Beacon Lakes Community Development District

August 1, 2017

Agenda Package

Beacon Lakes Community Development District

Severn Trent Services, Management Services Division

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July 25, 2017

Board of Supervisors Beacon Lakes Community Development District

Dear Board Members:

The regular business meeting of the Board of Supervisors of the Beacon Lakes Community Development District will be held Tuesday, August 1, 2017 at 9:00 a.m. at 12400 NW 22nd Street, Miami, Florida. Following is the advance agenda for the meeting:

- 1. Roll Call
- 2. Approval of Agenda
- 3. Manager's Report
 - A. Approval of the Minutes of the July 11, 2017 Meeting
 - B. Acceptance of Financials Report dated June 30, 2017
- 4. Engineer's Report
- 5. Attorney's Report
 - A. Resolution 2017-07
- 6. Public Comments
- 7. Supervisor Requests
- 8. Adjournment

All supporting documentation is enclosed or will be distributed at the meeting. The balance of the agenda is routine in nature. If you have any questions, please give me a call.

Sincerely,

Kenneth Cassel/ab District Manager

Third Order of Business

3A.

MINUTES OF MEETING BEACON LAKES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Beacon Lakes Community Development District was held on Tuesday, July 11, 2017 at 9:04 a.m. at 12400 N.W. 22nd Street, Miami, Florida.

Present and constituting a quorum were:

Scott Gregory Chairman

Karley Megrew Vice Chairperson
Leslie Menendez Assistant Secretary
Denver Glazier Assistant Secretary
Barbara Mantecon Assistant Secretary

Also present were:

Kenneth Cassel District Manager Michael Pawelczyk District Counsel Juan Alvarez District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cassel called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Approval of the Agenda

There being no comments,

On MOTION by Mr. Gregory seconded by Ms. Mantecon with all in favor the agenda was approved.

THIRD ORDER OF BUSINESS

Public Hearing to Approve the Fiscal Year 2018 Budget

Mr. Cassel opened the budget public hearing.

There being no public comment, a motion to close the public hearing would be in order.

On MOTION by Ms. Mantecon seconded by Mr. Gregory with all in favor the budget public hearing was closed.

A. Resolution 2017-05 Adopting the Fiscal Year 2018 Budget

- Mr. Cassel informed the Board this was the budget previously reviewed.
 There were no additions or changes. The assessment levels remain the same from last year.
- The Board reviewed the budget again.

On MOTION by Ms. Mantecon seconded by Mr. Gregory with all in favor Resolution 2017-05 Adopting the Budget for Fiscal Year 2018 was adopted.

B. Resolution 2017-06 Levying Non Ad Valorem Maintenance Special Assessments

On MOTION by Mr. Glazier seconded by Ms. Mantecon with all in favor Resolution 2017-06 Levying Non Ad Valorem Maintenance Special Assessments was adopted.

FOURTH ORDER OF BUSINESS Manager's Report

A. Approval of the Minutes of the June 6, 2017 Meeting

Mr. Cassel stated each Board member received a copy of the minutes of the June 6,
 2017 meeting and requested any additions, corrections or changes.

There not being any,

On MOTION by Ms. Menendez seconded by Ms. Mantecon with all in favor the minutes of the June 6, 2017 meeting were approved.

B. Financials

On MOTION by Mr. Gregory seconded by Ms. Megrew with all in favor the financials for period ending May 31, 2017 were accepted.

C. Fiscal Year 2018 Proposed Meeting Schedule

Mr. Cassel presented the fiscal year 2018 proposed meeting schedule to the Board.
 He noted some meetings are on the second Tuesday to accommodate holidays.

• The meeting schedule is for the entire fiscal year.

On MOTION by Mr. Gregory seconded by Ms. Menendez with all in favor the fiscal year 2018 proposed meeting schedule was approved.

FIFTH ORDER OF BUSINESS

Action Item

• There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer's Report

Mr. Alvarez reported the following:

- Provided an update on the environmental consultant with the Board.
- Mr. Pawelczyk prepared a first amendment to the service agreement which is ready to be executed. He brought two copies of the agreement for signature.
- Working with counsel to complete the documents for the closing. All the papers will be signed at the closing.
- A requisition will be forwarded to the trustee for signature to release the funds.

SEVENTH ORDER OF BUSINESS

Attorney's Report

- Mr. Pawelczyk provided a brief overview to the Board.
- Mr. Pawelczyk reminded the Board Form 1s are to be completed.

EIGHTH ORDER OF BUSINESS

Public Comments

There not being any, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor Requests

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Mantecon seconded by Ms. Menendez with all in favor the meeting was adjourned.

Kenneth Cassel	Scott Gregory	
Secretary	Chairperson	

3B.

Beacon Lakes Community Development District

Financial Report
June 30, 2017

Prepared by
SEVERN
TRENT

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Beacon Lakes Community Development District

Financial Statements

(Unaudited)

June 30, 2017

Balance Sheet June 30, 2017

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2003 DEBT SERVICE FUND	SERIES 2007 DEBT SERVICE FUND	SERIES 2007 CAPITAL PROJECTS FUND	TOTAL
ACCOUNT PEDGKII HON				- 1 0.12	
<u>ASSETS</u>					
Cash - Checking Account	\$ 204,290	\$ -	\$ -	\$ -	\$ 204,290
Accounts Receivable	8,084	-	-	-	8,084
Due From Other Funds	-	207,040	-	-	207,040
Investments:					
Money Market Account	977,738	-	-	-	977,738
Acquisition Fund	-	-	-	8,487,957	8,487,957
Prepayment Account B	-	-	765	-	765
Reserve Fund B	-	-	10,324	-	10,324
Revenue Fund	-	-	72,189	-	72,189
Prepaid Items	-	-	5,100	-	5,100
Other Assets-Current	15,000	-	-	-	15,000
TOTAL ASSETS	\$ 1,205,112	\$ 207,040	\$ 88,378	\$ 8,487,957	\$ 9,988,487
LIABILITIES Accounts Payable Accrued Expenses Due To Other Funds	\$ 30,783 5,991 203,495	\$ - -	\$ - - 3,545	\$ - -	\$ 30,783 5,991 207,040
TOTAL LIABILITIES	240,269	-	3,545	_	243,814
FUND BALANCES Nonspendable: Prepaid Items Deposits Restricted for:	- 15,000		5,100	-	5,100 15,000
Debt Service	-	207,040	79,733	-	286,773
Capital Projects	-	-	-	8,487,957	8,487,957
Assigned to:					
Operating Reserves	181,877	-	-	-	181,877
Reserves- Irrigation System	72,277	-	-	-	72,277
Unassigned:	695,689	-	-	-	695,689
TOTAL FUND BALANCES	\$ 964,843	\$ 207,040	\$ 84,833	\$ 8,487,957	\$ 9,744,673
TOTAL LIABILITIES & FUND BALANCES	\$ 1,205,112	\$ 207,040	\$ 88,378	\$ 8,487,957	\$ 9,988,487

Report Date: 7/26/2017

For the Period Ending June 30, 2017

ACCOUNT DESCRIPTION	Α	ANNUAL DOPTED BUDGET	AR TO DATE BUDGET	TO DATE	ANCE (\$) (UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES						
Interest - Investments	\$	1,500	\$ 1,125	\$ 2,956	\$ 1,831	197.07%
Interest - Tax Collector		-	-	57	57	0.00%
Special Assmnts- Tax Collector		702,002	702,002	695,132	(6,870)	99.02%
Special Assmnts- Discounts		(28,080)	(28,080)	(21,216)	6,864	75.56%
TOTAL REVENUES		675,422	675,047	676,929	1,882	100.22%
EXPENDITURES						
<u>Administration</u>						
ProfServ-Arbitrage Rebate		600	600	-	600	0.00%
ProfServ-Dissemination Agent		1,000	-	-	-	0.00%
ProfServ-Engineering		23,000	17,249	6,299	10,950	27.39%
ProfServ-Legal Services		27,484	20,610	23,778	(3,168)	86.52%
ProfServ-Mgmt Consulting Serv		53,114	39,834	39,836	(2)	75.00%
ProfServ-Special Assessment		8,334	8,334	8,334	-	100.00%
Auditing Services		5,000	5,000	5,000	-	100.00%
Postage and Freight		500	370	422	(52)	84.40%
Insurance - Property		13,732	13,732	12,031	1,701	87.61%
Printing and Binding		1,800	1,350	888	462	49.33%
Legal Advertising		500	=	207	(207)	41.40%
Misc-Property Taxes		1,361	1,361	9,265	(7,904)	680.75%
Misc-Assessmnt Collection Cost		7,020	7,020	5,849	1,171	83.32%
Misc-Contingency		250	187	100	87	40.00%
Misc-Web Hosting		1,000	747	750	(3)	75.00%
Office Supplies		325	243	433	(190)	133.23%
Annual District Filing Fee		175	175	 175		100.00%
Total Administration		145,195	 116,812	 113,367	 3,445	78.08%

Report Date: 7/26/2017 2

For the Period Ending June 30, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>Field</u>					
ProfServ-Field Management	48,000	36,000	36,000	-	75.00%
Contracts-Janitorial Services	51,660	38,745	39,095	(350)	75.68%
Contracts-Other Services	1,701	1,701	1,765	(64)	103.76%
Contracts-Wetland Mitigation	23,893	17,919	17,920	(1)	75.00%
Contracts-Landscape	178,452	133,839	133,839	-	75.00%
Contracts-Canal Maint/Cleaning	39,255	29,439	26,340	3,099	67.10%
Electricity - General	7,500	5,625	4,847	778	64.63%
R&M-General	48,000	36,000	7,894	28,106	16.45%
R&M-Canals	16,000	11,997	8,393	3,604	52.46%
R&M-Fertilizer	10,000	6,667	-	6,667	0.00%
R&M-Grounds	30,000	22,500	5,439	17,061	18.13%
R&M-Irrigation	26,000	19,499	27,607	(8,108)	106.18%
R&M-Mulch	25,000	18,750	21,990	(3,240)	87.96%
R&M-Trees and Trimming	30,000	22,500	9,430	13,070	31.43%
R&M-Mitigation	17,500	13,122	4,500	8,622	25.71%
Total Field	552,961	414,303	345,059	69,244	62.40%
TOTAL EXPENDITURES	698,156	531,115	458,426	72,689	65.66%
Excess (deficiency) of revenues					
Over (under) expenditures	(22,734)	143,932	218,503	74,571	-961.13%
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	(22,734)	-	-	=	0.00%
TOTAL FINANCING SOURCES (USES)	(22,734)	-		-	0.00%
Net change in fund balance	\$ (22,734)	\$ 143,932	\$ 218,503	\$ 74,571	-961.13%
FUND BALANCE, BEGINNING (OCT 1, 2016)	746,340	746,340	746,340		
FUND BALANCE, ENDING	\$ 723,606	\$ 890,272	\$ 964,843		

Report Date: 7/26/2017

For the Period Ending June 30, 2017

ACCOUNT DESCRIPTION	Α	ANNUAL DOPTED BUDGET	AR TO DATE BUDGET	AR TO DATE ACTUAL	RIANCE (\$) V(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES						
Interest - Investments	\$	-	\$ -	\$ -	\$ -	0.00%
Special Assmnts- Tax Collector		217,556	217,556	215,427	(2,129)	99.02%
Special Assmnts- Discounts		(8,702)	(8,702)	(6,575)	2,127	75.56%
TOTAL REVENUES		208,854	208,854	208,852	(2)	100.00%
<u>EXPENDITURES</u>						
<u>Administration</u>						
Misc-Assessmnt Collection Cost		2,176	 2,176	 1,813	 363	83.32%
Total Administration		2,176	 2,176	 1,813	 363	83.32%
<u>Debt Service</u>						
Debt Retirement - Other	-	204,503	 	 	 -	0.00%
Total Debt Service		204,503	 	 -	 	0.00%
TOTAL EXPENDITURES		206,679	2,176	1,813	363	0.88%
Excess (deficiency) of revenues						
Over (under) expenditures		2,175	 206,678	 207,039	 361	9519.03%
OTHER FINANCING SOURCES (USES)						
Contribution to (Use of) Fund Balance		2,175	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)		2,175	-	-	-	0.00%
Net change in fund balance	\$	2,175	\$ 206,678	\$ 207,039	\$ 361	9519.03%
FUND BALANCE, BEGINNING (OCT 1, 2016)		1	-	1		
FUND BALANCE, ENDING	\$	2,176	\$ 206,678	\$ 207,040		

Report Date: 7/21/2017

For the Period Ending June 30, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET		YEAR TO DATE BUDGET		YEAR TO DATE ACTUAL		VARIANCE (\$) FAV(UNFAV)		YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES									
Interest - Investments	\$	-	\$	-	\$	51	\$	51	0.00%
Special Assmnts- Tax Collector		96,718	9	6,718		96,762		44	100.05%
Special Assmnts- Discounts		(3,869)	(3,869)		(2,953)		916	76.32%
TOTAL REVENUES		92,849	9	2,849		93,860		1,011	101.09%
EXPENDITURES									
<u>Administration</u>									
ProfServ-Trustee Fees		7,749		7,749		8,742		(993)	112.81%
Misc-Assessmnt Collection Cost		967		967		814		153	84.18%
Total Administration		8,716		8,716		9,556		(840)	109.64%
<u>Debt Service</u>									
Debt Retirement Series B		5,000		5,000		5,000		-	100.00%
Debt Retirement - Other		77,892		-		-		-	0.00%
Interest Expense Series B		8,680		8,680	-	8,680			100.00%
Total Debt Service		91,572	1	3,680		13,680			14.94%
TOTAL EXPENDITURES		100,288	2	2,396		23,236		(840)	23.17%
Excess (deficiency) of revenues									
Over (under) expenditures		(7,439)	7	0,453		70,624		171	-949.37%
OTHER FINANCING SOURCES (USES)									
Operating Transfers-Out		-		-		(16)		(16)	0.00%
Contribution to (Use of) Fund Balance		(7,439)		-		-		-	0.00%
TOTAL FINANCING SOURCES (USES)		(7,439)		-		(16)		(16)	0.22%
Net change in fund balance	\$	(7,439)	\$ 7	0,453	\$	70,608	\$	155	-949.16%
FUND BALANCE, BEGINNING (OCT 1, 2016)		14,225	1	4,225		14,225			
FUND BALANCE, ENDING	\$	6,786	\$ 8	4,678	\$	84,833			

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For the Period Ending June 30, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED	YEAR TO DATE	YEAR TO DATE	VARIANCE (\$)	YTD ACTUAL AS A % OF
ACCOUNT DESCRIPTION	BUDGET	BUDGET	ACTUAL	FAV(UNFAV)	ADOPTED BUD
REVENUES					
Interest - Investments	\$ -	\$ -	\$ 8,940	\$ 8,940	0.00%
TOTAL REVENUES	-	-	8,940	8,940	0.00%
<u>EXPENDITURES</u>					
Construction In Progress					
Construction in Progress B			86,486	(86,486)	0.00%
Total Construction In Progress	-	-	86,486	(86,486)	0.00%
TOTAL EXPENDITURES	_	-	86,486	(86,486)	0.00%
Excess (deficiency) of revenues					
Over (under) expenditures			(77,546)	(77,546)	0.00%
OTHER FINANCING SOURCES (USES)					
Interfund Transfer - In	-	-	16	16	0.00%
TOTAL FINANCING SOURCES (USES)	-	-	16	16	0.00%
Net change in fund balance	\$ -	\$ -	\$ (77,530)	\$ (77,530)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2016)	-	-	8,565,487		
FUND BALANCE, ENDING	\$ -	<u> </u>	\$ 8,487,957	=	

Report Date: 7/21/2017 6

Beacon Lakes Community Development District

Supporting Schedules

June 30, 2017

Payment Register by Bank Account

For the Period from 6/1/17 to 6/30/17 (Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CENTER	STATE BAN	IK - GF - (A	CCT# XX	(XXX5106)					
Check	2401	06/05/17	Vendor	TRIAD BUILDING SERVICES, INC	1642-A	HEAVY TRASH & DISPOSED	Contracts-Janitorial Services	001-534026-53901	\$95.00
Check	2402	06/09/17	Vendor	MIAMI DADE COUNTY ERM	LAKES-060717	PERMIT APPLICATION 30-3925-000	Misc-Property Taxes	001-549044-51301	\$1,468.40
Check	2403	06/09/17	Vendor	MIAMI-DADE COUNTY SUPERVISOR	052417	REGISTERED VOTERS	Misc-Contingency	001-549900-51301	\$50.00
Check	2404	06/16/17	Vendor	FEDERAL EXPRESS	5-825-24185	SERVICE FOR 5/30/17	Postage and Freight	001-541006-51301	\$49.36
Check	2405	06/16/17	Vendor	GREENSLEEVES, INC	15409	6/17 MONTHLY MAINT FOR PLANTS	Contracts-Wetland Mitigation	001-534049-53901	\$1,991.12
Check	2406	06/16/17	Vendor	SEVERN TRENT ENVIRONMENTAL	20784	MANAGEMENT FEES 6/17	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,426.17
Check	2406	06/16/17	Vendor	SEVERN TRENT ENVIRONMENTAL	20784	MANAGEMENT FEES 6/17	Postage and Freight	001-541006-51301	\$5.98
Check	2406	06/16/17	Vendor	SEVERN TRENT ENVIRONMENTAL	20784	MANAGEMENT FEES 6/17	Printing and Binding	001-547001-51301	\$205.50
Check	2406	06/16/17	Vendor	SEVERN TRENT ENVIRONMENTAL	20784	MANAGEMENT FEES 6/17	Office Supplies	001-551002-51301	\$38.50
Check	2406	06/16/17	Vendor	SEVERN TRENT ENVIRONMENTAL	20784	MANAGEMENT FEES 6/17	Misc-Web Hosting	001-549915-51301	\$83.33
Check	2407	06/16/17	Vendor	US BANK	4644385	BONDS 2007A&B 5/1/7-4/30/18	ProfServ-Trustee Fees	001-531045-51301	\$3,642.51
Check	2407	06/16/17	Vendor	US BANK	4644385	BONDS 2007A&B 5/1/7-4/30/18	Prepaid Items	155000	\$5,099.52
Check	2408	06/21/17	Vendor	ALM MEDIA, LLC	0229648-0606	NOTICE OF MEETING 6/6-6/13/17	Legal Advertising	001-548002-51301	\$206.94
Check	2409	06/23/17	Vendor	BILLING,COCHRAN, & RAMSEY	142104	LEGAL SERVICE FOR 5/17	ProfServ-Legal Services	001-531023-51401	\$3,575.40
Check	2410	06/23/17	Vendor	MIAMI DADE COUNTY ERM	062017	REVIEW AND APPROVAL FOR PROJEC	Due From Other Funds	131000	\$158.52
Check	2411	06/29/17	Vendor	BARO HARDWARE II	820833	PADLOCK, CHAIN PROOF COIL	R&M-General	001-546001-53901	\$44.94
Check	2412	06/29/17	Vendor	FEDERAL EXPRESS	5-839-76931	SERVICE FOR 6/20/17	Postage and Freight	001-541006-51301	\$13.63
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	15103	INSTALLATION OF MULCH	R&M-Mulch	001-546059-53901	\$18,240.00
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	14935	LANDSCAPE MAINT 5/17	Contracts-Landscape	001-534050-53901	\$14,871.00
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	15073	INSTALLATION OF PLANTS	R&M-Grounds	001-546037-53901	\$2,584.00
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	15116	IRRIGATION COMMON AREAS 5/17	R&M-Irrigation	001-546041-53901	\$1,381.71
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	14990	IRRIGATION COMMON AREAS 4/17	R&M-Irrigation	001-546041-53901	\$265.42
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	15125	IRRIGATION COMMON AREAS	R&M-Irrigation	001-546041-53901	\$581.00
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	15074	BUSH HOG	R&M-Grounds	001-546037-53901	\$1,880.00
Check	2414	06/29/17	Vendor	GREENSCAPE LANDSCAPE MAINT CORP	15039	PALM TRIMMING	R&M-Trees and Trimming	001-546099-53901	\$5,980.00
Check	2415	06/29/17	Vendor	NATIONAL SIGNAL LEASING CORP	8608	4/17 MONTHLY TESTING OF CROSSI	R&M-General	001-546001-53901	\$255.00
Check	2416	06/29/17	Vendor	PROLOGIS	LAKES-050117	MANAGEMENT FEES 5/17	ProfServ-Field Management	001-531016-53901	\$4,000.00
Check	2417	06/29/17	Vendor	SUPERIOR LANDSCAPING	48936	LANDSCAPE MAINT 5/17	Contracts-Canal Maint/Cleaning	001-534115-53901	\$4,101.83
Check	2418	06/29/17	Vendor	USA SWEEPING INC	20617	DAYTIME PORTERS 5/17	Contracts-Janitorial Services	001-534026-53901	\$4,305.00
Check	2418	06/29/17	Vendor	USA SWEEPING INC	20789	HAULING SERVICE- TOILET	Contracts-Janitorial Services	001-534026-53901	\$80.00
ACH	DD1052	06/26/17	Vendor	FLORIDA POWER AND LIGHT- ACH	052517-05229	4/25-5/25/17 ELECTRIC SVC	Electricity - General	001-543006-53901	\$244.70

Community Development District

Payment Register by Bank Account

For the Period from 6/1/17 to 6/30/17 (Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH	DD1053	06/26/17	Vendor	FLORIDA POWER AND LIGHT- ACH	122716-05229	11/23-12/27/16 ELECTRIC SVC	Electricity - General	001-543006-53901	\$186.84
								Account Total	\$80,111.32

Total Amount Paid	¢00 111 22
Total Amount Palu	\$80,111.32

Total Amount Paid - Breakdowr	n by Fund	
Fund		Amount
General Fund - 001		80,111.32
	Total	80,111.32

Fifth Order of Business

5A

ATTORNEY REPORT PLACEHOLDER