

Heritage Harbor
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2013

Version 5 - Final Budget
(Adopted at the 08/15/12 meeting)

Prepared by:



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Heritage Harbor
Community Development District

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2013 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2011	BUDGET FY 2012	THRU JULY-2012	AUG - SEP-2012	PROJECTED FY 2012	BUDGET FY 2013
REVENUES						
Interest - Investments	\$ 3,438	\$ 354	\$ 1,870	\$ 350	\$ 2,220	\$ 1,800
Interest - Tax Collector	87	-	41	-	41	-
Special Assmnts- Tax Collector	738,340	738,384	738,340	-	738,340	738,385
Special Assmnts- Delinquent	182	-	-	-	-	-
Special Assmnts- Discounts	(26,467)	(29,535)	(26,708)	-	(26,708)	(29,535)
Other Miscellaneous Revenues	-	-	50	-	50	-
TOTAL REVENUES	715,580	709,203	713,593	350	713,943	710,650

EXPENDITURES

Administrative

P/R-Board of Supervisors	11,000	12,000	9,600	2,000	11,600	12,000
FICA Taxes	842	918	734	153	887	918
ProfServ-Engineering	10,670	12,000	1,806	2,000	3,806	12,000
ProfServ-Legal Services	11,395	15,000	3,952	2,000	5,952	15,000
ProfServ-Mgmt Consulting Serv	54,000	54,000	46,500	7,500	54,000	55,000
ProfServ-Property Appraiser	14,081	14,768	14,029	-	14,029	14,768
Auditing Services	11,500	6,025	8,275	-	8,275	8,275
Communication - Telephone	807	960	177	30	207	960
Postage and Freight	1,976	900	703	104	807	900
Insurance - General Liability	5,761	7,500	10,918	-	10,918	12,857
Printing and Binding	2,339	2,500	1,869	374	2,243	2,500
Legal Advertising	5,046	2,400	905	5,000	5,905	5,500
Miscellaneous Services	732	700	550	140	690	840
Misc-Assessmnt Collection Cost	10,816	14,768	14,029	-	14,029	14,768
Office Supplies	417	600	344	69	413	600
Annual District Filing Fee	175	175	175	-	175	175
Total Administrative	141,557	145,214	114,566	19,370	133,936	157,061

Field

Payroll-Salaried	7,138	15,081	13,108	2,660	15,768	15,954
FICA Taxes	-	2,466	2,115	480	2,595	2,916
Life and Health Insurance	-	11,277	11,297	2,280	13,577	14,000
Contracts-Guard Services	166,184	191,305	121,303	21,679	142,982	136,024
Contracts-Fountain	1,680	1,680	1,400	280	1,680	1,680
Contracts-Landscape	152,676	168,000	129,217	24,250	153,467	168,000
Contracts-Lakes	21,036	21,036	17,530	3,506	21,036	21,036
Utility - General	75,099	80,000	61,557	13,000	74,557	80,000
R&M-General	4,548	9,000	5,349	1,700	7,049	9,000
R&M-Gate	2,652	3,600	3,784	900	4,684	5,000
R&M-Lake	65	1,284	-	1,000	1,000	1,284
R&M-Mitigation	-	2,260	-	2,260	2,260	2,260
R&M-Trees and Trimming	-	10,000	46,553	-	46,553	10,000

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2013 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2011	BUDGET FY 2012	THRU JULY-2012	AUG - SEP-2012	PROJECTED FY 2012	BUDGET FY 2013
Misc-Holiday Decor	-	2,000	726	-	726	2,000
Misc-Contingency	1,481	25,000	5,280	10,000	15,280	64,435
Reserve - Fountains	-	2,000	-	-	-	2,000
Reserve - Gate/Entry Features	-	6,000	-	-	-	6,000
Reserve - Lake Embankments	-	6,000	-	-	-	6,000
Reserve - Landscape	-	6,000	-	-	-	6,000
Total Field	432,559	563,989	419,219	83,995	503,214	553,589
TOTAL EXPENDITURES	574,116	709,203	533,785	103,365	637,150	710,650
Excess (deficiency) of revenues						
Over (under) expenditures	141,464	-	179,808	(103,015)	76,793	-
OTHER FINANCING SOURCES (USES)						
Contribution to (Use of) Fund Balance	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-
Net change in fund balance	141,464	-	179,808	(103,015)	76,793	-
FUND BALANCE, BEGINNING	236,851	375,078	375,078	-	375,078	451,871
FUND BALANCE, ENDING	\$ 378,315	\$ 375,078	\$ 554,886	\$ (103,015)	\$ 451,871	\$ 451,871

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2013	\$ 451,871
Net Change in Fund Balance - Fiscal Year 2013	-
Reserves - Fiscal Year 2013 Additions	20,000
Total Funds Available (Estimated) - 9/30/2013	471,871

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Prepaid Items		4,080
Deposits		2,000
	Subtotal	<u>6,080</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		177,663 ⁽¹⁾
Reserve - Fountains (Prior Years)	13,600 ⁽²⁾	
Reserve - Fountains (Current Year)	2,000 ⁽³⁾	15,600
Reserve - Gate/Entry Features (Prior Years)	31,563 ⁽²⁾	
Reserve - Gate/Entry Features (Current Year)	6,000 ⁽³⁾	37,563
Reserve - Lake Embankments (Prior Years)	34,800 ⁽²⁾	
Reserve - Lake Embankments (Current Year)	6,000 ⁽³⁾	40,800
Reserve - Landscape (Prior Years)	34,800 ⁽²⁾	
Reserve - Landscape (Current Year)	6,000 ⁽³⁾	40,800
	Subtotal	<u>312,426</u>

Total Allocation of Available Funds	318,506
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Total Unassigned Cash	<u><u>\$ 153,366</u></u>
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Notes

- (1) Represents approximately 3 months of operating expenditures
- (2) Represents budgeted reserves (FY 2003 through FY 2012) for Fountains, Gate/Entry Features, Lake Embankments and Landscape
- (3) Represents proposed budgeted reserves for FY 2013 that is being reserved for Fountains, Gate/Entry Features, Lake Embankments and Landscape

Budget Narrative
Fiscal Year 2013

REVENUES

Interest-Investments

The District earns interest on the monthly average collected balance for their operating and money market accounts.

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order 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 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Administrative

P/R-Board of Supervisors

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending all of the meetings.

FICA Taxes

These are the Payroll taxes paid for the Board of Supervisors.

Professional Services-Engineering

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

Professional Services-Legal Services

The District's Attorney 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, Administrative and Assessment services as part of a Management Agreement with Severn Trent Environmental Services, Inc. Also included are costs for Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Severn Trent in accordance with the management contract and the charge for rentals. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Professional Services-Property Appraiser

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. The FY 2013 budget for property appraiser costs is based upon 2% of the anticipated assessment collections.

Budget Narrative
Fiscal Year 2013

EXPENDITURES

Administrative (continued)

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 current market rates.

Communication-Telephone

Telephone and fax transmission expenditures.

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 and Umbrella Policy is with Brown & Brown. The District also has a TECO Utility Bond with Florida Municipal Insurance Trust (FMIT). The budgeted amount allows for a projected increase in the premium.

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.

Miscellaneous Services

This includes monthly bank charges and any other miscellaneous expenses that may be incurred during the year.

Miscellaneous-Assessment Collection Costs

The District reimburses the Hillsborough County Tax Collector for her or his 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 FY2013 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 Department of Community Affairs.

Budget Narrative
Fiscal Year 2013

EXPENDITURES

Field

Payroll - Salaried

This is for the Director of Operation's wages.

FICA Taxes

This is for the FICA Taxes along with Workers Compensation and Administrative Fees for the Director of Operation's.

Life and Health Insurance

This is for the Life and Health Insurance for the Director of Operation's.

Contracts – Guard Services

The District has a contract with Critical Intervention Services for rover guard services, a contract with Envera for Gate monitoring and maintenance services and phone services with Verizon for the gate.

Contracts – Fountain

The District has a contract with A-Quality Pool Service to maintain the entrance fountain.

Contracts – Landscape

The District has a contract with Valley Crest for landscape services and incidental landscaping and irrigation expenditures.

Contracts – Lake

The District has a contract with Aquatic Systems to maintain the lakes in the District.

Utility – General

The District uses both TECO and BOCC as utility service providers.

R&M-General

The District will incur routine repair and maintenance expenditures to maintain the District's property.

R&M-Gate

The District will incur routine repair and maintenance expenditures to maintain the District's gates.

R&M-Lake

The District will incur costs associated with miscellaneous maintenance of the lakes throughout the District.

R&M-Trees and Trimming

The District will incur costs associated with the tree maintenance around the District.

R&M-Mitigation

The District will incur costs associated with mitigation maintenance of the lakes throughout the District.

R&M-Holiday Decor

The District will incur costs associated with seasonal décor of the District.

Budget Narrative
Fiscal Year 2013

EXPENDITURES

Field (continued)

Miscellaneous - Contingency

This is for miscellaneous expenditures not accounted for in the budget.

Reserve - Fountains

These are the Reserves the District expects to set aside for Fountains.

Reserve – Gate/Entry Features

These are the Reserves the District expects to set aside for Gate/Entry Features.

Reserve – Lake Embankments

These are the Reserves the District expects to set aside for Lake Embankments.

Reserve - Landscape

These are the Reserves the District expects to set aside for Landscaping.

Heritage Harbor
Community Development District

Debt Service Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2013 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	ACTUAL THRU JULY-2012	PROJECTED JUN - SEP-2012	TOTAL PROJECTED FY 2012	ANNUAL BUDGET FY 2013
REVENUES						
Interest - Investments	\$ 139	\$ -	\$ 70	\$ 10	\$ 80	\$ -
Special Assmnts- Tax Collector	307,928	307,928	307,928	-	307,928	307,928
Special Assmnts- Delinquent	79	-	-	-	-	-
Special Assmnts- Discounts	(11,038)	(12,317)	(11,139)	-	(11,139)	(12,317)
TOTAL REVENUES	297,108	295,611	296,859	10	296,869	295,611
EXPENDITURES						
<i>Administrative</i>						
ProfServ-Arbitrage Rebate	600	600	600	-	600	600
ProfServ-Dissemination Agent	1,000	1,000	-	1,000	1,000	1,000
ProfServ-Property Appraiser	5,873	6,159	5,851	-	5,851	6,159
ProfServ-Trustee	3,771	3,000	3,771	-	3,771	3,000
Misc-Assessmnt Collection Cost	1,201	6,159	5,851	-	5,851	6,159
Total Administrative	12,445	16,918	16,073	1,000	17,073	16,918
<i>Debt Service</i>						
Principal Debt Retirement	195,000	205,000	205,000	-	205,000	210,000
Interest Expense Series A	88,821	80,514	80,514	-	80,514	71,781
Total Debt Service	283,821	285,514	285,514	-	285,514	281,781
TOTAL EXPENDITURES	296,266	302,432	301,587	1,000	302,587	298,699
Excess (deficiency) of revenues Over (under) expenditures	842	(6,821)	(4,728)	(990)	(5,718)	(3,088)
OTHER FINANCING SOURCES (USES)						
Contribution to (Use of) Fund Balance	-	(6,821)	-	-	-	(3,088)
TOTAL OTHER SOURCES (USES)	-	(6,821)	-	-	-	(3,088)
Net change in fund balance	842	(6,821)	(4,728)	(990)	(5,718)	(3,088)
FUND BALANCE, BEGINNING	99,119	99,961	99,961	-	99,961	94,243
FUND BALANCE, ENDING	\$ 99,961	\$ 93,140	\$ 95,233	\$ (990)	\$ 94,243	\$ 91,155

SERIES 2008 REFUNDING BONDS

AMORTIZATION SCHEDULE

Date	Balance	Rate	Extraordinary Redemptions	Principal	Interest	Total
11/01/12	1,685,000.00	4.26%		-	35,890.50	281,147.50
05/01/13	1,685,000.00	4.26%		210,000.00	35,890.50	
11/01/13	1,475,000.00	4.26%		-	31,417.50	277,308.00
05/01/14	1,475,000.00	4.26%		220,000.00	31,417.50	
11/01/14	1,255,000.00	4.26%		-	26,731.50	278,149.00
05/01/15	1,255,000.00	4.26%		230,000.00	26,731.50	
11/01/15	1,025,000.00	4.26%		-	21,832.50	278,564.00
05/01/16	1,025,000.00	4.26%		240,000.00	21,832.50	
11/01/16	785,000.00	4.26%		-	16,720.50	278,553.00
05/01/17	785,000.00	4.26%		250,000.00	16,720.50	
11/01/17	535,000.00	4.26%		-	11,395.50	278,116.00
05/01/18	535,000.00	4.26%		260,000.00	11,395.50	
11/01/18	275,000.00	4.26%		-	5,857.50	277,253.00
05/01/19	275,000.00	4.26%		275,000.00	5,857.50	
11/01/19	-	4.26%		-	-	280,857.50
			\$ 10,000.00	\$ 2,455,000.00	\$ 669,783.23	\$ 3,124,783.23

Heritage Harbor
Community Development District

Supporting Schedule

Comparison of Assessment Rates
Fiscal Year 2013 vs. Fiscal Year 2012

Product	General Fund			Debt Service			Total Assessments per Unit			Units	Bond Units
	FY 2013	FY 2012	Percent Change	FY 2013	FY 2012	Percent Change	FY 2013	FY 2012	Percent Change		
50 x 110	\$1,102.07	\$1,102.07	0.0%	\$425.42	\$425.42	0%	\$1,527.49	\$1,527.49	0.0%	393	392
50 x 120,125	\$1,102.07	\$1,102.07	0.0%	\$436.41	\$436.41	0%	\$1,538.48	\$1,538.48	0.0%	91	91
65 x 110	\$1,102.07	\$1,102.07	0.0%	\$481.15	\$481.15	0%	\$1,583.22	\$1,583.22	0.0%	50	50
75 x 115	\$1,102.07	\$1,102.07	0.0%	\$533.74	\$533.74	0%	\$1,635.81	\$1,635.81	0.0%	91	91
90 x 130	\$1,102.07	\$1,102.07	0.0%	\$640.49	\$640.49	0%	\$1,742.56	\$1,742.56	0.0%	45	45
										670	669