

ST. JOHNS FOREST
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2018

Version 2 - Adopted Budget:
(Adopted on 7/20/17)

Prepared by:



ST. JOHNS FOREST

Community Development District

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St. Johns Forest

Community Development District

Operating Budget

Fiscal Year 2018

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU JUN-2017	JUL- SEP-2017	PROJECTED FY 2017	BUDGET FY 2018
REVENUES							
Interest - Investments	\$ 1,024	\$ 1,554	\$ 1,500	\$ 1,658	\$ 142	\$ 1,800	\$ 1,500
Interest - Tax Collector	36	112	-	81	-	81	-
Special Assmnts- Tax Collector	213,523	213,523	213,523	213,523	-	213,523	213,523
Special Assmnts- Discounts	(7,851)	(8,064)	(8,541)	(8,027)	-	(8,027)	(8,541)
Settlements	2,957	1,800	-	600	-	600	-
TOTAL REVENUES	209,689	208,925	206,482	207,835	142	207,977	206,482

EXPENDITURES

Administrative

P/R-Board of Supervisors	6,600	6,800	6,000	3,600	2,000	5,600	6,000
FICA Taxes	505	520	459	275	153	428	459
ProfServ-Arbitrage Rebate	-	-	600	-	600	600	600
ProfServ-Dissemination Agent	-	-	1,000	-	1,000	1,000	1,000
ProfServ-Engineering	5,854	2,415	4,000	3,780	220	4,000	4,000
ProfServ-Legal Services	25,699	23,718	20,000	10,106	9,894	20,000	20,000
ProfServ-Mgmt Consulting Serv	45,400	46,500	46,500	34,875	11,625	46,500	48,360
ProfServ-Special Assessment	-	5,000	5,000	5,000	-	5,000	5,000
ProfServ-Trustee Fees	-	-	4,400	4,171	-	4,171	4,400
Auditing Services	3,800	3,615	3,800	3,615	-	3,615	3,800
Postage and Freight	501	497	400	262	138	400	400
Insurance - General Liability	7,176	7,250	7,975	7,250	-	7,250	7,975
Printing and Binding	1,342	2,151	1,800	1,101	699	1,800	1,800
Legal Advertising	779	921	1,000	315	685	1,000	1,000
Miscellaneous Services	539	572	600	468	132	600	600
Misc-Assessmnt Collection Cost	2,467	2,373	4,270	4,110	-	4,110	4,270

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU JUN-2017	JUL- SEP-2017	PROJECTED FY 2017	BUDGET FY 2018
Misc-Web Hosting	750	750	750	563	187	750	1,000
Office Supplies	-	44	-	-	-	-	-
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	101,587	103,301	108,729	79,666	27,333	106,999	110,839
Field							
ProfServ-Field Management	-	4,500	6,000	4,500	1,500	6,000	6,000
Contracts-Lake and Wetland	10,380	10,380	13,000	7,923	2,647	10,570	13,000
Contracts-Landscape	48,529	22,740	55,000	21,386	22,244	43,630	55,000
Electricity - General	9,604	8,305	11,000	6,264	2,346	8,610	10,000
R&M-General	10,335	4,267	10,000	1,907	8,093	10,000	10,000
R&M-Fountain	6,123	4,790	6,000	1,489	3,511	5,000	6,000
R&M-Other Landscape	13,027	11,497	10,000	-	10,000	10,000	10,000
R&M-Streetlights	1,727	841	7,500	250	7,250	7,500	7,500
Capital Outlay	-	2,995	2,250	-	2,250	2,250	2,250
Total Field	99,725	70,315	120,750	43,719	59,841	103,560	119,750
TOTAL EXPENDITURES	201,312	173,616	229,479	123,385	87,174	210,559	230,589
Reserves							
Reserve -Entrance Signs/Columns	-	-	12,987	-	-	-	12,987
Reserve - Entry Fountain	-	-	2,821	-	-	-	2,821
Reserves-Stormwater&Roads	-	62,256	10,714	-	-	-	10,714
Reserve - Streetlights	-	-	3,478	-	-	-	3,478
Total Reserves	-	62,256	30,000	-	-	-	30,000
TOTAL EXPENDITURES & RESERVES	201,312	235,872	259,479	123,385	87,174	210,559	260,589

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUN-2017	PROJECTED JUL- SEP-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
Excess (deficiency) of revenues							
Over (under) expenditures	8,377	(26,947)	(52,997)	84,450	(87,032)	(2,582)	(54,107)
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	(52,997)	-	-	-	(54,107)
TOTAL OTHER SOURCES (USES)	-	-	(52,997)	-	-	-	(54,107)
Net change in fund balance	8,377	(26,947)	(52,997)	84,450	(87,032)	(2,582)	(54,107)
FUND BALANCE, BEGINNING	300,437	308,814	281,867	281,867	-	281,867	279,285
FUND BALANCE, ENDING	\$ 308,814	\$ 281,867	\$ 228,870	\$ 366,317	\$ (87,032)	\$ 279,285	\$ 225,178

ST. JOHNS FOREST

Community Development District

Exhibit "A" Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2018	\$ 279,285
Net Change in Fund Balance - Fiscal Year 2018	(54,107)
Reserves - Fiscal Year 2018 Additions	30,000
Total Funds Available (Estimated) - 9/30/2018	255,178

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - Operating Capital		57,647 ⁽¹⁾
Reserves - Entrance Signs & Columns (Prior Years)	74,460	
Reserves - Entrance Signs & Columns (Fiscal Year 2018)	<u>12,987</u>	87,447
Reserves - Entry Fountain (Prior Years)	16,172	
Reserves - Entry Fountain (Fiscal Year 2018)	<u>2,821</u>	18,993
Reserves - Stormwater & Roads (Prior Years)	40,714	
Reserves - Stormwater & Roads (Fiscal Year 2018)	<u>10,714</u>	51,428
Reserves - Streetlights (Prior Years)	19,940	
Reserves - Streetlights (Fiscal Year 2018)	<u>3,478</u>	23,418
	Subtotal	<u>238,933</u>

Total Allocation of Available Funds	238,933
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Total Unassigned (undesignated) Cash	\$ 16,244
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Notes

(1) Represents approximately 3 months of operating expenditures

Budget Narrative
Fiscal Year 2018

REVENUES

Interest-Investments

The District earns interest on the monthly average collected balance for its operating accounts and investments.

Special Assessments-Tax Collector

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.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Expenditures - Administrative

P/R-Board of Supervisors

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance.

Professional Services-Engineering

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for board meetings when requested, and other specifically requested assignments.

Professional Services-Legal Services

The District's Attorney, Hopping, Green & Sams, provides general legal services to the District, i.e., attendance and preparation for Board meetings, review and/or preparation of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

Budget Narrative
Fiscal Year 2018**Expenditures - Administrative (continued)****Professional Services - Arbitrage Rebate Calculation**

The District uses a company who specializes in municipal and district arbitrage calculation to calculate the District's Arbitrage Rebate Liability on the Series 2016 Special Assessment Bonds. The budgeted amount for the fiscal year is based on standard fees charged for this service.

Professional Services - Dissemination Agent

The District is required by the Securities and Exchange Commission to comply with Rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues.

Professional Services – Trustee Fees

The District issued the Series 2016 Special Assessment Bonds that are deposited with a Trustee to handle all Trustee matters. The annual trustee fee is based on standard fees charged plus any out-of-pocket expenses.

Professional Services-Management Consulting Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Severn Trent. Also included are costs for records management and storage and Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Severn Trent in accordance with the management contract. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement with a modest increase this year.

Professional Services-Special Assessment

Administrative costs for Severn Trent to prepare the District's Special Assessment Roll and maintain lien books.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The District currently has an engagement with Berger, Toombs, Elam, Gaines & Frank for these services.

Postage and Freight

Postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance-General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Public Risk Insurance Agency, Inc. They specialize in providing insurance coverage to governmental agencies. The budgeted amount allows for a projected increase in the premium due to market uncertainty.

Budget Narrative
Fiscal Year 2018**Expenditures - Administrative (continued)****Printing and Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

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

Miscellaneous Services

This includes monthly bank charges and any other miscellaneous expenses that may be incurred during the year.

Miscellaneous-Assessment Collection Costs

The District reimburses the St. Johns County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The fiscal year budget is based on a maximum of 2% of the anticipated assessment collections.

Misc-Web Hosting

Per Florida Statutes, the District is required to have and maintain a website and Severn Trent provides this service to the District. Additional requirements were imposed effective October 1, 2016.

Annual District Filing Fee

The District is required to pay an annual fee of \$175 to the Florida Department of Economic Opportunity.

Expenditures - Field**ProfServ-Field Management**

The District has engaged Severn Trent for field services and management of its contractors.

Budget Narrative
Fiscal Year 2018**Expenditures – Field (continued)****Contracts-Lake and Wetland**

The District has a permit obligation to comply with certain conditions for the establishment and maintenance of upland/wetland conservation areas and for maintenance of storm water management areas. Aquagenix currently maintains the 11 ponds for a monthly fee of \$882.30.

Contracts-Landscape

The District currently has an agreement with Duval Landscape Maintenance for landscape services for the common areas owned by the District. The agreement includes landscape maintenance, irrigation system inspection, pest control and fertilization services, seasonal color program and mulching program.

Electricity – General

The District incurs electrical usage for lighting and entry fountain.

R&M-General

The District will incur repair and maintenance costs of the District's property. (Pressure wash monument signs, columns, curbs, sidewalks, etc.)

R&M-Fountain

The District currently uses with Rick Arsenault Certified Pool Consultant to maintain the fountains at the entrance. Their monthly fee is approximately \$160 for fountain maintenance. There are additional charges for supplies such as shock, foam fighter, chlorine and acid and additional repairs to the equipment.

R&M-Other Landscape

This budget line item is for holiday décor within the District.

R&M-Streetlights

The District will incur costs for the repair and maintenance of the District's street lights and landscape lights.

Capital Outlay

This represents any additional capital outlay that may not have been provided for in the budget.

Budget Narrative
Fiscal Year 2018

Expenditures – Reserves

Reserves – Entrance Signs & Columns

This contributes to the reserve for replacement of the District’s entrance signs and columns.

Reserves – Entry Fountain

This contributes to the reserve for replacement of the District’s entry fountain.

Reserves – Stormwater and Roads

This contributes to the reserve for replacement of the District’s stormwater system and roads.

Reserves - Streetlights

This contributes to the reserve for replacement of the District’s street lights and landscape lights.

St. Johns Forest

Community Development District

Debt Service Budgets

Fiscal Year 2018

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU JUN-2017	JUL- SEP-2017	PROJECTED FY 2017	BUDGET FY 2018
REVENUES							
Interest - Investments	\$ -	\$ 97	\$ 100	\$ 273	\$ 27	\$ 300	\$ 100
Special Assmnts- Tax Collector	-	14,871	292,032	290,260	-	290,260	290,260
Special Assmnts- Prepayment	-	21,699	-	-	-	-	-
Special Assmnts- Discounts	-	81	(11,681)	(10,911)	-	(10,911)	(11,610)
TOTAL REVENUES	-	36,748	280,451	279,622	27	279,649	278,750
EXPENDITURES							
<i>Administrative</i>							
ProfServ-Arbitrage Rebate	-	600	-	-	-	-	-
ProfServ-Dissemination Agent	-	1,000	-	-	-	-	-
Misc-Assessmnt Collection Cost	-	178	5,841	5,587	-	5,587	5,805
Total Administrative	-	1,778	5,841	5,587	-	5,587	5,805
<i>Debt Service</i>							
Principal Debt Retirement	-	-	165,000	160,000	-	160,000	165,000
Debt Retirement Series A	-	3,715,000	-	-	-	-	-
Principal Prepayments	-	-	-	30,000	-	30,000	-
Interest Expense	-	15,244	109,755	109,380	-	109,380	105,806
Cost of Issuance	-	257,695	-	-	-	-	-
Underwriter	-	55,275	-	-	-	-	-
Total Debt Service	-	4,043,214	274,755	299,380	-	299,380	270,806
TOTAL EXPENDITURES	-	4,044,992	280,596	304,967	-	304,967	276,611
Excess (deficiency) of revenues							
Over (under) expenditures	-	(4,008,244)	(145)	(25,345)	27	(25,318)	2,140

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2015	FY 2016	BUDGET FY 2017	THRU JUN-2017	JUL- SEP-2017	PROJECTED FY 2017	BUDGET FY 2018
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	-	533,460	-	-	-	-	-
Bond Premium	-	7,265	-	-	-	-	-
Proceeds of Refunding Bonds	-	3,685,000	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	(145)	-	-	-	2,140
TOTAL OTHER SOURCES (USES)	-	4,225,725	(145)	-	-	-	2,140
Net change in fund balance	-	217,481	(145)	(25,345)	27	(25,318)	2,140
FUND BALANCE, BEGINNING	1	1	217,482	217,482	-	217,482	192,164
FUND BALANCE, ENDING	\$ 1	\$ 217,482	\$ 217,337	\$ 192,137	\$ 27	\$ 192,164	\$ 194,304

AMORTIZATION SCHEDULE
Capital Improvement Revenue Bonds

Period Ending	Outstanding Balance	Principal	Coupon Rate	Interest	Debt Service
11/1/2017	\$3,500,000		2.000%	\$52,903	
5/1/2018	\$3,500,000	\$165,000	2.000%	\$52,903	\$270,806
11/1/2018	\$3,335,000		2.000%	\$51,253	
5/1/2019	\$3,335,000	\$170,000	2.000%	\$51,253	\$272,505
11/1/2019	\$3,165,000		2.000%	\$49,553	
5/1/2020	\$3,165,000	\$175,000	2.000%	\$49,553	\$274,105
11/1/2020	\$2,990,000		2.000%	\$47,803	
5/1/2021	\$2,990,000	\$175,000	2.000%	\$47,803	\$270,605
11/1/2021	\$2,815,000		2.000%	\$46,053	
5/1/2022	\$2,815,000	\$180,000	2.000%	\$46,053	\$272,105
11/1/2022	\$2,635,000		2.000%	\$44,253	
5/1/2023	\$2,635,000	\$185,000	2.300%	\$44,253	\$273,505
11/1/2023	\$2,450,000		2.300%	\$42,125	
5/1/2024	\$2,450,000	\$190,000	2.600%	\$42,125	\$274,250
11/1/2024	\$2,260,000		2.600%	\$39,655	
5/1/2025	\$2,260,000	\$195,000	2.800%	\$39,655	\$274,310
11/1/2025	\$2,065,000		2.800%	\$36,925	
5/1/2026	\$2,065,000	\$200,000	3.000%	\$36,925	\$273,850

AMORTIZATION SCHEDULE
Capital Improvement Revenue Bonds

Period Ending	Outstanding Balance	Principal	Coupon Rate	Interest	Debt Service
continued					
11/1/2026	\$1,865,000		3.000%	\$33,925	
5/1/2027	\$1,865,000	\$205,000	3.200%	\$33,925	\$272,850
11/1/2027	\$1,660,000		3.200%	\$30,645	
5/1/2028	\$1,660,000	\$210,000	3.600%	\$30,645	\$271,290
11/1/2028	\$1,450,000		3.600%	\$26,865	
5/1/2029	\$1,450,000	\$220,000	3.600%	\$26,865	\$273,730
11/1/2029	\$1,230,000		3.600%	\$22,905	
5/1/2030	\$1,230,000	\$230,000	3.600%	\$22,905	\$275,810
11/1/2030	\$1,000,000		3.600%	\$18,765	
5/1/2031	\$1,000,000	\$235,000	3.600%	\$18,765	\$272,530
11/1/2031	\$765,000		3.600%	\$14,535	
5/1/2032	\$765,000	\$245,000	3.800%	\$14,535	\$274,070
11/1/2032	\$520,000		3.800%	\$9,880	
5/1/2033	\$520,000	\$255,000	3.800%	\$9,880	\$274,760
11/1/2033	\$265,000		3.800%	\$5,035	
5/1/2034	\$265,000	\$265,000	3.800%	\$5,035	\$275,070
Total		\$3,500,000		\$1,146,151	\$4,646,151

Budget Narrative
Fiscal Year 2018**REVENUES****Interest-Investments**

The District earns interest income on its trust accounts with US Bank.

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the debt service expenditures during the fiscal year.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES**Expenditures - Administrative****Miscellaneous-Assessment Collection Cost**

The District reimburses the St. Johns County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The fiscal year budget is based on a maximum of 2% of the anticipated assessment collections.

Expenditures – Debt Service**Debt Retirement**

The District pays regular principal payments annually in order to pay down/retire the debt.

Interest Expense

The District pays interest expense on the debt twice during the year.

St. Johns Forest

Community Development District

Supporting Budget Schedules

Fiscal Year 2018

Comparison of Non-Ad Valorem Assessment Rates
Fiscal Year 2018 vs. Fiscal Year 2017

Platted	General Fund *			Debt Service			Total Assessments per Unit			Units
	FY 2018	FY 2017	Percent Change	FY 2018	FY 2017	Percent Change	FY 2018	FY 2017	Percent Change	
<i>Phase I</i>										
SF 60'	\$384.77	\$384.77	0.0%	\$705.79	\$705.79	0.0%	\$1,090.56	\$1,090.56	0.0%	34
SF 70'	\$384.77	\$384.77	0.0%	\$772.88	\$772.88	0.0%	\$1,157.65	\$1,157.65	0.0%	57
SF 80'	\$384.77	\$384.77	0.0%	\$981.75	\$981.75	0.0%	\$1,366.52	\$1,366.52	0.0%	62
Commercial	\$8,825.46	\$8,825.46	0.0%	\$0.00	\$0.00	n/a	\$8,825.46	\$8,825.46	0.0%	22.937
<i>Phase II</i>										
SF 60'	\$384.77	\$384.77	0.0%	\$790.03	\$790.03	0.0%	\$1,174.80	\$1,174.80	0.0%	65
SF 70'	\$384.77	\$384.77	0.0%	\$926.75	\$926.75	0.0%	\$1,311.52	\$1,311.52	0.0%	15
SF 80'	\$384.77	\$384.77	0.0%	\$1,128.78	\$1,128.78	0.0%	\$1,513.55	\$1,513.55	0.0%	37
<i>Phase III</i>										
SF 70'	\$384.77	\$384.77	0.0%	\$926.75	\$926.75	0.0%	\$1,311.52	\$1,311.52	0.0%	57
SF 80'	\$384.77	\$384.77	0.0%	\$1,320.50	\$1,320.50	0.0%	\$1,705.27	\$1,705.27	0.0%	56
<i>Phase IV</i>										
SF 60'	\$384.77	\$384.77	0.0%	\$948.27	\$948.27	0.0%	\$1,333.04	\$1,333.04	0.0%	87
SF 70'	\$384.77	\$384.77	0.0%	\$1,038.52	\$1,038.52	0.0%	\$1,423.29	\$1,423.29	0.0%	62
										554.937

* General Fund assessments to cover administrative and maintenance costs are levied equally to all types since all unit types receive similar benefit. For example, Administrative costs (audit fees, liability insurance, advertising, collection costs, etc.) and Field expenses for maintenance of the entry features and landscaping benefit all regardless of lot size.