



Rizzetta & Company

Forest Creek Community Development District

**Board of Supervisors' Budget
Workshop Meeting
May 4, 2020**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950**

www.forestcreekcdd.org

**FOREST CREEK
COMMUNITY DEVELOPMENT DISTRICT**

Forest Creek Clubhouse, 11685 Old Florida Lane, Parrish, FL 34219

Board of Supervisors:	John Pigaga John Landi Darryl Steiner Bob Stewart Walter Wolf	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Michael Rodriguez	Rizzetta & Company, Inc.
District Counsel	Michelle Reiss	Appleton Reiss
District Engineer	Phil Chang	Johnson Engineering

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**Board of Supervisors
Forest Creek Community
Development District**

April 27, 2020

AGENDA

Dear Board Members:

The Budget Workshop of the Board of Supervisors of the Forest Creek Community Development District will be held on **Monday, May 4, 2020 at 1:00 p.m.** to be conducted by means of communications media technology telephone (929) 205-6099 ID#424-856-3677 pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the agenda for this meeting:

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS**
 - A. Discussion of proposed Budget for Fiscal Year 2020/2021.....Tab 1
 - B. Discussion Regarding 2019/2020 Capital Outlay Items
- 3. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions please do not hesitate to call us at (813) 533-2950.

Sincerely,

Michael Rodriguez

Michael Rodriguez
District Manager

Tab 1

Proposed Budget
Forest Creek Community Development District
General Fund
Fiscal Year 2020/2021

	Actual YTD through 03/31/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
1							
2	REVENUES						
3							694932
4	Interest Earnings						
5	Interest Earnings	\$ 734	\$ 1,468	\$ -	\$ 1,468	\$ -	
6	Special Assessments						
7	Tax Roll*	\$ 722,034	\$ 722,034	\$ 715,432	\$ 6,602	\$ 645,432	\$ (70,000)
8	Other Miscellaneous Revenues						
9	Miscellaneous Revenues	\$ 2,843	\$ 5,686	\$ -	\$ 5,686	\$ -	
10							
11	TOTAL REVENUES	\$ 725,611	\$ 729,188	\$ 715,432	\$ 13,756	\$ 645,432	\$ (70,000)
12							
13	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	
14							
15	TOTAL REVENUES AND BALANCE FORWARD	\$ 725,611	\$ 729,188	\$ 715,432	\$ 13,756	\$ 645,432	\$ (70,000)
16							
17	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.						
18							
19	EXPENDITURES - ADMINISTRATIVE						
20							
21	Legislative						
22	Supervisor Fees	\$ 6,000	\$ 14,000	\$ 14,000	\$ -	\$ 14,000	\$ - 14 meetings and workshops
23	Financial & Administrative						
24	Administrative Services	\$ 2,250	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ -
25	District Management	\$ 11,365	\$ 22,730	\$ 22,730	\$ -	\$ 22,730	\$ -
26	District Engineer	\$ 5,823	\$ 11,646	\$ 15,000	\$ 3,354	\$ 15,000	\$ -
27	Disclosure Report	\$ -	\$ 1,000	\$ 1,500	\$ 500	\$ 1,000	\$ (500) Contract with DAC is \$1,000
28	Trustees Fees	\$ 7,116	\$ 7,116	\$ 6,500	\$ (616)	\$ 6,500	\$ -
29	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
30	Financial & Revenue Collections	\$ 2,500	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
31	Accounting Services	\$ 9,000	\$ 18,000	\$ 18,000	\$ -	\$ 18,000	\$ -
32	Auditing Services	\$ -	\$ 5,900	\$ 5,900	\$ -	\$ 5,900	\$ - Will update amount with new contract
33	Arbitrage Rebate Calculation	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -
35	Rentals & Leases	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -
36	Public Officials Liability Insurance	\$ 2,506	\$ 2,506	\$ 2,363	\$ (143)	\$ 2,882	\$ 519 Estimate. 15% inc of \$2,506 FY 2021
37	Legal Advertising	\$ 536	\$ 1,072	\$ 750	\$ (322)	\$ 850	\$ 100
	Miscellaneous Mailings	\$ -	\$ 900	\$ 1,100	\$ 200	\$ 900	\$ (200) Mailing for budget hearing
38	Dues, Licenses & Fees	\$ 300	\$ 300	\$ 175	\$ (125)	\$ 175	\$ - Annual DEO fee
	Miscellaneous Fees	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ 200 As-needed updated debt service schedules
39	Website Hosting, Maintenance, Backup (and Email)	\$ 3,863	\$ 7,726	\$ 5,000	\$ (2,726)	\$ 7,730	\$ 2,730
40	Legal Counsel						
41	District Counsel	\$ 13,153	\$ 26,306	\$ 30,000	\$ 3,694	\$ 30,000	\$ -
42							
43	Administrative Subtotal	\$ 69,412	\$ 134,702	\$ 139,018	\$ 4,316	\$ 141,867	\$ 2,849
44							
45	EXPENDITURES - FIELD OPERATIONS						
46							
47	Law Enforcement						
48	Deputy	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)
49	Electric Utility Services						
50	Utility Services	\$ 18,407	\$ 36,814	\$ 40,000	\$ 3,186	\$ 38,000	\$ (2,000)
51	Water-Sewer Combination Services						
52	Utility Services	\$ 1,312	\$ 2,624	\$ 6,500	\$ 3,876	\$ 5,000	\$ (1,500)
53	Stormwater Control						
57	Stormwater System Maintenance	\$ 2,823	\$ 5,646	\$ 7,500	\$ 1,854	\$ 7,500	\$ -
54	Aquatic Maintenance	\$ 12,702	\$ 25,404	\$ 25,404	\$ -	\$ 25,404	\$ -
55	Wetland Monitoring & Maintenance	\$ 8,983	\$ 17,966	\$ 15,400	\$ (2,566)	\$ 15,400	\$ - Need to review invoices
56	Aeration Service Repairs & Maintenance	\$ 590	\$ 1,180	\$ 2,886	\$ 1,706	\$ 2,000	\$ (886)
58	Other Physical Environment						
60	General Liability Insurance	\$ 2,819	\$ 2,819	\$ 2,888	\$ 69	\$ 3,242	\$ 354 Estimate. 15% increase of \$2,819 FY 2021
59	Property Insurance	\$ 5,215	\$ 5,215	\$ 4,809	\$ (406)	\$ 5,997	\$ 1,188 Estimate. 15% increase of \$5,215 FY 2022
62	Landscape Maintenance	\$ 69,251	\$ 138,502	\$ 153,787	\$ 15,285	\$ 167,520	\$ 13,733 Proposed new contract allocation from Yellowstone
64	Irrigation Repairs	\$ 8,269	\$ 16,538	\$ 30,391	\$ 13,853	\$ 25,000	\$ (5,391) Proposed new contract allocation from Yellowstone
63	Holiday Decorations	\$ 5,850	\$ 5,850	\$ 6,000	\$ 150	\$ 6,000	\$ -
66	Landscape Miscellaneous	\$ 10,205	\$ 20,410	\$ 25,000	\$ 4,590	\$ 38,600	\$ 13,600 Rename? \$28,600 for mulch + \$10,000 for misc.
67	Field Services	\$ 4,500	\$ 9,000	\$ 9,000	\$ -	\$ 9,000	\$ -
68	Capital Improvement Loan	\$ 137,597	\$ 137,597	\$ 92,829	\$ (44,768)	\$ -	\$ (92,829) Loan was repaid in full Feb. 2020
69	Road & Street Facilities						
72	Street Sign Repair & Replacement	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 500	\$ (1,000)
71	Gate Facility Maintenance	\$ 7,502	\$ 15,004	\$ 15,000	\$ (4)	\$ 15,000	\$ -
70	Street Light Decorative Light Maintenance	\$ 8,410	\$ 16,820	\$ 5,000	\$ (11,820)	\$ 15,000	\$ 10,000
	Sidewalk Pressure Washing	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 10,000	\$ 5,000 Obtaining proposals, will update
73	Parks & Recreation						
74	Management Contract	\$ 13,836	\$ 27,672	\$ 35,200	\$ 7,528	\$ 35,200	\$ -
84	Security System Monitoring & Maintenance	\$ 2,808	\$ 5,616	\$ 5,300	\$ (316)	\$ 5,650	\$ 350
85	Maintenance & Repairs	\$ 7,905	\$ 15,810	\$ 20,000	\$ 4,190	\$ 20,000	\$ -
86	Telephone Fax, Internet	\$ 3,691	\$ 7,382	\$ 4,500	\$ (2,882)	\$ 7,400	\$ 2,900 Need to review invoices
75	Pool Permits	\$ -	\$ 375	\$ 500	\$ 125	\$ 375	\$ (125)
77	Pest Control	\$ -	\$ -	\$ 720	\$ 720	\$ 720	\$ - Continue to budget for this expense?
78	Computer Support, Maintenance & Repair	\$ 387	\$ 774	\$ 100	\$ (674)	\$ 500	\$ 400
79	Fitness Equipment Maintenance & Repairs	\$ 11	\$ 22	\$ 1,000	\$ 978	\$ 750	\$ (250)
76	Vehicle Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ - Golf Cart
81	Pool Service Contract	\$ 3,000	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ - New Contract Amount
80	Clubhouse - Facility Janitorial Service	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000) Why no expense this year?
83	Pool Repairs	\$ 2,576	\$ 5,152	\$ 12,000	\$ 6,848	\$ 5,000	\$ (7,000)
89	Fence Repairs & Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 250	\$ (750)
90	Trail/Gazebo Maintenance	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 1,000	\$ (2,000)
87	Playground Equipment and Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -
88	Miscellaneous Fees	\$ 188	\$ 376	\$ 1,200	\$ 824	\$ 1,000	\$ (200)
91	Contingency						
92	Miscellaneous Contingency	\$ 300	\$ 600	\$ 30,000	\$ 29,400	\$ 29,557	\$ (443)
93							
94	Field Operations Subtotal	\$ 339,134	\$ 527,168	\$ 576,414	\$ 49,246	\$ 503,565	\$ (72,849)
95							
96	Contingency for County TRIM Notice						
97							
98	TOTAL EXPENDITURES	\$ 408,546	\$ 661,870	\$ 715,432	\$ 53,562	\$ 645,432	\$ (70,000)
99							
100	EXCESS OF REVENUES OVER EXPENDITURES	\$ 317,065	\$ 67,318	\$ -	\$ 67,318	\$ -	\$ -
101							

\$2,306 was the POL. \$200 for volunteer coverage. Reclass to misc fees.

current proposed \$178,787 \$30,391 \$209,178 \$196,120 \$ 30,391 \$226,511

\$17,333

