

District: **UNION PARK COMMUNITY DEVELOPMENT DISTRICT**

Date of Workshop: Wednesday, July 15th, 2020

Time: 6:15 PM

Location: Via Zoom teleconference
 Due to COVID 19
 Per Gov Exec Order 20-69

Dial-in Number: 929-205-6099

Meeting ID: 819 1884 1298#

Agenda

I. Roll Call

II. Business Matters

 A. Review of the FY 2021 Proposed Budget

Exhibit 1

III. Audience Comments – New Business – *(limited to 3 minutes per individual for non-agenda items)*

IV. Adjournment

EXHIBIT 1.

UNION PARK COMMUNITY DEVELOPMENT DISTRICT



**PROPOSED OPERATING BUDGET
OCTOBER 1, 2020 – SEPTEMBER 30, 2021**

UNION PARK COMMUNITY DEVELOPMENT DISTRICT

BUDGET DEVELOPMENT:

FLORIDA STATUTE 189.418:

The total amount available from taxation and other sources, including balances brought forward for prior fiscal years, must equal the total of appropriations for expenditures and reserves.

(A Balanced Budget)

Union Park Community Development District

BOARD BUDGET DEVELOPMENT:

1. Review of Actual Expenditures of Prior Fiscal Years
2. Review of Contracts and Service Level Provided
3. Consideration of Future Service Needs

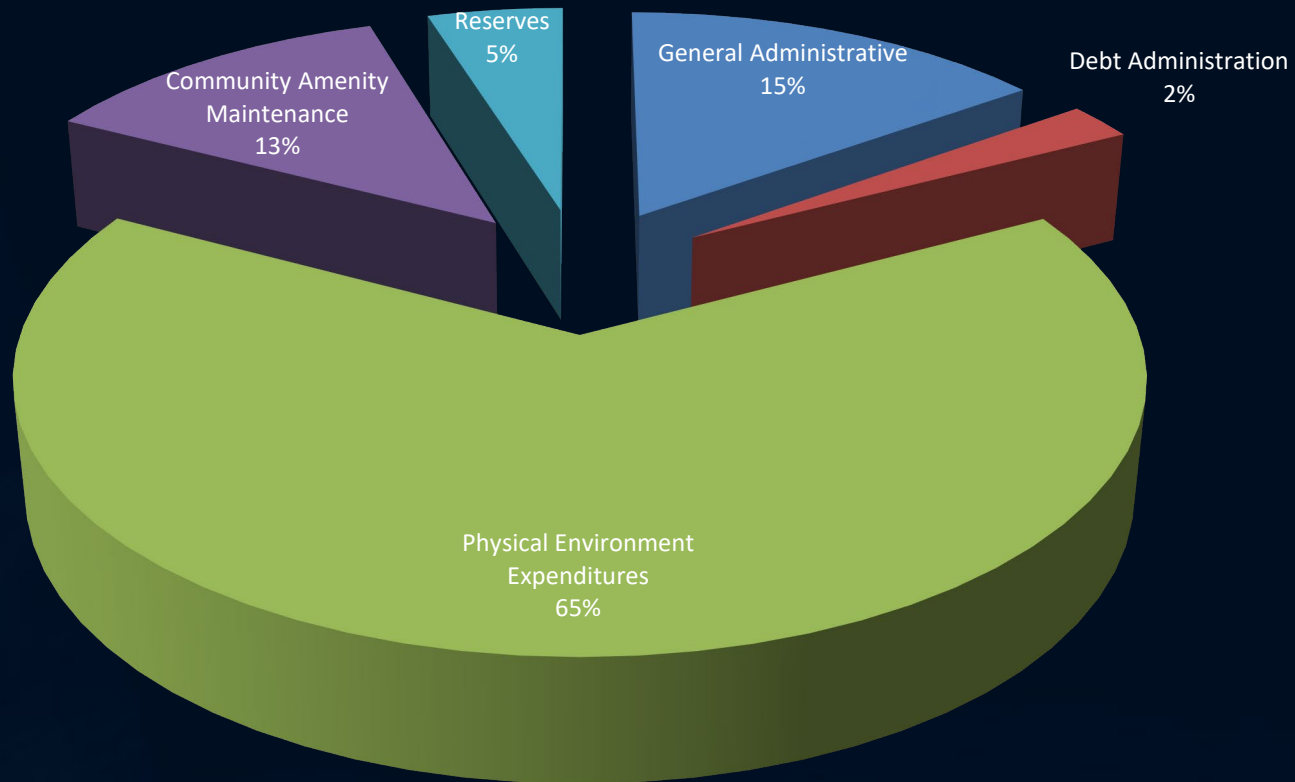
UNION PARK CDD

FY 2021 Gross Assessment Per Unit

LAND USE	UNITS	ASSIGNED ERU	Proposed FY 2021 O&M GROSS ASSMT/UNIT	FY 2020 O&M GROSS ASSMT/UNIT	PROPOSED ANNUAL CHANGE	PROPOSED MONTHLY CHANGE
SF 45'	144	0.9	\$1,137	\$1,099	\$38	\$3.20
SF 55'	201	1.1	\$1,390	\$1,343	\$47	\$3.91
SF 65'	171	1.3	\$1,643	\$1,587	\$55	\$4.62
SF 75'	84	1.5	\$1,895	\$1,832	\$64	\$5.33
TOTAL	600					

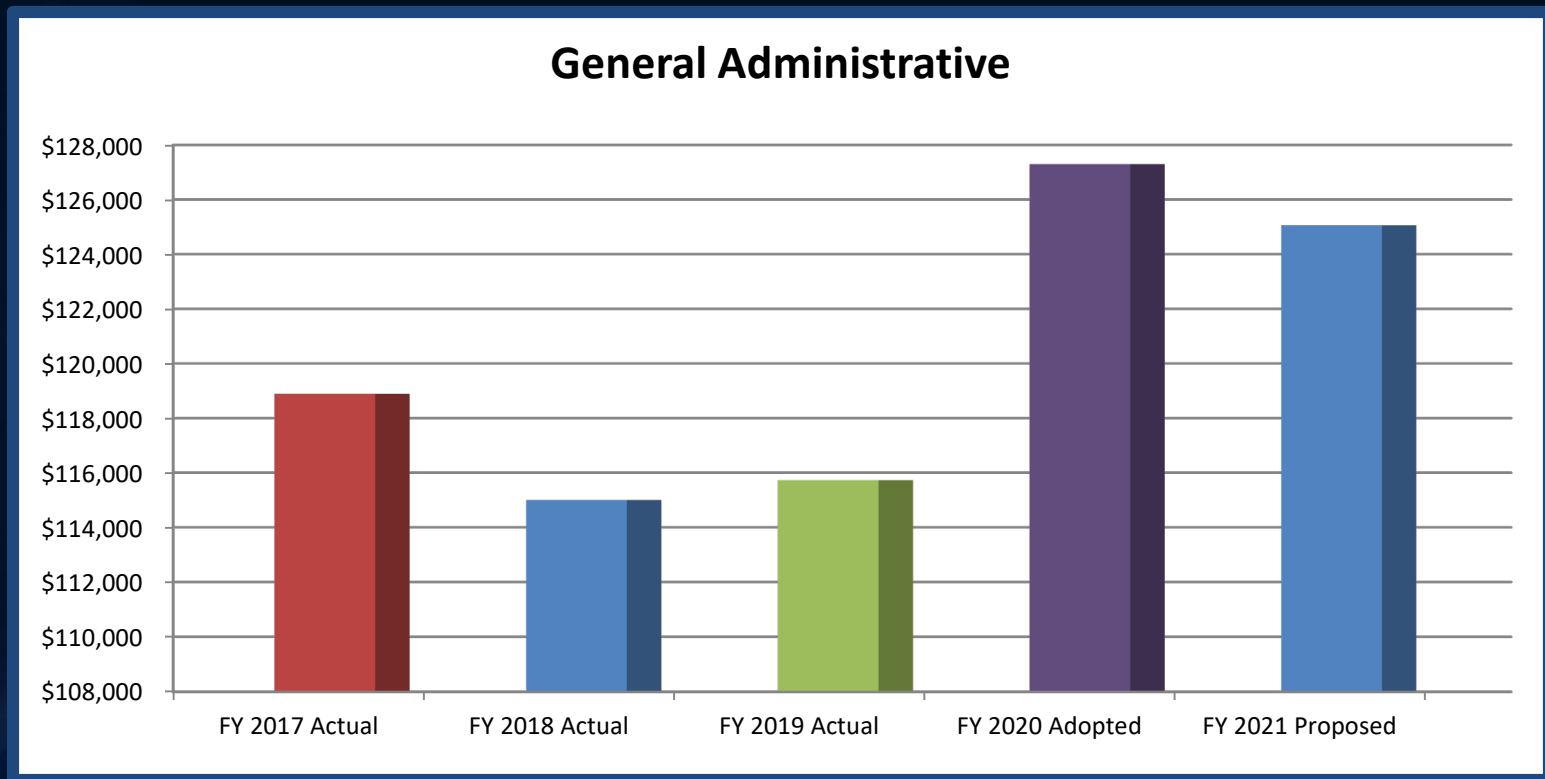
UNION PARK CDD

FY 2021 Expenditure Summary: \$830,277



UNION PARK CDD

General Administrative: \$125,057



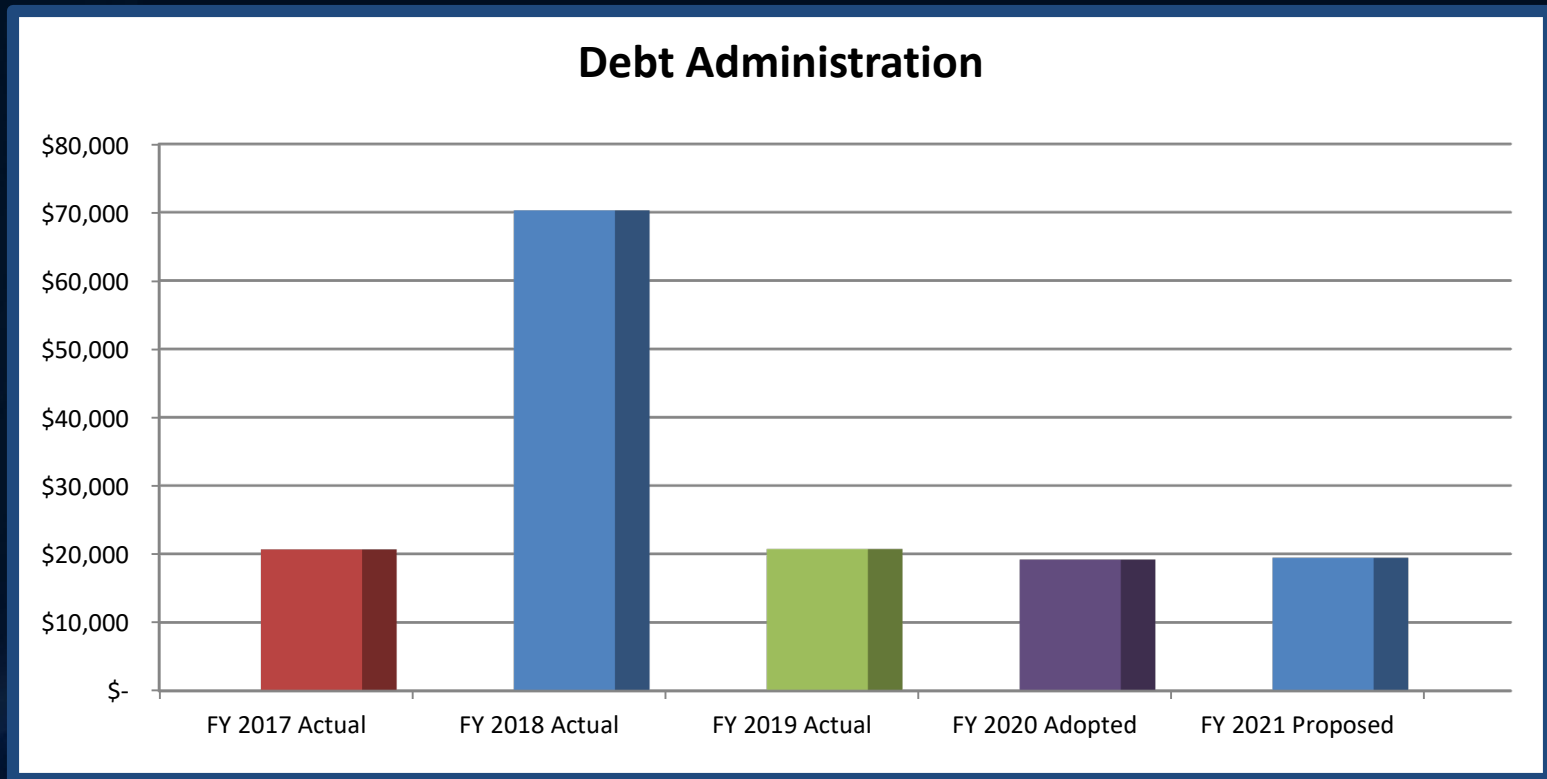
UNION PARK CDD

General Administrative: 15%, Decrease of \$2,241

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MAR 31, 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
GENERAL ADMINISTRATIVE:							
SUPERVISORS COMPENSATION	\$ 2,400	\$ 4,200	\$ 2,800	\$ 12,000	\$ 800	\$ 8,000	\$ (4,000)
PAYROLL TAXES	184	321	\$ 214	918	61	612	(306)
PAYROLL SERVICES	249	413	\$ 317	685	49	685	-
SUPERVISOR TRAVEL PER DIEM	38	76	\$ 15	300	16	300	-
MANAGEMENT CONSULTING SERVICES	21,000	24,996	\$ 24,996	25,000	12,498	25,000	-
CONSTRUCTION ACCOUNTING SERVICES	9,000	3,000	\$ 3,500	-	-	-	-
PLANNING, COORDINATING & CONTRACT SRVCS	36,000	36,000	36,000	36,000	18,000	36,000	-
ADMINISTRATIVE SERVICES	3,600	3,600	3,600	3,600	1,800	3,600	-
BANK FEES	200	276	440	175	-	175	-
MISCELLANEOUS	171	788	846	500	-	500	-
AUDITING SERVICES	2,800	2,650	2,500	2,750	-	3,200	450
INSURANCE (Liability, Property & Casualty)	16,714	21,701	25,917	26,370	16,033	28,425	2,055
MASS MAILING	1,074	-	-	-	-	-	-
REGULATORY AND PERMIT FEES	175	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	1,220	850	1,986	1,000	-	1,500	500
ENGINEERING SERVICES	8,876	2,954	2,836	4,000	2,528	5,000	1,000
LEGAL SERVICES	11,717	9,306	6,989	8,500	2,920	8,500	-
PERFORMANCE & WARRANTY BOND PREMIUM	2,500	2,500	-	-	-	-	-
PROPERTY APPRAISER	-	150	-	750	-	150	(600)
PROPERTY TAX - 32885 NATURAL BRIDGE ROAD	55	128	129	150	-	145	(5)
MEETING ROOM RENTAL	180	180	240	2,160	-	1,440	(720)
WEBSITE HOSTING	737	738	2,226	2,265	1,605	1,650	(615)
TOTAL GENERAL ADMINISTRATIVE:	\$ 118,889	\$ 115,002	\$ 115,725	\$ 127,298	\$ 56,484	\$ 125,057	\$ (2,241)

UNION PARK CDD

Debt Administration: \$19,441



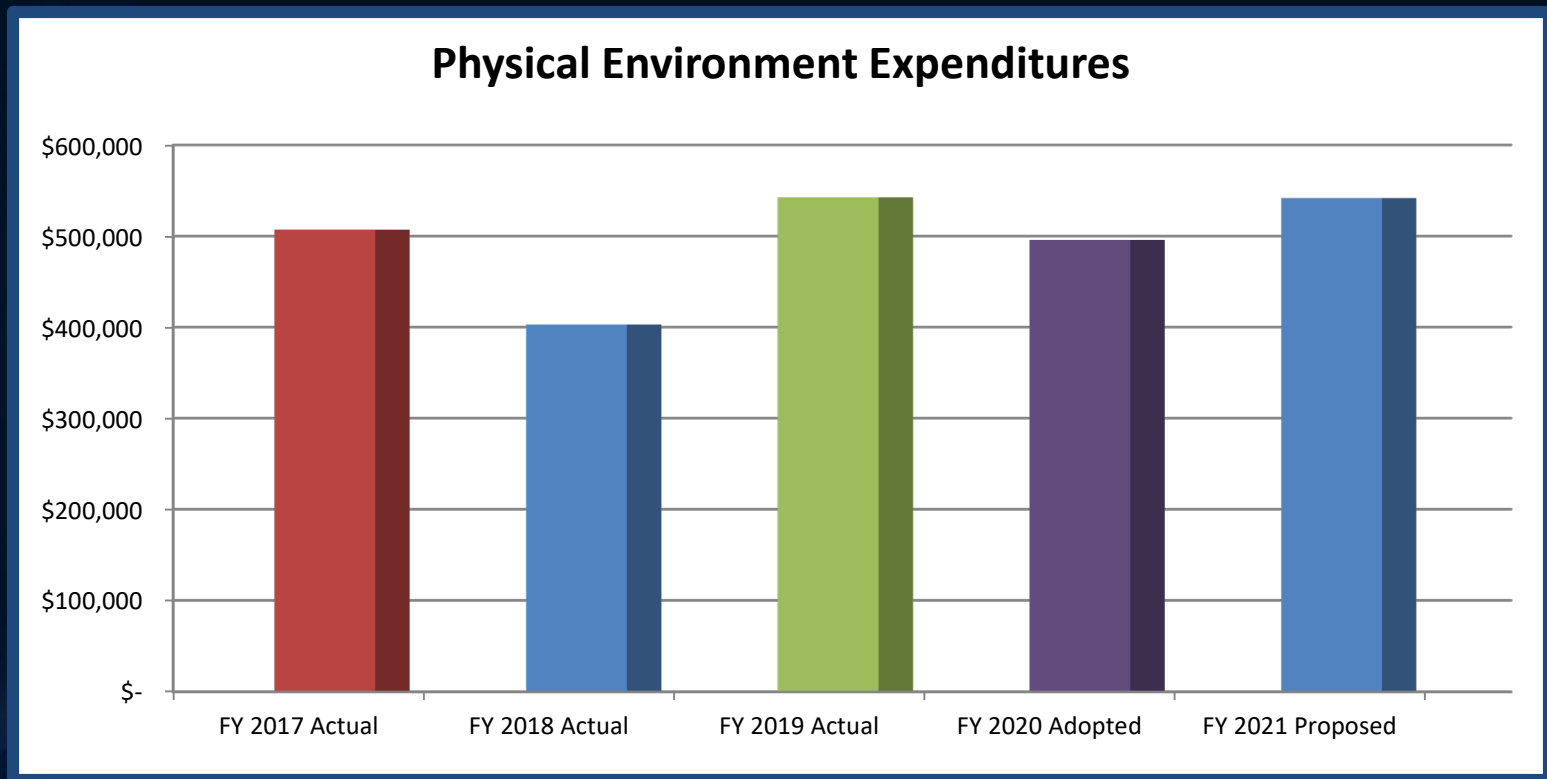
UNION PARK CDD

Debt Administration: 2%, Increase of \$270

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MAR 31, 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
DEBT ADMINISTRATION:							
DISSEMINATION AGENT	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -
TRUSTEE FEES	14,165	12,391	12,926	10,721	9,082	10,991	270
ARBITRAGE	-	1,400	1,300	1,950	-	1,950	-
BUDGET FUNDING AGREEMENT	-	50,000	-	-	-	-	-
TOTAL DEBT ADMINISTRATION:	\$ 20,665	\$ 70,291	\$ 20,726	\$ 19,171	\$ 15,582	\$ 19,441	\$ 270

UNION PARK CDD

Physical Environment: \$541,602



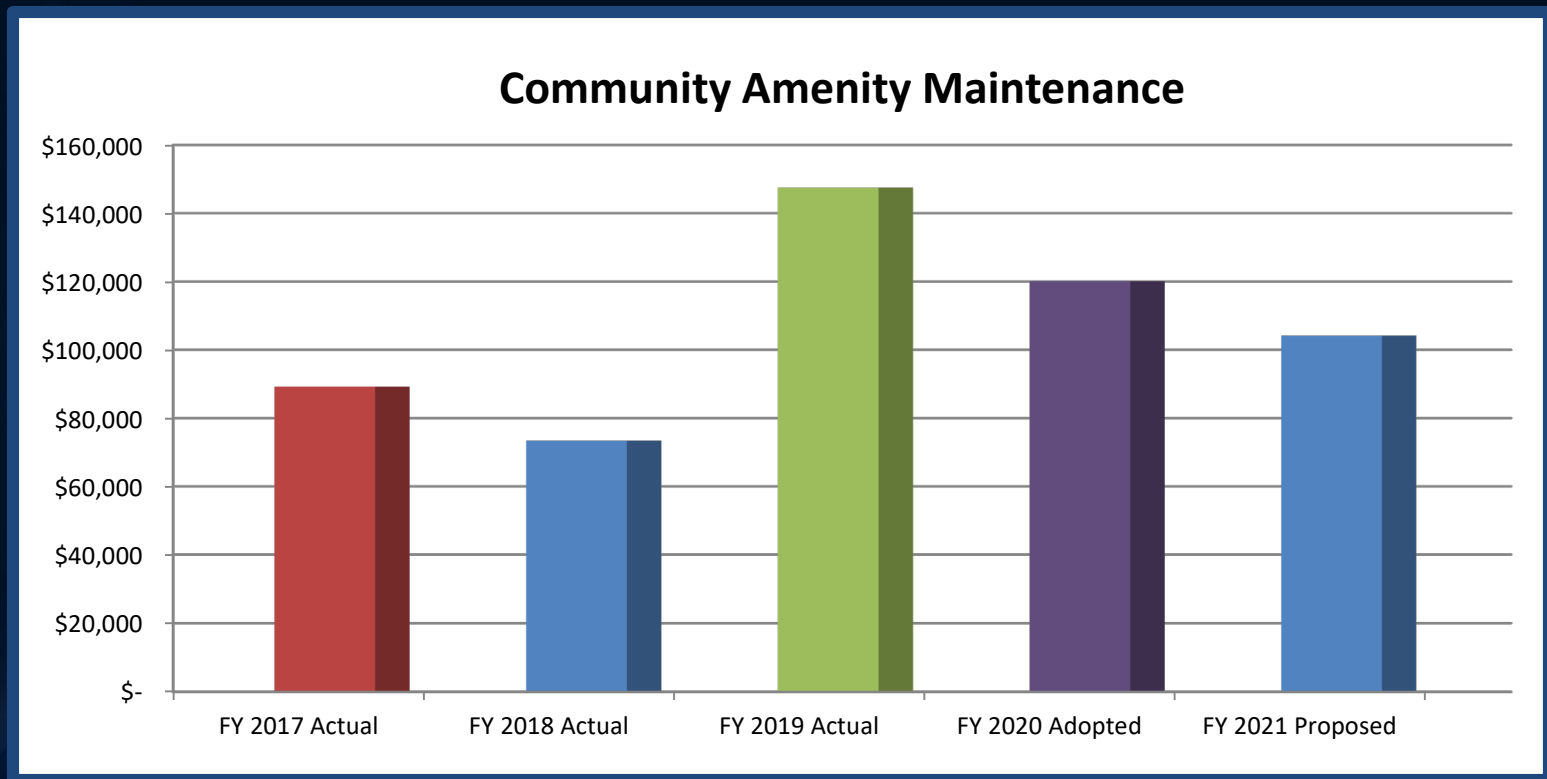
UNION PARK CDD

Physical Environment: 65%, Increase of \$45,868

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MAR 31, 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
PHYSICAL ENVIRONMENT:							
STREETPOLE LIGHTING	\$ 75,228	\$ 88,157	\$ 126,339	\$ 127,956	\$ 56,402	\$ 127,956	\$ -
ELECTRICITY (IRRIGATION & POND PUMPS)	3,995	10,570	3,069	4,000	1,073	3,700	(300)
WATER - RECLAIMED (Purchase well water)	2,707	906	-	-	-	-	-
WATER - PASCO COUNTY UTILITIES	-	-	363	800	91	480	(320)
LANDSCAPING MAINTENANCE	199,259	172,485	249,693	260,000	125,047	260,000	-
LANDSCAPE REPLINISHMENT	16,163	56,582	16,882	15,000	-	20,000	5,000
IRRIGATION MAINTENANCE	15,981	5,198	10,360	12,000	1,635	12,000	-
RUST PREVENTION	13,090	7,140	9,000	15,600	7,800	15,600	-
ENVIRONMENTAL MITIGATION & MAINT.	2,500	4,050	-	6,900	-	5,000	(1,900)
POND MAINTENANCE	7,733	8,836	8,976	10,038	2,744	9,822	(216)
RETENTION POND MOWING	7,832	-	-	-	-	-	-
STORMWATER DRAIN & MAINTENANCE	4,564	-	-	-	-	-	-
NPDES MONITORING	3,150	-	-	-	-	-	-
BRIDGE MAINTENANCE	6,600	-	-	5,000	-	5,000	-
EROSION CONTROL	-	-	-	5,000	-	5,000	-
COMPREHENSIVE FIELD TECH SERVICES	-	5,000	20,712	15,440	7,722	15,444	4
FIELD SERVICE TECH	15,486	21,330	-	-	-	-	-
FIELD MANAGER TRAVEL	1,346	2,283	-	-	-	-	-
STREET SWEEP	9,463	7,938	-	-	-	-	-
CONTINGENCY & UNBUDGETED	-	3,156	87,513	3,000	327	25,000	22,000
SECURITY - OTHER	2,092	-	3,600	-	-	21,600	21,600
CAPITAL OUTLAY & MISC. CONSTRUCTION	119,720	3,220	-	-	-	-	-
HOLIDAY LIGHTING	-	5,900	5,900	15,000	5,203	15,000	-
TOTAL PHYSICAL ENVIRONMENT:	\$ 506,909	\$ 402,751	\$ 542,406	\$ 495,734	\$ 208,043	\$ 541,602	\$ 45,868

UNION PARK CDD

Community Amenity Maintenance: \$104,177



UNION PARK CDD

Community Amenity Maintenance: 13%, Decrease of \$15,890

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MAR 31, 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
COMMUNITY AMENITY MAINTENANCE:							
POOL SERVICE CONTRACT	\$ 7,260	\$ 6,655	\$ 17,940	\$ 20,440	\$ 8,970	\$ 20,440	\$ -
POOL MAINTENANCE & REPAIRS	8,919	4,509	-	2,500	-	2,500	-
SECURITY CAMERA MONITORING	3,600	3,600	-	3,600	2,100	3,600	-
SECURITY KEY FOBS AND ACCESS CARD	2,704	-	-	3,000	-	1,500	(1,500)
SPLASH PAD MAINTENANCE	-	1,485	-	3,000	-	2,000	(1,000)
POOL PERMIT	570	425	425	275	-	425	150
AMENITY MANAGEMENT	-	3,000	4,500	4,500	2,250	4,500	-
AMENITY CENTER PRESSURE WASH	-	-	-	5,250	-	5,250	-
AMENITY CENTER CLEANING & MAINT.	13,756	11,400	11,400	16,400	7,981	7,800	(8,600)
AMENITY CENTER INTERNET	2,051	2,091	2,090	2,100	1,053	2,160	60
AMENITY CENTER ELECTRICITY	10,539	10,473	9,065	10,800	4,714	10,500	(300)
AMENITY CENTER WATER	11,759	11,320	10,215	10,200	3,899	10,500	300
AMENITY CENTER PEST CONTROL	636	688	1,320	1,440	720	1,440	-
AMENITY CENTER RUST REMOVAL	17,200	8,300	-	-	-	-	-
PET WASTE REMOVAL	2,958	2,400	5,338	5,340	2,669	5,340	-
REFUSE SERVICE	-	1,230	1,222	1,222	574	1,222	-
LANDSCAPE MAINTENANCE REPLACEMENT	-	-	5,184	10,000	-	5,000	(5,000)
COMMUNITY EVENTS & SUPPLIES	1,227	-	1,854	-	-	-	-
SPLASH ZONE MAINTENANCE	2,490	612	-	-	-	-	-
MISC. AMENITY CENTER REPAIRS & MAINT.	3,563	5,212	18,445	10,000	362	10,000	-
AMENITY CONTINGENCY			58,504	10,000	5,589	10,000	-
TOTAL COMMUNITY AMENITY MAINTENANCE:	\$ 89,231	\$ 73,400	\$ 147,501	\$ 120,067	\$ 40,881	\$ 104,177	\$ (15,890)

UNION PARK CDD

Operating Reserves : 5%, No Variance

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 YTD MAR 31, 2020	FY 2021 PROPOSED	VARIANCE FY 2020 TO FY 2021
RESERVES:							
INCREASE IN OPERATING RESERVE	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -
TOTAL RESERVES:	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -

UNION PARK CDD

Why is the Money Spent? Chain of Results

Row #	\$ Input	Project	Output	Target	Impact
1	\$21,600	Security Patrol	Have funds to allow for at least 45hrs/mon security patrol	Community-wide	Have patrols to assist with amenity being used by residents; Can roam property to deter potential crime
2	\$20,000	Landscape Replenishment	Increase landscape replenishment as pine bark mulch alone is \$15,000	Community-wide	Improve landscaping quality so it is more of a community aesthetic
3	\$25,000	Contingency	Repair severely damaged sidewalks and trip hazards; repair roads	Community-wide	Alleviate potential trip hazards; Alleviate pot holes in roads; Enhances community walkability and drivability for all residents

- QUESTIONS?