



**Highland Meadows West
Community Development District**

**Adopted Budget
FY 2018 & FY 2019**



Highland Meadows West Community Development District

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**Highland Meadows West
Community Development District**
General Fund
Fiscal Year 2018 & Fiscal Year 2019

Description	Adopted FY 2018 Budget	Adopted FY 2019 Budget
REVENUES		
Developer Contributions	\$37,593	\$113,475
Other Revenue	\$0	\$0
TOTAL REVENUES	\$37,593	\$113,475
EXPENDITURES		
<u>Administrative</u>		
Supervisor Fees	\$3,000	\$12,000
Public Official Insurance - District	\$475	\$2,200
Engineering Fees	\$5,000	\$20,000
District Counsel	\$10,000	\$20,000
Audit Fees	\$0	\$4,000
District Management Fees	\$7,768	\$35,000
Travel & Per Diem	\$25	\$250
Telephone	\$25	\$250
Postage	\$100	\$300
Copies	\$25	\$300
Legal Advertising	\$10,000	\$10,000
Miscellaneous	\$1,000	\$5,000
Website	\$0	\$4,000
Dues, Licenses & Fees	\$175	\$175
TOTAL EXPENDITURES	\$37,593	\$113,475
EXCESS REVENUES/(EXPENDITURES)	\$0	\$0

* FY18 Budget is prorated from July 2018 to September 2018

** FY19 Budget amount includes a one-time website creation fee.

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Revenues:

Developer Contributions

The Developer provides funding to the District to pay for operating expenditures incurred during the Fiscal Year.

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.

Public Official Insurance

The District will incur costs for Public Official insurance coverage.

District Management

The District will incur costs to provide management services. These services include, but are not limited to, advertising, recording and transcribing of Board meetings, administrative services, budget preparation, financial reporting, and assisting with annual audits.

Engineering

The District's Engineer will be providing general engineering services to the District, e.g., attendance and preparation for the monthly Board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

District Counsel

The District's Legal Counsel will be providing general legal services to the District. Among these services are attendance at and preparation for monthly Board meetings, review of operating and maintenance contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors.

Audit Fees

The District is required by Florida Statutes to have an independent certified public accounting firm to conduct an annual audit of its financial records.

Travel & Per Diem

Represents the travel expenses incurred related to District staff.

Telephone

Represents expense for telephone and conference calls that are reimbursable by the district.

Postage

Represents the expense of mailing of correspondence, payables, and overnight deliveries, that are considered reimbursable by the district.

Copies

Represents the expense of printing of agenda packages and copying correspondence, that are considered reimbursable by the district.

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Legal Advertising

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines.

Miscellaneous

Represents expense for unbudgeted administrative items that do not fit into any other expense

Website Fees

The District incurs costs related to the District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Dues, Licenses & Subscriptions

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