

Received
6/30/21

Actions Taken
\$75 for BOCC
OK for approval
10/12/21

FY 22

SPECIAL DEPENDENT DISTRICT BUDGET PREPARATION CHECKLIST

DISTRICT NAME: <u>Truist Magazine</u>	
REVIEWER: <u>Mulhoney</u>	DATE REVIEWED: <u>7/1/21</u>
COMMENTS: <u>7/1/21 - email need ad not proof</u> <u>8/26/21 - used email</u> <u>9/30/21 OK</u>	

NOTE: PLEASE MAKE COMMENTS AND HIGHLIGHT THOSE ITEMS NEEDING CORRECTION:

YES	NO	ITEMS TO BE REVIEWED
		1. Copy of advertisement of the public budget hearing
		In Tampa Bay Times?
		Date of meeting on 15th day after date of ad or more?
		If "NO" - How many days notice actually given?
		Was standard advertisement from Budget Preparation Guide used?

		2. Minutes of the public hearing: Do the minutes contain the following?
		Do minutes say this is a public budget hearing?
		Date of hearing same as in advertisement and as on resolution?
		Place and time same as in advertisement?
		Hearing conducted separately from another meeting?
		Amount of approved assessment same as in resolution and budget?
		Number of trustees attending
		Is this a quorum? (i.e. five or more)
		Majority of trustees in attendance approve assessment and budget?
		Do trustee names in attendance and voting correspond to names of Trustee Data Base?
		Was public comment requested, heard and taken?
		Do minutes show specific approval of budget and assessment resolution?
		Are minutes signed by the President and the Recording Secretary?

		3. Resolution: Does the resolution contain the following information:
		Is date of hearing same as in advertisement and as in minutes of meeting?
		Is assessment rate same as in minutes and budget?
		Is the number of trustees approving resolution same as in minutes?
		Are the names of trustees making and seconding motion same as in minutes?
		Is the resolution signed by two trustees: one attesting to signature, other actually signing?
		Does the ordinance number establishing the district correspond with the number on Attachment I for the district?
		Is the tax year 2021 and the fiscal year 2022?

LAKE MAGDALENE SPECIAL DEPENDENT DIST FY 22

BUDGET CATEGORIES	FY 22 BUDGET
REVENUES	
325.200 SPECIAL ASSESSMENTS	\$33,300
366.000 DONATIONS	
361.000 INTEREST	
TOTAL GROSS REVENUES	\$33,300
MINUS 5%	-\$1,665
PLUS:	
384.000 DEBT PROCEEDS	
389.900 EST BEGINNING FUND BALANCE	\$22,763
TOTAL REVENUES	\$54,398

EXPENDITURES:	FY 22 BUDGET
31.000 PROFESSIONAL SERVICES	\$8,000
32.000 ACCOUNTING AND AUDITING	\$2,500
34.000 OTHER SERVICES (Contractual)	\$33,966
40.000 TRAVEL AND PER DIEM	\$0
41.000 COMMUNICATION SERVICES	\$1,000
42.000 FREIGHT & POSTAGE SERVICES	\$0
43.000 UTILITY SERVICES	\$3,000
44.000 RENTALS AND LEASES	\$0
45.000 INSURANCE	\$500
46.000 REPAIR AND MAINTENANCE SERVICES	\$2,000
47.000 PRINTING AND BINDING	\$1,000
49.000 OTHER CURRENT CHARGES AND OBLIGATIONS	\$1,000
51.000 OFFICE SUPPLIES	\$100
52.000 OPERATING SUPPLIES	\$0
54.000 BOOKS AND PUBLICATIONS	\$0
TOTAL OP EXPENDITURES	\$53,066

CAPITAL OUTLAY	FY 22 BUDGET
61.000 LAND	
62.000 BUILDINGS	
63.000 IMPROVEMENTS	
64.000 MACHINERY AND EQUIPMENT	
TOTAL CAPITAL OUTLAY	\$0

DEBT SERVICE	FY 22 BUDGET
71.000 PRINCIPAL	
72.000 INTEREST	
73.000 OTHER DEBT SERVICE COSTS	
TOTAL DEBT SERVICE	\$0

NON-OPERATING	FY 22 BUDGET
99.010 BUDGET TRANSFERS	\$1,332
99.020 RESERVE FOR FUTURE CAPITAL	
99.030 RESERVE FOR CONTINGENCY	
TOTAL NON-OPERATING	\$1,332
TOTAL EXPEND AND NON-OPERATING	\$54,398

Revenues Minus Expenditures Equals

\$0

6/8/2021

FINAL APPROVED BUDGET

BACKUP SCHEDULES**Show in the area below, how line items are calculated:**

363.10 SPECIAL ASSESSMENTS	444 Assessed @ \$75
366.00 DONATIONS	EST. Based on prior yr actuals
361.00 INTEREST	EST. Based on prior yr actuals
31.00 PROFESSIONAL SERVICES	EST. Based on prior yr actuals
32.00 ACCOUNTING AND AUDITING	EST. Based on prior yr actuals
34.00 OTHER SERVICES (Contractual)	1) Harvest 2) Spot Weed Chem Spray
40.00 TRAVEL AND PER DIEM	EST. Based on prior yr actuals
41.00 COMMUNICATION SERVICES	EST. Based on prior yr actuals
43.00 UTILITY SERVICES	EST. Based on prior yr actuals
44.00 RENTALS AND LEASES	EST. Based on prior yr actuals
45.00 INSURANCE	EST. Based on prior yr actuals
46.00 REPAIR AND MAINTENANCE	EST. Based on prior yr actuals
47.00 PRINTING AND BINDING	EST. Based on prior yr actuals
49.00 OTHER CURRENT CHARGES AND OBLIGATIONS	EST. Based on prior yr actuals
51.00 OFFICE SUPPLIES	EST. Based on prior yr actuals
52.00 OPERATING SUPPLIES	EST. Based on prior yr actuals
54.00 BOOKS AND PUBLICATIONS	EST. Based on prior yr actuals
71.00 PRINCIPAL	EST. Based on prior yr actuals
72.00 INTEREST	EST. Based on prior yr actuals
73.00 OTHER DEBT SERVICE COSTS	EST. Based on prior yr actuals
99.01 BUDGET TRANSFERS	EST. Based on prior yr actuals
99.02 RESERVE FOR FUTURE CAPITAL	EST. Based on prior yr actuals
99.03 RESERVE FOR CONTINGENCY	EST. Based on prior yr actuals

CAPITAL PROJECT AND OUTLAY INFORMATION FORM

NAME OF DISTRICT:

DATE:

LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT

06-08-21

INSTRUCTIONS: Please complete this form and submit with budget package for all capital projects or equipment either underway or planned for implementation and acquisition.

=====

NAME OF PROJECT OR EQUIPMENT:

DESCRIPTION:

N/A

EXPENSE CATEGORY:

IS PROJECT UNDERWAY: YES ☐ NO ☐ IF YES, BEGINNING DATE _____
ESTIMATED END DATE _____
% COMPLETE _____

IF NO, EST BEGINNING DATE _____
ESTIMATED END DATE _____

TOTAL ESTIMATED COST: _____

=====

NAME OF PROJECT OR EQUIPMENT:

DESCRIPTION:

N/A

EXPENSE CATEGORY:

IS PROJECT UNDERWAY: YES ☐ NO ☐ IF YES, BEGINNING DATE _____
ESTIMATED END DATE _____
% COMPLETE _____

IF NO, EST BEGINNING DATE _____
ESTIMATED END DATE _____

TOTAL ESTIMATED COST: _____

=====

ESTIMATING FUND BALANCE

LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT
FY21 ENDING 09/30/21

BUDGET CATEGORIES	Adopted FY21 BUDGET	ACTUAL	PROJECT	TOTAL
REVENUES				
363.10 SPECIAL ASSESSMENTS (Note A)	\$33,300	\$30,919		\$30,919
366.00 DONATIONS				\$0
361.00 INTEREST				\$0
TOTAL GROSS REVENUES	\$33,300	\$30,919	\$1,365	\$32,284
MINUS 5%	-\$1,665			
PLUS:				
384.00 DEBT PROCEEDS				\$0
389.00 BEGINNING FUND BALANCE (Note B)	\$13,490	\$40,369		\$40,369
TOTAL REVENUES	\$45,125	\$71,288	\$1,365	\$72,653

EXPENDITURES:	Adopted FY21 BUDGET	ACTUAL	PROJECT	TOTAL
31.00 PROFESSIONAL SERVICES	\$8,000	\$535	\$2,000	\$2,535
32.00 ACCOUNTING AND AUDITING	\$2,500	\$2,500	\$0	\$2,500
34.00 OTHER CONTRACTUAL SERVICES	\$24,893	\$80	\$42,000	\$42,080
40.00 TRAVEL AND PER DIEM	\$0	\$0	\$0	\$0
41.00 COMMUNICATION SERVICES	\$1,000	\$349	\$200	\$549
42.00 TRANSPORTATION SERVICES	\$0	\$0	\$0	\$0
43.00 UTILITY SERVICES	\$3,000	\$155	\$155	\$310
44.00 RENTALS AND LEASES	\$0	\$0	\$0	\$0
45.00 INSURANCE	\$500	\$370	\$0	\$370
46.00 REPAIR AND MAINTENANCE	\$2,000	\$0	\$0	\$0
47.00 PRINTING AND BINDING	\$1,000	\$0	\$0	\$0
49.00 OTHER CHARGES AND OBLIGATIONS	\$1,000	\$1,546	\$0	\$1,546
51.00 OFFICE SUPPLIES	\$100	\$0	\$0	\$0
52.00 OPERATING SUPPLIES	\$0	\$0	\$0	\$0
54.00 BOOKS AND PUBLICATIONS	\$0	\$0	\$0	\$0
TOTAL OP EXPENDITURES	\$43,793	\$5,535	\$44,355	\$49,890

CAPITAL OUTLAY	Adopted FY21 BUDGET	ACTUAL	PROJECT	TOTAL
61.00 LAND				\$0
62.00 BUILDINGS				\$0
63.00 IMPROVEMENTS				\$0
64.00 MACHINERY AND EQUIPMENT				\$0
TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

DEBT SERVICE	Adopted FY21 BUDGET	ACTUAL	PROJECT	TOTAL
71.00 PRINCIPAL				\$0
72.00 INTEREST				\$0
73.00 OTHER DEBT SERVICE COSTS				\$0
TOTAL DEBT SERVICE	\$0	\$0	\$0	\$0

NON-OPERATING	Adopted FY21 BUDGET	ACTUAL	PROJECT	TOTAL
90.93 BUDGET TRANSFERS (Note C)	\$1,332	DO NOT USE		
90.99 RESERVE FOR FUTURE CAPITAL (Note C)				
90.99 RESERVE FOR CONTINGENCY (Note C)				
TOTAL NON-OPERATING	\$1,332			
TOTAL EXPEND AND NON-OPERATING	\$45,125	\$5,535	\$44,355	\$49,890

SUMMARY	ACTUAL	PROJECT	TOTAL
FY 20 TOTAL REVENUE AND FUND BALANCE =	\$71,288	\$1,365	\$72,653
MINUS: FY 20 ACTUAL & PROJECTED EXPENDITURES=	\$5,535	\$44,355	\$49,890
ESTIMATED FUND BALANCE =	\$65,753	-\$42,990	IN \$22,763

NOTES:

(A) In "ACTUAL" column, use actual amount deposited to district account by Tax Collector's Office.

(B) In "ACTUAL" column, enter the total fund balance amount from FY 19 Annual Financial Report. This includes all amounts even those reserved for capital projects.

6/8/2021 (C) There can be NO direct expenditures from any of these categories.

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LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT

Lake Magdalene Manors Clubhouse
13812 Shady Shores Drive
Tampa, FL 33618

**Minutes-Budget Hearing
June 8, 2021**

Call to Order:

Welcome and call to order by Jason Leslie for President Cyndi Short at 7:05 p.m.

Attendance:

LMSDD Trustees present were: Meredith DeNome Cyndi Short Scott Shugart Jay Silver Jason Leslie

LMSDD Trustees absent were Rick Thompson Brian Alfred
A quorum was present.

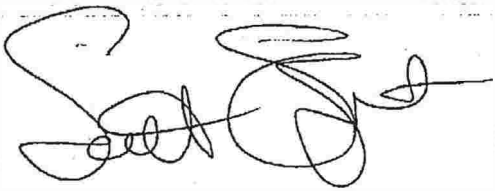
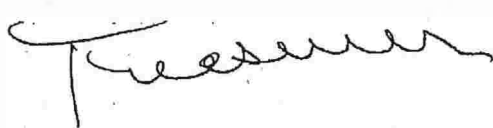
Resolution Fixing Special Assessment for the year 2022. MOTION – Jay Silver made a motion to accept resolution as read attached. Seconded by Scott Shuggart. Motion passed 5-0.

Public Comment:

There was no public comment.

Meeting adjourned at 7:15 p.m.

Respectfully submitted: Jason Leslie, Vice President

RESOLUTION FIXING SPECIAL ASSESSMENT FOR THE YEAR 2021

Upon the motion by Trustee JASON LESLIE, seconded by Trustee JAY SILVER, the following Resolution was adopted by 5 votes to 0 vote.

WHEREAS, LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT is a special dependent district duly established and operating pursuant to Ordinance # 04-7; and,

WHEREAS, Ordinance # 04-7 provided that the Board of Trustees of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT has the right, power and authority to levy a special assessment against ALL PARCELS OF PROPERTY in the district for the purpose of CONTINUED IMPROVEMENT, ADMINISTRATION AND MAINTENANCE OF and, A BODY OF WATER IN UNINCORPORATED HILLSBOROUGH COUNTY KNOWN AS LAKE MAGDALENE

WHEREAS, the Board of Trustees of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT has determined that the assessment for the year 2021 shall be in the amount of \$ 75.00; and,

WHEREAS, the Board of Trustees of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT has had a duly advertised public hearing on the 23RD day of MAY, 2021; and,

WHEREAS, the Board of Trustees of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT has presented the proposed assessment and proposed budget to the residents of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT at the public hearing; and,

WHEREAS, the Board of Trustees of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT has heard discussion and comments from the residents.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT, THIS 8TH DAY OF JUNE 2021;

1. That the above recitation of findings of fact is hereby incorporated into this Resolution;
2. The Board of Trustees of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT approves the proposed budget for FY 22.
3. The Board of Trustees of LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT approves the proposed assessment of \$ 75.00 for 2021.
4. Upon adoption, this Resolution shall be transmitted by the Trustees, along with the approved budget and all other materials required by Hillsborough County to the Board of County Commissioners for their approval.

PRESIDENT: Cynthia Smith

Signature

ATTEST: [Signature]

Signature

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

Before the undersigned authority personally appeared Jean Mitotes who on oath says that he/she is Legal Advertising Representative of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Pinellas County, Florida, that the attached copy of advertisement, being a Legal Notice in the matter RE: PUBLIC BUDGET HEARING was published in Tampa Bay Times: 5/23/21 in said newspaper in the issues of Baylink Hillsborough

Affiant further says the said Tampa Bay Times is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this 05/23/2021

Signature of Notary Public

Personally known X or produced identification

Type of identification produced



JESSICA ATTARD
Commission # GG 308686
Expires March 28, 2023
Bonded Thru Budget Notary Services

**LAKE MAGDALENE
SPECIAL DEPENDENT DISTRICT
PUBLIC BUDGET HEARING**

The Lake Magdalene Special Dependent District is conducting a public budget hearing for hearing public comment regarding its proposed FY 2022 budget and 2021 assessment rate. The trustees will vote on the budget and assessment rate. The hearing will be conducted at the Lake Magdalene Manors Clubhouse, 13612 Shady Shores Drive, Tampa, FL 33618 on Tuesday, June 8, 2021 at 7:00 PM.

In accordance with Chapter 286, F.S., the public is advised that if a person decides to appeal any decision made by the Board of Trustees with respect to any matter considered at this hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

All meeting facilities are accessible. In accordance with the Americans with Disabilities Act any additional necessary accommodations will be provided with a 48 hour notice. For more information call 813-690-5534.

5/23/21

0000159711

File
hake
may

Received
8/30/21

FY 22 Special District Budget Package Cover Sheet

DISTRICT NAME	DATE
LAKE MAGDALENE SPECIAL DEPENDENT DISTRICT	06/08/21
CONTACT PERSON and E-Mail Address	DAYTIME PHONE NUMBER
SCOTT SHUGART	813-690-534*
E-mail: SASHUGART@GMAIL.COM	

When submitting the District Budget Package, please use this form as a cover sheet. Be sure to put a check mark beside each item included in the package:

- ☒ Copy of **ADVERTISEMENT OF NOTICE OF THE PUBLIC BUDGET HEARING** showing the date the advertisement was run and the name of the publication.
- ☒ **SIGNED MINUTES FROM THE PUBLIC BUDGET HEARING** where the budget and assessment rate were reviewed by the public and approved by the Board of Trustees.
- ☒ **S I G N E D B U D G E T R E S O L U T I O N** from the Board of Trustees establishing the assessment rate and approving the budget.
- ☒ **DISTRICT BUDGET** as approved at the public hearing.
- ☒ **CAPITAL OUTLAY AND PROJECT INFORMATION FORM**
- ☒ **ESTIMATING THE BEGINNING FUND BALANCE FORM**

SEND ONE COPY OF THE PACKAGE COVER SHEET AND THE BUDGET PACKAGE BY Monday, July 12, 2021

Send as Adobe Acrobat or image files (.txt, .tif,, .jpg, or .png

DO NOT SEND AS WORD OR EXCEL FILES!!!!!!

Do not send by USPS or try to hand deliver!
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