

## MEMORANDUM

**TO: Board of Supervisors, Harmony CDD**  
**FROM: Helena Randel, Accountant II**  
**CC: Kristen Suit, District Manager**  
**DATE: May 13, 2020**  
**SUBJECT: April 2020 Financials**

---

Please find the attached April 2020 financial report. During your review, please keep in mind that the goal is for revenue to meet or exceed the annual budget and for expenditures to be at or below the annual budget. To assist with your review, an overview of each District fund is provided below. Should you have any questions or require additional information, please contact me at Helena.Randel@Inframark.com.

### General Fund

- Accounts Receivable includes amounts due from the Tax Collector's office. Funds were received in May.
- Due From Other Funds in the amount of \$71,193 represents a transfer to the series 2015 debt service fund. The debt service fund was short funds needed to cover the 5/1 principal and interest payment. The general fund will be repaid as assessments are received.
- Total Revenue through April is approximately 61% of the annual budget.
  - Other Miscellaneous Revenues - tax collector to refund 2019 assessments of \$678.
  - Insurance Reimbursements - sign, post and shrub damage claim of \$891 and hit and run-OV hit IV claim of \$2,205.
- Total Expenditures through April are at 56% of the annual budget.
  - ▶ Administrative
    - ProfServ-Engineering - Boyd Civil Engineering services.
    - Postage and Freight - FedEx services and reimbursements to Inframark.
    - Rental-Meeting Room - FY20 room rental services were recorded as a prepayment, when paid in Sept. 2019, then moved to 'Rental-Meeting Room' in October 2019.
    - Misc.-Contingency - Includes Centerstate bank fees, reimbursement to Inframark and services provided by the HOA.
  - ▶ Field
    - ProfServ-Field Management - Florida Resource Mgmt services and health/life insurance.
  - ▶ Landscaping Services
    - R&M-Trees and Trimming - Lift, thin, remove and plant community trees.
    - Miscellaneous Services - East lake berm maintenance and ancillary landscaping costs.
  - ▶ Utilities
    - Electricity-General - Services provided by OUC.
    - Electricity-Streetlighting - Services provided by OUC.
  - ▶ Operation & Maintenance
    - Communication-Telephone - Sprint Solutions.
    - R&M-Pools - Rebuild kit, supplies, monthly control lease for Ashley Park, splash pad repairs and pool umbrellas.
    - R&M-User Supported Facility - Pud amendment, application fee, and RV storage and community garden area boundary survey.
    - Miscellaneous Services - Johnston Surveying - Field Stake E. Boundary.
    - Misc.-Contingency - Printers (2), Adobe Acrobat Pro, hedge trimmer, iCloud storage, plastic shelving, work boots, job posting and ancillary costs. The District is required to mitigate certain invasive weeds. This is largely a chemical and equipment based process. These expenses will be shown under Misc. Contingency within the FY2020 budget.
    - Capital Outlay-Other - Playground equipment and 4" well.
    - Capital Outlay-Vehicles - Polaris Utility Vehicle.
    - Reserve-Renewal & Replacement - Costs associated with trailer (trench \$1,500, disconnect power and move service \$6,380, truck rental and container lease \$3,480, installation of shell area \$7,725).
  - ▶ Other Financing Sources (Uses)
    - Operating Transfers-Out-FY18, FY19 and FY20 VC1 debt service assessments transferred from the general fund to the series 2015 debt service fund.
- In FY 2019, the general fund loaned the series 2015 debt service fund \$53,231.95 to cover a shortfall. This loan has been repaid.
- In FY 2020, the general fund loaned the series 2015 debt service fund \$4,658.20 to cover a shortfall in October and \$71,193.25 to cover a shortfall in April. The loan amount of \$4,658.20 has been repaid.