

**CANDLEWOOD SHORES TAX DISTRICT**  
**Budget Meeting Minutes**  
**Saturday, April 21, 2018**

**I. CALL TO ORDER**

Rebecca Schempp called the Budget Meeting of the Candlewood Shores Tax District to order at 10:05am on April 21, 2018. Three (3) members of the Candlewood Shores Community were in attendance.

**II. ROLL CALL**

The following persons were present:

Rebecca Schempp – Treasurer

Directors: Norah Lynch, Liz Longworth, Bob Fletcher

**III. REPORT OF CSTD BUDGET**

Rebecca reviewed the proposed **2018/2019 Annual CSTD Budget** by Line Item for the Tax District budget. The parameters that were used was to keep the mill rate flat so there is no tax increase.

**Shared Expenses:**

**Line Item 521-Onsite Office Staff** is a new line item. It had been previously included in line item 503 (Maintenance Contract).

**Line Item 522-Compliance Officer** is a new line item.

**Line Item 546-Admin Additional** is a new line item, which includes beach passes and hang tags.

**Line Item 531-Insurance Binder** was increased by just over \$4,000.00.

**Line Items 540-Telephone, 542-Electricity, 550-Building Maintenance, 555-Software, 565-Website, 575-Accounting, 580-Contingency, and 595-Clothing** were not changed from current year.

**Line Items 541-Heating, 545-Office Supplies, 552-Tools, and 553-Equipment Operation** were reduced from past years.

**Line Item 556-PC Maintenance** was increased slightly from current year.

Overall, there were no major changes in Shared Expenses.

**Total Shared Expenses = \$419,626**

**Operating Expenses:**

**Line Items 610-Lifeguards, 615–Snow/Beach OT, 614–Security, 632-Safety, 640-Recreation, 660-Legal, 671-Beach Maintenance, 680-Misc. Expense, and 688-Donation** were not changed from the current year.

**Line Items 630-Road Maintenance and 675-General Maintenance** were reduced from current year.

**Line Items 650-Lawn Maintenance, 674-Mooring/Boat Ramp, 651-Trash, and 699-Bank Expense** were increased from current year. The lawn maintenance increase is due to the cost of removing the leaves by dumpster from “The Pit” where they were being stored.

**Total Operating Expenses = \$445,225**

**Capital Improvement Expenses**

**Line Item 800-Clubhouse Renovation** initially increased by \$20,287 to allow for renovations to the office side of the building. The Board has agreed to move the \$20,287 to **Line Item 860-Road Expense**, leaving \$10,000 in the Clubhouse Renovation budget.

**Line Items 820-Land Acquisition, 830-Equipment, 861-Sign Lighting (at front entrance), 863-Road Drainage, 875-Playground Fund, 881-Beach Retaining Wall, and 883-Sidewalk to Beach** are not being funded.

**Line Items 940-75<sup>th</sup> Anniversary Fund, 845-Beautification, and 884-Beach Fence** are retaining the same budgets as current year.

**Line Item 880-Boat Ramp Upgrade** is being increased by \$20,000.00 to cover additional site work.

**Total Capital Improvement Expenses = \$123,819**

**Total Tax Expenses = \$569,044 (proposed)**

**IV. ADJOURNMENT**

Rebecca adjourned the meeting at 10:20am.

**Minutes Taken By: Nancy Knorr**  
**Minutes Submitted By: Rebecca Schempp**