

*Water Tank Road  
Community Development District*

*Meeting Agenda*

*May 22, 2024*

# AGENDA

# *Water Tank Road*

## *Community Development District*

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219 E. Livingston St., Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

May 15, 2024

### **Board of Supervisors Meeting** **Water Tank Road Community Development District**

Dear Board Members:

A meeting of the Board of Supervisors of the **Water Tank Road Community Development District** will be held on **Wednesday, May 22, 2024 at 9:15 AM** at **346 E. Central Ave., Winter Haven, Florida 33880**.

**Zoom Video Link:** <https://us06web.zoom.us/j/85339779683>

**Call-In Information:** 1-646-876-9923

**Meeting ID:** 853 3977 9683

Following is the advance agenda for the meeting:

### **Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period (<sup>1</sup>Speakers 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 Newly Elected Board Members (Seat #1—Rennie Heath and Seat #4—Daniel Arnette)
4. Approval of Minutes of the April 24, 2024 Landowners' Meeting and Board Meeting
5. Public Hearing
  - A. Public Hearing on the Adoption of the Fiscal Year 2023/2024 and Fiscal Year 2024/2025 Budgets
    - i. Consideration of Resolution 2024-39 Adopting the District's Fiscal Year 2023/2024 and Fiscal Year 2024/2025 Budgets and Appropriating Funds
6. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager's Report
7. Other Business
8. Supervisors Requests and Audience Comments
9. Adjournment

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<sup>1</sup> Comments will be limited to three (3) minutes

# MINUTES

**MINUTES OF MEETING  
WATER TANK ROAD  
COMMUNITY DEVELOPMENT DISTRICT**

The Landowner meeting of the Water Tank Road Community Development District was held Wednesday, **April 24, 2024** at 9:20 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present were:

Lauren Schwenk  
Lindsey Roden  
Jessica Petrucci  
Jill Burns  
Roy Van Wyk  
Rey Malave  
Ashton Bligh

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
Interim District Engineer, Dewberry  
Bond Counsel, Greenberg Traurig

**FIRST ORDER OF BUSINESS**

**Determination of Number of Voting Units  
Represented**

Ms. Burns noted that there is a proxy present form Cassidy Holdings, LLC which owns 105.05 acres within the community which authorizes that entity to cast 106 votes. The proxy has been assigned to Lindsey Roden authorizing her to cast up to 106 votes for each seat.

**SECOND ORDER OF BUSINESS**

**Call to Order**

Ms. Burns called the meeting to order.

**THIRD ORDER OF BUSINESS**

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

Ms. Burns was elected as Chairperson for the purpose of conducting the meeting.

**FOURTH ORDER OF BUSINESS**

**Nominations for the Position of Supervisor**

Ms. Roden nominated Rennie Heath, Lauren Schwenk, Lindsey Roden, Daniel Arnette, and Jessica Petrucci.

**FIFTH ORDER OF BUSINESS**

**Casting of Ballots**

Ms. Roden nominated Rennie Heath with 100 votes, Lauren Schwenk with 100 votes, herself with 50 votes, Daniel Arnette with 50 votes, and Jessica Petrucci with 50 votes.

**SIXTH ORDER OF BUSINESS**

**Ballot Tabulation**

Ms. Burns stated that Mr. Heath and Ms. Schwenk will each serve a four-year term and Ms. Roden, Mr. Arnette, and Ms. Petrucci will serve two-year terms.

**SEVENTH ORDER OF BUSINESS**

**Landowner's Questions and Comments**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

**MINUTES OF MEETING  
WATER TANK ROAD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Water Tank Road Community Development District was held Wednesday, **April 24, 2024** at 9:15 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk  
Lindsey Roden  
Jessica Petrucci

Vice Chairman  
Supervisor  
Supervisor

Also present were:

Jill Burns  
Roy Van Wyk  
Rey Malave  
Ashton Bligh  
Bob Gang

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
Interim District Engineer, Dewberry  
Bond Counsel, Greenberg Traurig  
Bond Counsel, Greenberg Traurig

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Three Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns stated that there were no members of the public present in person for the meeting and no members joining via Zoom.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

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

Ms. Burns swore in the newly elected Board members and read them their oaths of office.

**B. Consideration of Resolution 2024-34 Canvassing and Certifying the Results of the Landowners' Election**

Ms. Burns presented the results of the Landowners' election meeting that just occurred and offered to answer any questions. Hearing none, she asked for a motion of approval.

On MOTION by Ms. Roden, seconded by Ms. Petrucci, with all in favor, Resolution 2024-34 Canvassing and Certifying the Results of the Landowners' Election, was approved.

**C. Election of Officers**

Ms. Burns stated they will need to elect new officers after holding the Landowners' election and the Board can choose to hold the same officers. Previously Mr. Heath acted as the Chair, Ms. Schwenk acted as Vice Chair, while the other three officers sat as Assistant Secretaries along with George Flint from the GMS office, and Ms. Burns will hold the seat of Secretary.

**D. Consideration of Resolution 2024-35 Electing Officers**

The Board decided to keep the same slate of officers and Ms. Burns asked for a motion of approval.

On MOTION by Ms. Roden, seconded by Ms. Petrucci, with all in favor, Resolution 2024-35 Electing Officers as slated above, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the March 12, 2024 Organizational Meeting**

Ms. Burns presented the minutes from the March 12, 2024 organizational meeting and asked for any comments, corrections, or questions. Hearing none, there was a motion of approval.

On MOTION by Ms. Petrucci, seconded by Ms. Roden, with all in favor, the Minutes of the March 12, 2024 Organizational Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-33 Rescinding and Replacing Resolution 2024-26 Authorizing the Issuance of Bonds and Authorizing the Commencement of Validation Proceedings**

Ms. Bligh presented the resolution to the Board and summarized that it will repeal resolution 2024-26 which was the original bond authorizing resolution while this one will increase the not to exceed amount of bonds that the District can issue to \$87,525,000. This is the first step



in the bond issuance process, and they will bring back a delegation resolution to the Board with details describing a series of bonds the District intends to issue. She then highlights certain sections of the resolution to the Board and offered to answer any questions they might have.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-33 Rescinding and Replacing Resolution 2024-26 Authorizing the Issuance of Bonds and Authorizing the Commencement of Validation Proceedings, was approved.

**SIXTH ORDER OF BUSINESS**

**Public Hearings**

**A. Public Hearing on the Imposition of Special Assessments**

Ms. Burns stated this is the public hearing on the imposition of special assessments and noted that the public hearing has been advertised in the paper and a mailed notice was sent to all the property owners within the community and asked for a motion to open the public hearing.

On MOTION by Ms. Petrucci, seconded by Ms. Roden, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present in person or joining via Zoom and asked for a motion to close the public hearing.

On MOTION by Ms. Schwenk, seconded by Ms. Petrucci, with all in favor, Closing the Public Hearing, was approved.

**i. Affidavit of Published Notice of Hearing**

Ms. Burns presented the affidavit of published notice to the Board for informational purposes.

**ii. Revised Mailed Notice Sent to Landowners**

Ms. Burns presented the revised mailed notice sent to landowners to the Board for informational purposes.

**iii. Presentation of Engineer's Report**

Mr. Malave presented the engineer's report to the Board dated March 12, 2024 and includes descriptions of the project and details of the infrastructure to be constructed as part of the project within the three phases. He noted the total number of units to be constructed is 1,306 and total cost approximating \$66,496,448. The costs are current and provide for the construction of the infrastructure as described. He offered to answer any Board or staff questions. Mr. Van Wyk asked if he knew of any reason why the project would be unable to be completed as outlined in the engineer's report and Mr. Malave answer was no. Mr. Van Wyk also asked if the cost that was outlined were reasonable for the type of infrastructure improvements to be constructed by the District and Mr. Malave's answer was yes. There being no other questions, Mr. Burns asked for a motion of approval from the Board.

On MOTION by Ms. Petrucci, seconded by Ms. Roden, with all in favor, the Engineer's Report, was approved.
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**iv. Presentation of Master Assessment Methodology**

Ms. Burns noted that the assessment methodology was included in the agenda package or review dated March 12, 2024 and summarized it for the Board. The assessment report allocates debt to the properties in the District the will benefit from the capital improvement plan that was reviewed in the engineer's report. She reviewed the attached tables stating that table 1 shows the development plan with two product types: a single family 40-foot lot and a single family 50-foot lot, totaling 1,306 planned units within the community. Table 2 shows the infrastructure cost estimate from the capital improvement plan that was in the engineer's report totaling \$66,496,448. Table 3 shows the estimated bond sizing of \$87,525,000. Table 4 shows the improvement cost for each product type. Table 5 shows the par debt per unit: for the single family 40-foot lot totaling \$61,099 and the single family 50-foot lots totaling \$76,374. Table 6 breaks down the net and gross annual debt assessment per unit: for the 40-foot lot totaling \$4,991 annually and the 50-foot lots totaling \$6,239 annually. Table 7 shows the preliminary assessment role that shows all the parcels within the boundary of the District listed as well as who owns them with a legal description of the District included. She offered to answer any Board questions and Mr. Van Wyk asked her to confirm that the assessments as outlined in the report are fairly and reasonably apportioned across the product types within the District and she confirmed that they are. He then asked if it was her opinion that the assessments as proposed are equal to or less than the benefit received by the

construction planed with the proceeds from the bonds and she answered yes. There being no other questions she asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Ms. Petrucci, with all in favor, the Master Assessment Methodology, was approved as presented.

**v. Consideration of Resolution 2024-36 Levying Special Assessments**

Ms. Burns noted that this resolution will levy assessments across the property within the District. She offered to answer any Board questions and asked for a motion of approval.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-36 Levying Special Assessments, was approved.

**B. Public Hearing on the District’s Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments**

Ms. Burns noted that the public hearing had been advertised in the paper and asked for a motion to open the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Petrucci, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present of joining via Zoom and asked for a motion to close the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Petrucci, with all in favor, Closing the Public Hearing, was approved.

**i. Consideration of Resolution 2024-37 Expressing the District’s Intent to Utilize the Uniform Method of Collection**

Ms. Burns presented the resolution to the Board and noted that this will be sent to the property appraiser and tax collector office to allow the District to collect the assessments on the tax roll when they are ready to do so. There being no Board questions there was a motion of approval.

On MOTION by Ms. Schwenk, seconded by Ms. Petrucci, with all in favor, Resolution 2024-37 Expressing the District’s Intent to Utilize the Uniform Method of Collection, was approved.

**C. Public Hearing on the Adoption of District Rules of Procedure**

Ms. Burns stated that the public hearing has been advertised in the paper and asked for a motion to open the hearing.

On MOTION by Ms. Roden, seconded by Ms. Petrucci, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present of joining via Zoom and asked for a motion to close the public hearing.

On MOTION by Ms. Petrucci, seconded by Ms. Roden, with all in favor, Closing the Public Hearing, was approved.

**i. Consideration of Resolution 2024-38 Adopting Rules of Procedure for the District**

Ms. Burns presented the resolution to the Board and noted the rules were attached as an exhibit and offered to answer any questions. Hearing none, she asked for a motion of approval.

On MOTION by Ms. Petrucci, seconded by Ms. Roden, with all in favor, Resolution 2024-38 Adopting Rules of Procedure for the District, was approved.

**SEVENTH ORDER OF BUSINESS**

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

Ms. Burns noted that they had received two proposals for District engineering services from Dewberry who is the current interim district engineer and a second from Kimley-Horn. Ms. Roden presented the rankings for each firm with total scoring of Dewberry at 95 and Kimley-Horn at 90 ranking Dewberry #1 and Kimley-Horn #2. Ms. Burns asked for a motion of approval to accept those rankings and authorize staff to send a notice of intent to award to Dewberry.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Review and Ranking for District Engineering Services and Selection of Dewberry as the District Engineer, was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk noted that they will be working on the validation after receiving the documents from today’s meeting.

**B. Engineer**

Mr. Malave had nothing to report to the Board.

**C. District Manager’s Report**

**i. Presentation of Number of Registered Voters – 0**

Ms. Burns presented the number of registered voters to be 0.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**TENNTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns asked the Board for adjournment.

On MOTION by Ms. Roden, seconded by Ms. Schwenk, with all in favor, the meeting was adjourned.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

# SECTION V

# SECTION A

# SECTION 1



**RESOLUTION 2024-39**

**THE ANNUAL APPROPRIATION RESOLUTION OF THE WATER TANK ROAD COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR FISCAL YEARS BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, AND BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Water Tank Road Community Development District (“**District**”) was recently established by the Town Council for Town of Lake Hamilton, Florida on March 5, 2024; and

**WHEREAS**, the District Manager has submitted to the Board of Supervisors (“**Board**”) of the District a proposed budget (“**Proposed Budget**”) for the fiscal years beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”), and beginning October 1, 2024 and ending September 30, 2025 (“**Fiscal Year 2024/2025**”) 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**, to the extent practical and recognizing the establishment date of the District, 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**, Section 190.008(2)(a), *Florida Statutes*, requires that 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 the 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 years.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATER TANK ROAD 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 Water Tank Road Community Development District for the Fiscal Years Ending September 30, 2024 and September 30, 2025”
- 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 2023/2024, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/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	\$ _____
TOTAL ALL FUNDS	\$ _____

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2024/2025, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/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	\$ _____
TOTAL ALL FUNDS	\$ _____

**SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within the Fiscal Year 2023/2024 or Fiscal Year 2024/2025, or within 60 days following the end of the Fiscal Year, may amend its Adopted Budget for that same 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 establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraph 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 22nd day of May 2024.

ATTEST:

**WATER TANK ROAD COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary / Assistant Secretary

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Chairperson, Board of Supervisors

**Exhibit A:** Fiscal Year 2023/2024 Budget and Fiscal Year 2024/2025 Budget

**Exhibit A**

**Fiscal Year 2023/2024 and Fiscal Year 2024/2025 Budget**

***Water Tank Road***  
***Community Development District***

***Proposed Budget***  
***FY2024 & FY2025***



# Table of Contents

**1** General Fund

**2-3** General Fund Narrative

# Water Tank Road

## Community Development District

### Proposed Budget

### General Fund

Description	Proposed Budget* FY2024	Proposed Budget FY2025
<b><u>Revenues</u></b>		
Developer Contributions	\$ 74,641	\$ 271,260
<b>Total Revenues</b>	<b>\$ 74,641</b>	<b>\$ 271,260</b>
<b><u>Expenditures</u></b>		
<i>General &amp; Administrative</i>		
Supervisor Fees	\$ 7,000	\$ 12,000
Engineering	\$ 8,750	\$ 15,000
Attorney	\$ 14,583	\$ 25,000
Management Fees	\$ 21,875	\$ 37,500
Information Technology	\$ 1,050	\$ 1,800
Website Maintenance **	\$ 2,450	\$ 1,200
Telephone	\$ 175	\$ 300
Postage & Delivery	\$ 583	\$ 1,000
Insurance	\$ 5,000	\$ 5,000
Printing & Binding	\$ 583	\$ 1,000
Legal Advertising	\$ 8,750	\$ 15,000
Other Current Charges	\$ 2,917	\$ 5,000
Office Supplies	\$ 365	\$ 625
Travel Per Diem	\$ 385	\$ 660
Dues, Licenses & Subscriptions	\$ 175	\$ 175
<i>Field Expenditures</i>		
Contingencies	\$ -	\$ 150,000
<b>Total Expenditures</b>	<b>\$ 74,641</b>	<b>\$ 271,260</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ -</b>

\* Budget is prorated from March to September.

\*\*Budget amount includes a one-time website creation fee.

# Water Tank Road

## Community Development District

### General Fund Narrative

#### **Revenues:**

##### Developer Contributions

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

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#### **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.

##### FICA Expenditures

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

##### 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 with Governmental Management Services – Central Florida, LLC 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 with Governmental Management Services – Central Florida, LLC 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.



# Water Tank Road Community Development District General Fund Narrative

## 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.

## Printing & Binding

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.

## Other Current Charges

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**

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year.