

**Lake Padgett Estates
Independent Special District**

**Final Operating Budget
Fiscal Year 2008**

*Approved
August 21, 2007*

Prepared by:



DMS

District Management Services, LLC

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**Lake Padgett Estates
Independent Special District**

**Approved Operating Budget
Fiscal Year 2008**

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**Lake Padgett Estates
Independent Special District**

**FY 2008 Approved Budget
General Fund**

	Fiscal Year 2008 Final Budget	Increase / (Decrease) from FY 2007 to FY 2008
REVENUES		
Interest Earnings		
Interest Earnings	2,500	-
Special Assessments		
Operations & Maintenance Assessments Tax Roll	246,280	196,280
Transfers		
Transfer from MSTU	-	(242,308)
Financing		
Capital Improvement Financing Plan Reserve Carryforward	175,000 40,000	
Other Miscellaneous Revenues		
Carry Forward Fund Balance Rental Revenues Gate Access Card Revenues	- 2,400 3,000	- (1,100) 3,000
Total Revenues	469,180	(47,128)
EXPENDITURES		
Legislative		
Supervisor Fees	3,000	250
Financial & Administrative		
District Manager District Engineer Assessment Roll Accounting Services Travel Per Diem Postage, Phone, Faxes, Copies Public Officials Insurance Legal Advertising Bank Fees Dues, Licenses & Fees Office Supplies Website Administration	24,000 3,500 6,000 12,000 - 3,000 2,800 600 250 500 1,500 2,400	2,000 2,000 - 1,000 - - - 25 - - - (1,600)
Legal Counsel		
District Counsel	7,000	500
Electric Utility Services		
Electric Utility Services	4,500	1,292
Garbage/Solid Waste Control Services		
Garbage Collection	1,750	1,450
Water-Sewer Combination Services		
Water Utility Services	1,450	1,263
Other Physical Environment		
Field Manager Property & Casualty Insurance Landscape & Irrigation Maintenance Plant Replacement Program Lake & Wetland Management General Repairs & Maintenance Miscellaneous Capital Improvements	15,000 22,000 3,000 1,000 6,000 3,000 1,830 208,000	15,000 10,000 (7,000) (3,000) 5,000 (1,000) (170) 138,000
Parks & Recreation		
Equipment Rentals & Leases Building Cleaning & Supplies Automobile Fuel & Service Miscellaneous Supplies Park Enhancement Plan	2,500 1,000 2,300 1,200 40,000	(200) 400 1,100 - 14,400
Resident Services		
Staff General Supplies Event Supplies Furniture, Fixtures, Equipment Resident Newsletters Meeting Facility Maintenance	80,000 1,500 1,200 1,500 - 2,400	24,562 - (300) - (600) -
Security Services		
Directed Patrol Services Resident ID Cards Security System & Access Control	- 1,500 -	- (1,500) (13,000)
Reserves		
Operations & Facility Reserves	-	(19,000)
Total Expenditures	469,180	170,872
Excess of Revenues Over (Under) Expenditures	-	(218,000)

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**Fiscal Year 2008 Approved Budget Descriptions
General Fund 001**

Legislative

Supervisor's Fees

The amount paid to each Supervisor for the time devoted to the District business and monthly meetings. The amount permitted is \$50.00 per meeting for each member of the Board.

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District' 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..

Postage, Phone, Faxes, Copies

Cost of materials and service to produce agendas and conduct day-to-day business of the District.

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.

Office Supplies

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

Website Administration

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

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures 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 needs.

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, recreation facility and the pool.

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General Fund 001**

Other Physical Environment

Field Manager

The District retains the services of a Field Manager. The Field Manager is responsible for the day-to-day field operations. These responsibilities include, but are not limited to, preparing & bidding of services and commodities, contract administration, hiring and maintaining qualified personnel, preparation of and implementation of operating schedules and policies, insuring compliance with all operating permits, prepare and implement field operating budgets, provide information/education to public regarding District programs. The fee for this service is reviewed annually.

Property & Casualty Insurance

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

Landscape & Irrigation Maintenance

This item is for supplies that relate to landscape and irrigation maintenance and various outsourced :

Plant Replacement Program

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

Lake & Wetland Maintenance

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.

General Repairs & Maintenance

This item is for any repairs & maintenance needed during the year to the District's landscaping.

Miscellaneous

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

Capital Improvements

This item is for any capital improvements during the year within the program.

Parks & Recreation

Equipment Rentals & Leases

This item includes the rental or leases of specialty tools or equipment to District facilities.

Building Cleaning & Supplies

This item includes supplies used to upkeep the pavilions, restroom facilities, stables, and meeting fa

Automobile Fuel & Services

This item is for the service and gas needs of the District's vehicle.

Miscellaneous Supplies

To provide for unbudgeted repairs and maintenance.

Park Enhancement Plan

To provide for construction and/or financing for capital improvements for parks or facilities.

Resident Services

Staff

Two full time park employees that oversee maintenance and other needs of the maintenance and operations of the park and District's facilities.

General Supplies

This item is for general supplies needed to provide services to the residents within the District.

Event Supplies

This item is intended to fund District held functions such as Fall, Winter, Spring & Summer Festival or other events that may be deemed beneficial to the character and quality of life within the commur

Furniture, Fixtures, Equipment

To provide office furniture, fixtures, and equipment for areas within various District facilities.

Meeting Facility Maintenance

This item is for improvements to the meeting room facility

Security Services

Resident ID Cards

This item is for the cost to replacement resident ID cards.

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