

**SOUTHBAY  
COMMUNITY DEVELOPMENT DISTRICT**

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District Office ♦ 2005 Pan Am Circle ♦ Suite 120 ♦ Tampa, Florida 33607 ♦ (813) 397-5120 ♦ Fax (813) 873-7070

May 25, 2017

Certified Mail# 7016 2140 0000 3084 6303

Ed Hunzeker, County Administrator  
1112 Manatee Ave. W., 9<sup>th</sup> Floor  
Bradenton, FL 34205

**RECEIVED**

MAY 31 2017

COUNTY ADMINISTRATOR  
MANATEE COUNTY

Re: SouthBay Community Development District  
Proposed Fiscal Year 2018 Annual Operations Budget

Dear Mr. Hunzeker,

Pursuant to Section 190.008 (2)(b) of the Florida Statutes, please find attached the Proposed Fiscal Year 2018 Operations Budget for the Southbay Community Development District, as prepared by District Management. A Public Hearing on the proposed budget has been approved by the District's Board and is hereby set for August 22, 2017.

We request that a copy of the proposed budget be placed on the Manatee County website for public viewing.

If you have any questions, feel free to contact me at 813-397-5120.

Thank you,

Brittany Crutchfield  
Administrative Assistant

Enc. FY 2017 Budget  
Via Certified Mail

2018



# SOUTHBAY

COMMUNITY DEVELOPMENT DISTRICT

**FISCAL YEAR 2018**  
PROPOSED ANNUAL OPERATING BUDGET

MAY 16, 2017

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# SOUTHBAY

## COMMUNITY DEVELOPMENT DISTRICT

### FISCAL YEAR 2018

#### PROPOSED ANNUAL OPERATING BUDGET

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MAY 16, 2017

# **SOUTHBAY**

## **COMMUNITY DEVELOPMENT DISTRICT**

### **BUDGET INTRODUCTION**

#### **Background Information**

The SouthBay Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a "solution" to the State's needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida's effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2018, which begins on October 1, 2017. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

#### **Fund Number**

001

#### **Fund Name**

General Fund

#### **Services Provided**

Operations and Maintenance of  
Community Facilities Financed by  
Non-Ad Valorem Assessments

#### **Facilities of the District**

The District's existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

#### **Maintenance of the Facilities**

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

# SOUTH BAY

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2017 Operating Budget	Current Period Actuals 10/1/2016 - 3/31/2017	Projected Revenues & Expenditures 4/1/17 to 9/30/17	Total Actuals and Projections Through 09/30/17	Over/(Under) Budget Through 09/30/17
<b>REVENUES</b>					
<b>CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>					
Developer Contributions	15,000.00	0.00	15,000.00	15,000.00	0.00
<b>TOTAL CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>
<b>TOTAL REVENUES</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>
<b>EXPENDITURES</b>					
<b>LEGISLATIVE</b>					
Supervisor Fees	0.00	0.00	0.00	0.00	0.00
<b>TOTAL LEGISLATIVE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>					
District Management & Accounting Services	12,000.00	5,000.00	7,000.00	12,000.00	0.00
Postage, Phone, Faxes, Copies	0.00	0.00	0.00	0.00	0.00
Legal Advertising	500.00	522.76	0.00	522.76	22.76
Dues, Licenses & Fees	175.00	225.00	0.00	225.00	50.00
Miscellaneous Administration	2,325.00	0.00	1,567.24	1,567.24	(757.76)
Website Administration	0.00	625.00	0.00	625.00	625.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>15,000.00</b>	<b>6,372.76</b>	<b>8,567.24</b>	<b>14,940.00</b>	<b>(60.00)</b>
<b>LEGAL COUNSEL</b>					
District Counsel	0.00	60.00	0.00	60.00	60.00
<b>TOTAL LEGAL COUNSEL</b>	<b>\$0.00</b>	<b>\$60.00</b>	<b>\$0.00</b>	<b>\$60.00</b>	<b>\$60.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$15,000.00</b>	<b>\$6,432.76</b>	<b>\$8,567.24</b>	<b>\$15,000.00</b>	<b>(\$0.00)</b>
<b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$0.00</b>	<b>(\$6,432.76)</b>	<b>\$6,432.76</b>	<b>\$0.00</b>	<b>\$0.00</b>

FISCAL YEAR 2017 BUDGET ANALYSIS

# SOUTH BAY

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2017 Operating Budget	Total Actuals and Projections Through 09/30/17	Over/(Under) Budget Through 09/30/17	Fiscal Year 2018 Final Operating Budget	Increase / (Decrease) from FY 2017 to FY 2018
<b>REVENUES</b>					
<b>CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>					
Developer Contributions	15,000.00	15,000.00	0.00	15,000.00	0.00
<b>TOTAL CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>
<b>TOTAL REVENUES</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>
<b>EXPENDITURES</b>					
<b>LEGISLATIVE</b>					
Supervisor Fees	0.00	0.00	0.00	0.00	0.00
<b>TOTAL LEGISLATIVE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>					
District Management & Accounting Services	12,000.00	12,000.00	0.00	12,000.00	0.00
Postage, Phone, Faxes, Copies	0.00	0.00	0.00	0.00	0.00
Legal Advertising	500.00	522.76	22.76	500.00	0.00
Dues, Licenses & Fees	175.00	225.00	50.00	175.00	0.00
Miscellaneous Administration	2,325.00	1,567.24	(757.76)	2,325.00	0.00
Website Administration	0.00	625.00	625.00	0.00	0.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>15,000.00</b>	<b>14,940.00</b>	<b>(60.00)</b>	<b>15,000.00</b>	<b>0.00</b>
<b>LEGAL COUNSEL</b>					
District Counsel	0.00	60.00	60.00	0.00	0.00
<b>TOTAL LEGAL COUNSEL</b>	<b>\$0.00</b>	<b>\$60.00</b>	<b>\$60.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>(\$0.00)</b>	<b>\$15,000.00</b>	<b>\$0.00</b>
<b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

## FISCAL YEAR 2018

### PROPOSED ANNUAL OPERATING BUDGET

# **SOUTHBAY**

COMMUNITY DEVELOPMENT DISTRICT

## **GENERAL FUND 001**

### **Financial & Administrative**

#### **District Manager**

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

#### **Postage, Phone, Fax, Copies**

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

#### **Legal Advertising**

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

#### **Dues, Licenses & Fees**

The District is required to file with the County and State each year.

#### **Miscellaneous Fees**

To provide for unbudgeted administrative expenses.

#### **Website Administration**

This is for maintenance and administration of the District's official website.

### **Legal Counsel**

#### **District Counsel**

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.