

***Westside Haines City***  
***Community Development District***

***Adopted Budgets***  
***FY2021 - FY2022***



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**Westside Haines City**  
**Community Development District**  
**Adopted Budget**  
**General Fund**

| Description                                | Adopted<br>Budget<br>FY2021* | Adopted<br>Budget<br>FY2022 |
|--|------------------------------|-----------------------------|
| <b><u>Revenues</u></b>                     |                              |                             |
| Developer Contributions                    | \$ 69,933                    | \$ 131,810                  |
| <b>Total Revenues</b>                      | <b>\$ 69,933</b>             | <b>\$ 131,810</b>           |
| <b><u>Expenditures</u></b>                 |                              |                             |
| <i><u>General &amp; Administrative</u></i> |                              |                             |
| Supervisor Fees                            | \$ 7,000                     | \$ 12,000                   |
| Engineering                                | \$ 8,750                     | \$ 15,000                   |
| Attorney                                   | \$ 10,000                    | \$ 25,000                   |
| Annual Audit                               | \$ -                         | \$ 4,000                    |
| Assessment Administration                  | \$ -                         | \$ 5,000                    |
| Arbitrage                                  | \$ -                         | \$ 450                      |
| Dissemination                              | \$ -                         | \$ 5,000                    |
| Trustee Fees                               | \$ -                         | \$ 3,600                    |
| Management Fees                            | \$ 20,417                    | \$ 35,000                   |
| Information Technology                     | \$ 1,050                     | \$ 1,800                    |
| Website Maintenance **                     | \$ 2,450                     | \$ 1,200                    |
| Telephone                                  | \$ 175                       | \$ 300                      |
| Postage & Delivery                         | \$ 583                       | \$ 1,000                    |
| Insurance                                  | \$ 5,000                     | \$ 5,000                    |
| Printing & Binding                         | \$ 583                       | \$ 1,000                    |
| Legal Advertising                          | \$ 10,000                    | \$ 10,000                   |
| Other Current Charges                      | \$ 3,000                     | \$ 5,000                    |
| Office Supplies                            | \$ 365                       | \$ 625                      |
| Travel Per Diem                            | \$ 385                       | \$ 660                      |
| Dues, Licenses & Subscriptions             | \$ 175                       | \$ 175                      |
| <b>Total Expenditures</b>                  | <b>\$ 69,933</b>             | <b>\$ 131,810</b>           |
| <b>Excess Revenues/(Expenditures)</b>      | <b>\$ -</b>                  | <b>\$ -</b>                 |

\* Budget is prorated from March 2021 to September 2021.

\*\* FY21 Budget amount includes a one-time website creation fee.

# Westside Haines City Community Development District General Fund Budget

## **Revenues:**

### *Developer Contributions*

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

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## **Expenditures:**

### **General & Administrative:**

#### *Supervisor Fees*

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

#### *Engineering*

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

#### *Attorney*

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

#### *Annual Audit*

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

#### *Assessment Administration*

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

#### *Arbitrage*

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on an anticipated bond issuance.

#### *Dissemination*

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon an anticipated bond issuance.

# Westside Haines City Community Development District General Fund Budget

## Trustee Fees

The District will incur trustee related costs with the issuance of its' issued bonds.

## Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

## Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

## Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

## Telephone

Telephone and fax machine.

## Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

## Insurance

The District's general liability and public official's liability insurance coverages.

## Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

## Legal Advertising

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

## Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

**Westside Haines City  
Community Development District  
General Fund Budget**

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.