

***Poinciana***  
***Community Development District***

***Proposed Budget***  
***FY2025***



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**Poinciana**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Total Projected 9/30/24	Proposed Budget FY2025
<b>Revenues</b>					
Special Assessments	\$ 667,127	\$ 648,802	\$ 18,325	\$ 667,127	\$ 886,924.99
Interest	\$ 500	\$ 3,164	\$ 1,582	\$ 4,746	\$ 2,373
Miscellaneous Revenue	\$ -	\$ 26,243	\$ -	\$ 26,243	\$ -
Carry Forward Surplus	\$ 192,797	\$ 42,112	\$ -	\$ 42,112	\$ -
<b>Total Revenues</b>	<b>\$ 860,424</b>	<b>\$ 720,321</b>	<b>\$ 19,907</b>	<b>\$ 740,228</b>	<b>\$ 889,298</b>
<b>Expenditures</b>					
<i>Administrative</i>					
Supervisors Fees	\$ 12,000	\$ 3,800	\$ 4,800	\$ 8,600	\$ 12,000
FICA Expense	\$ 918	\$ 291	\$ 367	\$ 658	\$ 918
Engineering	\$ 20,000	\$ 7,545	\$ 12,455	\$ 20,000	\$ 20,000
Attorney	\$ 30,000	\$ 16,835	\$ 12,000	\$ 28,835	\$ 30,000
Arbitrage	\$ 450	\$ -	\$ 450	\$ 450	\$ 450
Annual Audit	\$ 3,600	\$ 3,600	\$ -	\$ 3,600	\$ 3,700
Trustee Fees	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Assessment Administration	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,250
Management Fees	\$ 43,260	\$ 21,630	\$ 21,630	\$ 43,260	\$ 45,423
Information Technology	\$ 1,238	\$ 619	\$ 619	\$ 1,238	\$ 1,300
Website Maintenance	\$ 825	\$ 413	\$ 413	\$ 825	\$ 867
Telephone	\$ 100	\$ -	\$ 50	\$ 50	\$ 100
Postage	\$ 2,600	\$ 511	\$ 511	\$ 1,022	\$ 2,600
Printing & Binding	\$ 1,000	\$ 75	\$ 75	\$ 149	\$ 500
Insurance	\$ 7,711	\$ 7,255	\$ -	\$ 7,255	\$ 7,981
Legal Advertising	\$ 5,500	\$ 302	\$ 2,698	\$ 3,000	\$ 5,500
Other Current Charges	\$ 2,400	\$ 383	\$ 2,017	\$ 2,400	\$ 2,400
Office Supplies	\$ 400	\$ 1	\$ 29	\$ 30	\$ 400
Property Appraiser	\$ 7,000	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
<b>Total Administrative</b>	<b>\$ 148,177</b>	<b>\$ 68,434</b>	<b>\$ 69,113</b>	<b>\$ 137,547</b>	<b>\$ 150,564</b>

**Poinciana**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Total Projected 9/30/24	Proposed Budget FY2025
<i>Operations &amp; Maintenance</i>					
Field Services	\$ 10,609	\$ 5,304	\$ 5,304	\$ 10,609	\$ 11,140
Property Insurance	\$ 13,116	\$ 12,504	\$ -	\$ 12,504	\$ 13,116
Electric	\$ 2,544	\$ 571	\$ 929	\$ 1,500	\$ 2,544
Landscape Maintenance	\$ 203,955	\$ 89,354	\$ 96,487	\$ 185,841	\$ 220,544
Landscape Improvement Areas Contingency	\$ -	\$ -	\$ -	\$ -	\$ 18,500
Aquatic Control Maintenance	\$ 147,569	\$ 72,795	\$ 76,488	\$ 149,283	\$ 159,828
Aquatic Midge Management	\$ 215,454	\$ 84,587	\$ 85,641	\$ 170,228	\$ 194,062
R&M - Mulch	\$ 3,500	\$ -	\$ -	\$ -	\$ -
R&M - Plant Replacement	\$ 3,500	\$ -	\$ -	\$ -	\$ 7,000
Storm Structure Repairs	\$ 50,000	\$ 606	\$ 6,500	\$ 7,106	\$ 50,000
Contingency	\$ 12,000	\$ 6,655	\$ 8,955	\$ 15,610	\$ 12,000
<b><i>Total Operations &amp; Maintenance</i></b>	<b>\$ 662,247</b>	<b>\$ 272,376</b>	<b>\$ 280,305</b>	<b>\$ 552,681</b>	<b>\$ 688,734</b>
<i>Other Expenditures</i>					
Transfer Out - Capital Reserve	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	\$ 50,000
<b><i>Total Other Expenditures</i></b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Total Other Expenditures</b>	<b>\$ 860,424</b>	<b>\$ 390,810</b>	<b>\$ 349,418</b>	<b>\$ 740,228</b>	<b>\$ 889,298</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 329,510</b>	<b>\$ (329,510)</b>	<b>\$ -</b>	<b>\$ -</b>

Net Assessments	\$ 886,925
Collection Cost (7%)	\$ 66,758
<b>Gross Assessments</b>	<b>\$ 953,683</b>

Property Type	Platted Units	Per Unit Net	Per Unit Gross	Net Total
Platted Residential	3820	\$227.61	\$244.74	\$869,470
Town Center Commercial	72.15	\$227.61	\$244.74	\$16,422
Golf Course	4.54	\$227.61	\$244.74	\$1,033
	<b>3896.69</b>			<b>\$886,925</b>

FY2025 Gross	FY2024 Gross	Increase/ (Decrease)
\$244.74	\$ 184.04	\$ 60.70
\$244.74	\$ 184.04	\$ 60.70
\$244.74	\$ 184.04	\$ 60.70

# Poinciana

## Community Development District

### General Fund Budget

#### **Revenues:**

##### Special Assessments

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the fiscal year.

##### Interest

The District earns interest income on their operating accounts and other investments.

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#### **Expenditures:**

##### **Administrative:**

##### Supervisors Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount is based on 5 supervisors attending 12 meetings during the fiscal year.

##### FICA Expense

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

##### Engineering

The District's engineer, GAI Consultants, Inc., will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, 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 legal counsel, Latham, Luna, Eden & Beaudine, LLP, will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

##### Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2022 Special Assessment Refunding Bonds. The District has contracted with AMTEC for this service.

##### Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

# Poinciana

## Community Development District

### General Fund Budget

#### Trustee Fees

The District will pay annual trustee fees for the Series 2022 Special Assessment Refunding Bonds that are deposited with a Trustee at Hancock Whitney.

#### Assessment Administration

The District has contracted with Governmental Management Services-CF, LLC to levy and administer the collection of 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 are not limited to, recording and transcription of board meetings, budget preparation, all financial reporting, annual audit, etc.

#### Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc.

#### Website Maintenance

Represents 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 of agenda packages, overnight deliveries, checks for vendors and other required correspondence.

#### Printing & Binding

Printing board materials, printing of computerized checks, stationary, envelopes etc.

#### Insurance

The District's general liability and public officials liability insurance coverage is provided by Public Risk Insurance. Public Risk Insurance specializes in providing insurance coverage to governmental agencies.

#### Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc in a newspaper of general circulation.

# Poinciana Community Development District General Fund Budget

Other Current Charges

Represents any miscellaneous expenses incurred during the fiscal year such as bank fees, deposit slips, stop payments, etc.

Office Supplies

The District incurs charges for office supplies that need to be purchased during the fiscal year.

Property Appraiser

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

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175. This is the only expense under this category for the District.

**Operations & Maintenance:**

Field Services

Provide onsite field management of contracts for the District such as landscape and lake maintenance. Services to include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Property Insurance

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

Electric

Represents cost of electric services for item lights. District currently has two accounts with Duke Energy.

<b>Account #</b>	<b>Service Address</b>	<b>Monthly</b>	<b>Annual</b>
48750 39182	1051 Cypress Pky, 9 Tunnel Lights	\$32	\$384
87555 08008	1051 Cypress Pky, Lites/Golf Tunnel 33	\$120	\$1,440
	Contingency		\$720
	<b>Total</b>		<b>\$2,544</b>

# Poinciana Community Development District General Fund Budget

## Landscape Maintenance

The District will maintain the lake bank maintenance that include mowing of no less than once every 7 days during the months of April 1<sup>st</sup> to October 31<sup>st</sup> and no less than once every 14 days from November 1<sup>st</sup> to March 31<sup>st</sup>. The District has contracted with Floralawn 2, LLC for this service.

Description	Monthly	Annual
Landscape Maintenance	\$16,221	\$194,654
3% Increase		\$5,789
10% Buffer		\$20,101
<b>Total</b>		<b>\$220,544</b>

## Landscape Improvement Areas Contingency

Represents the cost for mulch, seasonal flowers, waste service, or any additional expense to maintain improvements on CDD tracts.

## Aquatic Control Maintenance

Represents cost for maintenance to the ponds located within the District. Services include, but are not limited to, treatment removal and offsite disposal of nuisance vegetation and algae treatment. The District has contracted with Solitude Lake Management for these services.

Description	Monthly	Annual
Aquatic Maintenance	\$12,931	\$155,172
3% Increase		\$4,655
<b>Total</b>		<b>\$159,828</b>

## Aquatic Midge Management

Represents costs for aquatic midge control (blind mosquitoes, weekly ATV aerosol & monthly aerial larva side.)

Description	Monthly	Annual
Aquatic Midge Control	\$14,273	\$171,281
3% Increase		\$5,138
10% Buffer		\$17,642
<b>Total</b>		<b>\$194,062</b>

## Storm Structure Repairs

Represents estimated repair and maintenance cost to the drainage structures maintained by the District.

## R&M – Plant Replacement

Represents estimated cost for the replacement of aquatic plants and tree replacement around the ponds.

## Contingency

Represents any additional field expense that may not have been provided for in the budget.



**Poinciana**  
**Community Development District**  
**Proposed Budget**  
**Debt Service Fund**

	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Total Projected 9/30/24	Proposed Budget FY2025
<b>Revenues</b>					
Assessments	\$ 1,280,936	\$ 1,234,503	\$ 46,433	\$ 1,280,936	\$ 1,279,197
Assessments - Prepayments	\$ -	\$ 5,050	\$ -	\$ 5,050	\$ -
Interest	\$ -	\$ 20,449	\$ 10,225	\$ 30,674	\$ 15,337
Carry Forward Surplus	\$ 423,822	\$ 449,878	\$ -	\$ 449,878	\$ 455,562
<b>Total Revenues</b>	<b>\$ 1,704,758</b>	<b>\$ 1,709,881</b>	<b>\$ 56,658</b>	<b>\$ 1,766,539</b>	<b>\$ 1,750,097</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Property Appraiser	\$ 13,774	\$ -	\$ 13,755	\$ 13,755	\$ 13,755
<b>Series 2022</b>					
Interest - 11/1	\$ 107,641	\$ 107,581	\$ -	\$ 107,581	\$ 97,211
Special Call - 11/1	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Principal - 5/1	\$ 1,077,000	\$ -	\$ 1,077,000	\$ 1,077,000	\$ 1,101,000
Interest - 5/1	\$ 107,641	\$ -	\$ 107,641	\$ 107,641	\$ 97,211
<b>Total Expenditures</b>	<b>\$ 1,306,056</b>	<b>\$ 112,581</b>	<b>\$ 1,198,396</b>	<b>\$ 1,310,977</b>	<b>\$ 1,309,176</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 398,702</b>	<b>\$ 1,597,300</b>	<b>\$ (1,141,738)</b>	<b>\$ 455,562</b>	<b>\$ 440,920</b>

<b>Series 2022</b>	
Interest - 11/1/25	\$ 85,738.28
Net Assessments	\$ 1,279,197
Collection Cost (7%)	\$ 96,284
<b>Gross Assessments</b>	<b>\$ 1,375,481</b>

Property Type	Platted Units	Net Per Unit	Gross Per Unit	Gross Total
Commercial	72.15	\$347.78	\$373.96	\$26,981
Residential	3606	\$347.78	\$373.96	\$1,348,500
Platted Residential - Prepaid	213	\$0.00	\$0.00	\$0
	<b>3891.15</b>			<b>\$1,375,481</b>

**Poinciana**  
**Community Development District**  
**Series 2022 Special Assessment Refunding Bonds**  
**Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/24	\$ 8,240,000.00	\$ -	\$ 97,210.70	\$ 1,281,852.15
05/01/25	\$ 8,240,000.00	\$ 1,101,000.00	\$ 97,210.70	
11/01/25	\$ 7,139,000.00	\$ -	\$ 85,738.28	\$ 1,283,948.98
05/01/26	\$ 7,139,000.00	\$ 1,124,000.00	\$ 85,738.28	
11/01/26	\$ 6,015,000.00	\$ -	\$ 73,441.72	\$ 1,283,180.00
05/01/27	\$ 6,015,000.00	\$ 1,147,000.00	\$ 73,441.72	
11/01/27	\$ 4,868,000.00	\$ -	\$ 60,347.57	\$ 1,280,789.29
05/01/28	\$ 4,868,000.00	\$ 1,171,000.00	\$ 60,347.57	
11/01/28	\$ 3,697,000.00	\$ -	\$ 46,455.41	\$ 1,277,802.98
05/01/29	\$ 3,697,000.00	\$ 1,200,000.00	\$ 46,455.41	
11/01/29	\$ 2,497,000.00	\$ -	\$ 31,764.41	\$ 1,278,219.82
05/01/30	\$ 2,497,000.00	\$ 1,234,000.00	\$ 31,764.41	
11/01/30	\$ 1,263,000.00	\$ -	\$ 16,257.97	\$ 1,282,022.38
05/01/31	\$ 1,263,000.00	\$ 1,263,000.00	\$ 16,257.97	\$ 1,279,257.97
		<b>\$ 9,317,000.00</b>	<b>\$ 1,154,264.87</b>	<b>\$ 11,528,264.87</b>

**Poinciana**  
**Community Development District**  
**Proposed Budget**  
**Capital Reserve Fund**

	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Total Projected 9/30/24	Proposed Budget FY2025
<b>Revenues</b>					
Interest	\$ -	\$ 2,736	\$ 1,368	\$ 4,104	\$ 2,052
Carry Forward Surplus	\$ 100,000	\$ 100,440	\$ -	\$ 100,440	\$ 150,440
<b>Total Revenues</b>	<b>\$ 100,000</b>	<b>\$ 100,440</b>	<b>\$ -</b>	<b>\$ 100,440</b>	<b>\$ 150,440</b>
<b>Expenditures</b>					
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Financing Sources/(Uses)</b>					
Transfer In	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	\$ 50,000
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 150,000</b>	<b>\$ 150,440</b>	<b>\$ -</b>	<b>\$ 150,440</b>	<b>\$ 200,440</b>