

*Adopted Budget
Fiscal Year 2020*

*Wynnfield Lakes
Community Development District*

July 17, 2019



Wynnfield Lakes

Community Development District

TABLE OF CONTENTS

	Page #
<u>General Fund</u>	
Budget	1-2
Reserve Allocations	3
Budget Narrative	4-8
<u>Debt Service Fund</u>	
<i>Series 2014</i>	
Budget	9
Amortization Schedule	10
<u>Capital Reserve Fund</u>	
Budget	11

Wynnfield Lakes

Community Development District

General Fund

Description	Adopted Budget FY 2019	Actual Thru 5/31/2019	Projected Next 4 Months	Total Projected 9/30/2019	Adopted Budget FY 2020
Revenues					
Interest Income	\$15	\$535	\$200	\$735	\$300
Special Assessment - On Roll	\$528,955	\$529,199	\$1,335	\$530,534	\$528,955
Clubhouse Income	\$250	\$4,925	\$75	\$5,000	\$2,000
Total Revenues	\$529,220	\$534,659	\$1,610	\$536,269	\$531,255
Expenditures					
<i>Administrative</i>					
Supervisor Fees	\$6,000	\$4,000	\$2,000	\$6,000	\$6,000
FICA Expense	\$459	\$306	\$153	\$459	\$459
Engineering Fees	\$4,500	\$1,387	\$3,113	\$4,500	\$4,500
Arbitrage (Grau)	\$1,200	\$0	\$600	\$600	\$600
Trustee Fees (US Bank)	\$3,795	\$0	\$4,365	\$4,365	\$4,365
Assessment Roll (GMS)	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Attorney Fees (HGS)	\$20,000	\$8,490	\$11,510	\$20,000	\$20,000
Dissemination Agent (GMS)	\$1,100	\$817	\$283	\$1,100	\$1,100
Annual Audit (Grau)	\$3,800	\$3,200	\$0	\$3,200	\$3,300
Management Fees (GMS)	\$46,006	\$30,671	\$15,335	\$46,006	\$47,386
Computer Time	\$1,000	\$667	\$333	\$1,000	\$1,000
Travel & Per Diem	\$100	\$0	\$100	\$100	\$100
Telephone	\$125	\$145	\$0	\$145	\$125
Postage	\$300	\$101	\$199	\$300	\$300
Printing & Binding	\$750	\$333	\$417	\$750	\$750
Meeting Room	\$1,290	\$860	\$430	\$1,290	\$1,290
Insurance	\$7,485	\$6,759	\$0	\$6,759	\$7,097
Legal Advertising	\$1,000	\$384	\$616	\$1,000	\$1,000
Other Current Charges	\$4,200	\$1,689	\$845	\$2,534	\$4,200
Office Supplies	\$50	\$16	\$34	\$50	\$50
Dues, Licenses & Subscriptions (DCA)	\$175	\$175	\$0	\$175	\$175
Total Administrative	\$108,335	\$65,000	\$40,333	\$105,333	\$108,797
<i>Maintenance</i>					
Insurance (FIA)	\$8,366	\$7,605	\$0	\$7,605	\$7,985
Field Management (GMS)	\$21,000	\$14,000	\$7,000	\$21,000	\$21,630
Amenity Center Management (RMS)	\$51,424	\$34,283	\$17,141	\$51,424	\$51,424
Facility Attendants (RMS)	\$10,320	\$3,042	\$7,278	\$10,320	\$10,320
Security Service/Monitoring (Giddens)	\$33,250	\$21,797	\$11,453	\$33,250	\$33,250
General Facility Maintenance (RMS)	\$19,500	\$13,152	\$7,488	\$20,640	\$21,780
Janitorial Service (RMS)	\$8,755	\$5,837	\$2,918	\$8,755	\$8,755
Janitorial Supplies (RMS and Southeastern Paper)	\$3,500	\$2,221	\$1,279	\$3,500	\$3,500
Fitness Center Supplies	\$0	\$0	\$0	\$0	\$1,000
Pool Maintenance (Crystal Clean Pools)	\$12,500	\$7,200	\$3,600	\$10,800	\$12,500
Pool Chemicals (Crystal Clean Pools)	\$7,000	\$1,478	\$5,522	\$7,000	\$7,000

Wynnfield Lakes

Community Development District

General Fund

Description	Adopted Budget FY 2019	Actual Thru 5/31/2019	Projected Next 4 Months	Total Projected 9/30/2019	Adopted Budget FY 2020
<u>Maintenance-Continued</u>					
Landscape Maintenance (Yellowstone)	\$55,904	\$33,269	\$22,635	\$55,904	\$55,904
Landscape Contingency	\$23,700	\$10,030	\$13,670	\$23,700	\$23,700
Lake Maintenance (Lake Doctors)	\$9,900	\$6,160	\$3,980	\$10,140	\$10,140
Irrigation Maintenance (Yellowstone)	\$3,000	\$740	\$2,860	\$3,600	\$3,600
Repairs & Replacements	\$30,000	\$21,024	\$8,976	\$30,000	\$30,000
Electric (JEA)	\$16,500	\$9,267	\$7,233	\$16,500	\$16,500
Water & Sewer/Irrigation (JEA)	\$25,000	\$13,407	\$11,593	\$25,000	\$25,000
Telephone/Internet & Cable (Comcast)	\$3,200	\$2,389	\$1,211	\$3,600	\$3,600
Refuse Service (Republic Services)	\$6,500	\$5,252	\$2,800	\$8,052	\$8,400
Stormwater User Fees	\$1,140	\$0	\$1,140	\$1,140	\$1,140
Office Supplies / Mailings / Printings	\$1,250	\$428	\$822	\$1,250	\$1,250
Permit Fees	\$1,500	\$1,437	\$63	\$1,500	\$1,500
Special Events	\$10,000	\$4,974	\$5,026	\$10,000	\$10,000
Recreation Passes	\$500	\$0	\$500	\$500	\$500
Reserve Funding-CY	\$42,176	\$42,176	\$0	\$42,176	\$23,760
Animal Control	\$0	\$10,000	\$5,600	\$15,600	\$15,600
Contingency	\$15,000	\$7,787	\$1,971	\$9,758	\$12,720
Total Maintenance	\$420,885	\$278,954	\$153,759	\$432,713	\$422,458
Total Expenditures	\$529,220	\$343,955	\$194,092	\$538,046	\$531,255
Other Financing Sources/(Uses)					
Interfund Transfer In / (out)	\$0	\$1,778	\$0	\$1,778	\$0
Total Other Financing Sources/(Uses)	\$0	\$1,778	\$0	\$1,778	\$0
Excess Revenues/(Expenditures)	\$0	\$192,482	(\$192,482)	\$0	\$0

	FY 2018	FY 2019	FY 2020
Net Assessment	\$ 500,362	\$ 528,955	\$ 528,955
Plus Collection Fees & Discounts (7.5%)	\$ 40,570	\$ 42,888	\$ 42,888
Gross Assessment	\$ 540,932	\$ 571,843	\$ 571,843

Description	No. of Units	FY 2019		FY 2020	
		Gross per Unit	Total	Gross per Unit	Total
Single Family	372	\$1,124.16	\$418,189.12	\$1,124.16	\$418,189.12
Multi-Family	204	\$753.21	\$153,654.34	\$753.21	\$153,654.34
Total Gross Assessment			\$571,843.45		\$571,843.45

Wynnfield Lakes
Community Development District

Exhibit "A"
Allocation of Operating Reserve

Description	Amount
Beginning Balance - Carry Forward Surplus (As of 10/1/2018)	\$136,908
Estimated Excess Revenues (Expenditures) - FY 2019	\$0
Ending Balance (As of 09/30/2019)	<u>\$136,908</u>
Less:	
Funding for First Quarter Operating Expenses	(\$131,197)
Projected Additional Transfer to Capital Reserve	<u>(\$5,711)</u>
	(\$136,908)
Total Undesignated Cash as of 09/30/2019	(\$0)

Revenues:

Interest Income

The operating fund of the District will be invested in accordance with Investment Resolution 2005-11 adopted August 11, 2005 by the District.

Special Assessments

The District will levy a non-ad-valorem assessment on all developable property within the District to fund all of the Operating & Maintenance Expenditures for the Fiscal Year.

Clubhouse Income

Represents estimated income from the rental of the Community Room.

Interfund Transfer-DSF Excess Revenues

Pursuant to Section 4.02. of the Master Indenture, the District should receive any moneys in excess on the Series 2014 Revenue Account after the last Interest Payment Date (November 1st) in any calendar year.

Expenditures:

Administrative:

Supervisor Fees

Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount for the fiscal year is based upon five supervisors attending the six estimated meetings.

FICA Expense

These expenses represent the Employer's share of Social Security and Medicare taxes withheld from the Board of Supervisors checks.

Engineering Fees

The District's engineering firm, England, Thims & Miller, Inc. will be providing general engineering services to the District including, attendance, preparation for board meetings, review invoices, etc.

Arbitrage

The District is required to annually have an arbitrage rebate calculation on the District's Series 2014 Special Assessment Refunding Bonds.

Trustee Fees

The District issued Series 2014 Special Assessment Refunding Bonds which are held with a Trustee at US Bank. The amount of the trustee fees is based on the agreement between US Bank and the District.

Assessment Roll

The District has contracted with GMS, LLC for the certifications of the District's annual maintenance and debt service assessments to the Duval County Tax Collector.

Administrative: (continued)

Attorney Fees

The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for monthly meetings, preparation and review of agreements, resolutions, etc.

Dissemination Agent

The District has contracted Governmental Management Services, LLC to act as the Dissemination Agent for the District to prepare the Annual Disclosure Report required by the Security and Exchange Commission in order to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. These services are further outlined in Exhibit "A" of the Management Agreement.

Computer Time

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

Travel & Per Diem

Expenses the Board of Supervisors may incur due to attending a Wynnfield Lakes Community Development District meeting or other District related travel expenses.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Meeting Room

Cost to rent seminar room.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. Florida Insurance Alliance specializes in providing insurance coverage to governmental agencies.

Legal Advertising

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

Administrative: (continued)

Other Current Charges

Monthly bank charges and monthly water cooler rental and supplies from Crystal Springs.

Office Supplies

Represents various office supplies purchase for the District.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Maintenance:

Insurance

The District's Amenity Center property insurance policy is with Preferred Governmental Insurance Trust (PGIT). PGIT specializes in providing insurance coverage to governmental agencies.

Field Management

The District receives contract administration services from GMS, LLC to oversee the work performed by outside service providers.

<u>Description</u>	<u>Monthly</u>	<u>Annually</u>
GMS, LLC	\$1,802.50	\$21,630

Amenity Center Management

The District Receives services provided by RMS, Inc to manage the amenity center facilities.

<u>Description</u>	<u>Monthly</u>	<u>Annually</u>
RMS, INC	\$4,285.33	\$51,424

Facility Attendant

Cost of attendant responsible for the daily operations of the facility.

Security Service / Monitoring

The District has contracted with Giddens Security Corporation to provide security services at the Amenity Center.

<u>Description</u>	<u>Monthly</u>	<u>Annually</u>
Giddens Security Corp.	\$2,770.83	\$33,250

General Facility Maintenance

Cost of routine repairs and maintenance of the District's common areas and Amenity Center.

Janitorial Service

The District has contracted with Riverside Management Services, Inc. to provide janitorial services for the Amenity Center.

Maintenance: (continued)

Janitorial Supplies

Supplies needed to stock the restrooms and clubhouse as well as cleaning supplies.

Fitness Center Supplies

Supplies needed to stock the fitness center as well as cleaning supplies.

Pool Maintenance

The District has contracted with Crystal Clean Pools for the maintenance of the Amenity Center Swimming Pool.

<u>Vendor/Service</u>	<u>Monthly</u>	<u>Annually</u>
Crystal Clean Pools-Maintenance	\$900	\$10,800
Crystal Clean Pools-Contingency		<u>\$1,700</u>
Total		\$12,500

Pool Chemicals

Chemical costs related to the maintenance of the Amenity Center Pool.

Landscape Maintenance

Scheduled maintenance consists of edging, weed eating, weeding of beds, blowing mid or vacuuming and weeding of lawns, pruning, leaning litter, pesticide application, fertilization, irrigation repair and annuals. Replace of mulch and pine straw.

<u>Vendor/Service</u>	<u>Monthly</u>	<u>Annually</u>
Yellowstone-Maintenance	\$4,158.63	\$49,904
Yellowstone-Mulch/Pine Straw		<u>\$6,000</u>
Total		\$55,904

Landscape Contingency

Represents an unanticipated cost associated with the maintenance of mowing, edging, blowing, applying pest, tree removal and trimming and disease control chemicals to sod. The District may fund goose control as part of landscape contingency.

Lake Maintenance

The District has contracted with Lake Doctors, Inc. to maintain the water quality in all the lakes in Wynnfield Lakes Community Development District. The District may fund Midge (Blind Mosquito) eradication as part of Lake Maintenance

<u>Vendor/Service</u>	<u>Monthly</u>	<u>Annually</u>
Lake Doctors-Maintenance	\$770	\$9,240
Lake Doctors-Grass Carp		<u>\$900</u>
Total		\$10,140

Irrigation Maintenance

Miscellaneous irrigation repairs and maintenance.

Repairs & Replacements

Cost of routine repairs and replacements of the District's common areas and Amenity Center.

Maintenance: (continued)

Electric

The District has various utility accounts with JEA for lighting at the Amenity Center and has contracted with a security company for the monitoring of the emergency phone.

<u>Vendor</u>	<u>Location</u>	<u>Monthly average</u>	<u>Annually</u>
JEA	12319 Wynnfield Lakes Dr	\$1,295	\$15,540
JEA	12397 Wynnfield Lakes apt	\$ 80	\$ 960
Total			\$16,500

Water & Sewer/Irrigation

The District has various utility accounts with JEA for water/sewer and irrigation at the Amenity Center and has contracted with a security company for the monitoring of the emergency phone.

<u>Vendor</u>	<u>Location</u>	<u>Monthly average</u>	<u>Annually</u>
JEA-Water	12319 Wynnfield Lakes Dr	\$ 142	\$ 1,704
JEA-Sewer	12319 Wynnfield Lakes Dr	\$ 347	\$ 4,164
JEA-Irrigation	12319 Wynnfield Lakes Dr	\$1,386	\$16,632
JEA-Irrigation	12510 Diamond Springs Dr.	\$ 208	\$ 2,500
Total			\$25,000

Telephone/Cable TV/Internet

Services provided at the Amenity Center by Comcast.

Refuse Service

Garbage disposal service.

Stormwater User Fees

The District will incur expenses for stormwater usage fees.

Office Supplies / Mailings / Printings

Consists of mailings to residents, etc.

Permit Fees

Represents Permit Fees for ASCAP, SESAC and Department of Health for the swimming pool permit.

Special Events

Represents estimated cost for the District to host any special events for the community throughout the Fiscal Year.

Recreation Passes

Represents the estimated cost for access cards to the District's Amenity Center.

Reserve Funding

Represents funds needed for Capital Projects.

Animal Control

The district contracted Goose Masters of Northeast Florida to provide weekly goose control services.

Contingency

Represents an unanticipated cost associated with the operation and maintenance of the District's Amenity Center and field operations.

Wynnfield Lakes

Community Development District

Debt Service Fund
Series 2014 Special Assessment Refunding Bonds

Description	Adopted Budget FY 2019	Actual Thru 5/31/2019	Projected Next 4 Months	Total Projected 9/30/2019	Adopted Budget FY 2020
Revenues					
Carry Forward Surplus ⁽¹⁾	\$129,959	\$135,349	\$0	\$135,349	\$136,273
Interest Income	\$650	\$8,769	\$2,000	\$10,769	\$5,000
Special Assessments - On Roll	\$521,104	\$519,539	\$1,309	\$520,848	\$521,104
Special Assessments - Prepayment	\$0	\$15,785	\$0	\$15,785	\$0
Total Revenues	\$651,713	\$679,441	\$3,309	\$682,750	\$662,377
Expenditures					
<u>Series 2014</u>					
Interest - 11/01	\$129,906	\$129,906	\$0	\$129,906	\$126,497
Special Call - 11/01	\$0	\$5,000	\$0	\$5,000	\$0
Interest - 05/01	\$129,906	\$129,794	\$0	\$129,794	\$126,497
Principal - 05/01	\$260,000	\$260,000	\$0	\$260,000	\$265,000
Special Call - 05/01	\$0	\$20,000	\$0	\$20,000	\$0
Total Expenditures	\$519,813	\$544,700	\$0	\$544,700	\$517,994
Other Financing Sources/(Uses)					
Interfund Transfer In / (out)	\$0	(\$1,778)	\$0	(\$1,778)	\$0
Total Other Financing Sources/(Uses)	\$0	(\$1,778)	\$0	(\$1,778)	\$0
Excess Revenues/(Expenditures)	\$131,901	\$132,963	\$3,309	\$136,273	\$144,383

11/20 Interest payment \$ 123,019

Parcel	Unit Count	Assessment	Total
Single Family	371	\$1,518.48	\$563,356.08
Single Family ⁽²⁾	1	\$0.00	\$0.00
Multi-Family ⁽³⁾	204	\$0.00	\$0.00
Total	576		\$563,356.08

Net Assessment	\$521,104
Plus Collection Fees & Discounts (7.5%)	\$42,252
Gross Assessment	\$563,356

⁽¹⁾ Carry forward surplus is net of the reserve requirement.

⁽²⁾ One single family assessment has paid off their debt assessment.

⁽³⁾ Multi-Family Unit assessments were prepaid with a Special Call on May 1, 2008.

Wynnfield Lakes

Community Development District

Series 2014 Special Assessment Refunding Bonds

AMORTIZATION SCHEDULE

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/18	\$ 6,475,000.00	\$ 5,000.00	\$ 129,906.25	\$ 134,906.25
05/01/19	\$ 6,470,000.00	\$ 280,000.00	\$ 126,496.88	\$ 406,496.88
11/01/19	\$ 6,190,000.00	\$ -	\$ 126,496.88	\$ -
05/01/20	\$ 6,190,000.00	\$ 265,000.00	\$ 126,496.88	\$ 517,993.75
11/01/20	\$ 5,925,000.00	\$ -	\$ 123,018.75	\$ -
05/01/21	\$ 5,925,000.00	\$ 270,000.00	\$ 123,018.75	\$ 516,037.50
11/01/21	\$ 5,655,000.00	\$ -	\$ 118,968.75	\$ -
05/01/22	\$ 5,655,000.00	\$ 275,000.00	\$ 118,968.75	\$ 512,937.50
11/01/22	\$ 5,380,000.00	\$ -	\$ 114,500.00	\$ -
05/01/23	\$ 5,380,000.00	\$ 290,000.00	\$ 114,500.00	\$ 519,000.00
11/01/23	\$ 5,090,000.00	\$ -	\$ 109,425.00	\$ -
05/01/24	\$ 5,090,000.00	\$ 300,000.00	\$ 109,425.00	\$ 518,850.00
11/01/24	\$ 4,790,000.00	\$ -	\$ 103,987.50	\$ -
05/01/25	\$ 4,790,000.00	\$ 310,000.00	\$ 103,987.50	\$ 517,975.00
11/01/25	\$ 4,480,000.00	\$ -	\$ 98,175.00	\$ -
05/01/26	\$ 4,480,000.00	\$ 325,000.00	\$ 98,175.00	\$ 521,350.00
11/01/26	\$ 4,155,000.00	\$ -	\$ 91,675.00	\$ -
05/01/27	\$ 4,155,000.00	\$ 340,000.00	\$ 91,675.00	\$ 523,350.00
11/01/27	\$ 3,815,000.00	\$ -	\$ 84,450.00	\$ -
05/01/28	\$ 3,815,000.00	\$ 355,000.00	\$ 84,450.00	\$ 523,900.00
11/01/28	\$ 3,460,000.00	\$ -	\$ 76,906.25	\$ -
05/01/29	\$ 3,460,000.00	\$ 370,000.00	\$ 76,906.25	\$ 523,812.50
11/01/29	\$ 3,090,000.00	\$ -	\$ 69,043.75	\$ -
05/01/30	\$ 3,090,000.00	\$ 385,000.00	\$ 69,043.75	\$ 523,087.50
11/01/30	\$ 2,705,000.00	\$ -	\$ 60,862.50	\$ -
05/01/31	\$ 2,705,000.00	\$ 400,000.00	\$ 60,862.50	\$ 521,725.00
11/01/31	\$ 2,305,000.00	\$ -	\$ 51,862.50	\$ -
05/01/32	\$ 2,305,000.00	\$ 420,000.00	\$ 51,862.50	\$ 523,725.00
11/01/32	\$ 1,885,000.00	\$ -	\$ 42,412.50	\$ -
05/01/33	\$ 1,885,000.00	\$ 440,000.00	\$ 42,412.50	\$ 524,825.00
11/01/33	\$ 1,445,000.00	\$ -	\$ 32,512.50	\$ -
05/01/34	\$ 1,445,000.00	\$ 460,000.00	\$ 32,512.50	\$ 525,025.00
11/01/34	\$ 985,000.00	\$ -	\$ 22,162.50	\$ -
05/01/35	\$ 985,000.00	\$ 480,000.00	\$ 22,162.50	\$ 524,325.00
11/01/35	\$ 505,000.00	\$ -	\$ 11,362.50	\$ -
05/01/36	\$ 505,000.00	\$ 505,000.00	\$ 11,362.50	\$ 527,725.00
		\$ 6,190,000.00	\$ 2,675,643.75	\$ 8,865,643.75

Wynnfield Lakes

Community Development District

Capital Reserve Fund

Description	Adopted Budget FY 2019	Actual Thru 5/31/2019	Projected Next 4 Months	Total Projected 9/30/2019	Adopted Budget FY 2020
Revenues					
Carry Forward Surplus	\$186,277	\$189,721	\$0	\$189,721	\$225,691
Interest Income	\$350	\$3,557	\$1,443	\$5,000	\$3,000
Capital Reserve Funding - Transfer In	\$42,176	\$42,176	\$0	\$42,176	\$23,760
Total Revenues	\$228,802	\$235,454	\$1,443	\$236,897	\$252,451
Expenditures					
Capital Outlay	\$15,000	\$10,676	\$0	\$10,676	\$15,000
Other Current Charges	\$350	\$391	\$140	\$531	\$420
Total Expenditures	\$15,350	\$11,067	\$140	\$11,207	\$15,420
Excess (deficiency) of revenues over (under) expenditures	\$213,452	\$224,387	\$1,303	\$225,691	\$237,031
Ending Fund Balance	\$213,452	\$224,387	\$1,303	\$225,691	\$237,031