

RESOLUTION 2019-04

THE ANNUAL APPROPRIATION RESOLUTION OF THE CASCADES AT GROVELAND COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2019, submitted to the Board of Supervisors (“**Board**”) of the Cascades at Groveland Community Development District (“**District**”) proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2019 and ending September 30, 2020 (“**Fiscal Year 2019/2020**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CASCADES AT GROVELAND COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Cascades at Groveland Community Development District for the Fiscal Year Ending September 30, 2020."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2019/2020, the sum of \$518,438.12 to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District, exclusive of collection costs, during said budget year to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	<u>\$110,000.00</u>
DEBT SERVICE FUND(S)	<u>\$408,438.12</u>
TOTAL ALL FUNDS	<u>\$518,438.12</u>

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2019/2020 or within 60 days following the end of the Fiscal Year 2019/2020 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 21st DAY OF AUGUST, 2019.

ATTEST:

**CASCADES AT GROVELAND
COMMUNITY DEVELOPMENT
DISTRICT**



Secretary/Assistant Secretary

By: 

Its: CHAIRMAN

Exhibit A



Rizzetta & Company

Cascades at Groveland Community Development District

<http://cascadesatgrovelandcdd.org>

Adopted Budget for Fiscal Year 2019/2020

Presented by: Rizzetta & Company, Inc.

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GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.



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District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.



Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Tax Collector/Property Appraiser Fees: The District could incur miscellaneous throughout the year for processing certified tax rolls.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Dry Retention Pond Maintenance: The District will incur expenditures to maintain dry retention ponds/tracts and similar planting areas within the District. These services may include but are not limited to landscape maintenance, fertilizer, pesticides, etc.

Dry Retention Pond Repair: The District will incur expenditures related to the repair of dry retention ponds/tracts.

General Liability Insurance: The District will incur expenditures for general liability insurance.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.



RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as the storm water infrastructure and dry retention pond/tracts.



DEBT SERVICE FUND BUDGET

REVENUES:

Special Assessments: The District levies special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This is a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

Supplemental Debt Service: A supplemental levy of amounts to further reduce principal of outstanding Series 2006 Bonds.



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**Adopted Budget
Cascades at Groveland Community Development District
General Fund
Fiscal Year 2019/2020**

Chart of Accounts Classification	Budget for 2019/2020
REVENUES	
Special Assessments	
Tax Roll*	\$ 103,985
Off Roll*	\$ -
TOTAL REVENUES	\$ 103,985
Balance Forward from Prior Year	\$ -
TOTAL REVENUES AND BALANCE FORWARD	\$ 103,985
EXPENDITURES - ADMINISTRATIVE	
Legislative	
Supervisor Fees	\$ 1,600
Financial & Administrative	
Administrative Services	\$ 3,600
District Management	\$ 14,000
District Engineer	\$ 1,000
Disclosure Report	\$ 1,600
Trustees Fees	\$ 3,960
Assessment Roll	\$ 5,250
Financial & Revenue Collections	\$ 4,020
Accounting Services	\$ 12,765
Auditing Services	\$ 3,600
Arbitrage Rebate Calculation	\$ 500
Public Officials Liability Insurance	\$ 1,415
Legal Advertising	\$ 1,500
Dues, Licenses & Fees	\$ 175
Tax Collector /Property Appraiser Fees	\$ 200
Website Hosting, Maintenance, Backup	\$ 4,200
Legal Counsel	
District Counsel	\$ 8,000
Administrative Subtotal	\$ 67,385
EXPENDITURES - FIELD OPERATIONS	
Stormwater Control	
Dry Retention Pond Maintenance	\$ 35,000

**Adopted Budget
Cascades at Groveland Community Development District
General Fund
Fiscal Year 2019/2020**

Chart of Accounts Classification	Budget for 2019/2020
Other Physical Environment	
General Liability Insurance	\$ 1,600
Field Operations Subtotal	\$ 36,600
TOTAL EXPENDITURES	\$ 103,985
EXCESS OF REVENUES OVER EXPENDITURES	\$ -

**Adopted Budget
Cascades at Groveland Community Development District
Reserve Fund
Fiscal Year 2019/2020**

Chart of Accounts Classification	Budget for 2019/2020
REVENUES	
Special Assessments	
Tax Roll*	\$ 6,015
Off Roll*	\$ -
TOTAL REVENUES	\$ 6,015
Balance Forward from Prior Year	\$ -
TOTAL REVENUES AND BALANCE FORWARD	\$ 6,015
EXPENDITURES	
Contingency	
Capital Reserves	\$ 6,015
TOTAL EXPENDITURES	\$ 6,015
EXCESS OF REVENUES OVER EXPENDITURES	\$ -

**Cascades at Groveland Community Development District
Debt Service
Fiscal Year 2019/2020**

Chart of Accounts Classification	Series 2006	Budget for 2019/2020
REVENUES		
Special Assessments		
Annual Debt Service ⁽¹⁾	\$369,953.17	\$369,953.17
Supplemental Debt Service Assessment ⁽²⁾	\$38,484.95	\$38,484.95
TOTAL REVENUES	\$408,438.12	\$408,438.12
EXPENDITURES		
Administrative		
Financial & Administrative		
Annual Debt Service Obligation	\$369,953.17	\$369,953.17
Supplemental Debt Service	\$38,484.95	\$38,484.95
Administrative Subtotal	\$408,438.12	\$408,438.12
TOTAL EXPENDITURES	\$408,438.12	\$408,438.12
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Lake County Collection Costs (2%) and Early payment Discounts (4%) 6.0%

Gross assessments **\$434,508.64**

Notes:

Tax Roll County Collection Costs and Early payment Discount is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

⁽²⁾ Supplemental Debt Service less Prepaid Assessments received.

Cascades at Groveland Community Development District

FISCAL YEAR 2019/2020 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2019/2020 O&M Budget	\$110,000.00
County Collection Cost @ 2%	\$2,340.43
Early Payment Discounts @ 4%	\$4,680.85
2019/2020 Total:	\$117,021.28

2018/2019 O&M Budget	\$149,050.00
2019/2020 O&M Budget	\$110,000.00
Total Difference:	<u><u>-\$39,050.00</u></u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2018/2019	2019/2020	\$	%
Annual Debt Service - Single Family (Detached Residential Unit)	\$346.45	\$346.45	\$0.00	0.00%
Supplemental Debt Service - Single Family (Detached Residential Unit)	\$0.00	\$36.04	\$36.04	(1)
Operations/Maintenance - Single Family (Detached Residential Unit)	\$138.24	\$102.20	-\$36.04	-26.07%
Total	\$484.69	\$484.69	\$0.00	0.00%

(1) A proposed supplemental levy of the amounts to further reduce principal of Series 2006 Bonds outstanding. Annual assessment includes principal, interest, Lake County collection costs and early payment discount costs.

CASCADES AT GROVELAND

FISCAL YEAR 2019/2020 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$110,000.00
COLLECTION COSTS @	2.0%	\$2,340.43
EARLY PAYMENT DISCOUNT @	4.0%	\$4,680.85
TOTAL O&M ASSESSMENT		<u>\$117,021.28</u>

LOT SIZE	UNITS ASSESSED		ALLOCATION OF O&M ASSESSMENT				TOTAL	TOTAL	PER LOT ANNUAL ASSESSMENT			
	O&M	SERIES 2006 DEBT SERVICE ^{(1) (2)}	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	SERIES 2006 DEBT SERVICE ASSESSMENT	SUP. 2007 DEBT SERVICE ASSESSMENT	O&M ⁽⁶⁾	ANNUAL DEBT SERVICE ⁽³⁾	SUP. DEBT SERVICE ⁽⁴⁾	TOTAL ⁽⁵⁾
Platted Parcels												
Detached Residential Unit	937	928	1.00	937.00	81.83%	\$95,763.26	\$321,505.60	\$33,445.12	\$102.20	\$346.45	\$36.04	\$484.69
Detached Residential Unit	208	208	1.00	208.00	18.17%	\$21,258.01	\$72,061.60	\$7,496.32	\$102.20	\$346.45	\$36.04	\$484.69
Total Platted	<u>1145</u>	<u>1136</u>		<u>1145.00</u>	100.00%	<u>\$117,021.28</u>	<u>\$393,567.20</u>	<u>\$40,941.44</u>				
LESS: Lake County Collection Costs (2%) and Early Payment Discounts (4%):						<u>(\$7,021.28)</u>	<u>(\$23,614.03)</u>	<u>(\$2,456.49)</u>				
Net Revenue to be Collected						<u>\$110,000.00</u>	<u>\$369,953.17</u>	<u>\$38,484.95</u>				

⁽¹⁾ Reflects 8 (eight) Series 2006 prepayments.

⁽²⁾ Reflects the number of total lots with Series 2006 debt outstanding.

⁽³⁾ Annual debt service assessment per lot adopted in connection with the Series 2006 bond issue. Annual assessment includes principal, interest, Lake County collection costs and early payment discount costs.

⁽⁴⁾ A proposed supplemental levy of the amounts to further reduce principal of Series 2006 Bonds outstanding. Supplemental assessment includes principal, interest, Lake County collection costs and early payment discount costs.

⁽⁵⁾ Annual assessment that will appear on November 2019 Lake County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4%) if paid

⁽⁶⁾ Note this assessment table reflects an equal per unit O&M assessment approved by the Board of Supervisors.