

**WESTCHESTER**  
Special Dependent District

***Annual Operating and Debt Service Budget***

**Fiscal Year 2020**

**Adopted Budget:**  
(Adopted at 6/11/2019)

Prepared by:



# WESTCHESTER

Special Dependent District

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**Westchester**  
Special Dependent District

**Operating Budget**  
Fiscal Year 2020

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	BUDGET FY 2019	THRU APR-2019	MAY - SEPT-2019	PROJECTED FY 2019	BUDGET FY 2020
<b>REVENUES</b>						
Interest - Investments	\$ 117	\$ 150	\$ 66	\$ 47	\$ 113	\$ 150
Special Assmnts- Tax Collector	43,848	91,972	63,965	28,007	91,972	91,972
Special Assmnts- Discounts	118	(4,606)	(2,389)	-	(2,389)	(4,606)
Other Miscellaneous Revenues	289	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>44,372</b>	<b>87,516</b>	<b>61,642</b>	<b>28,054</b>	<b>89,696</b>	<b>87,516</b>
<b>OTHER FUNDING SOURCES</b>						
Use of Fund Balance (Carry-over Balance)	-	60,927	126,417	-	126,417	56,828
<b>TOTAL OTHER FUNDING SOURCES</b>	<b>-</b>	<b>60,927</b>	<b>126,417</b>	<b>-</b>	<b>126,417</b>	<b>56,828</b>
<b>TOTAL REVENUE AND OTHER FUNDING</b>	<b>44,372</b>	<b>148,443</b>	<b>188,059</b>	<b>28,054</b>	<b>216,113</b>	<b>144,344</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
ProfServ-Legal Services	2,544	-	422	2,178	2,600	2,600
ProfServ-Mgmt Consulting Serv	13,120	11,000	6,417	4,583	11,000	12,000
Auditing Services	1,100	1,200	1,100	-	1,100	1,200
Contract-Website Hosting	199	200	-	199	199	200
Postage and Freight	8	-	81	58	139	250
Insurance - General Liability	2,344	2,600	-	2,400	2,400	2,414
Printing and Binding	164	100	149	21	170	170
Legal Advertising	1,878	-	448	1,452	1,900	1,900
Misc-Assessmnt Collection Cost	108	1,839	1,232	560	1,792	3,679
Office Supplies	55	50	-	50	50	50
Annual District Filing Fee	175	175	175	-	175	175
<b>Total Administrative</b>	<b>21,695</b>	<b>17,164</b>	<b>10,024</b>	<b>11,501</b>	<b>21,525</b>	<b>24,638</b>
<i>Field</i>						
Contracts-Lake and Wetland	2,724	2,724	1,589	1,135	2,724	2,724
Contracts-Landscape	23,842	23,828	18,650	13,875	32,525	33,300
Contracts-Irrigation	2,400	2,400	1,730	1,275	3,005	3,060
Contracts-Trees & Trimming	330	360	-	-	-	-
Utility - Water	881	663	1,883	125	2,008	5,000
R&M-General	-	20,000	1,588	23,412	25,000	40,378
R&M-Fertilizer	2,292	2,500	120	2,380	2,500	2,500
Misc-Contingency	349	10,804	-	10,000	10,000	24,743
Capital Improvements	-	60,000	59,998	-	59,998	-
<b>Total Field</b>	<b>32,818</b>	<b>123,279</b>	<b>85,558</b>	<b>52,202</b>	<b>137,760</b>	<b>111,705</b>
<i>Non-Operating</i>						
Reserve - Contingency	-	8,000	-	-	-	8,000
<b>Total Non-Operating</b>	<b>-</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,000</b>
<b>TOTAL EXPENDITURES</b>	<b>54,513</b>	<b>148,443</b>	<b>95,582</b>	<b>63,703</b>	<b>159,285</b>	<b>144,344</b>
<b>Revenues minus Expenditures</b>	<b>(10,141)</b>	<b>-</b>	<b>92,477</b>	<b>(35,649)</b>	<b>56,828</b>	<b>-</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	BUDGET FY 2019	THRU APR-2019	MAY - SEPT-2019	PROJECTED FY 2019	BUDGET FY 2020
Net change in fund balance	(10,141)	(60,927)	(33,940)	(35,649)	(69,589)	(56,828)
<b>FUND BALANCE, BEGINNING</b>	136,558	126,417	126,417	-	126,417	56,828
<b>FUND BALANCE, ENDING</b>	<b>\$ 126,417</b>	<b>\$ 65,490</b>	<b>\$ 92,477</b>	<b>\$ (35,649)</b>	<b>\$ 56,828</b>	<b>\$ -</b>

**Budget Narrative**  
Fiscal Year 2020**REVENUES****Interest-Investments**

The District earns interest on the monthly average collected balance for their operating account.

**Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 5% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES****Administrative****Professional Services-Legal Services**

The District's Attorney, Persson and Cohen provides 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 as directed or requested by the Board of Supervisors and the District Manager.

**Professional Services-Management Consulting Services**

The District receives management, accounting and administrative services as part of a management agreement with Inframark Infrastructure Management Services. Also includes cost of Information Technology (GASB 54 Compliant Software System), transcription services, records management and long-term offsite records storage. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the management agreement.

**Auditing Services**

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 an existing engagement letter.

**Contracts-Website Hosting**

Web hosting of Budget and minutes to comply with new State Statutes. Merit, Inc. manages the website.

**Postage and Freight**

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

**Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy.

**Printing and Binding**

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

**Legal Advertising**

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

**Budget Narrative**  
Fiscal Year 2020**EXPENDITURES****Administrative** (Continue)**Miscellaneous-Assessment Collection Costs**

The District reimburses the Hillsborough County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

**Office Supplies**

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

**Annual District Filing Fee**

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

**Field****Contracts-Lake and Wetland**

The District has a contract with Aquatic Systems, Inc. to maintain the lakes for the District.

**Contracts-Landscape**

The District has a contract with U.S. Lawns of North Tampa Inc. and Brightview Landscape Service Inc. to maintain the landscape for the District.

**Contracts-Irrigation**

The District has a contract with U.S. Lawns of North Tampa Inc. and Brightview Landscape Service Inc. to maintain the irrigation for the District.

**Utility - Water**

The District has monthly water expenses with B.O.C.C..

**R&M-General**

This is to cover non-contractual expenses for the District.

**R&M-Fertilizer**

This is to cover fertilizer services for the District.

**Miscellaneous-Contingency**

This is for miscellaneous expenses that the District may incur.

**Non-Operating****Reserve - Contingency**

This is for planned purchases that the District may want to incur.

**Westchester**  
Special Dependent District

**Supporting Budget Schedule**  
Fiscal Year 2020



**WESTCHESTER**

Special Dependent District

**Comparison of Assessments Rates  
Fiscal Year 2020 vs. Fiscal Year 2019**

Category	Product	General Fund 001			# of
		FY 2020	FY 2019	% Chg	Units/FF
1	Single Family	\$58.08	\$58.08	0%	368
2	Non-Single Family parcels with frontage on Countryway Blvd. within the boundaries of Westchester	\$12.00	\$12.00	0%	5830
3	Owned by HOAs, POAs, and Exempt Entities	\$0.00	\$0.00	n/a	21
4	Non-Single Family Parcels Embedded within Other Non-Single Family Parcels	\$58.08	\$58.08	0%	11
					<b>6,230</b>