

2024

SUNCOAST

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024 PROPOSED ANNUAL OPERATING BUDGET



June 23, 2023

SUNCOAST

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024 PROPOSED ANNUAL OPERATING BUDGET

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June 23, 2023

SUNCOAST

COMMUNITY DEVELOPMENT DISTRICT

Budget Introduction

Background Information

The Suncoast Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2024, which begins on October 1, 2023. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities Financed by Non-Ad Valorem Assessments
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2014 Capital Improvement Revenue Refunding Bonds

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

SUNCOAST

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2023 Final Operating Budget	Current Period Actuals 10/1/22 - 2/28/23	Projected Revenues & Expenditures 3/1/23 to 9/30/23	Total Actuals and Projections Through 9/30/23	Over/(Under) Budget Through 9/30/23
Revenues					
Special Assessments - Service Charges					
Operations & Maintenance Assmts-Tax Roll	408,818.00	396,808.00	12,010.00	408,818.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	408,818.00	396,808.00	12,010.00	408,818.00	0.00
Interest Earnings					
Interest Earnings	0.00	13.00	1.57	14.57	14.57
TOTAL INTEREST EARNINGS	0.00	13.00	1.57	14.57	14.57
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCE					
Developer Contributions	0.00	0.00	65,434.07	65,434.07	65,434.07
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCE	0.00	0.00	65,434.07	65,434.07	65,434.07
Total Revenues	\$408,818.00	\$396,821.00	\$77,445.64	\$474,266.64	\$65,448.64
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	12,000.00	4,200.00	7,800.00	12,000.00	0.00
TOTAL LEGISLATIVE	\$12,000.00	\$4,200.00	\$7,800.00	\$12,000.00	\$0.00
FINANCIAL & ADMINISTRATIVE					
District Management	40,000.00	13,483.00	26,517.00	40,000.00	0.00
District Engineer	3,500.00	900.00	375.00	1,275.00	(2,225.00)
Disclosure Report	1,000.00	0.00	1,000.00	1,000.00	0.00
Trustees Fees	4,800.00	4,649.00	151.00	4,800.00	0.00
Auditing Services	6,400.00	0.00	6,400.00	6,400.00	0.00
Arbitrage Rebate Calculation	650.00	650.00	5,550.00	6,200.00	5,550.00
Rentals & Leases	1,650.00	0.00	1,650.00	1,650.00	0.00
Postage, Phone, Faxes, Copies	200.00	139.00	1,511.00	1,650.00	1,450.00
Legal Advertising	500.00	0.00	247.00	247.00	(253.00)
Bank Fees	63.00	0.00	50.00	50.00	(13.00)
Dues, Licenses & Fees	175.00	175.00	298.00	473.00	298.00
Office Supplies	100.00	0.00	100.00	100.00	0.00
ADA Website Compliance	1,500.00	0.00	1,500.00	1,500.00	0.00
Website Development & Maintenance	1,500.00	500.00	1,000.00	1,500.00	0.00
Interest	2,500.00	0.00	2,500.00	2,500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$64,538.00	\$20,496.00	\$48,849.00	\$69,345.00	\$4,807.00
LEGAL COUNSEL					
District Counsel	3,500.00	451.00	934.00	1,385.00	(2,115.00)
TOTAL LEGAL COUNSEL	\$3,500.00	\$451.00	\$934.00	\$1,385.00	(\$2,115.00)
INSURANCE					
Public Officials Liability Insurance	3,142.00	2,814.00	0.00	2,814.00	(328.00)
General Liability Insurance	3,877.00	3,473.00	0.00	3,473.00	(404.00)
Property Casualty Insurance	10,066.00	9,228.00	0.00	9,228.00	(838.00)
TOTAL INSURANCE	\$17,085.00	\$15,515.00	\$0.00	\$15,515.00	(\$1,570.00)
ELECTRIC UTILITY SERVICES					
Electric Utility Services	16,000.00	5,408.00	39,671.00	45,079.00	29,079.00
Utility Services	0.00	0.00	0.00	0.00	0.00
Street Lights	30,000.00	23,253.00	0.00	23,253.00	(6,747.00)
TOTAL ELECTRIC UTILITY SERVICES	\$46,000.00	\$28,661.00	\$39,671.00	\$68,332.00	\$22,332.00
WATER-SEWER COMBINATION SERVICES					
Utility Services	0.00	0.00	0.00	0.00	0.00
Water Utility Services	300.00	154.00	88.50	242.50	(57.50)
TOTAL WATER-SEWER COMBINATION SERVICES	\$300.00	\$154.00	\$88.50	\$242.50	(\$57.50)
STORMWATER CONTROL					
Aquatic Contract	13,000.00	4,850.00	6,790.00	11,640.00	(1,360.00)
Mitigation Area Monitoring & Maintenance	1,000.00	0.00	1,000.00	1,000.00	0.00
Lake/Pond Bank Maintenance	2,500.00	0.00	2,500.00	2,500.00	0.00
Aquatic Plant Replacement	2,500.00	0.00	2,500.00	2,500.00	0.00
Capital Improvements	7,500.00	0.00	4,312.50	4,312.50	(3,187.50)
TOTAL STORMWATER CONTROL	\$26,500.00	\$4,850.00	\$17,102.50	\$21,952.50	(\$4,547.50)
OTHER PHYSICAL ENVIRONMENT					
Debt Service - Manual Billing	116,674.00	0.00	116,674.00	116,674.00	0.00
Debt Service - Loan	0.00	0.00	0.00	0.00	0.00
Field Services	0.00	0.00	0.00	0.00	0.00
Entrance, Monuments, Walls Maintenance & Repairs	2,000.00	0.00	2,000.00	2,000.00	0.00
Landscape Maintenance	65,000.00	39,055.00	25,945.00	65,000.00	0.00
Miscellaneous Maintenance	5,000.00	465.00	2,055.00	2,520.00	(2,480.00)
Landscape Maintenance - Other	4,000.00	1,594.00	2,406.00	4,000.00	0.00
Holiday Lights	4,000.00	4,250.00	0.00	4,250.00	250.00
Landscape Replacement Plants, Shrubs, Trees	10,000.00	12,153.00	2,047.00	14,200.00	4,200.00
Irrigation Repairs and Maintenance	4,500.00	3,277.00	4,293.50	7,570.50	3,070.50
Aquatic Other	1,197.00	0.00	1,197.00	1,197.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$212,371.00	\$60,794.00	\$156,617.50	\$217,411.50	\$5,040.50
ROAD & STREET FACILITIES					
Pavement & Signage Repairs	1,500.00	0.00	1,500.00	1,500.00	0.00
TOTAL ROAD & STREET FACILITIES	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00
CONTINGENCY					
Miscellaneous Fees	25,024.00	1,231.00	0.00	1,231.00	(23,793.00)
TOTAL CONTINGENCY	\$25,024.00	\$1,231.00	\$0.00	\$1,231.00	(\$23,793.00)
TOTAL EXPENDITURES	\$408,818.00	\$136,352.00	\$272,562.50	\$408,914.50	\$96.50
Excess Revenues Over (Under) Expenditures	\$0.00	\$260,469.00	(\$195,116.86)	\$65,352.14	\$65,352.14

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COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2023 Final Operating Budget	Current Period Actuals 10/1/22 - 2/28/23	Projected Revenues & Expenditures 3/1/23 to 9/30/23	Total Actuals and Projections Through 9/30/23	Over/(Under) Budget Through 9/30/23	Fiscal Year 2024 Proposed Operating Budget	Increase / (Decrease) from FY 2023 to FY 2024
Revenues							
Special Assessments - Service Charges							
Operations & Maintenance Assmts-Tax Roll	408,818.00	396,808.00	12,010.00	408,818.00	0.00	489,818.00	\$1,000.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$408,818.00	\$396,808.00	\$12,010.00	\$408,818.00	\$0.00	\$489,818.00	\$81,000.00
Interest Earnings							
Interest Earnings	0.00	13.00	1.57	14.57	14.57	0.00	0.00
TOTAL INTEREST EARNINGS	\$0.00	\$13.00	\$1.57	\$14.57	\$14.57	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCE							
Developer Contributions	0.00	0.00	65,434.07	65,434.07	65,434.07	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCE	\$0.00	\$0.00	\$65,434.07	\$65,434.07	\$65,434.07	\$0.00	\$0.00
Total Revenues	\$408,818.00	\$396,821.00	\$77,445.64	\$474,266.64	\$65,448.64	\$489,818.00	\$81,000.00
EXPENDITURES							
LEGISLATIVE							
Supervisor Fees	12,000.00	4,200.00	7,800.00	12,000.00	0.00	12,000.00	0.00
TOTAL LEGISLATIVE	\$12,000.00	\$4,200.00	\$7,800.00	\$12,000.00	\$0.00	\$12,000.00	\$0.00
FINANCIAL & ADMINISTRATIVE							
District Management	40,000.00	13,483.00	26,517.00	40,000.00	0.00	40,000.00	0.00
District Engineer	3,500.00	900.00	375.00	1,275.00	(2,225.00)	3,500.00	0.00
Disclosure Report	1,000.00	0.00	1,000.00	1,000.00	0.00	4,200.00	3,200.00
Trustees Fees	4,800.00	4,649.00	151.00	4,800.00	0.00	4,800.00	0.00
Auditing Services	6,400.00	0.00	6,400.00	6,400.00	0.00	6,400.00	0.00
Arbitrage Rebate Calculation	650.00	650.00	5,550.00	6,200.00	5,550.00	0.00	(650.00)
Rentals & Leases	1,650.00	0.00	1,650.00	1,650.00	0.00	2,000.00	350.00
Postage, Phone, Faxes, Copies	200.00	139.00	1,511.00	1,650.00	1,450.00	250.00	50.00
Legal Advertising	500.00	0.00	247.00	247.00	(253.00)	1,000.00	500.00
Bank Fees	63.00	0.00	50.00	50.00	(13.00)	100.00	37.00
Dues, Licenses & Fees	175.00	175.00	298.00	473.00	298.00	175.00	0.00
Office Supplies	100.00	0.00	100.00	100.00	0.00	100.00	0.00
ADA Website Compliance	1,500.00	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00
Website Development & Maintenance	1,500.00	500.00	1,000.00	1,500.00	0.00	1,500.00	0.00
Interest	2,500.00	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$64,538.00	\$20,496.00	\$48,849.00	\$69,345.00	\$4,807.00	\$68,025.00	\$3,487.00
LEGAL COUNSEL							
District Counsel	3,500.00	451.00	934.00	1,385.00	(2,115.00)	3,500.00	0.00
TOTAL LEGAL COUNSEL	\$3,500.00	\$451.00	\$934.00	\$1,385.00	(\$2,115.00)	\$3,500.00	\$0.00
INSURANCE							
Public Officials Liability Insurance	3,142.00	2,814.00	0.00	2,814.00	(328.00)	3,762.00	620.00
General Liability Insurance	3,877.00	3,473.00	0.00	3,473.00	(404.00)	4,652.00	775.00
Property Casualty Insurance	10,066.00	9,228.00	0.00	9,228.00	(838.00)	12,079.00	2,013.00
TOTAL INSURANCE	\$17,085.00	\$15,515.00	\$0.00	\$15,515.00	(\$1,570.00)	\$20,493.00	\$3,408.00
ELECTRIC UTILITY SERVICES							
Electric Utility Services	16,000.00	5,408.00	39,671.00	45,079.00	29,079.00	16,000.00	0.00
Utility Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Street Lights	30,000.00	23,253.00	0.00	23,253.00	(6,747.00)	40,000.00	10,000.00
TOTAL ELECTRIC UTILITY SERVICES	\$46,000.00	\$28,661.00	\$39,671.00	\$68,332.00	\$22,332.00	\$56,000.00	\$10,000.00
WATER-SEWER COMBINATION SERVICES							
Utility Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water Utility services	300.00	154.00	88.50	242.50	(57.50)	300.00	0.00
TOTAL WATER-SEWER COMBINATION SERVICES	\$300.00	\$154.00	\$88.50	\$242.50	(\$57.50)	\$300.00	\$0.00
STORMWATER CONTROL							
Aquatic Contract	13,000.00	4,850.00	6,790.00	11,640.00	(1,360.00)	13,000.00	0.00
Mitigation Area Monitoring & Maintenance	1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
Lake/Pond Bank Maintenance	2,500.00	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00
Aquatic Plant Replacement	2,500.00	0.00	2,500.00	2,500.00	0.00	2,000.00	(500.00)
Capital Improvements	7,500.00	0.00	4,312.50	4,312.50	(3,187.50)	13,000.00	5,500.00
TOTAL STORMWATER CONTROL	\$26,500.00	\$4,850.00	\$17,102.50	\$21,952.50	(\$4,547.50)	\$31,500.00	\$5,000.00
OTHER PHYSICAL ENVIRONMENT							
Debt Service - Manual Billing	116,674.00	0.00	116,674.00	116,674.00	0.00	0.00	(116,674.00)
Debt Service - Loan	0.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00
Field Services	0.00	0.00	0.00	0.00	0.00	18,000.00	18,000.00
Entrance, Monuments, Walls Maintenance & Repairs	2,000.00	0.00	2,000.00	2,000.00	0.00	6,000.00	4,000.00
Landscape Maintenance	65,000.00	39,055.00	25,945.00	65,000.00	0.00	100,000.00	35,000.00
Miscellaneous Maintenance	5,000.00	465.00	2,055.00	2,520.00	(2,480.00)	5,000.00	0.00
Landscape Maintenance - Other	4,000.00	1,594.00	2,406.00	4,000.00	0.00	6,000.00	2,000.00
Holiday Lights	4,000.00	4,250.00	0.00	4,250.00	250.00	5,000.00	1,000.00
Landscape Replacement Plants, Shrubs, Trees	10,000.00	12,153.00	2,047.00	14,200.00	4,200.00	15,000.00	5,000.00
Irrigation Repairs and Maintenance	4,500.00	3,277.00	4,293.50	7,570.50	3,070.50	10,000.00	5,500.00
Aquatic Other	1,197.00	0.00	1,197.00	1,197.00	0.00	1,500.00	303.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$212,371.00	\$60,794.00	\$156,617.50	\$217,411.50	\$5,040.50	\$196,500.00	(\$15,871.00)
ROAD & STREET FACILITIES							
Pavement and Signage Repairs	1,500.00	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00
TOTAL ROAD & STREET FACILITIES	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00
CONTINGENCY							
Miscellaneous Fees	25,024.00	1,231.00	0.00	1,231.00	(23,793.00)	100,000.00	74,976.00
TOTAL CONTINGENCY	\$25,024.00	\$1,231.00	\$0.00	\$1,231.00	(\$23,793.00)	\$100,000.00	\$74,976.00
TOTAL EXPENDITURES	\$408,818.00	\$136,352.00	\$272,562.50	\$408,914.50	\$96.50	\$489,818.00	\$81,000.00
Excess Revenues Over (Under) Expenditures	\$0.00	\$260,469.00	(\$195,116.86)	\$65,352.14	\$65,352.14	\$0.00	\$0.00

SUNCOAST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Miscellaneous Administration

This is required of the District to store its official records.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

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COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Investment Reporting Fees

This is to provide an investment report to the District on a quarterly basis.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Technology Services

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

Website Administration

This is for maintenance and administration of the District's official website.

Capital Outlay

This is to purchase new equipment as required.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Garbage/Solid Waste Control Services

Garbage Collection

This item is for pick up at the recreation facility and parks as needed.

Water-Sewer Combination Services

Water Utility Services

This item is for the potable and non-potable water used for irrigation.

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

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COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property Taxes

This item is for property taxes assessed to lands within the District.

Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

Pool Maintenance

This item is necessary to contract with a vendor to maintain the pool within state guidelines for

Clubhouse Maintenance

This item provides for operations, maintenance, and supplies to the District's Amenity Center.

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COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

REVENUES

Debt Service Assessments - Levied on Roll	365,538
Total Revenues	\$ 365,538

FISCAL YEAR 2018 DEBT SERVICE

Series 2014 Bond May 1 Principal Payment	240,000
Series 2014 Bond May 1 Interest Payment	64,869
Series 2014 Bond Nov. 1 Interest Payment	60,669
Total Expenditures	\$ 365,538

Excess of Revenues Over Expenditures	\$ -
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ANALYSIS OF BONDS OUTSTANDING

Maturity Date:	5/1/2034
Bonds Outstanding - Period Ending 11/1/2022:	\$ 3,255,000
Principal Payment Applied Toward Series 2014A Bonds:	\$ 240,000

Bonds Outstanding - Period Ending 11/1/2023	\$ 3,015,000
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SUNCOAST

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS

Unit Count	FISCAL YEAR 2023			FISCAL YEAR 2024			Increase / (Decrease) from FY 2023 to FY 2024
	O&M Per Unit	Debt Service Per Unit	TOTAL Annual CDD	O&M Per Unit	Debt Service Per Unit	TOTAL Annual CDD	
817	\$532.33	\$502.83	\$1,035.16	\$637.80	\$502.83	\$1,140.63	\$105.47