

Portofino Shores
Community Development District

Proposed Budget
FY 2025



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Portofino Shores
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2024	Actuals Thru 2/28/24	Projected Next 7 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
REVENUES:					
Special Assessments- On Roll	\$211,731	\$192,199	\$19,532	\$211,731	\$276,731
Interest Income	1,000	9,801	11,761	21,561	5,000
Carry Forward Balance	1,880	1,880	-	1,880	1,254
TOTAL REVENUES	\$214,611	\$203,879	\$31,293	\$235,172	\$282,985
EXPENDITURES:					
Administrative:					
Engineering	\$25,000	\$3,489	\$21,511	\$25,000	\$25,000
Attorney	35,000	7,896	\$27,104	35,000	35,000
Annual Audit	3,600	-	3,600	3,600	3,600
Assessment Administration	5,600	5,600	-	5,600	5,600
Trustee Fees	4,000	-	4,000	4,000	4,000
Management Fees	50,521	21,050	29,471	50,521	52,037
Property Appraiser	5,300	5,173	-	5,173	5,300
Information Technology	1,000	417	583	1,000	1,200
Website Maintenance	1,000	417	583	1,000	1,200
Telephone	100	-	50	50	100
Postage & Delivery	1,700	758	909	1,667	1,700
Insurance General Liability	8,000	7,525	-	7,525	8,400
Printing & Binding	865	192	673	865	1,000
Rental & Leases	2,400	1,000	1,400	2,400	2,400
Legal Advertising	1,000	-	1,000	1,000	1,000
Other Current Charges	1,250	-	729	729	1,250
Office Supplies	400	20	233	253	400
Dues, Licenses & Subscriptions	175	175	-	175	175
Capital Outlay	250	-	146	146	250
Contingency	5,000	-	5,000	5,000	5,923
TOTAL ADMINISTRATIVE	\$152,161	\$53,711	\$96,993	\$150,705	\$155,535
Operations & Maintenance					
Field Expenditures					
Field Management	\$-	\$-	\$-	\$-	\$15,000
Repairs & Maintenance	10,000	-	10,000	10,000	10,000
Roadway Maintenance	5,000	-	5,000	5,000	5,000
Lake Bank Restoration Reserves	25,000	-	25,000	25,000	25,000
Infrastructure Reserve	22,450	-	22,450	22,450	22,450
Lake Bank Restoration	-	18,364	-	18,364	-
Tree Removal/Pavement Repairs	-	-	-	-	35,000
Contingencies	-	2,400	-	2,400	15,000
TOTAL FIELD EXPENDITURES	\$62,450	\$20,764	\$62,450	\$83,214	\$127,450
TOTAL EXPENDITURES	\$214,611	\$74,476	\$159,443	\$233,919	\$282,985
EXCESS REVENUES (EXPENDITURES)	\$0	\$129,404	\$(128,150)	\$1,254	\$-

Portofino Shores
Community Development District
Budget Narrative
Fiscal Year 2025

REVENUES

Maintenance Assessments

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

Interest

The District earns interest on the monthly average collected balance for each of their operating accounts.

Expenditures - Administrative

Engineering

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Attorney

The District's Attorney, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement plus anticipated increase.

Assessment Roll Administration

GMS SF, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

Trustee Fees

The District bonds will be held and administered by a Trustee. This represents the trustee annual fee.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-South Florida, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

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.

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.

Communication - Telephone

New internet and Wi-Fi service for Office.

Postage and Delivery

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

Portofino Shores
Community Development District
Budget Narrative
Fiscal Year 2025

Expenditures - Administrative (continued)

Insurance General Liability

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

Printing and Binding

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

Rentals and Leases

The District will be charged \$200 per month for office rent from Governmental Management Services – South Florida, LLC for the District's administrative office located in Ft. Lauderdale.

Legal Advertising

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

Other Current Charges

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

Office Supplies

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

Due, Licenses & Subscriptions

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

Capital Outlay

Represents any minor capital expenditures the District may need to make during the Fiscal Year such as a file cabinet for District files.

Contingencies

A contingency for any unanticipated and unscheduled administration cost to the District.

Expenditures - Field

Field Management

The District will contract management services for the operation of the Property and its contractors.

Repairs and Maintenance

Represents any general repairs and maintenance items to District property.

Roadway Maintenance

Represents costs associated with maintaining the paving, drainage, and sidewalks of the community roadway infrastructure.

Lake Bank Restoration Reserves

Represents costs associated with ongoing lake bank restoration to provide shoreline reconstruction and stabilization for the community's storm water lake systems.

Infrastructure Reserve

The District will reserve funds to for future infrastructure cost/maintenance.

Tree Removal/Pavement Repairs

The District will contract services to remove or prune intrusive tree roots within the district as well as pavement repairs to the surrounding area.

Contingencies

Any unscheduled repairs and maintenance that the District should incur during the fiscal year.

Portofino Shores

Community Development District

Proposed Budget

Debt Service Series 2021 Special Assessment Revenue Refunding Bonds

Description	Proposed Budget FY2024	Actuals Thru 2/28/24	Projected Next 7 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
REVENUES:					
Special Assessments-On Roll	\$274,572	\$249,242	\$25,330	\$274,572	\$274,572
Interest Earnings	1,000	1,607	2,250	3,857	1,000
Carry Forward Surplus ⁽¹⁾	72,250	72,977	-	72,977	80,093
TOTAL REVENUES	\$347,821	\$323,826	\$27,580	\$351,405	\$355,665
EXPENDITURES:					
Interest - 11/1	\$28,656	\$28,656	-	\$28,656	\$26,088
Interest - 5/1	28,656	-	28,656	28,656	26,088
Principal - 5/1	214,000	-	214,000	214,000	221,000
TOTAL EXPENDITURES	\$271,312	\$28,656	\$242,656	\$271,312	\$273,176
TOTAL EXPENDITURES	\$271,312	\$28,656	\$242,656	\$271,312	\$273,176
EXCESS REVENUES (EXPENDITURES)	\$76,509	\$295,170	\$(215,076)	\$80,093	\$82,489

⁽¹⁾ Carry Forward is Net of Reserve Requirement

Debt Service Due 11/1/2025

\$23,436

Portofino Shores
Community Development District
AMORTIZATION SCHEDULE
Debt Service Series 2021

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/24	2,174,000	2.400%	-	26,088	
05/01/25	2,174,000	2.400%	221,000	26,088	273,176
11/01/25	1,953,000	2.400%		23,436	
05/01/26	1,953,000	2.400%	228,000	23,436	274,872
11/01/26	1,725,000	2.400%	-	20,700	
05/01/27	1,725,000	2.400%	230,000	20,700	271,400
11/01/27	1,495,000	2.400%	-	17,940	
05/01/28	1,495,000	2.400%	236,000	17,940	271,880
11/01/28	1,259,000	2.400%	-	15,108	
05/01/29	1,259,000	2.400%	242,000	15,108	272,216
11/01/29	1,017,000	2.400%	-	12,204	
05/01/30	1,017,000	2.400%	248,000	12,204	272,408
11/01/30	769,000	2.400%	-	9,228	
05/01/31	769,000	2.400%	254,000	9,228	272,456
11/01/31	515,000	2.400%	-	6,180	
05/01/32	515,000	2.400%	260,000	6,180	272,360
11/01/32	255,000	2.400%	-	3,060	
05/01/33	255,000	2.400%	255,000	3,060	261,120
TOTAL			\$2,174,000	\$267,888	\$2,441,888

Portofino Shores
Community Development District
Non-Ad Valorem Assessments Comparison
2025-2024

Neighborhood	O&M Units	Bonds Units	Prepaid Units	Annual Maintenance Assessments			Annual Debt Assessments			Total Assessed Per Unit		
				FY 2025	FY 2024	Variance	FY 2025	FY 2024	Variance	FY 2025	FY 2024	Variance
Single Family	519	510	9	\$567.23	\$ 434.00	\$ 133.23	\$ 572.74	\$ 572.74	\$ -	\$ 1,139.97	\$ 1,006.74	\$ 133.23
Total	519	510	9	\$ 294,394.94	\$ 225,246.00	\$ 69,148.94	\$ 292,097.40	\$ 292,097.40	\$ -	\$ 586,492.34	\$ 517,343.40	\$ 69,148.94