

LAKE BERNADETTE
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2015

Version 4 - Final Budget:
(Adopted at July 29, 2014 meeting)

Prepared by:



Table of Contents

	<u>Page #</u>
<u>OPERATING BUDGET</u>	
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balances	1-2
Exhibit A - Allocation of Fund Balances	3
Budget Narrative	4-8
<u>DEBT SERVICE BUDGETS</u>	
Series 2008	
Summary of Revenues, Expenditures and Changes in Fund Balances	9
Amortization Schedule	10
Budget Narrative	11
<u>SUPPORTING BUDGET SCHEDULES</u>	
2014-2015 Non-Ad Valorem Assessment Summary	12

Lake Bernadette
Community Development District

Operating Budget
Fiscal Year 2015

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2015 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2012	FY 2013	BUDGET FY 2014	THRU JUN-2014	JUL- SEP-2014	PROJECTED FY 2014	BUDGET FY 2015
REVENUES							
Interest - Investments	\$ 4,683	\$ 3,524	\$ 2,500	\$ 1,416	\$ 472	\$ 1,888	\$ 1,700
Room Rentals	1,661	1,659	1,500	949	400	1,349	1,100
Interest - Tax Collector	-	26	-	-	-	-	-
Special Assmnts- Tax Collector	535,372	519,680	538,138	519,133	19,004	538,137	555,255
Special Assmnts- Delinquent	-	3,624	-	198	-	198	-
Special Assmnts- Discounts	(19,005)	(18,645)	(21,525)	(18,821)	-	(18,821)	(22,210)
Other Miscellaneous Revenues	49	49	-	1,112	-	1,112	-
Newsletter Ad	-	-	-	25	-	25	-
Access Cards	340	240	275	220	50	270	240
Recreation Membership	1,625	1,300	650	975	300	1,275	1,300
TOTAL REVENUES	524,725	511,457	521,538	505,207	20,226	525,433	537,385
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,800	9,400	10,000	6,600	3,000	9,600	10,000
FICA Taxes	597	719	765	505	230	735	765
ProfServ-Dissemination Agent	1,000	-	1,000	-	1,000	1,000	1,000
ProfServ-Engineering	14,229	5,540	9,000	1,475	3,000	4,475	9,000
ProfServ-Legal Services	6,801	3,549	5,000	3,620	1,207	4,827	7,120
ProfServ-Mgmt Consulting Serv	52,150	52,100	52,100	40,173	11,927	52,100	52,100
ProfServ-Property Appraiser	150	150	150	150	-	150	150
ProfServ-Trustee	3,771	3,771	3,800	3,771	-	3,771	4,337
Auditing Services	6,990	6,500	6,990	6,500	-	6,500	6,500
Communication - Telephone	7	4	50	-	-	-	-
Postage and Freight	997	1,128	1,000	870	290	1,160	1,000
Insurance - General Liability	11,480	11,708	14,000	12,059	-	12,059	15,083
Printing and Binding	1,440	1,044	1,500	660	800	1,460	1,500
Legal Advertising	673	452	1,000	70	680	750	750
Miscellaneous Services	2,136	2,383	2,500	2,139	713	2,852	2,500
Misc-Assessmnt Collection Cost	4,322	5,166	10,763	9,756	380	10,136	11,105
Office Supplies	66	5	150	-	75	75	150
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	114,784	103,794	119,943	88,523	23,301	111,824	123,235
<i>Field</i>							
Payroll-General Staff	66,678	76,064	75,700	56,331	18,777	75,108	77,160
FICA Taxes	5,101	5,819	5,791	4,309	1,436	5,745	5,903
Life and Health Insurance	5,132	6,523	7,000	5,152	1,717	6,869	7,556
Workers' Compensation	2,416	2,888	3,099	3,255	-	3,255	3,566
Contracts-Janitorial Services	8,820	9,410	12,000	6,415	2,138	8,553	8,300
Contracts-Security Services	3,861	1,657	2,000	1,480	493	1,973	2,000
Contracts-Landscape	58,389	45,288	45,288	33,966	11,322	45,288	48,300
Travel	461	502	600	215	300	515	600
Communication - Telephone	2,308	2,418	2,500	1,879	626	2,505	2,500
Utility - Cable TV Billing	3,792	3,830	4,000	2,942	981	3,923	4,000
Electricity - General	16,396	14,556	20,000	10,891	3,630	14,521	20,000
Electricity - Streetlighting	39,029	38,069	42,000	28,696	9,565	38,261	42,000
Utility - Water	10,393	10,427	11,000	6,137	2,046	8,183	10,500
Utility - Gas	14,444	18,841	17,500	15,977	4,023	20,000	22,500
Utility - Refuse Removal	744	744	1,500	330	110	440	750

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2015 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2012	FY 2013	BUDGET FY 2014	THRU JUN-2014	JUL- SEP-2014	PROJECTED FY 2014	BUDGET FY 2015
R&M-Air Conditioning	551	956	3,000	33	1,500	1,533	1,540
R&M-Buildings	13,471	4,792	8,000	6,152	3,000	9,152	9,350
R&M-Equipment	16,434	8,987	10,000	5,057	4,000	9,057	10,000
R&M-Other Landscape	-	10,741	10,000	9,422	3,141	12,563	13,250
R&M-Irrigation	-	4,971	7,000	6,605	2,202	8,807	3,000
R&M-Lake	10,140	17,320	18,000	8,685	2,895	11,580	18,000
R&M-Pest Control	913	586	1,350	1,195	398	1,593	1,800
R&M-Pools	17,046	23,732	21,000	17,625	5,875	23,500	24,000
R&M-Wetland Monitoring	6,400	3,456	7,000	800	3,500	4,300	5,000
Misc-Contingency	6,869	8,811	17,263	2,881	8,000	10,881	17,000
Office Supplies	1,637	1,727	2,500	2,531	844	3,375	3,425
Cleaning Supplies	1,441	1,839	1,500	1,540	513	2,053	1,850
Op Supplies - Uniforms	375	469	500	475	25	500	500
Capital Outlay	26,203	-	10,000	-	-	-	10,000
Reserve - Clubhouse/Cabana	-	-	9,600	33,951	-	33,951	15,000
Reserve - Court Amenities	-	-	2,700	330	-	330	500
Reserve-Lake Embankm/Drainage	-	-	3,000	-	-	-	3,000
Reserve - Roadways	3,858	2,800	12,904	9,172	-	9,172	15,000
Reserve - Swimming Pools	-	-	6,300	-	-	-	6,300
Total Field	343,302	328,223	401,595	284,429	93,058	377,487	414,150
TOTAL EXPENDITURES	458,086	432,017	521,538	372,952	116,360	489,312	537,385
Excess (deficiency) of revenues							
Over (under) expenditures	66,639	79,440	-	132,255	(96,134)	36,121	(0)
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	(0)
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	(0)
Net change in fund balance	66,639	79,440	-	132,255	(96,134)	36,121	(0)
FUND BALANCE, BEGINNING	568,286	634,925	714,365	714,365	-	714,365	750,486
FUND BALANCE, ENDING	\$ 634,925	\$ 714,365	\$ 714,365	\$ 846,620	\$ (96,134)	\$ 750,486	\$ 750,486

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2015	\$ 750,486
Net Change in Fund Balance - Fiscal Year 2015	(0)
Reserves - Fiscal Year 2015 Additions	39,800
Total Funds Available (Estimated) - 9/30/2015	790,286

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits	835
Subtotal	<u>835</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		134,346 ⁽¹⁾
Reserves - Clubhouse/Cabana	3,587 ⁽²⁾	
FY 2014 Funding	9,600	
FY 2015 Funding	15,000	28,187
Reserves - Court Amenities	17,366 ⁽²⁾	
FY 2014 Funding	2,700	
FY 2015 Funding	500	20,566
Reserves - Lake Embank/Drainage	9,162 ⁽²⁾	
FY 2014 Funding	3,000	
FY 2015 Funding	3,000	15,162
Reserves - Roadways	29,401 ⁽²⁾	
FY 2014 Funding	12,904	
FY 2015 Funding	15,000	57,305
Reserves - Swimming Pools	26,795 ⁽²⁾	
FY 2014 Funding	6,300	
FY 2015 Funding	6,300	39,395
Subtotal		<u>294,961</u>

Total Allocation of Available Funds	295,796
--	----------------

Total Unassigned (undesignated) Cash	\$ <u>494,490</u>
---	--------------------------

Notes

- (1) Represents approximately 3 months of operating expenditures
- (2) Reserve balance as of June 30, 2014, includes fy 2014 expenses

Budget Narrative
Fiscal Year 2015

REVENUES

Interest-Investments

The District earns interest on the monthly average collected balance for their operating accounts.

Room Rentals

The District receives fees for clubhouse rentals.

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

Access Cards

The District receives fees for pool access cards and keys.

Recreation Membership

The District receives fees for non-resident memberships.

EXPENDITURES

Administrative

P/R-Board of Supervisors

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending all of the meetings.

Professional Services - Dissemination Agent

The District is required by the Securities and Exchange Commission to comply with Rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

Professional Services-Engineering

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

Professional Services-Legal Services

The District's Attorney provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

Budget Narrative
Fiscal Year 2015

EXPENDITURES

Administrative (continued)

Professional Services-Management Consulting Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Severn Trent Environmental Services, Inc. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Professional Services-Property Appraiser

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The budgeted amount for property appraiser costs is based on a flat fee of \$150.

Professional Services - Trustee

The District issued Series Special Assessment Bonds that are deposited with a Trustee to handle all trustee matters. The annual trustee fee is based on standard fees charged plus any out-of-pocket expenses.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter, including for a moderate increase.

Communication-Telephone

Telephone and fax transmission expenditures.

Postage and Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance-General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Preferred Governmental Insurance Trust. They specialize in providing insurance coverage to governmental agencies. The budgeted amount allows for a projected increase in the premium.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

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

Miscellaneous Services

This includes monthly bank charges and other miscellaneous expenses that may be incurred during the year.

Budget Narrative
Fiscal Year 2015

EXPENDITURES

Administrative (continued)

Miscellaneous-Assessment Collection Costs

The District reimburses the Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budgeted amount for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District Filing Fee

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

Field

Payroll-General Staff

Payroll for employees utilized in the field for operations and maintenance of District assets.

FICA Taxes

Payroll taxes for employees.

Life and Health Insurance

Insurance for employees.

Workers' Compensation

Workers' compensation for employees.

Contracts-Janitorial Services

Expenses incurred for cleaning services for the District.

Contracts-Security Service

Expenses incurred for security services for the District.

Contracts-Landscape

The District currently has a contract with a landscape firm to provide landscaping services for the District.

Travel

Reimbursement for mileage of field services personnel.

Communication-Telephone

Telephone and fax machine expenses for field services.

Utility-Cable TV Billing

Cable TV usage for District.

Electricity-General

Electricity usage for District facilities and assets.

Electricity-Streetlighting

Streetlighting usage for District facilities and assets.

Budget Narrative
Fiscal Year 2015

EXPENDITURES

Field (continued)

Utility-Water

Water irrigation usage for District facilities and assets.

Utility-Gas

Gas usage for District facilities and assets.

Utility-Refuse Removal

Refuse removal for District facilities.

R&M-Air Conditioning

The District periodically implements needed repairs to ensure maintenance of the air conditioning system.

R&M-Buildings

The District periodically implements needed repairs to ensure maintenance of the District buildings.

R&M-Equipment

The District periodically implements needed repairs to ensure maintenance of the District equipment.

R&M-Other Landscape

The District periodically adds items to enhance the landscape.

R&M-Irrigation

The District periodically implements needed repairs to ensure maintenance of the irrigation system.

R&M-Lake

This includes repairs and maintenance of the lakes to ensure proper flow and function of the storm water system.

R&M-Pest Control

This includes periodic application of pesticides to District facilities to ensure a pest free, safe and healthy environment.

R&M-Pools

The District currently utilizes a pool maintenance company to ensure the proper operations and maintenance of the swimming pools.

R&-Wetland Monitoring

Expenses incurred for Wetland Monitoring and for needed maintenance.

Misc-Contingency

The District will utilize contingency funds as needed for unforeseen and/or emergency expenditures.

Office Supplies

The District will provide necessary consumable supplies to operate District facilities.

Cleaning Supplies

The District will provide necessary consumable cleaning supplies to operate District facilities.

Operating Supplies-Uniforms

The District will provide uniforms for clubhouse staff.

Budget Narrative
Fiscal Year 2015

EXPENDITURES

Field (continued)

Capital Outlay

The District will replace existing equipment or purchase new equipment for District facilities.

Reserve-Clubhouse/Cabana

The District will set aside funds to ensure repair and/or replacement of the clubhouse and cabana.

Reserve-Court Amenities

The District will set aside funds to ensure repair and/or replacement of the court amenities.

Reserve-Lake Embankment/Drainage

The District will set aside funds to ensure repair and/or replacement of the lake embankment and drainage.

Reserve-Roadways

The District will set aside funds to ensure repair and/or replacement of the roadways.

Reserve-Swimming Pools

The District will set aside funds to ensure repair and/or replacement of the swimming pools.

Lake Bernadette
Community Development District

Debt Service Budgets
Fiscal Year 2015

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2015 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2012	ACTUAL FY 2013	ADOPTED BUDGET FY 2014	ACTUAL THRU JUN-2014	PROJECTED JUL- SEP-2014	TOTAL PROJECTED FY 2014	ANNUAL BUDGET FY 2015
REVENUES							
Interest - Investments	\$ 88	\$ 82	\$ -	\$ 62	\$ -	\$ 62	\$ -
Special Assmnts- Tax Collector	324,387	314,879	326,015	314,548	11,467	326,015	326,015
Special Assmnts- Delinquent	-	2,196	-	120	-	120	-
Special Assmnts- Discounts	(11,515)	(11,297)	(13,041)	(11,404)	-	(11,404)	(13,041)
TOTAL REVENUES	312,960	305,860	312,974	303,326	11,467	314,793	312,974
EXPENDITURES							
<i>Debt Service</i>							
Misc-Assessmnt Collection Cost	6,096	5,949	6,520	5,911	229	6,140	6,520
Principal Debt Retirement	240,000	250,000	265,000	265,000	-	265,000	275,000
Principal Prepayments	-	-	-	5,000	-	5,000	-
Interest Expense	68,315	58,163	47,588	47,482	-	47,482	36,167
Total Debt Service	314,411	314,112	319,108	323,393	229	323,622	317,687
TOTAL EXPENDITURES	314,411	314,112	319,108	323,393	229	323,622	317,687
Excess (deficiency) of revenues Over (under) expenditures	(1,451)	(8,252)	(6,134)	(20,067)	11,238	(8,829)	(4,712)
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	(6,134)	-	-	-	(4,712)
TOTAL OTHER SOURCES (USES)	-	-	(6,134)	-	-	-	(4,712)
Net change in fund balance	(1,451)	(8,252)	(6,134)	(20,067)	11,238	(8,829)	(4,712)
FUND BALANCE, BEGINNING	91,408	89,957	81,705	81,705	-	81,705	72,876
FUND BALANCE, ENDING	\$ 89,957	\$ 81,705	\$ 75,571	\$ 61,638	\$ 11,238	\$ 72,876	\$ 68,163

Debt Amortization
Special Assessment Revenue Refunding Bonds, Series 2008

<u>Date</u>	<u>Extraordinary Redemptions</u>	<u>Principal Retirement</u>	<u>Interest Expense</u>	<u>Principal Balance</u>	<u>Fiscal Total</u>
11/1/2014			\$18,083.25	\$855,000.00	\$311,166.50
5/1/2015		\$275,000.00	\$18,083.25	\$580,000.00	
11/1/2015			\$12,267.00	\$580,000.00	\$309,534.00
5/1/2016		\$285,000.00	\$12,267.00	\$295,000.00	
11/1/2016			\$6,239.25	\$295,000.00	\$307,478.50
5/1/2017		\$295,000.00	\$6,239.25	\$0.00	
	<u>\$5,000.00</u>	<u>\$855,000.00</u>	<u>\$73,179.00</u>		<u>\$928,179.00</u>

Budget Narrative
Fiscal Year 2015

REVENUES

Interest-Investments

The District earns interest income on their trust accounts with US Bank.

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the debt service expenditures during the Fiscal Year.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Administrative

Miscellaneous-Assessment Collection Cost

The District reimburses the County Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budgeted amount for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Lake Bernadette
Community Development District

Supporting Budget Schedules
Fiscal Year 2015

LAKE BERNADETTE
Community Development District

Comparison of Assessment Rates
Fiscal Year 2015 vs. Fiscal Year 2014

Product	General Fund 001 (O&M)			Debt Service			Total Assessments per Unit			Units
	FY 2015	FY 2014	Percent Change	FY 2015	FY 2014	Percent Change	FY 2015	FY 2014	Percent Change	
Single Family	\$620.40	\$601.27	3.2%	\$374.73	\$374.73	0%	\$995.13	\$976.00	2.0%	895.00