



***BEACH
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

Budget Workshop

***Wednesday
May 10, 2023
5:00 p.m.***

***Location:
12788 Meritage Blvd.,
Jacksonville, FL 32246***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Beach Community Development District

250 International Parkway, Suite 208
Lake Mary FL 32746
321-263-0132

Board of Supervisors
Beach Community Development District

Dear Board Members:

The Budget Workshop of the Board of Supervisors of the Beach Community Development District is scheduled for **Wednesday, May 10, 2023, at 5:00 p.m.** at the **12788 Meritage Blvd., Jacksonville, FL 32246**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

Should you have any questions regarding the agenda, please contact me at (321) 263-0132 X-193 or dmcinnes@dpgmc.com. We look forward to seeing you at the meeting.

Sincerely,

David McInnes

David McInnes
District Manager

Cc: Attorney
Engineer
District Records

District: **BEACH COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Wednesday, May 10, 2023

Time: 5:00 PM

Location: 12788 Meritage Blvd.,
Jacksonville, FL 32246

Call-in Number: +1 (929) 205-6099

Meeting ID: 7055714830#

Workshop Agenda

I. Roll Call

II. Discussion Items

A. FY 2024 Proposed Budget & Capital Reserve Budget

Exhibit 1

B. General Matters Regarding the District

III. Adjournment

EXHIBIT 1

**BEACH COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023-2024 DRAFT PROPOSED BUDGET
GENERAL FUND OPERATIONS & MAINTENANCE (O&M)**

	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ADOPTED	10/01/2022- 12/31/2022	10/01/2022- 3/31/2023	FY 2024 PROPOSED	
REVENUES							
ASSESSMENTS (on roll and off roll)	\$ 1,369,865	\$ 1,557,617	\$ 1,619,245	\$ 1,265,148	\$ 1,476,933		
OTHER ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	\$ -		
OTHER INCOME & OTHER FINANCING SOURCES	\$ 32,638	\$ 43,182	\$ 5,000	\$ 6,592	\$ 11,959		
CARRYFORWARD	\$ -	\$ -	\$ -	\$ -	\$ -		
INTEREST INCOME	\$ -	\$ 50	\$ -	\$ 4	\$ 12		
NET REVENUES	\$ 1,402,503	\$ 1,600,849	\$ 1,624,245	\$ 1,271,744	\$ 1,488,904		
GENERAL & ADMINISTRATIVE EXPENSES							
TRUSTEE FEES	\$ 16,750	\$ 14,375	\$ 8,000	\$ 2,200	\$ 8,200	\$ 9,500	\$4K flat fee per bond series + extra fees
SUPERVISOR FEES-REGULAR MEETINGS	\$ 5,600	\$ 8,400	\$ 10,000	\$ 1,600	\$ 4,400	\$ 12,000	
SUPERVISOR FEES-WORKSHOPS	\$ -	\$ -	\$ -	\$ 2,000	\$ 600	\$ 2,000	
DISTRICT MANAGEMENT	\$ 35,000	\$ 39,958	\$ 42,000	\$ 10,500	\$ 21,000	\$ 43,680	4% increase
ENGINEERING	\$ 55	\$ 1,416	\$ 2,500	\$ -	\$ 1,073	\$ 5,000	
DISSEMINATION AGENT	\$ 4,000	\$ 3,042	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,600	4% increase
DISTRICT COUNSEL	\$ 12,728	\$ 10,440	\$ 7,500	\$ 5,879	\$ 9,450	\$ 18,000	65.5 hours for FY
ASSESSMENT ADMINISTRATION	\$ 5,000	\$ 11,292	\$ 5,500	\$ 1,375	\$ 2,750	\$ 5,720	4% increase
REAMORTIZATION SCHEDULE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ARBITRAGE REBATE CALCULATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500	Done on Series 2015 bonds in 5/2020 for period of 5/5/2015-5/5/2020. No record of one for 2013 bonds
AUDIT	\$ 5,600	\$ 7,296	\$ 6,000	\$ -	\$ -	\$ 3,450	
WEBSITE	\$ 2,100	\$ 3,396	\$ 1,515	\$ 1,665	\$ 1,875	\$ 2,150	Campus Suite for Website Hosting & VGlobal Tech for email service
LEGAL ADVERTISING	\$ 2,732	\$ 3,575	\$ 1,750	\$ 2,343	\$ 3,331	\$ 7,000	
DUES, LICENSES & FEES	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	
GENERAL LIABILITY INSURANCE	\$ 3,096	\$ 3,381	\$ 4,057	\$ -	\$ -	\$ -	
PUBLIC OFFICIAL INSURANCE	\$ 2,543	\$ 2,632	\$ 2,895	\$ -	\$ -	\$ -	
PROPERTY INSURANCE	\$ 71,874	\$ 74,212	\$ 89,054	\$ 88,097	\$ 88,097	\$ 105,716	4/28: Assumes a 20% increase-- UPDATED SINCE WORKSHOP
OFFICE MISCELLANEOUS	\$ 1,595	\$ 3,502	\$ 2,000	\$ 858	\$ 6,337	\$ 3,500	
DISTRICT CONTINGENCY-- NEW LINE						\$ 150,000	UPDATED SINCE WORKSHOP
TOTAL GENERAL & ADMINISTRATIVE EXPENSES	\$ 168,848	\$ 187,092	\$ 187,446	\$ 117,792	\$ 150,188	\$ 377,991	
FIELD EXPENSES							
FIELD MANAGEMENT	\$ 16,170	\$ 3,618	\$ 133,553	\$ 28,808	\$ 47,976	\$ 139,333	\$110909 + \$28424 (part time maintenance)
LAKE MAINTENANCE	\$ 13,680	\$ 17,392	\$ 21,600	\$ 4,557	\$ 9,858	\$ 23,500	10% increase (add'l ponds plus fish stocking)
LANDSCAPING (INCLUDING MATERIALS)	\$ 356,176	\$ 380,742	\$ 402,792	\$ 105,447	\$ 185,753	\$ 389,046	4/26 RFP not finalized-- UPDATED SINCE WORKSHOP
MULCH AND PINE STRAW-- NEW LINE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,400	\$31200 for mulch--need pine straw amount
IRRIGATION (REPAIRS)	\$ 10,074	\$ 5,541	\$ 10,000	\$ 1,923	\$ 4,648	\$ 4,000	
ELECTRIC - STREET LIGHTS/IRRIGATION-JEA/AMENITY							
ELECTRIC/WATER AND SEWER/AMENITY GAS/GUARD HOUSE	\$ 143,317	\$ 201,461	\$ 188,475	\$ 77,285	\$ 112,325	\$ 291,000	Combine with line #59 (under Amenity Expenses) plus 15% + line #68 (Amenity Gas) + line #82 (Guard House Utilities)
RIGHT OF WAY / LAKE MOWING	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	12/27: Per Ron, no vendor
ENTRY WATER FEATURE	\$ 7,485	\$ 3,185	\$ 7,500	\$ -	\$ -	\$ -	Combine with line #54 (Swimming Pool Feature)
CARRYFORWARD REPLENISH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CONSTRUCTION - BARRICADE EXPENSES/FORM CLEAN	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ 8,000	
COMMUNITY MAINTENANCE	\$ 7,433	\$ 1,521	\$ 8,000	\$ 1,630	\$ 11,888	\$ 8,000	Question: Can this be combined with line #56 (Amenity General Maintenance & Repairs)
CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ 39,080	\$ -	\$ 3,575	\$ -	This will be moved to Capital Reserve Fund
TOTAL FIELD EXPENSES	\$ 554,335	\$ 613,460	\$ 821,500	\$ 219,650	\$ 376,023	\$ 931,279	
AMENITY EXPENSES							
AMENITY MANAGEMENT	\$ 154,751	\$ 216,750	\$ 154,556	\$ 27,544	\$ 49,162	\$ 128,551	\$92013 (Clubhouse manager) + \$36538 (clubhouse attendants)
LIFEGUARD-- NEW LINE	\$ -	\$ -	\$ -	\$ 114	\$ 114	\$ 23,305	Contract price plus 20% for add'l hours
AMENITY/FITNESS CENTER STAFFING-- NEW LINE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,040	Additional FT employee - board's discretion
SWIMMING POOL CHEMICALS	\$ 56,949	\$ 46,629	\$ -	\$ 3,048	\$ 7,240	\$ 28,600	New Line for funding next FY. Line has been used in the past
SWIMMING POOL/ENTRY WATER FEATURE MAINTENANCE-- NEW LINE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,529	\$7500 from line #42 (Entry Water Feature) + difference between \$46629 and \$28600 from line #53 (Swimming Pool Chemicals)
SWIMMING POOL INSPECTION/PERMIT	\$ -	\$ 851	\$ -	\$ -	\$ -	\$ 850	
AMENITY GENERAL MAINTENANCE & REPAIRS	\$ 16,883	\$ 20,040	\$ 21,510	\$ 1,254	\$ 5,092	\$ 30,000	Can community maintenance be added to here for total of \$38K?
HOLIDAY DECORATIONS-- NEW LINE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	Return with better estimate
AMENITY CLEANING	\$ 23,510	\$ 8,472	\$ -	\$ 4,532	\$ 6,725	\$ 25,000	Part-time (3 days per week)
AMENITY ELECTRIC/WATER AND SEWER	\$ 52,306	\$ 31,767	\$ 60,000	\$ -	\$ 25,036	\$ -	Combine with expense line under field operations (Line #40)
AMENITY GATES/CONTROL ACCESS	\$ 8,337	\$ 9,444	\$ 5,000	\$ 2,388	\$ 6,289	\$ 12,000	Includes entry gate plus other entry points
AMENITY GATE REPAIRS-- NEW LINE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	Based on past experience with repairs.
AMENITY WEBSITE/COMPUTER EQUIPMENT	\$ 7,205	\$ 5,117	\$ 1,590	\$ 375	\$ 1,215	\$ -	\$1695 for website per contract + new computer
AMENITY INTERNET/CABLE	\$ 11,911	\$ 12,874	\$ 10,000	\$ 3,311	\$ 6,808	\$ 15,000	Increase based on previous year +
AMENITY DUES & LICENSES	\$ 850	\$ -	\$ 850	\$ -	\$ 459	\$ -	
AMENITY SECURITY-- NEW LINE	\$ -	\$ -	\$ 800	\$ -	\$ 2,160	\$ 30,000	\$30K added after adoption of FY 2023 budget
FITNESS EQUIPMENT MAINTENANCE	\$ 23,463	\$ 8,643	\$ 10,000	\$ -	\$ 687	\$ 2,000	
LIFESTYLES PROGRAMMING	\$ 18,927	\$ 28,238	\$ 25,000	\$ 3,865	\$ 9,814	\$ 30,000	
AMENITY GAS	\$ 431	\$ 472	\$ 600	\$ 146	\$ 371	\$ -	Combine with expense line under field operations (Line #40)
TENNIS COURT MAINTENANCE - 4 CLAY COURTS	\$ 1,995	\$ 11,438	\$ 14,500	\$ 882	\$ 939	\$ 2,500	Ron's suggested amount

LANDSCAPING MAINTENANCE OF AMENITY CENTER	\$ 76,000	\$ 45,060	\$ 68,400	\$ -	\$ 25,333	\$ -	Combine with Landscape Maintenance
LANDSCAPE IMPROVEMENT	\$ -	\$ 2,902	\$ 2,500	\$ -	\$ -	\$ 2,500	
AMENITY IRRIGATION (REPAIRS)	\$ 2,242	\$ 166	\$ 1,500	\$ -	\$ -	\$ -	
PEST CONTROL	\$ 1,088	\$ 1,242	\$ 1,200	\$ 209	\$ 660	\$ 1,600	
AMENITY FIRE SYSTEM MONITORING ALARM	\$ 3,416	\$ 3,095	\$ 1,500	\$ 309	\$ 1,406	\$ 1,425	
TRASH COLLECTION	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	
	\$ 2,586	\$ 1,603	\$ 2,292	\$ 324	\$ 1,069	\$ 2,300	
TOTAL AMENITY EXPENSES	\$ 462,850	\$ 454,803	\$ 382,298	\$ 48,301	\$ 150,579	\$ 428,200	
ACCESS CONTROL /GATE HOUSE							
GUARD SERVICE	\$ 120,689	\$ 177,018	\$ 222,400	\$ 61,500	\$ 120,240	\$ 232,000	FY 2023 amount plus additions to contract on annual basis
GUARD HOUSE SUPPLIES	\$ -	\$ 214	\$ 800	\$ -	\$ 535	\$ -	
GUARD HOUSE UTILITIES	\$ 4,284	\$ 4,254	\$ 3,800	\$ 733	\$ 1,481	\$ -	Combine with expense line under field operations (Line #40)
GUARD HOUSE REPAIR & MAINTENANCE	\$ -	\$ 273	\$ 1,000	\$ 2,869	\$ 3,133	\$ -	
BAR CODE EXPENSE	\$ 4,458	\$ 4,409	\$ 5,000	\$ 768	\$ 1,696	\$ 5,000	
TOTAL ACCESS CONTROL/GATE HOUSE EXPENSES	\$ 129,431	\$ 186,168	\$ 233,000	\$ 65,870	\$ 127,085	\$ 237,000	
TOTAL EXPENSES	\$ 1,315,464	\$ 1,441,523	\$ 1,624,244	\$ 451,613	\$ 803,875	\$ 1,974,470	
TOTAL REVENUES OVER (UNDER) TOTAL EXPENDITURES	\$ 87,039	\$ 159,326	\$ 1	\$ 820,131	\$ 685,029	\$ (1,974,470)	
FUND BALANCE - BEGINNING - AUDITED FOR 2021/UNAUDITED FOR 2022	\$ 102,606	\$ 150,634	\$ 309,960	\$ 245,728	\$ 238,292	\$ 238,292	
USE OF FUND BALANCE FORWARD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
INCREASE OF FUND BALANCE	\$ 48,028	\$ 159,326	\$ 1	\$ 820,131	\$ 685,029	\$ (1,974,470)	
FUND BALANCE - ENDING - (2021 ACTUAL; OTHERS PROJECTED)	\$ 150,634	\$ 309,960	\$ 309,961	\$ 1,065,859	\$ 923,321	\$ (1,736,178)	
COMMITTED							
NON SPENDABLE DEPOSITS	\$ 7,260	\$ 886	\$ 886	\$ 886	\$ 886	\$ 886	
CAPITAL RESERVES		\$ 109,319	\$ 109,319	\$ 109,319	\$ 109,319	\$ 109,319	Move a portion of this to newly established Capital Reserve Fund at end of FY 2024
ASSIGNED							
2 MONTHS WORKING CAPITAL		\$ -	\$ -	\$ 301,551	\$ 301,551	\$ (329,078)	Actual 10/2022 and 11/2022 expenses = \$301,551
UNASSIGNED	\$ 143,374	\$ 199,755	\$ 199,756	\$ 676,441	\$ 511,565		
FUND BALANCE - ENDING - (2021 ACTUAL; OTHERS PROJECTED)	\$ 150,634	\$ 309,960	\$ 309,961	\$ 1,088,197	\$ 923,321		