenance | \$6,000 | \$0 | \$4,000 | \$4,000 | \$6,000 |
| (1) Plant Lease | \$32,750 | \$0 | \$132,988 | \$132,988 | \$38,636 |
| CIAC Credits - Expansion | \$0 | \$0 | \$0 | \$0 | \$0 |
| Water Conservation Consulting | \$5,000 | \$0 | \$0 | \$0 | \$5,000 |
| Water Conservation Education Projects | \$10,000 | \$0 | \$5,000 | \$5,000 | \$10,000 |
| Contingencies | \$5,000 | \$2,217 | \$1,584 | \$3,801 | \$5,000 |
| Total Operations | \$207,450 | \$96,223 | \$175,509 | \$271,732 | \$235,586 |
| TOTAL EXPENDITURES | \$280,500 | \$142,958 | \$184,015 | \$326,973 | \$308,636 |
| NET INCOME/(LOSS) | \$0 | \$130,149 | (\$130,149) | \$0 | \$0 |

(1) The Base Rent shall be the remaining cash and reserves following the payment of any and all expenses for the last fiscal year, less three (3) month's worth of expenses for the last fiscal year.



Expenses - Administrative

Attorneys Fees

The District's legal counsel will be providing general legal services, i.e. attendance and preparation for Board of Supervisors' meetings, review operating and maintenance contracts, etc.

Engineering

The District's engineer will be providing general engineering services to the District, i.e., attendance and preparation for Board of Supervisors' meetings, review of invoices and requisitions, and various projects assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required by Florida Statutes to contract with an independent certified public accountant for an annual audit of its books, records, and accounting procedures. This audit is conducted pursuant to State Law and Rules of the Auditor General.

Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide management, accounting and recording secretary services. These services include, but are not limited to, advertising, recording and transcribing of Board meetings, administrative services, budget preparation, financial reporting, and annual audits.

Computer Time

The District processes all of its financial activities, i.e. utility billing, accounts payable, financial statements, etc. on a mainframe computer leased by Governmental Management Services-Central Florida, LLC.

Telephone

Telephone and fax expenses.

Postage

The charges for the mailing of Board Meeting Agenda's, checks for vendors, invoices utility billing customers and any other required correspondence.



Printing & Binding

Printing and binding agenda packages for board meetings, printing of utility bills, stationary, envelopes etc.

Insurance

The District currently has General Liability and Errors & Omissions Policy with the Florida League of Cities, Inc., who specializes in providing insurance coverage for governmental agencies. The amount is based the current policy plus anticipated future activity.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Office Supplies

The District incurs charges for supplies that may need to be purchased during the fiscal year including copier and printer toner cartridges, paper, pens, file folders, labels, paper clips, binders, pens and other such office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Community Affairs for \$175.

Other Current Charges

Represents bank charges and any other miscellaneous expenses incurred during the year.

Expenses – Operations

Electric

The District currently has six (6) accounts with Progress Energy Florida, Inc. They are as follows:

| <i>Account #</i> | <i>Service Address</i> | <i>Monthly</i> | <i>Annually</i> |
|------------------|----------------------------------|----------------|------------------|
| 92055 71123 | 26000 Avenida Las Colinas Lift | \$140 | \$ 1,680 |
| 76341 28598 | 10400 CR 48, Water Plant | \$1080 | \$12,960 |
| 80786 45368 | 10400 CR 48, Waste Water Plant | \$1,145 | \$13,740 |
| 00740 48570 | 26325 Avenida Las Colinas, Lift | \$16 | \$ 191 |
| 79672 47004 | 26325 Avenida Las Colinas, Sewer | \$502 | \$ 6,024 |
| 81168 00490 | 9251 Avenida San Pablo, Lift | \$15 | \$ 180 |
| | <u>Contingency</u> | | <u>\$ 3,475</u> |
| | TOTAL | | \$ 38,250 |



Testing

The District has contracted Plant Technicians, Inc. to provide monthly testing of the water.

Sludge Pumping

The District must have sludge pumped from the plant, transported out for treatment and disposal.

Labor

The District utilizes employees of Mission Inn Resort to perform various services on behalf of the District.

Chemicals

The District purchases various chemicals used in conjunction with the Wastewater treatment plant from The Dumont Company.

Repairs

Represents all maintenance and repair work performed in the District water facility.

Mowing

The District utilizes employees of Mission Inn Resort to mow/maintain District property.

Backup Fuel

The District must retain emergency power plant fuel.

Cart Lease

The District reimburses Mission Inn Resort \$80.00 per month for the use of a golf cart.

Dues & Licenses

Represents any necessary dues and licenses associated with the operation of the water and wastewater facility.

Quarterly Utility Maintenance

The District has a contract to service the water system to insure reliability. That contract calls for service on a quarterly basis.



Plant Lease

The Base Rent shall be the remaining cash and reserves following the payment of any and all expenses for the last fiscal year, less three (3) month's worth of expenses for the last fiscal year.

CIAC Credits – Expansion

Per Agreements between the Developers of the utility plant expansion and the District, upon payment of the CIAC, the developer will be reimbursed for 50% up to their actual contribution. Credits will be limited to 50% of each residential sewer CIAC until advanced costs are paid in full.

Water Conservation Consulting

The District has contacted the University of Florida to assist in the creation and implementation of water conservation programs.

Water Conservation Education

With the assistance of the University of Florida, periodically, the District distributes informational materials to all water customers related to water conservation.