

Reserve
Community Development District

Approved Proposed Budget
FY 2026



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Reserve
Community Development District
Approved Proposed Budget
Water and Sewer Fund

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Approved Proposed Budget FY 2026	Actuals Thru 3/31/24	Variance %
<u>REVENUES:</u>							
Water Revenue	\$ 1,000,000	\$ 578,674	\$ 578,674	\$ 1,157,348	\$ 1,300,000	\$ 515,513	12%
Sewer Revenue	900,000	515,571	515,571	1,031,142	1,300,000	453,438	14%
Misc. Income	5,500	3,816	3,816	7,632	6,500	17,290	-78%
Interest Income	50,000	31,683	31,683	63,366	55,000	33,887	-7%
Rental Income	6,000	4,400	3,600	8,000	7,200	5,400	-19%
Connection Fees	-	7,510	-	7,510	-	74,041	-90%
TOTAL REVENUES	\$1,961,500	\$1,141,654	\$1,133,344	\$2,274,998	\$2,668,700	\$1,099,569	
<u>EXPENSES</u>							
<u>Administrative:</u>							
Supervisor Fees	\$ 10,000	\$ 2,600	\$ 4,800	\$ 7,400	\$ 6,000	\$ 3,800	-32%
FICA Taxes	765	199	367	566	459	291	-32%
Engineer Fees	20,000	-	-	-	20,000	8,171	-100%
Attorney	12,000	6,900	6,900	13,800	15,000	5,928	16%
Special Counsel	10,000	36,866	36,866	73,732	50,000	8,633	327%
Annual Audit	7,100	-	8,700	8,700	8,800	1,000	-100%
Management Fees	44,100	22,050	22,050	44,100	46,746	21,000	5%
Information Technology	1,575	788	788	1,575	1,654	750	5%
Website Administration	1,050	525	525	1,050	1,103	500	5%
Telephone	150	-	150	150	-	-	
Postage & Delivery	2,500	275	275	550	2,500	723	-62%
Rentals & Leases	1,260	630	630	1,260	1,323	600	5%
General Liability and Public Officials Insurance	50,861	23,755	23,755	47,510	51,899	22,582	5%
Printing & Binding	1,200	460	460	920	1,200	716	-36%
Legal Advertising	2,000	1,080	1,080	2,160	2,000	2,319	-53%
Bank Fees and Other Charges	6,000	3,979	3,979	7,958	6,000	4,263	-7%
Office Supplies	500	418	418	836	500	480	-13%
Dues, Licenses & Subscriptions	175	175	-	175	175	175	0%
TOTAL ADMINISTRATIVE	\$171,236	\$100,700	\$111,743	\$212,442	\$215,358	\$81,931	

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Community Development District
Approved Proposed Budget
Water and Sewer Fund

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Approved Proposed Budget FY 2026	Actuals Thru 3/31/24	Variance %
Operations & Maintenance							
<u>Plant and Field Operations</u>							
Salaries/Benefits	\$ -	\$ 43,000	43,000	\$ 86,000	\$ 132,374	\$ 46,919	-8%
FICA	-	3,290	3,290	6,580	10,127	3,589	-8%
Workers Comp Insurance	-	3,361	-	3,361	3,500	3,850	-13%
Plant Management	240,000	90,000	90,000	180,000	60,000	22,177	306%
Consulting Services/Utility Billing	130,900	65,896	76,879	142,775	151,360	66,950	-2%
Telephone	10,000	5,782	5,782	11,564	13,360	5,291	9%
Answering Service	1,500	685	685	1,370	1,500	631	9%
Postage	19,200	9,788	9,788	19,576	19,200	8,107	21%
Electric	55,000	30,597	30,597	61,194	55,000	29,817	3%
Bulk Water/Sewer Purchase	866,250	471,145	471,145	942,290	1,050,000	403,684	17%
Repairs & Maintenance	60,000	35,345	35,345	70,690	60,000	33,558	5%
Lake Management	-	720	720	1,440	1,440	-	0%
Condo Expenses	6,100	4,593	4,593	9,186	6,100	3,085	49%
Office Supplies	1,000	245	245	490	1,000	237	3%
Operating Supplies	40,000	62,213	62,213	124,426	40,000	19,166	225%
Chemicals	55,000	17,006	17,006	34,012	35,000	22,977	-26%
Capital Outlay	125,000	-	-	-	-	-	
Total Plant and Field Operations	\$1,609,950	\$843,666	\$851,288	\$1,694,954	\$1,639,961	\$670,038	
TOTAL EXPENSES	\$1,781,186	\$944,366	\$963,030	\$1,907,396	\$1,855,319	\$751,969	
OPERATING INCOME	\$180,314	\$197,289	\$170,314	\$367,602	\$813,381	\$347,600	
<u>Non-Operating Income/(Expenses)</u>							
Renewal & Replacement	\$ -	\$ 15,115	\$ (15,115)	\$ -	\$ -	\$ 166,559	
Total Non-Operating Income/(Expenses)	\$-	\$15,115	\$(15,115)	\$-	\$-	\$166,559	
EXCESS REVENUES (EXPENSES)	\$180,314	\$182,174	\$155,199	\$367,602	\$813,381	\$181,041	

Reserve
Community Development District
Budget Narrative
Fiscal Year 2026

REVENUES

Water Revenue

The estimated amount that will be billed to users of the potable water system of the District based upon average monthly consumption, current utility rates in effect and projected number of users during the fiscal year.

Wastewater Revenue

The estimated amount that will be billed to users of the wastewater system of the District based upon average monthly consumption, current utility rates in effect and projected number of users during the fiscal year.

Misc. Income

The District charges a 10% late penalty on delinquent monthly utility accounts up to a maximum of \$2,160 per meter.

Interest Income

The District invests its excess funds with the Florida State Board of Administration. Also includes interest earned on bond funds invested in Money Market account.

Rental Income

The District owns an office condo which will be used by other entities. A monthly rental fee will be charged for the use of the space.

Expenses - Administrative

Supervisors Fees/FICA Taxes

The District anticipates 10 meetings per year with four board members in attendance and each receiving \$200.00 per meeting plus payroll taxes.

District Engineering Fees

The District currently has a contract with Kimley-Horn and Associates to provide engineering services. The contract includes the preparation of an engineering report, attendance of monthly board meetings, reviewing requisitions and invoices, etc.

District Attorney Fees

The District has a contract with Torcivia, Donlan, Goldey & Ruben, PA as legal counsel to the District. The contract includes general legal services, preparation and attendance of monthly meetings, agreement and contract review, etc.

District Special Counsel

The District has a contract with Gray Robinson PA as special legal counsel to the District for matters relating to the Utility and FDEP enforcement.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The District currently has a contract with Grau and Associates.

District Management Fees

The following services are provided to the District by a Management contract with GMS-South Florida, LLC. The services provided are further outlined in Exhibit of the contract.

Information Technology

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services – South Florida, LLC.

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Fiscal Year 2026

Expenses - Administrative (continued)

Website Maintenance

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-SF, LLC and updated monthly.

Telephone

Telephone and fax machine, amount based on prior years' cost.

Postage and Delivery

Mailing of agenda packages, overnight deliveries, correspondence, etc., based on prior years cost.

Rentals & Leases

The District will be charged \$100.00 per month for office rent from GMS-South Florida, LLC where the District's administrative offices are located.

Insurance General Liability

Egis Insurance & Risk Advisors, who specializes in providing local governments with insurance coverage currently, holds the District's insurance policy. The District's coverage includes General Liability, Workers' Comp, Property, Plant and Automobile.

Printing and Binding

Accounts Payable checks, stationery, envelopes, photocopies, etc.

Legal Advertising

Represents cost associated with legal advertising requirements of the District for monthly meetings, public hearings, notice to bidders, etc.

Bank Fees and Other Charges

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

Office Supplies

Miscellaneous Office Supplies based on prior years' cost.

Due, Licenses & Subscriptions

The District is required to pay an annual fee to FloridaCommerce for \$175.00.

Expenses - Plant & Field Operations

Plant Management

The District will enter into an Interlocal Agreement with St Lucies West Services District to staff and maintain the plant, provide field sampling and reporting needed to control and compliance with FDEP permit requirements.

Consulting Services

The District will contract the following services related to the operations of the District's water and Wastewater utility system, includes payroll and benefits:

<u>Description</u>		<u>Amount</u>
Utility Billing Manager	\$6,753 per month	\$81,036
District Consultants (Fromm & Morgan)		\$30,000
Contingency		\$19,864
Total		\$130,900

Telephone

Telephone and fax machine, amount based on prior years' cost.

<u>Description</u>	<u>Monthly</u>	<u>Amount</u>
AT&T/Comcast	\$750 avg	\$9,000
T. Perkins/R. Riniolo Cell Reimb	\$200	\$2,400
Contingency		\$1,960
Total		\$13,360

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Fiscal Year 2026

Expenses- Plant and Field Operations (continued)

Answering Service

The District has contracted with A Personal Answering Service to handle the off-hours calls. The rate averages \$100 per month.

Postage

The District currently contracts with InfoSend to print and mail the monthly Utility invoices to the customers.

Electric

The District currently has the following utility accounts with Florida Power & light:

Account	Location
07958-53373	9710 Reserve Blvd #LS
18601-58268	Plantation Lakes Dr. # Lift Station 7
20545-80333	9491 Brandywine Ln #LS
23613-27766	2160 NW Reserve Park Trace
23843-26761	Commerce Lakes D #LS S-3
28708-21028	Club House Dr - LS
38178-27003	5860 Legends Dr #LS
38208-21092	9541 Legends Dr #Lift Station
38258-26013	7855 Legends Dr #LS
48958-26008	Legends Dr #Lift Sta S1 T-8
52582-41529	1916 Perfect Drive LS
65271-37274	8350 Mulligan Rd #Lift
72514-30166	8795 Champions Way #Lift
88950-40098	0857 Links Way #Lift Station
94346-01549	2002 Dogleg Dr #Lift Station
98516-72221	8501 NW Commerce Center Dr Lift Station

Bulk Water/Sewer Purchase

The District has an interconnect agreement with the St. Lucie West Services District to provide bulk potable water and bulk sewer. The District has reserved 500,000 gallons per day of water capacity and 360,000 per day of sewer capacity. The amount budgeted includes a \$760.31 monthly base charge and average usage of 310,000 GPD for water and 233,000 GPD for sewer.

Repairs & Maintenance

Represents any repairs and maintenance cost the District may incur. The amount for the Fiscal Year is based on historical costs.

Condo Expenses

This represents the costs associated with the office condo owned by the District. Expenses include Condo Fees, electric and cleaning costs.

Office Supplies

Any supplies needed for normal operations of the District Utility Billing office.

Operating Supplies

Purchase of supplies for the District. Amount based on the following items:

Description	Amount
General Supplies	\$25,000
Oil/Gas	\$5,000
Misc.	\$10,000
Total	\$40,000

Chemicals

Represents all necessary chemicals for the utility plant.

Capital Outlay

Any Capital improvement for the utility plant.

Exhibit A

Reserve

Community Development District Capital Plan Reserve Transfer To SLWSD

I. Cash Reconciliation - 9-30-24 Annual Audit Report

Cash & Investments	\$	1,724,063
Less: Current Liabilities	\$	(474,355)
Adjusted Cash & Investments	\$	1,249,708

Projected Excess Revenues - FY 2025	\$	367,602
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Estimated Cash and Investments - 10-1-25	\$	1,617,310
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II. Projected Future Funding and Capital Expenditures

Funding Sources

Estimated Balance - 10-1-25	\$	1,617,310
Excess Operating Revenues - FY 2026	\$	500,000
Excess Operating Revenues - FY 2027	\$	1,000,000
Land Sale Proceeds	\$	4,025,000
Other Sources	\$	197,690

Total Sources	\$	7,340,000
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Capital Expenditures

Water Main and Force Main Interconnect	\$	330,000
Lift Station Rehab Project	\$	2,520,000
Water and Sewer Line Work - North Side	\$	65,000
Abandonment/Refurbishment WTP and WWTP	\$	-
Refurbishment Existing WTP High Service System	\$	-
AMR to AMI Meters	\$	900,000
Meter Billing Switchover	\$	25,000
Septic to Sewer Conversion	\$	-
Interconnect Construction Cost	\$	2,500,000
Contingency	\$	1,000,000

Total Capital Expenditures	\$	7,340,000
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Surplus (Shortfall)	\$	-
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