Crossings Community Development District

Meeting Agenda

April 14, 2022

AGENDA

Community Development District

219 E. Livingston St., Orlando, Florida 32801 Phone: 407-841-5524 – Fax: 407-839-1526

April 7, 2022

Board of Supervisors Crossings Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of the Crossings Community Development District will be held on Thursday, April 14, 2022, at 9:15 AM at the West Osceola Branch Library, 305 Campus Street, Celebration, FL 34747.

Zoom Video Link: https://us06web.zoom.us/j/81601210235

Zoom Call-In Number: 1-646-876-9923

Meeting ID: 816 0121 0235

Following is the advance agenda for the meeting:

Board of Supervisors Meeting

- 1. Roll Call
- 2. Public Comment Period (¹Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
- 3. Organizational Matters
 - A. Administration of Oaths of Office to Remaining Board Members Elected at Landowners' Meeting (Brian Walsh and Joel Adams)
- 4. Approval of Minutes of the March 10, 2022 Landowners' Meeting and Board of Supervisors Meeting
- 5. Public Hearings
 - A. Public Hearing on the Adoption of the Fiscal Year 2021/2022 Budget
 - Consideration of Resolution 2022-38 Adopting the District's Fiscal Year 2021/2022 Budget and Appropriating Funds
- 6. Consideration of Resolution 2022-39 Approving the Proposed Fiscal Year 2022/2023 Budget and Setting the Public Hearing to Adopt the Budget (Suggested Date: July 14, 2022)

¹ Comments will be limited to three (3) minutes

- 7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Balance Sheet & Income Statement
- 8. Other Business
- 9. Supervisors Requests and Audience Comments
- 10. Adjournment

MINUTES

MINUTES OF MEETING CROSSINGS COMMUNITY DEVELOPMENT DISTRICT

The Landowners' meeting of the Board of Supervisors of the Crossings Community Development District was held on Thursday, **March 10, 2022** at 9:15 a.m. at the West Osceola Branch Library, 305 Campus Street, Celebration, Florida.

Present and constituting a quorum were:

Brian Walsh by phone Chairman
Milton Andrade Vice Chairman
Garret Parkinson Assistant Secretary
Jeff Shenefield Assistant Secretary

Also, present were:

Jill Burns District Manager, GMS

Jennifer KilinskiKE LawJake WhealdonKE LawMeredith HammockKE LawRey Malave via ZoomDewberry

The following is a summary of the discussions and actions taken at the March 10, 2022 Crossings Community Development District's Landowners' Meeting.

FIRST ORDER OF BUSINESS

Determination of Number of Voting Units Represented

Ms. Burns stated there were 141 votes represented. Milton Andrade was the proxy holder for Clayton Properties Group.

SECOND ORDER OF BUSINESS

Call to Order

Ms. Burns called the meeting to order at 9:15 a.m.

THIRD ORDER OF BUSINESS

Election of Chairman for the Purpose of Conducting the Landowners' Meeting

Ms. Burns was elected as the Chairman to conduct the meeting.

FOURTH ORDER OF BUSINESS

Nominations for the Position of Supervisor

Mr. Andrade nominated Joel Adams, Brian Walsh, Garret Parkinson, Jeff Shenefield, and Milton Andrade as Supervisors.

FIFTH ORDER OF BUSINESS

Casting of Ballots

Mr. Andrade casted 50 votes for Joel Adams, 100 votes for Brian Walsh, 100 votes for Milton Andrade, 50 votes for Garrett Parkinson, 50 votes for Jeff Shenefield.

SIXTH ORDER OF BUSINESS

Ballot Tabulation

Mr. Andrade and Mr. Walsh would serve 4-year terms and Mr. Adams, Mr. Parkinson, and Mr. Shenefield would serve 2-year terms.

SEVENTH ORDER OF BUSINESS

Landowner's Questions and Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting at 9:17 a.m.

Secretary/Assistant Secretary	Chairman/Vice Chairman

MINUTES OF MEETING CROSSINGS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Crossings Community Development District was held on Thursday, **March 10, 2022** at 9:17 a.m. at the West Osceola Branch Library, 305 Campus Street, Celebration, Florida.

Present and constituting a quorum were:

Brian Walsh *by phone* Chairman Milton Andrade Vice Chair

Garret Parkinson Assistant Secretary
Jeff Shenefield Assistant Secretary

Also, present were:

Jill Burns District Manager, GMS

Jennifer KilinskiKE LawJake WhealdonKE LawMeredith HammockKE LawRey Malave via ZoomDewberry

The following is a summary of the discussions and actions taken at the March 10, 2022 Crossings Community Development District's regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS Roll Call

Ms. Burns called the meeting to order at 9:17 a.m. Three Supervisors were in attendance at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS Public Comment Period

There were no members of the public members present.

THIRD ORDER OF BUSINESS Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns gave the oath of office to all new Board members.

B. Consideration of Resolution 2022-32 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns presented the resolution and asked for a motion to approve.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2022-32 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Election of Officers

Ms. Burns noted that Mr. Walsh had been Chairman, Mr. Andrade was Vice Chairman, and the other three Supervisors were Assistant Secretaries, with Mr. Flint in her office as Assistant Secretary and herself as Secretary. The Board voted to keep the seats the same.

D. Consideration of Resolution 2022-33 Electing Officers

A motion was made to keep the same slate of officers.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2022-33 Electing Officers with Mr. Walsh as Chair, Mr. Andrade as Vice Chair, Mr. Shenefield, Mr. Parkinson and Mr. Joel Adams as Assistant Secretaries, and GMS staff of George Flint as an Assistant Secretary and Ms. Burns as Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 18, 2022 Organizational Meeting

Ms. Burns presented the minutes of the meeting and asked if there were any corrections. The Board had no changes to the minutes.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the of Minutes of the January 18, 2022 Organizational Meeting, was approved.

FIFTH ORDER OF BUSINESS

Public Hearings

- A. Public Hearing on the Imposition of Special Assessments
 - i. Presentation of Engineer's Report

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Opening of the Public Hearing, was approved.

Mr. Malave presented the Engineer's Report. He noted that the District consists of approximately 142 acres with approximately 614 residential units of various sizes. The capital improvement projects range from stormwater, roadways, sewer and water parks, and amenities as well as entry features and landscaping. A total of the cost of improvements is \$26,783,213.60. The costs are prepared using the best estimates of current costs.

Ms. Kilinski asked if based on Mr. Malave's experience, are the cost estimates for the Engineer's report reasonable and proper. Mr. Malave answered yes, they are. Ms. Kilinski asked if he had any reason to believe the capital improvement plan cannot be carried out by the District. Mr. Malave answered that he believes they can carry out the proposed improvement projects for the District.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Assessments Methodology

Ms. Burns noted that this Assessment Methodology report allocates debt to the properties based on the special benefit that each receives from the District's capital improvement plan. Ms. Burns noted that Table 1 shows that there are 614 units in the development. There is a 22' townhome with a product type of 158 units, a 32' bungalow with 137 units, a 50' single family residential unit that has 258 planned units, and a 60' single family lot that has 61 planned units. Table 2 shows the construction cost estimates from the Engineer's report. Table 3 shows the bond sizing of \$34,400,000. Table 4 shows the improvement cost per unit for each product type. Table 5 shows the par debt per unit. For the 22' townhome it will be \$46,129, for the 32' bungalow it will be \$49,204, for the 50' single family it is \$61,505, and for the 60' lot it is \$73,807. Table 6 shows the net and gross annual debt assessment per units. The gross annual payment for the 22' townhome it would be \$3,343, the 32' bungalow would be \$3,566, the 50' single family lot is \$4,458, and the 60' single family lot is \$5,349. Table 7 shows the preliminary assessment roll

which allocates the par debt per acre for each of those parcels. Clayton Properties Group is currently the only landowner in the District.

Ms. Kilinski asked Ms. Burns if in her professional opinion do the lands subject to the assessments receive special benefits from the District's capital improvement plan. Ms. Burns answered yes. Ms. Kilinski asked if it was Ms. Burns professional opinion that the Master Assessments are reasonably apportioned among the lands subject to the assessments. Ms. Burns answered yes. Ms. Kilinski asked Ms. Burns if it was her opinion that it is reasonable, proper, and just to assess the cost of the capital improvement plan as a system of improvements set against the lands of the District in accordance with the methodology, and Ms. Burns answered yes. Ms. Kilinski asked if it was her opinion that the special benefits the lands will receive as set forth in the final assessment roll, will be equal to or in excess of the maximum Master assessments allocated and set forth in the methodology. Ms. Burns answered yes. Ms. Kilinski asked if it was her opinion that it is in the best interest of the District that the Master assessments be paid and collected in accordance with the methodology through the District's assessment resolutions. Ms. Burns answered yes.

The Board had no questions on the methodology.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Assessment Methodology, was approved.

iii. Consideration of Resolution 2022-34 Levying Special Assessments

Ms. Burns presented the resolution and asked for a motion to approve. Ms. Burns noted that there were no members of the public present to provide comments.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2022-34 Levying Special Assessments, was approved.

iv. Consideration of Notice of Master Lien of Assessments

Ms. Burns noted the notice would be recorded so that any potential property owners have notice of the lien on the property.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Notice of Master Lien of Assessments, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Closing of the Public Hearing, was approved.

- B. Public Hearing on the District's use of the Uniform method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments
 - i. Consideration of Resolution 2022-35 Expressing the District's Intent to Utilize the Uniform Method of Collection

Ms. Burns asked for a motion to open the public hearing. She noted that the public hearing was advertised in the newspaper in accordance with Florida statute.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Opening of the Public Hearing, was approved.

Ms. Burns presented the resolution and noted that this would allow them to use the Osceola County tax bill to collect their assessment on roll when they are ready to do so. Ms. Burns asked for any questions. Hearing none, she asked for a motion to approve.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2022-35 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Closing of the Public Hearing, was approved.

- C. Designation of Date of Public Hearing to Adopt Rules of Procedure in accordance with Section 120.54, Florida Statutes
 - 1. Consideration of Resolution 2022-36 Adopting Rules of Procedure
 - A. Rules of Procedure

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Opening of the Public Hearing, was approved.

Ms. Burns presented the resolution. She noted that the Rules of Procedure had not changed since the Board reviewed them at the Organizational meeting. The Board had no questions on the resolution.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2022-36 Adopting Rules of Procedure in accordance with Section 120.54, Florida Statutes, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Closing of the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns noted they had received one proposal for District Engineering services from Dewberry. Ms. Burns suggested ranking Dewberry #1 and authorize staff to send a Notice of Intent to Award and authorize counsel to draft a Form of Agreement.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Ranking Proposals for District Engineering Services with Dewberry as #1 and Authorizing Staff to Send a Notice of Intent to Award and Authorizing Counsel to draft a Form of Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Assignment of Construction Contract Agreement

Ms. Burns presented the assignment of the Construction Contract Agreement to the District. She asked for a motion to approve.

On MOTION by Mr. Andrade seconded by Mr. Parkinson, with all in favor, the Assignment of Construction Contract Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-37 Authorizing the Use of Electronic Documents and Signatures

Ms. Burns noted that this allows them to use Docusign. The Board had no questions on the resolution.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, of Resolution 2022-37 Authorizing the Use of Electronic Documents and Signatures, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated there was a validation for bonds hearing scheduled for April 29th. There will be a 30-day appeal period after that date and then they will move forward with issuing bonds.

B. Engineer

Mr. Malave had nothing further to report.

C. District Manager's Report

Ms. Burns noted she had nothing further.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience

Comments

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Shenefield, seconded by Mr. Andrade, with all in favor, the meeting was adjourned.							
Secretary/Assistant Secretary	Chairman/Vice Chairman						

SECTION V

SECTION A

SECTION 1

RESOLUTION 2022-38

THE ANNUAL APPROPRIATION RESOLUTION OF THE CROSSINGS COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE REMAINDER OF THE FISCAL YEAR 2022 ENDING SEPTEMBER 30, 2022; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District was established on January 10, 2022 by the County Commission in and for Osceola County; and

WHEREAS, the District Manager submitted to the Board of Supervisors ("Board") of the Crossings Community Development District ("District") a proposed budget ("Proposed Budget") for the remainder of the fiscal year 2022 ending September 30, 2022 ("Fiscal Year 2021/2022") 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 CROSSINGS 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 Crossings Community Development District for the Fiscal Year Ending September 30, 2022."
- 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 2021/2022, the sum of \$81,364 to be raised pursuant to a developer funding agreement or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND

\$81,364

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2021/2022 or within 60 days following the end of the Fiscal Year 2021/2022 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of

- the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. 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 14TH DAY OF APRIL, 2022.

ATTEST:	CROSSINGS COMMUNITY DEVELOPMENT DISTRICT
	By:
Secretary/Assistant Secretary	Its:

Exhibit AFiscal Year 2021/2022 Budget

Community Development District

Proposed Budget FY2022



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1	General Fund
2-3	General Fund Narrative

Community Development District

Proposed Budget General Fund

Description	Proposed Budget FY2022*				
Revenues					
Developer Contributions	\$	81,364			
Total Revenues	\$	81,364			
Expenditures					
General & Administrative					
Supervisor Fees	\$	9,000			
Engineering	\$	11,250			
Attorney	\$	10,000			
Management Fees	\$	26,250			
Information Technology	\$	1,350			
Website Maintenance **	\$	2,650			
Telephone	\$	225			
Postage & Delivery	\$	750			
Insurance	\$	5,000			
Printing	\$	750			
Legal Advertising	\$	10,000			
Contingency	\$	3,000			
Office Supplies	\$	469			
Travel Per Diem	\$	495			
Dues, Licenses & Subscriptions	\$	175			
Total Expenditures	\$	81,364			
Excess Revenues/(Expenditures)	\$	-			

^{*} Budget is prorated from January 2022 to September 2022.

^{**} FY21 Budget amount includes a one-time website creation fee.

Community Development District General Fund Budget

Revenues:

Developer Contributions

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

Expenditures:

General & Administrative:

Supervisor 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.

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, 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.

Community Development District General Fund Budget

Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability and public official's liability insurance coverages.

Printing

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

Legal Advertising

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

Contingency

Bank charges and any other miscellaneous expenses incurred during the 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.

Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

Dues, Licenses & Subscriptions

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

SECTION VI

RESOLUTION 2022-39

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CROSSINGS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("Board") of the Crossings Community Development District ("District") prior to June 15, 2022, a proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CROSSINGS COMMUNITY DEVELOPMENT DISTRICT:

- 1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.
- 2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: Thursday, July 14, 2022

HOUR: 9:15 AM

LOCATION: West Osceola Branch Library

305 Campus Street Celebration, FL 34747

- 3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT. The District Manager is hereby directed to submit a copy of the Proposed Budget to Osceola County at least 60 days prior to the hearing set above.
- 4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

- 5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.
- 6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.
- 7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 14TH DAY OF APRIL, 2022.

TTEST:	CROSSINGS COMMUNITY DEVELOPMENT DISTRICT
Secretary	By: Its:

Composite Exhibit AFiscal Year 2022-2023 Proposed Budget

Community Development District

Proposed Budget FY2023



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3-6	General Fund Narrative

Crossings Community Development District Proposed Budget

General Fund

Description	I	dopted Budget Y2022	Actuals Thru 3/31/22	Projected Next 6 Months	Projected Thru 9/30/22	Proposed Budget FY2022*
Revenues						
Developer Contributions	\$	81,364	\$ 20,000	\$ 61,014	\$ 81,014	\$ 294,150
Total Revenues	\$	81,364	\$ 20,000	\$ 61,014	\$ 81,014	\$ 294,150
Expenditures						
General & Administrative						
Supervisor Fees	\$	9,000	\$ 1,600	\$ 7,400	\$ 9,000	\$ 12,000
Engineering	\$	11,250	\$ -	\$ 11,250	\$ 11,250	\$ 15,000
Attorney	\$	10,000	\$ 6,101	\$ 3,899	\$ 10,000	\$ 25,000
Annual Audit	\$	-	\$ -	\$ -	\$ -	\$ 5,000
Assessment Administration	\$	-	\$ -	\$ -	\$ -	\$ 5,000
Arbitrage	\$	-	\$ -	\$ -	\$ -	\$ 450
Dissemination	\$	-	\$ -	\$ -	\$ -	\$ 5,000
Trustee Fees	\$	-	\$ -	\$ -	\$ -	\$ 3,600
Management Fees	\$	26,250	\$ 7,151	\$ 19,099	\$ 26,250	\$ 35,000
Information Technology	\$	1,350	\$ 613	\$ 737	\$ 1,350	\$ 1,800
Website Maintenance	\$	2,650	\$ -	\$ 2,350	\$ 2,350	\$ 1,200
Telephone	\$	225	\$ -	\$ 225	\$ 225	\$ 150
Postage & Delivery	\$	750	\$ 10	\$ 740	\$ 750	\$ 1,000
Insurance	\$	5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Printing	\$	750	\$ 35	\$ 716	\$ 750	\$ 1,000
Legal Advertising	\$	10,000	\$ 2,229	\$ 7,771	\$ 10,000	\$ 10,000
Contingency	\$	3,000	\$ -	\$ 3,000	\$ 3,000	\$ 5,000
Office Supplies	\$	469	\$ 3	\$ 466	\$ 469	\$ 550
Travel Per Diem	\$	495	\$ -	\$ 495	\$ 495	\$ 660
Dues, Licenses & Subscriptions	\$	175	\$ 125	\$ -	\$ 125	\$ 175
Total Administrative	\$	81,364	\$ 17,866	\$ 63,148	\$ 81,014	\$ 132,585
Operation and Maintenance						
Field Expenses						
Property Insurance	\$	-	\$ -	\$ -	\$ -	\$ 5,000
Field Management	\$	-	\$ -	\$ -	\$ -	\$ 7,500
Landscape Maintenance	\$	-	\$ -	\$ -	\$ -	\$ 21,190
Landscape Replacement	\$	-	\$ -	\$ -	\$ -	\$ 2,500
Lake Maintenance	\$	-	\$ -	\$ -	\$ -	\$ 2,750
Streetlights	\$	-	\$ -	\$ -	\$ -	\$ 42,000
Electric	\$	-	\$ -	\$ -	\$ -	\$ 3,000
Water & Sewer	\$	-	\$ -	\$ -	\$ -	\$ 2,500
Sidewalk & Asphalt Maintenance	\$	-	\$ -	\$ -	\$ -	\$ 1,250
Irrigation Repairs	\$	-	\$ -	\$ -	\$ -	\$ 2,500
General Repairs & Maintenance	\$	-	\$ -	\$ -	\$ -	\$ 2,500
Contingency	\$	-	\$ -	\$ -	\$ -	\$ 2,750
Total Field Expenses	\$		\$	\$	\$ _	\$ 95,440

Crossings Community Development District Proposed Budget

General Fund

Description	Adopted Budget FY2022	Actuals Thru 3/31/22	Projected Next 6 Months	Projected Thru 9/30/22	Proposed Budget FY2022*
Amenity Expenses					
Amenity Access Management	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Amenity - Electric	\$ -	\$ -	\$ -	\$ -	\$ 7,200
Amenity - Water	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Amenity Insurance	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Playground Lease	\$ -	\$ -	\$ -	\$ -	\$ 23,550
Internet	\$ -	\$ -	\$ -	\$ -	\$ 1,500
Pest Control	\$ _	\$ -	\$ -	\$ -	\$ 375
Janitorial Services	\$ _	\$ -	\$ _	\$ -	\$ 3,250
Security Services	\$ _	\$ -	\$ _	\$ -	\$ 7,500
Pool Maintenance	\$ _	\$ -	\$ _	\$ -	\$ 9,000
Amenity Repairs & Maintenance	\$ _	\$ -	\$ _	\$ -	\$ 3,750
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Total Amenity Expenses	\$ -	\$ -	\$ -	\$ -	\$ 66,125
Total Expenditures	\$ 81,364	\$ 17,866	\$ 63,148	\$ 81,014	\$ 294,150
Excess Revenues/(Expenditures)	\$ -	\$ 2,134	\$ (2,134)	\$ -	\$ -

Community Development District General Fund Budget

Revenues:

<u>Developer Contributions</u>

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

Expenditures:

General & Administrative:

Supervisor 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.

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, 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 & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability and public official's liability insurance coverages.

Community Development District General Fund Budget

Printing

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

Legal Advertising

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

Contingency

Bank charges and any other miscellaneous expenses incurred during the 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.

Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

Dues, Licenses & Subscriptions

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

Operations & Maintenance:

Field Expenses

Property Insurance

The District's property insurance coverages.

Field Management

Represents the estimated costs of contracting services that provide onsite field management of contracts for the District such as landscape and lake maintenance. Services can include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Landscape Maintenance

Represents the estimated maintenance of the landscaping within the common areas of the District after the installation of landscape material has been completed.

Landscape Replacement

Represents the estimated cost of replacing landscaping within the common areas of the District.

Community Development District General Fund Budget

Lake Maintenance

Represents the estimated maintenance of the lake within the common areas of the District.

Streetlights

Represents the cost to maintain street lights within the District Boundaries that are expected to be in place throughout the fiscal year.

Electric

Represents current and estimated electric charges of common areas throughout the District.

Water & Sewer

Represents current and estimated costs for water and refuse services provided for common areas throughout the District.

Sidewalk & Asphalt Maintenance

Represents the estimated costs of maintaining the sidewalks and asphalt throughout the District's Boundary.

Irrigation Repairs

Represents the cost of maintaining and repairing the irrigation system. This includes the sprinklers, and irrigation wells.

General Repairs & Maintenance

Represents estimated costs for general repairs and maintenance of the District's common areas.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

Amenity Expenses

Amenity Access Management

Represents the cost of managing and monitoring access to the District's amenity facilities.

<u>Amenity - Electric</u>

Represents estimated electric charges for the District's amenity facilities.

Amenity - Water

Represents estimated water charges for the District's amenity facilities.

Amenity - Insurance

Represents the District's property insurance coverages.

Playground Lease

The District will enter into a leasing agreement for playgrounds installed in the community.

Crossings Community Development District General Fund Budget

<u>Internet</u>

Internet service will be added for use at the Amenity Center.

Pest Control

The District will incur costs for pest control treatments to its amenity facilities.

<u>Janitorial Services</u>

Represents estimated costs to provide janitorial services and supplies for the District's amenity facilities.

Security Services

Represents the estimated cost of contracting a monthly security service for the District's amenity facilities.

Pool Maintenance

Represents estimated costs of regular cleaning and treatments of the District's pool.

Amenity Repairs & Maintenance

Represents estimated costs for repairs and maintenance of the District's amenity facilities.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any amenity category.

SECTION VII

SECTION C

SECTION 1

Community Development District

Unaudited Financial Reporting

March 31, 2022



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1	Balance Sheet
2	General Fund
3	Month to Month

Crossings Community Development District **Combined Balance Sheet** March 31, 2022

	(General Fund	Totals Governmental Funds		
Assets:					
Operating Account	\$	-	\$	-	
Due from Developer	\$	20,000	\$	20,000	
Total Assets	\$	20,000	\$	20,000	
Liabilities:					
Accounts Payable	\$	17,866	\$	17,866	
Total Liabilites	\$	17,866	\$	17,866	
Fund Balance:					
Unassigned	\$	2,134	\$	2,134	
Total Fund Balances	\$	2,134	\$	2,134	
Total Liabilities & Fund Balance	\$	20,000	\$	20,000	

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2022

	A	Adopted	Prora	ated Budget		Actual			
		Budget	Thru	03/31/22	Thru	03/31/22	Variance		
Revenues:									
Developer Contributions	\$	81,364	\$	20,000	\$	20,000	\$	-	
Total Revenues	\$	81,364	\$	20,000	\$	20,000	\$	-	
Expenditures:									
General & Administrative:									
Supervisors Fees	\$	9,000	\$	3,000	\$	1,600	\$	1,400	
Engineering	\$	11,250	\$	3,750	\$	-	\$	3,750	
Attorney	\$	10,000	\$	3,333	\$	6,101	\$	(2,768)	
Management Fees	\$	26,250	\$	8,750	\$	7,151	\$	1,599	
Information Technology	\$	1,350	\$	450	\$	613	\$	(163)	
Website Creation/ADA Compliance	\$	2,650	\$	883	\$	-	\$	883	
Telephone	\$	225	\$	75	\$	-	\$	75	
Postage	\$	750	\$	250	\$	10	\$	240	
Printing & Binding	\$	750	\$	250	\$	35	\$	216	
Insurance	\$	5,000	\$	-	\$	-	\$	-	
Legal Advertising	\$	10,000	\$	3,333	\$	2,229	\$	1,104	
Contingency	\$	3,000	\$	1,000	\$	-	\$	1,000	
Office Supplies	\$	469	\$	156	\$	3	\$	154	
Travel Per Diem	\$	495	\$	165	\$	-			
Dues, Licenses & Subscriptions	\$	175	\$	175	\$	125	\$	50	
Total Expenditures	\$	81,364	\$	25,571	\$	17,866	\$	7,540	
Excess Revenues (Expenditures)	\$	-			\$	2,134			
Fund Balance - Beginning	\$	-			\$	-			
Fund Balance - Ending	\$	-			\$	2,134			

Community Development District Month to Month

	0ct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Developer Contributions	\$ - \$	- \$	- \$	- \$	- \$	20,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	20,000
Total Revenues	\$ - \$	- \$	- \$	- \$	- \$	20,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	20,000
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ - \$	- \$	- \$	800 \$	- \$	800 \$	- \$	- \$	- \$	- \$	- \$	- \$	1,600
Engineering	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Attorney	\$ - \$	- \$	2,651 \$	2,737 \$	713 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	6,101
Management Fees	\$ - \$	- \$	- \$	1,317 \$	2,917 \$	2,917 \$	- \$	- \$	- \$	- \$	- \$	- \$	7,151
Information Technology	\$ - \$	- \$	- \$	113 \$	250 \$	250 \$	- \$	- \$	- \$	- \$	- \$	- \$	613
Website Maintenance	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Telephone	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Postage & Delivery	\$ - \$	- \$	- \$	- \$	1 \$	9 \$	- \$	- \$	- \$	- \$	- \$	- \$	10
Insurance	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Printing & Binding	\$ - \$	- \$	- \$	- \$	34 \$	1 \$	- \$	- \$	- \$	- \$	- \$	- \$	35
Legal Advertising	\$ - \$	- \$	- \$	335 \$	1,826 \$	68 \$	- \$	- \$	- \$	- \$	- \$	- \$	2,229
Contingency	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Office Supplies	\$ - \$	- \$	- \$	- \$	3 \$	0 \$	- \$	- \$	- \$	- \$	- \$	- \$	3
Travel Per Diem	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Dues, Licenses & Subscriptions	\$ - \$	- \$	- \$	125 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	125
Total Expenditures	\$ - \$	- \$	2,651 \$	5,428 \$	5,743 \$	4,044 \$	- \$	- \$	- \$	- \$	- \$	- \$	17,866
Excess Revenues (Expenditures)	\$ - \$	- \$	(2,651) \$	(5,428) \$	(5,743) \$	15,956 \$	- \$	- \$	- \$	- \$	- \$	- \$	2,134