

ChampionsGate
Community Development District

Proposed Budget
FY2025

GMS
GOVERNMENTAL MANAGEMENT SERVICES

Table of Contents

1 General Fund

2-7 General Fund Narrative

8 Capital Reserve Fund

ChampionsGate
Community Development District
Proposed Budget
FY2025
General Fund

	Adopted Budget FY2024	Actual Thru 2/29/24	Projected Next 7 Months	Total Projected 9/30/24	Proposed Budget FY2025
Revenues:					
Special Assessments	\$ 729,046	\$ 679,959	\$ 49,087	\$ 729,046	\$ 729,046
Interest	\$ 6,750	\$ 12,404	\$ 17,366	\$ 29,770	\$ 6,000
Miscellaneous Income	\$ -	\$ -	\$ 7,310	\$ 7,310	\$ -
Carry Forward Surplus*	\$ -	\$ -	\$ -	\$ -	\$ 385,086
Total Revenues	\$ 735,796	\$ 692,363	\$ 73,763	\$ 766,126	\$ 1,120,132
Expenditures:					
Administrative:					
Supervisor Fees	\$ 6,000	\$ 1,800	\$ 4,000	\$ 5,800	\$ 6,000
FICA Expense	\$ 459	\$ 138	\$ 306	\$ 444	\$ 459
Engineering Fees	\$ 10,000	\$ 1,453	\$ 6,048	\$ 7,500	\$ 10,000
Attorney	\$ 22,500	\$ 10,595	\$ 11,905	\$ 22,500	\$ 22,500
Annual Audit	\$ 3,500	\$ -	\$ 3,500	\$ 3,500	\$ 3,600
Assessment Administration	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,250
Management Fees	\$ 40,355	\$ 16,815	\$ 23,540	\$ 40,355	\$ 42,500
Information Technology	\$ 1,800	\$ 750	\$ 1,050	\$ 1,800	\$ 1,890
Website Maintenance	\$ 1,400	\$ 583	\$ 817	\$ 1,400	\$ 1,470
Telephone	\$ 100	\$ -	\$ 50	\$ 50	\$ 100
Postage	\$ 500	\$ 135	\$ 190	\$ 325	\$ 500
Printing & Binding	\$ 500	\$ 14	\$ 111	\$ 125	\$ 500
Insurance	\$ 13,600	\$ 12,784	\$ -	\$ 12,784	\$ 13,600
Legal Advertising	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Other Current Charges	\$ 1,000	\$ 661	\$ 661	\$ 1,322	\$ 1,500
Office Supplies	\$ 125	\$ 17	\$ 32	\$ 49	\$ 125
Property Appraiser Fee	\$ 550	\$ 465	\$ -	\$ 465	\$ 550
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative:	\$ 110,064	\$ 51,384	\$ 54,710	\$ 106,093	\$ 113,219
Operations & Maintenance					
Onsite Management	\$ 147,600	\$ 61,499	\$ 86,099	\$ 147,598	\$ 147,600
Property Insurance	\$ 44,450	\$ 42,606	\$ -	\$ 42,606	\$ 44,450
Electric	\$ 35,000	\$ 12,233	\$ 15,337	\$ 27,570	\$ 35,000
Water & Sewer	\$ 300	\$ 148	\$ 247	\$ 395	\$ 500
Trash Removal	\$ 4,881	\$ 1,473	\$ 1,248	\$ 2,721	\$ 2,370
Landscape Maintenance	\$ 145,514	\$ 60,630	\$ 84,883	\$ 145,513	\$ 152,790
Landscape Contingency	\$ 25,000	\$ 51,120	\$ -	\$ 51,120	\$ 20,000
Lake Maintenance	\$ 6,120	\$ 2,475	\$ 3,465	\$ 5,940	\$ 6,120
Fountain Maintenance	\$ 7,880	\$ 5,857	\$ 3,450	\$ 9,307	\$ 7,860
Irrigation Repairs	\$ 25,000	\$ 57	\$ 7,443	\$ 7,500	\$ 20,000
Repairs & Maintenance	\$ 6,000	\$ 1,034	\$ 1,966	\$ 3,000	\$ 6,000
Lighting	\$ 8,000	\$ 8,537	\$ 4,000	\$ 12,537	\$ 8,000
Painting Public Areas	\$ 1,500	\$ -	\$ 750	\$ 750	\$ 1,500
Traffic Signals	\$ 8,000	\$ 4,110	\$ 3,128	\$ 7,238	\$ 8,000
Sidewalks	\$ 35,000	\$ -	\$ 28,950	\$ 28,950	\$ 30,000
Signage	\$ 6,500	\$ 3,832	\$ 2,668	\$ 6,500	\$ 3,500
Security	\$ 70,000	\$ 30,790	\$ 39,210	\$ 70,000	\$ 70,000
Mosquito Control	\$ 6,741	\$ 1,926	\$ 4,815	\$ 6,741	\$ 6,741
Total Operations & Maintenance:	\$ 583,486	\$ 288,327	\$ 287,659	\$ 575,985	\$ 570,431
Reserves					
Capital Reserve Transfer	\$ 42,246	\$ 42,246	\$ -	\$ 42,246	\$ 436,482
Total Reserves	\$ 42,246	\$ 42,246	\$ -	\$ 42,246	\$ 436,482
Total Expenditures	\$ 735,796	\$ 381,957	\$ 342,368	\$ 724,325	\$ 1,120,132
Excess Revenues (Expenditures)	\$ -	\$ 310,406	\$ (268,605)	\$ 41,801	\$ 0

*Less 1st Quarter Operating

Net Assessment	\$729,046
Collection Cost (6%)	\$46,535
Gross Assessment	<u>\$775,581</u>

**CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

REVENUES:

SPECIAL ASSESSMENTS

The District will levy a Non-Ad Valorem assessment on all of the assessable property within the District to fund all general operating and maintenance expenditures for the fiscal year.

INTEREST

The District generates funds from invested funds.

EXPENDITURES:

ADMINISTRATION

SUPERVISORS FEES

Chapter 190, Florida Statutes, allows for a member of the Board of Supervisors to be compensated \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. Amount is based on 5 Supervisors attending 6 Board meetings during the fiscal year.

FICA EXPENSE

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

ENGINEERING FEES

The District's Engineer, Hanson, Water & Associates, will be providing general engineering services to the District, e.g., attendance and preparation for the monthly Board meetings, review of invoices, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

ATTORNEY

The District's Attorney, Clark & Albaugh, LLP, will be providing general legal services to the District, e.g., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager

ANNUAL AUDIT

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District has contracted with Grau & Associates for this service.

**CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

ASSESSMENT ADMINISTRATION

The District has contracted with Governmental Management Services-Central Florida, LLC to levy and administer the collection of a Non-Ad Valorem assessment on all assessable property within the District.

MANAGEMENT FEES

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reporting, annual audits, etc.

INFORMATION TECHNOLOGY

The District has contracted with Governmental Management Services-Central Florida, LLC for costs related to District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc.

WEBSITE MAINTENANCE

The District has contracted with Governmental Management Services-Central Florida, LLC for the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

TELEPHONE

Telephone and fax machine.

POSTAGE

The District incurs charges for mailing Board meeting agenda packages, invoices to third parties, checks for vendors and other required correspondence.

PRINTING & BINDING

The District incurs charges for printing and binding agenda packages for board meetings, printing of computerized checks, correspondence, stationary, etc.

INSURANCE

The District's general liability and public officials' liability coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to government agencies.

**CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

LEGAL ADVERTISING

Advertising of monthly board meetings, public hearings, and any services that are required to be advertised for public bidding, i.e. audit services, engineering service, maintenance contracts and any other advertising that may be required. The District publishes all of its legal advertising in the Orlando Sentinel.

OTHER CURRENT CHARGES

Represents bank charges and any other miscellaneous charges that the District may incur during the fiscal year.

OFFICE SUPPLIES

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

PROPERTY APPRAISER FEES

Represents a fee charged by Osceola County Property Appraiser’s office for assessment administration services.

DUES, LICENSES & SUBSCRIPTIONS

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175.

OPERATIONS & MAINTENANCE:

ONSITE MANAGEMENT

Personnel used to maintain the District property. The District has contracted with Rida Associates Limited Partnership.

Description	Monthly	Annual
Onsite Management Services	\$12,300	\$147,600
Total		\$147,600

PROPERTY INSURANCE

The District’s property insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

**CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

ELECTRIC

To record cost of electric for projects, such as street lighting, electric for irrigation wells and fountains. The District has the following utility accounts with Duke Energy.

Account#	Address	Monthly	Annual
9100 8848 0869	8301 ChampionsGate Blvd Spkl D	\$350	\$4,200
9100 8848 0132	8399 ChampionsGate Blvd Spkl E	\$800	\$9,600
9100 8848 0637	8390 ChampionsGate Blvd TFLT	\$50	\$600
9100 8848 1141	8397 ChampionsGate Blvd Spkl F	\$175	\$2,100
9100 8848 1381	0 Championsgate Blvd Spkl G	\$200	\$2,400
9100 8848 1589	1500 Berwick Dr Spkl	\$55	\$660
9100 8848 1852	8380 ChampionsGate Blvd Spkl C	\$550	\$6,600
9100 8848 2308	8300 ChampionsGate Blvd TFLT	\$45	\$540
9101 5958 9866	81801 ChampionsGate Blvd Unit B (Fntn)	\$275	\$3,300
	Contingency		\$5,000
Total			\$35,000

WATER/SEWER

To record the cost of running the fountains. The District has the following accounts with Toho Water Authority.

Account#	Address	Monthly	Annual
2587190-690100	100 ChampionsGate Blvd	\$35	\$420
	Contingency		\$80
Total			\$500

TRASH REMOVAL

To record the expenses related to trash and rubbish removal of miscellaneous items, dumpster contract service and hauling of miscellaneous items. The District has the following utility account with Waste Management.

Account#	Address	Monthly	Annual
4-70186-52000	8390 ChampionsGate Blvd. Ste.104	\$178	\$2,139
	Contingency		\$231
Total			\$2,370

**CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

LANDSCAPE MAINTENANCE CONTRACT

The District has contracted with Weber Environmental Services, Inc. to provide the monthly landscaping services which include turf care, shrubs/ground cover care, annuals, tree care, irrigation system, pressuring washing and litter removal.

Description	Monthly	Annual
Landscape Maintenance Contract	\$12,126	\$145,514
Contingency		\$7,276
Total		\$152,790

LANDSCAPE CONTINGENCY

This category will be used for the annual palm tree trimming as well as any miscellaneous landscape items not included under the landscape contract.

LAKE MAINTENANCE

To record expenses for the monthly maintenance and contract services for the lakes. The District has contracted The Lake Doctors, Inc.

Description	Monthly	Annual
Lake Services	\$495	\$5,940
Contingency		\$180
Total		\$6,120

FOUNTAIN MAINTENANCE

To record expenses for equipment, supplies, maintenance and contract services for fountains the district maintains. The District has contracted with Fountain Design Group, Inc.

Description	Monthly	Annual
Fountain Services	\$350	\$4,200
Fountain Quarterly Services @ \$250		\$1,000
Contingency		\$2,660
Total		\$7,860

IRRIGATION REPAIRS

Monthly inspection and repairs of irrigation system.

REPAIRS & MAINTENANCE

To record the cost of any maintenance expenses not properly classified in any of the other accounts.

LIGHTING

Repair and replacement of lighting fixtures throughout the property.

**CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

PAINTING PUBLIC AREAS

To record the cost of painting supplies and contact services for outside areas.

TRAFFIC SIGNALS

To record the cost to maintain all traffic signals per the Traffic Signal Contract.

SIDEWALKS

To record cost to maintain all sidewalks.

SIGNAGE

To record cost to maintain all signs within the District boundaries.

SECURITY

To record the expenses for security. District has contracted with Florida Highway Patrol trooper to provide off-duty police security at a rate of \$55.00 per hour.

MOSQUITO CONTROL

Scheduled maintenance consists of mosquito spraying and larviciding along roadways and paths, and mosquito population monitoring in the form of landing rate counts and light traps. The District has contracted with Clarke Environmental Mosquito Management, Inc.

TRANSFER OUT - CAPITAL RESERVE

Funds transferred out to Capital Reserve for capital outlay expenses.

ChampionsGate

Community Development District

Proposed Budget

FY2025

Capital Reserve Fund

	Adopted Budget FY2024	Actual Thru 2/29/24	Projected Next 7 Months	Total Projected 9/30/24	Proposed Budget FY2025
Revenues:					
Transfer In	\$ 42,246	\$ 42,246	\$ -	\$ 42,246	\$ 436,482
Interest	\$ 18,000	\$ 12,099	\$ 14,001	\$ 26,100	\$ 24,000
Total Revenues	\$ 60,246	\$ 54,345	\$ 14,001	\$ 68,346	\$ 460,482
Expenditures:					
Contingency	\$ 500	\$ 192	\$ 280	\$ 472	\$ 500
Capital Outlay	\$ 100,000	\$ 96,187	\$ 50,000	\$ 146,187	\$ 200,000
Total Expenditures	\$ 100,500	\$ 96,379	\$ 50,280	\$ 146,659	\$ 200,500
Excess Revenues (Expenditures)	\$ (40,254)	\$ (42,034)	\$ (36,279)	\$ (78,313)	\$ 259,982
Fund Balance - Beginning	\$ 631,286	\$ 684,621	\$ -	\$ 684,621	\$ 606,308
Fund Balance - Ending	\$ 591,032	\$ 642,587	\$ (36,279)	\$ 606,308	\$ 866,290

FY2024 Updated Expenses	
Description	Amount
ABC Sealcoating and Paving	
Parking Lot Line Striping & Pavement Markings (Thermo Plastic)	\$ 25,072
Fountain Design Group	
Installation of Libra Floating Fountain	\$ 26,630
Installation of Cascade Lake Fountain	\$ 17,210
L.C. Electric, Inc.	
Electrical Wiring Services for Fountain	\$ 27,275
Roadway Repairs (Estimated)	\$ 50,000
Total	\$ 146,187

FY2025 Proposed Expenses	
Description	Amount
Roadway Milling & Paving - 1st Year Portion	\$ 200,000
Total	\$ 200,000