

*Proposed Budget
Fiscal Year 2017*

*Central Lake Community
Development District*

April 22, 2016



Central Lake
Community Development District

Proposed Budget
Water & Sewer Fund

DESCRIPTION	ADOPTED BUDGET FY 2016	ACTUAL THRU 03/31/16	PROJECTED NEXT 6 MONTHS	TOTAL PROJECTED @ 09/30/16	PROPOSED BUDGET FY 2017
REVENUES:					
Water Revenue	\$132,000	\$66,615	\$66,000	\$132,615	\$132,000
Sewer Revenue	\$160,000	\$89,299	\$73,200	\$162,499	\$160,000
Wholesale Sewer Revenue	\$6,500	\$3,415	\$4,800	\$8,215	\$10,800
Mission Inn Irrigation	\$5,856	\$3,360	\$3,000	\$6,360	\$6,600
Las Colinas HOA Irrigation	\$45,000	\$30,581	\$30,000	\$60,581	\$54,000
Miscellaneous Income	\$1,000	\$853	\$750	\$1,603	\$1,000
CIAC/Capacity Fees	\$50,000	\$0	\$5,000	\$5,000	\$25,000
TOTAL REVENUES	\$400,356	\$194,123	\$182,750	\$376,873	\$389,400
EXPENDITURES:					
<i>Administrative</i>					
Attorneys Fees	\$11,500	\$0	\$3,000	\$3,000	\$10,000
Engineering	\$2,000	\$0	\$2,000	\$2,000	\$2,000
Annual Audit	\$3,900	\$0	\$3,900	\$3,900	\$4,100
Management Fees	\$35,000	\$17,500	\$17,500	\$35,000	\$35,000
Computer Time	\$2,000	\$1,000	\$1,000	\$2,000	\$2,000
Telephone	\$250	\$0	\$50	\$50	\$250
Postage	\$2,000	\$839	\$839	\$1,678	\$2,000
Insurance	\$3,332	\$3,332	\$0	\$3,332	\$3,332
Printing & Binding	\$1,000	\$157	\$250	\$407	\$500
Legal Advertising	\$1,250	\$909	\$303	\$1,212	\$1,250
Office Supplies	\$500	\$329	\$329	\$658	\$750
Property Taxes	\$2,000	\$2,459	\$0	\$2,459	\$2,500
Dues & Licenses	\$200	\$175	\$0	\$175	\$200
Other Current Charge	\$1,500	\$845	\$845	\$1,690	\$2,000
Total Administrative	\$66,432	\$27,545	\$30,016	\$57,561	\$65,882
<i>Operations</i>					
Electric	\$35,000	\$9,826	\$9,826	\$19,652	\$25,000
Testing	\$17,000	\$9,550	\$8,130	\$17,680	\$20,000
Sludge Pumping	\$9,000	\$8,358	\$8,358	\$16,716	\$1
Labor	\$10,000	\$3,598	\$4,317	\$7,915	\$8,000
Chemicals	\$7,200	\$2,937	\$4,112	\$7,049	\$7,200
Repairs	\$30,000	\$27,919	\$9,306	\$37,225	\$35,000
Mowing	\$2,000	\$345	\$1,035	\$1,380	\$2,000
Backup Fuel	\$1,500	\$0	\$1,500	\$1,500	\$1,500
Property Insurance	\$1,633	\$1,131	\$0	\$1,131	\$1,633
Dues & Licenses	\$2,500	\$251	\$1,139	\$1,390	\$2,500
Quarterly Utility Maintenance	\$4,000	\$0	\$4,000	\$4,000	\$4,000
Plant Lease	\$209,092	\$76,125	\$48,591	\$124,716	\$276,685
Flood Repairs	\$0	\$2,540	\$0	\$2,540	\$0
Contingencies	\$5,000	\$1,418	\$5,000	\$6,418	\$10,000
Total Operations	\$333,925	\$143,997	\$105,314	\$249,312	\$393,519
TOTAL EXPENDITURES	\$400,356	\$171,542	\$135,330	\$306,873	\$459,400
<i>Other Sources/(Uses)</i>					
Interfund Transfer In	\$0	\$0	\$0	\$0	\$70,000
Interfund Transfer Out	\$0	(\$30,000)	(\$40,000)	(\$70,000)	\$0
TOTAL OTHER	\$0	(\$30,000)	(\$40,000)	(\$70,000)	\$70,000
NET INCOME/(LOSS)	\$0	(\$7,419)	\$7,420	\$0	\$0

Revenues

CIAC/Meter Fees

Each new account that is added to the Utility system is charged for Contribution in Aid of Construction (CIAC) and a meter fee, and the current charges are as follows:

CIAC - Water	\$1,650
CIAC - Sewer	\$3,350
CIAC - Expansion	\$3,250
Meter Fee	\$ 475

Water Revenue

Represents charges for potable water consumption to the District's utility customers. The fee is based upon adopted rates set by the District's Board of Supervisors.

Sewer Revenue

Represents charges for wastewater treatment to the District's utility customers. The monthly fee is \$36.75 per residential sewer account for customers connected to potable water and sewer service and \$42 per residential account for customers connected only to sewer service.

Wholesale Sewer

Represents sewer only charged to **Town of Howey in the Hills** for metered sewer from the School and **Boondocks Restaurant** which pays a flat rate of \$264.00 per month.

Mission Inn Irrigation

Represents all the irrigation water used for Mission Inn Resort property.

Las Colinas HOA Irrigation

Currently there are 22 accounts, which represent irrigation water used by the HOA.

Miscellaneous Income

Each new account that is added to the Utility system or change in resident is charged an Activation fee. The District anticipates 4 new/changed connections for fiscal year 2017, and the current charge is \$50 per account. Also included in this category is Meter installations.

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. This expenses will be split 50/50 with the RAM fund.

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 Egis Insurance & Risk Advisors, who specializes in providing insurance coverage for governmental agencies. This expenses will be split 50/50 with the RAM fund.

Legal Advertising

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

Property Taxes

The District currently has two folios with Ad Valorem taxes. This expense is split 50/50 with the RAM fund.

2620250003-000-01300 2720250001-000-02400

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 Economic Opportunity for \$175.

Other Current Charges

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

Expenses – Operations

Electric

The District currently has five (5) accounts with Duke Energy. They are as follows:

<u>Account #</u>	<u>Service Address</u>	<u>Monthly</u>	<u>Annually</u>
92055 71123	26000 Avenida Las Colinas Lift	\$55	\$ 660
76341 28598	10400 CR 48, Water Plant	\$858	\$10,296
80786 45368	10400 CR 48, Waste Water Plant	\$1,100	\$13,200
00740 48570	26325 Avenida Las Colinas, Lift	\$17	\$ 204
81168 00490	9251 Avenida San Pablo, Lift	\$18	\$ 216
	<u>Contingency</u>		<u>\$ 6,675</u>
	TOTAL		\$ 31,250

This expense will be allocated 80% to Water/Sewer (\$25,000) and 20% to RAM (\$6,250).

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. This expense will be split 90/10 with the RAM fund.

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.

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 lease rent paid to Sewer & Water Plant Investments, LLC. It is paid as a fixed monthly amount of \$12,687.50, plus year end surplus revenues calculated based upon agreement with the District.

Central Lake

Community Development District

Proposed Budget

RAM Revenue Fund

DESCRIPTION	ADOPTED BUDGET FY 2016	ACTUAL THRU 03/31/16	PROJECTED NEXT 6 MONTHS	TOTAL PROJECTED @ 09/30/16	PROPOSED BUDGET FY 2017
REVENUES:					
RAM Revenue	\$52,780	\$31,184	\$63,096	\$94,280	\$126,192
Misc/Penalty	\$100	\$474	\$150	\$624	\$500
TOTAL REVENUES	\$52,880	\$31,658	\$63,246	\$94,904	\$126,692
EXPENDITURES:					
<i>Administrative</i>					
Attorneys Fees	\$10,000	\$24,539	\$10,000	\$34,539	\$10,000
Postage	\$100	\$0	\$50	\$50	\$100
Insurance	\$3,332	\$3,332	\$0	\$3,332	\$3,332
Property Taxes	\$1,500	\$0	\$0	\$0	\$1,500
Other Current Charge	\$1,000	\$0	\$500	\$500	\$1,000
<i>Operations</i>					
Electric	\$5,000	\$2,457	\$2,400	\$4,857	\$6,250
Repairs & Maintenance	\$5,000	\$0	\$5,000	\$5,000	\$5,000
Mowing	\$8,000	\$1,380	\$4,400	\$5,780	\$8,000
Insurance	\$1,633	\$1,131	\$0	\$1,131	\$1,633
Chemicals	\$800	\$81	\$700	\$781	\$800
Permits	\$0	\$10,130	\$0	\$10,130	\$5,000
Reserves	\$16,516	\$0	\$5,539	\$5,539	\$14,078
Contingencies	\$0	\$77,859	\$0	\$77,859	\$0
TOTAL EXPENDITURES	\$52,880	\$120,909	\$28,589	\$149,498	\$56,692
<i>Other Sources/(Uses)</i>					
Interfund Transfer In	\$0	\$30,000	\$40,000	\$70,000	\$0
Interfund Transfer Out	\$0	\$0	\$0	\$0	(\$70,000)
TOTAL OTHER	\$0	\$30,000	\$40,000	\$70,000	(\$70,000)
NET INCOME/(LOSS)	\$0	(\$59,251)	\$74,657	\$15,406	\$0

Revenues

RAM Revenue

The District adopted a Reservation and Maintenance Fee ("RAM Fee"). The fee is \$4.00 per month per equivalent residential connection (ERC).

Miscellaneous Income

Represents penalties on RAM accounts for late payment of monthly charges. The rate is 1.5% per month on outstanding balances.

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. This expenses will be split 50/50 with the W/S fund.

Insurance

The District currently has General Liability and Errors & Omissions Policy with the Egis Insurance & Risk Advisors, who specializes in providing insurance coverage for governmental agencies. This expenses will be split 50/50 with the W/S fund.

Property Taxes

The District currently has two folios with Ad Valorem taxes:

2620250003-000-01300
2720250001-000-02400

This expense is split 50/50 with the W/S fund.

Other Current Charges

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

Expenses – Operations

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Repairs & Maintenance

Represents all maintenance and repair work performed in the facility.

Mowing

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Chemicals

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