

FY 19 Special District Budget Package Cover Sheet

DISTRICT NAME <i>North Lakes</i>	DATE <i>6/20/18</i>
CONTACT PERSON and E-Mail Address <i>Monique Dailey</i> E-mail: <i>NORTH LAKES FL@HOTMAIL.COM</i>	DAYTIME PHONE NUMBER <i>813-404-7720</i>

When submitting the District Budget Package, please use this form as a cover sheet. Be sure to put a check mark beside each item included in the package:

- Copy of **ADVERTISEMENT OF NOTICE OF THE PUBLIC BUDGET HEARING** showing the date the advertisement was run and the name of the publication.
- SIGNED MINUTES FROM THE PUBLIC BUDGET HEARING** where the budget and assessment rate were reviewed by the public and approved by the Board of Trustees.
- SIGNED BUDGET RESOLUTION** from the Board of Trustees establishing the assessment rate and approving the budget.
- DISTRICT BUDGET** as approved at the public hearing.
- CAPITAL OUTLAY AND PROJECT INFORMATION FORM**
- ESTIMATING THE BEGINNING FUND BALANCE FORM**

SEND ONE COPY OF THE PACKAGE COVER SHEET AND THE BUDGET PACKAGE BY MONDAY, June 11, 2018, 5 PM

MAIL TO:
Mary Mahoney
Management and Budget Department
26th Floor, County Center
P.O. Box 1110 Tampa, Florida 33601

OR HAND DELIVER TO:
Management and Budget Department
26th Floor, County Center
601 E. Kennedy Boulevard
Tampa, Florida 33602

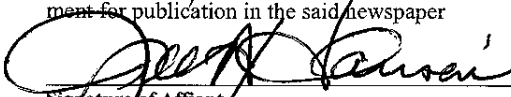
OR BY EMAIL TO:
mahoneym@hillsboroughcounty.org
Do not email as Excel or Word Files
Send only as Adobe Acrobat or image files

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Jill Harrison** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: North Lakes SDD** was published in **Tampa Bay Times: 4/20/18**. in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

Sworn to and subscribed before me this 04/20/2018.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____

**NORTH LAKES
SPECIAL DEPENDENT
DISTRICT
PUBLIC BUDGET HEARING**

The North Lakes Special Dependent District is conducting a public budget hearing for the purpose of hearing public comment regarding its proposed FY 19 budget and 2018 assessment rate. The trustees will vote on the budget and assessment rate. The hearing will be conducted at the Northdale Community Center, 15550A Spring Pine Drive, May 15, 2018, at 8:00 p.m.

In accordance with Chapter 286, F.S., the public is advised that if a person decides to appeal any decision made by the Board of Trustees with respect to any matter considered at this hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

All meeting facilities are accessible in accordance with the Americans with Disabilities Act. Any additional accommodations will be provided with a 48 hour notice. For more information call 960-5701.
(626594) 4/20/2018



**Minutes of the North Lakes Special District
Public Budget Hearing**

The public budget hearing for the North Lakes Special Dependent District was convened by the President Mary Ellen Kilbride at 8:15 pm on May 15, 2018, at the Northdale Community Center, 15550 Spring Pine Drive, Tampa, Florida 33624.

Trustees in Attendance Mary Ellen Kilbride, President; Rebecca Figueredo, Vice President; Avril Stern, Treasurer; Bill Guerra, Secretary; Karen Emberton, Trustee; Mike Williams, Trustee. This constituted a quorum.

Also Present: Monique Dailey – Manager


President Kilbride called the hearing to order at 8:15 pm. Each Board member was given a draft of the budget and Monique Dailey went over each line for clarification, explaining how the amounts were calculated. President Kilbride requested feedback from the Board members and their comments were addressed. President Kilbride then opened the floor for public discussion and questions, but no residents were present. Trustee Williams moved to close public comment. The motion was seconded by Trustee Emberton and approved by the Board unanimously.

Trustee Stern then moved to approve the FY 19 budget, adopt the resolution, and to set the 2018 assessment rate at \$70. Trustee Williams seconded the motion and the motion was approved by the Board unanimously.

Trustee Stern then moved to adjourn the hearing. Trustee Emberton seconded the motion and the motion was approved unanimously.

President Kilbride adjourned the meeting at 8:20 p.m.


Mary Ellen Kilbride
President


Bill Guerra
Secretary

**RESOLUTION FIXING SPECIAL ASSESSMENT FOR THE YEAR 2018 and
APPROVING FY 19 BUDGET**

Upon the motion by Trustee Auril Stern, seconded by Trustee Mike Williams, the following Resolution was adopted by 6 votes to 0 vote.

WHEREAS, NORTH LAKES SPECIAL DEPENDENT DISTRICT is a special dependent district duly established and operating pursuant to Ordinance #85-39 as amended; and,

WHEREAS, Ordinance #85-39 as amended provided that the Board of Trustees of NORTH LAKES SPECIAL DEPENDENT DISTRICT has the right, power and authority to levy a special assessment against RESIDENTIAL PROPERTY in the district for the purpose of MAINTENANCE and IMPROVING PUBLIC RIGHT OF WAY AND COMMON PROPERTY, and

WHEREAS, the Board of Trustees of NORTH LAKES SPECIAL DEPENDENT DISTRICT has determined that the assessment for the year 2018 shall be in the amount of \$ 70; and,

WHEREAS, the Board of Trustees of NORTH LAKES SPECIAL DEPENDENT DISTRICT has had a duly advertised public hearing on the 15 day of MAY 2018; and,

WHEREAS, the Board of Trustees of NORTH LAKES SPECIAL DEPENDENT DISTRICT has presented the proposed assessment and proposed budget to the residents of NORTH LAKES SPECIAL DEPENDENT DISTRICT at the public hearing; and,

WHEREAS, the Board of Trustees of NORTH LAKES SPECIAL DEPENDENT DISTRICT has heard discussion and comments from the residents.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NORTH LAKES SPECIAL DEPENDENT DISTRICT, THIS 15 DAY OF MAY 2018;

1. That the above recitation of findings of fact is hereby incorporated into this Resolution;
2. The Board of Trustees of NORTH LAKES SPECIAL DEPENDENT DISTRICT approves the proposed budget for FY 19.
3. The Board of Trustees of NORTH LAKES SPECIAL DEPENDENT DISTRICT approves the proposed assessment of \$ 70 for 2018.
4. Upon adoption, this Resolution shall be transmitted by the Trustees, along with the approved budget and all other materials required by Hillsborough County to the Board of County Commissioners for their approval.

PRESIDENT: _____

Signature

ATTEST: _____

Signature

BUDGET CATEGORIES	FY 19 BUDGET
REVENUES	
363.10 SPECIAL ASSESSMENTS	\$52,920
366.00 DONATIONS	
361.00 INTEREST	\$40
TOTAL GROSS REVENUES	\$52,960
MINUS 5%	-\$2,648
PLUS:	
384.00 DEBT PROCEEDS	
389.90 EST BEGINNING FUND BALANCE	\$32,677
TOTAL REVENUES	\$82,989

EXPENDITURES:	FY 19 BUDGET
31.00 PROFESSIONAL SERVICES	\$12,000
32.00 ACCOUNTING AND AUDITING	\$2,500
34.00 OTHER CONTRACTUAL SERVICES	\$14,700
40.00 TRAVEL AND PER DIEM	
41.00 COMMUNICATION SERVICES	\$4,765
43.00 UTILITY SERVICES	\$7,800
44.00 RENTALS AND LEASES	
45.00 INSURANCE	\$150
46.00 REPAIR AND MAINTENANCE	\$37,750
47.00 PRINTING AND BINDING	
49.00 OTHER CHARGES AND OBLIGATIONS	\$907
51.00 OFFICE SUPPLIES	\$300
52.00 OPERATING SUPPLIES	
54.00 BOOKS AND PUBLICATIONS	
TOTAL OP EXPENDITURES	\$80,872

CAPITAL OUTLAY	FY 19 BUDGET
61.00 LAND	
62.00 BUILDINGS	
63.00 IMPROVEMENTS	
64.00 MACHINERY AND EQUIPMENT	
TOTAL CAPITAL OUTLAY	\$0

DEBT SERVICE	FY 19 BUDGET
71.00 PRINCIPAL	
72.00 INTEREST	
73.00 OTHER DEBT SERVICE COSTS	
TOTAL DEBT SERVICE	\$0

NON-OPERATING	FY 19 BUDGET
99.01 BUDGET TRANSFERS	\$2,117
99.02 RESERVE FOR FUTURE CAPITAL	
99.03 RESERVE FOR CONTINGENCY	
TOTAL NON-OPERATING	\$2,117
TOTAL EXPEND AND NON-OPERATING	\$82,989

Revenues Minus Expenditures Equals **\$0**

BACKUP SCHEDULES
 Show in the area below, how line items are calculated:

363.10 SPECIAL ASSESSMENTS

366.00 DONATIONS

361.00 INTEREST

31.00 PROFESSIONAL SERVICES

32.00 ACCOUNTING AND AUDITING

34.00 OTHER CONTRACTUAL SERVICES

40.00 TRAVEL AND PER DIEM

41.00 COMMUNICATION SERVICES

43.00 UTILITY SERVICES

44.00 RENTALS AND LEASES

45.00 INSURANCE

46.00 REPAIR AND MAINTENANCE

47.00 PRINTING AND BINDING

49.00 OTHER CHARGES AND OBLIGATIONS

51.00 OFFICE SUPPLIES

52.00 OPERATING SUPPLIES

54.00 BOOKS AND PUBLICATIONS

71.00 PRINCIPAL

72.00 INTEREST

73.00 OTHER DEBT SERVICE COSTS

99.01 BUDGET TRANSFERS

99.02 RESERVE FOR FUTURE CAPITAL

99.03 RESERVE FOR CONTINGENCY

756 homes @ \$70
Estimate on interest for funds held in bank
Management Services
Audited Financial Statements
Florida Hwy Patrol services. 7 days/mo @ \$175
Phone, \$55/mo.; Newsletters \$1000/qtr; P.O. Box rental \$120/yr and postage
Water \$600/mo. Electricity \$50/mo.
Bonds \$150
Grounds maintenance \$1800/mo.; Lake Maintenance \$200/mo. Wall maintenance and repairs \$8250/yr. Landscape replacement, repairs and special lake clean ups \$5500/yr.
Annual State Fee \$175; Legal Ads.
Approx \$25/mo.
4% of Assessed Revenues

ESTIMATING FUND BALANCE

DISTRICT:
PERIOD ENDING:

North Lakes
3/31/2018

BUDGET CATEGORIES	Adopted FY 18 BUDGET	ACTUAL	PROJECT	TOTAL
REVENUES				
363.10 SPECIAL ASSESSMENTS (Note A)	\$52,920	\$46,612	\$2,000	\$48,612
366.00 DONATIONS				\$0
361.00 INTEREST	\$40	\$33	\$33	\$66
TOTAL GROSS REVENUES	\$52,960	\$46,645	\$2,033	\$48,678
MINUS 5%	-\$2,648			
PLUS:				
384.00 DEBT PROCEEDS				\$0
389.00 BEGINNING FUND BALANCE (Note B)	\$64,668	\$72,204		\$72,204
TOTAL REVENUES	\$114,980	\$118,849	\$2,033	\$120,882

EXPENDITURES:	Adopted FY 18 BUDGET	ACTUAL	PROJECT	TOTAL
31.00 PROFESSIONAL SERVICES	\$12,000	\$6,000	\$6,000	\$12,000
32.00 ACCOUNTING AND AUDITING	\$3,000	\$2,100		\$2,100
34.00 OTHER CONTRACTUAL SERVICES	\$18,900	\$4,550	\$7,650	\$12,200
40.00 TRAVEL AND PER DIEM				\$0
41.00 COMMUNICATION SERVICES	\$4,765	\$423	\$3,312	\$3,735
42.00 TRANSPORTATION SERVICES				\$0
43.00 UTILITY SERVICES	\$7,800	\$2,496	\$3,180	\$5,676
44.00 RENTALS AND LEASES				\$0
45.00 INSURANCE	\$9,150			\$0
46.00 REPAIR AND MAINTENANCE	\$46,040	\$10,985	\$40,485	\$51,470
47.00 PRINTING AND BINDING				\$0
49.00 OTHER CHARGES AND OBLIGATIONS	\$908	\$351	\$400	\$751
51.00 OFFICE SUPPLIES	\$300	\$123	\$150	\$273
52.00 OPERATING SUPPLIES				\$0
54.00 BOOKS AND PUBLICATIONS				\$0
TOTAL OP EXPENDITURES	\$102,863	\$27,028	\$61,177	\$88,205

CAPITAL OUTLAY	Adopted FY 18 BUDGET	ACTUAL	PROJECT	TOTAL
61.00 LAND				\$0
62.00 BUILDINGS				\$0
63.00 IMPROVEMENTS	\$10,000	\$0		\$0
64.00 MACHINERY AND EQUIPMENT				\$0
TOTAL CAPITAL OUTLAY	\$10,000	\$0	\$0	\$0

DEBT SERVICE	Adopted FY 18 BUDGET	ACTUAL	PROJECT	TOTAL
71.00 PRINCIPAL				\$0
72.00 INTEREST				\$0
73.00 OTHER DEBT SERVICE COSTS				\$0
TOTAL DEBT SERVICE	\$0	\$0	\$0	\$0

ESTIMATING FUND BALANCE

NON-OPERATING	Adopted FY 18 BUDGET	ACTUAL	PROJECT	TOTAL
90.93 BUDGET TRANSFERS (Note C)	\$2,117	DO NOT USE		
90.99 RESERVE FOR FUTURE CAPITAL (Note C)				
90.99 RESERVE FOR CONTINGENCY (Note C)				
TOTAL NON-OPERATING	\$2,117			
TOTAL EXPEND AND NON-OPERATING	\$114,980	\$27,028	\$61,177	\$88,205

SUMMARY OF FY 18 FUND BALANCE	ACTUAL	PROJECT	TOTAL
FY 18 REVENUE: TOTAL =	\$118,849	\$2,033	\$120,882
MINUS: FY 18 EXPENDITURES: TOTAL =	\$27,028	\$61,177	\$88,205
ESTIMATED FUND BALANCE =	\$91,821	-\$59,144	\$32,677

NOTES:

- (A) In "ACTUAL" column, use actual amount deposited to district account by Tax Collector's Office.
- (B) In "ACTUAL" column, enter the total fund balance amount from FY 17 Annual Financial Report. This includes all amounts even those reserved for capital projects.
- (C) There can be NO direct expenditures from any of these categories.