

## ESTIMATING FUND BALANCE

DISTRICT: WESTCHESTER SDD  
PERIOD ENDING: FY 2023

BUDGET CATEGORIES	Adopted FY 23 BUDGET	ACTUAL	PROJECT	TOTAL
<b>REVENUES</b>				
363.10 SPECIAL ASSESSMENTS (Note A)	\$88,054	\$82,933	\$2,243	\$85,176
366.00 DONATIONS				\$0
361.00 INTEREST	\$40	\$6,483	\$91	\$6,574
<b>TOTAL GROSS REVENUES</b>	\$88,094	\$89,416	\$2,334	\$91,750
<b>MINUS 5%</b>	-\$4,405			
<b>PLUS:</b>				
384.00 DEBT PROCEEDS				\$0
389.00 BEGINNING FUND BALANCE (Note B)	\$19,247	\$19,247	\$0	\$19,247
<b>TOTAL REVENUES</b>	\$102,936	\$108,663	\$2,334	\$110,997

EXPENDITURES:	Adopted FY 23 BUDGET	ACTUAL	PROJECT	TOTAL
31.00 PROFESSIONAL SERVICES	\$14,600	\$10,548	\$4,052	\$14,600
32.00 ACCOUNTING AND AUDITING	\$2,400	\$2,400	\$0	\$2,400
34.00 OTHER CONTRACTUAL SERVICES	\$40,340	\$27,856	\$13,932	\$41,788
40.00 TRAVEL AND PER DIEM				\$0
41.00 COMMUNICATION SERVICES	\$770	\$546	\$189	\$735
42.00 TRANSPORTATION SERVICES				\$0
43.00 UTILITY SERVICES	\$11,000	\$8,668	\$3,569	\$12,237
44.00 RENTALS AND LEASES				\$0
45.00 INSURANCE	\$5,975	\$5,728	\$0	\$5,728
46.00 REPAIR AND MAINTENANCE	\$33,505	\$1,400	\$80	\$1,480
47.00 PRINTING AND BINDING	\$50	\$1	\$49	\$50
49.00 OTHER CHARGES AND OBLIGATIONS	\$3,936	\$2,559	\$1,465	\$4,024
51.00 OFFICE SUPPLIES	\$50	\$0	\$50	\$50
52.00 OPERATING SUPPLIES				\$0
54.00 BOOKS AND PUBLICATIONS				\$0
<b>TOTAL OP EXPENDITURES</b>	\$112,626	\$59,706	\$23,386	\$83,092

CAPITAL OUTLAY	Adopted FY 23 BUDGET	ACTUAL	PROJECT	TOTAL
61.00 LAND				\$0
62.00 BUILDINGS				\$0
63.00 IMPROVEMENTS	\$0	\$0	\$0	\$0
64.00 MACHINERY AND EQUIPMENT				\$0
<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

DEBT SERVICE	Adopted FY 23 BUDGET	ACTUAL	PROJECT	TOTAL
71.00 PRINCIPAL				\$0
72.00 INTEREST				\$0
73.00 OTHER DEBT SERVICE COSTS				\$0
<b>TOTAL DEBT SERVICE</b>	\$0	\$0	\$0	\$0

## ESTIMATING FUND BALANCE

NON-OPERATING	Adopted FY 23 BUDGET	ACTUAL	PROJECT	TOTAL
90.93 BUDGET TRANSFERS (Note C)		<b>DO NOT USE</b>		
90.99 RESERVE FOR FUTURE CAPITAL (Note C)				
90.99 RESERVE FOR CONTINGENCY (Note C)	\$0			
<b>TOTAL NON-OPERATING</b>	\$0			
<b>TOTAL EXPEND AND NON-OPERATING</b>	\$112,626	\$59,706	\$23,386	\$83,092

SUMMARY OF FY 22 FUND BALANCE	ACTUAL	PROJECT	TOTAL
FY 22 REVENUE: TOTAL =	\$108,663	\$2,334	\$110,997
MINUS: FY 22 EXPENDITURES: TOTAL =	\$59,706	\$23,386	\$83,092
<b>ESTIMATED FUND BALANCE =</b>	\$48,957	-\$21,052	\$27,905

**NOTES:**

- (A) In "ACTUAL" column, use actual amount deposited to district account by Tax Collector's Office.
- (B) In "ACTUAL" column, enter the total fund balance amount from FY 22 Annual Financial Report. This includes all amounts even those reserved for capital projects.
- (C) There can be NO direct expenditures from any of these categories.

## ESTIMATING FUND BALANCE

**DISTRICT NAME WESTCHESTER SDD**

BUDGET CATEGORIES	FY 24 BUDGET
<b>REVENUES</b>	
363.10 SPECIAL ASSESSMENTS	\$88,044
366.00 DONATIONS	
361.00 INTEREST	\$150
<b>TOTAL GROSS REVENUES</b>	<b>\$88,194</b>
<b>MINUS 5%</b>	<b>-\$4,410</b>
<b>PLUS:</b>	
384.00 DEBT PROCEEDS	
389.90 EST BEGINNING FUND BALANCE	\$27,905
<b>TOTAL REVENUES</b>	<b>\$111,689</b>

EXPENDITURES:	FY 24 BUDGET
31.00 PROFESSIONAL SERVICES	\$14,600
32.00 ACCOUNTING AND AUDITING	\$2,400
34.00 OTHER CONTRACTUAL SERVICES	\$41,795
40.00 TRAVEL AND PER DIEM	\$0
41.00 COMMUNICATION SERVICES	\$770
43.00 UTILITY SERVICES	\$12,500
44.00 RENTALS AND LEASES	\$0
45.00 INSURANCE	\$6,301
46.00 REPAIR AND MAINTENANCE	\$29,288
47.00 PRINTING AND BINDING	\$50
49.00 OTHER CHARGES AND OBLIGATIONS	\$2,175
51.00 OFFICE SUPPLIES	\$50
52.00 OPERATING SUPPLIES	\$0
54.00 BOOKS AND PUBLICATIONS	\$0
<b>TOTAL OP EXPENDITURES</b>	<b>\$109,928</b>

CAPITAL OUTLAY	FY 24 BUDGET
61.00 LAND	
62.00 BUILDINGS	
63.00 IMPROVEMENTS	
64.00 MACHINERY AND EQUIPMENT	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>

DEBT SERVICE	FY 24 BUDGET
71.00 PRINCIPAL	
72.00 INTEREST	
73.00 OTHER DEBT SERVICE COSTS	
<b>TOTAL DEBT SERVICE</b>	<b>\$0</b>

NON-OPERATING	FY 24 BUDGET
99.01 BUDGET TRANSFERS	\$1,761
99.02 RESERVE FOR FUTURE CAPITAL	\$0
99.03 RESERVE FOR CONTINGENCY	\$0
<b>TOTAL NON-OPERATING</b>	<b>\$1,761</b>
<b>TOTAL EXPEND AND NON-OPERATING</b>	<b>\$111,689</b>

Revenues Minus Expenditures Equals **\$0**

## ESTIMATING FUND BALANCE

<b>BACKUP SCHEDULES</b>
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Show in the area below, how line items are calculated:
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363.10	SPECIAL ASSESSMENTS	Single family - (\$67.77 x 368 units); non-single family parcels w/frontage - (\$14 x 5,830 units); non-single family parcels embedded w/other non-single family parcels - (\$67.77 x 11 units)
361.00	INTEREST	Based on 0.58% APY
31.00	PROFESSIONAL SERVICES	Legal fees (\$216.67 x 12); Management fees (\$1,000 x 12 months)
32.00	ACCOUNTING AND AUDITING	Prepare FY 23 audited statement (\$2,400)
34.00	OTHER CONTRACTUAL SERVICES	See Schedule #1
41.00	COMMUNICATION SERVICES	Postage (\$100); Wetsite Hosting (\$167.50 x 4)
43.00	UTILITY SERVICES	Water utilities (\$1,041.67 x 12)
45.00	INSURANCE	Commercial liability insurance
46.00	REPAIR AND MAINTENANCE	See Schedule #2
47.00	PRINTING AND BINDING	Agenda packages
49.00	OTHER CHARGES AND OBLIGATIONS	Legal ads (\$1,900); Annual District filing fee (\$175); Misc-Contingency (\$100)
51.00	OFFICE SUPPLIES	Miscellaneous supplies
99.03	RESERVE FOR CONTINGENCY	n/a

### Schedule #1

Other Contractual Services	Lakes and Wetland services (\$273.60 x 12 months); Landscape services (\$2,954.33 x 12 months); Irrigation services (\$255 x 12 months)
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### Schedule #2

Repair and Maintenance	R&M-General \$28,948; Fertilizer services (\$20 x 12 months); Misc-Contingency \$100
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**WESTCHESTER**  
Special Dependent District

***Annual Operating and Debt Service Budget***  
Fiscal Year 2024

Adopted Budget:  
(Adopted at 6/20/23 Meeting)

Prepared by:



# WESTCHESTER

Special Dependent District

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**Westchester**  
Special Dependent District

**Operating Budget**  
Fiscal Year 2024

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2024 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	BUDGET FY 2023	THRU MAY-2023	JUNE - SEPT-2023	PROJECTED FY 2023	BUDGET FY 2024
<b>REVENUES</b>						
Interest - Investments	\$ 75	\$ 40	\$ 182	\$ 91	\$ 273	\$ 150
Interest - Tax Collector	7	-	6,301	-	6,301	-
Special Assmnts- Tax Collector	74,947	88,054	85,811	2,243	88,054	88,044
Special Assmnts- Delinquent	-	-	-	-	-	-
Special Assmnts- Discounts	(2,871)	(4,405)	(2,878)	-	(2,878)	(4,410)
Other Miscellaneous Revenues	565	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>72,723</b>	<b>83,689</b>	<b>89,416</b>	<b>2,334</b>	<b>91,750</b>	<b>83,784</b>
<b>OTHER FUNDING SOURCES</b>						
Use of Fund Balance (Carry-over Balance)	-	(28,937)	-	-	-	27,905
<b>TOTAL OTHER FUNDING SOURCES</b>	<b>-</b>	<b>(28,937)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,905</b>
<b>TOTAL REVENUE AND OTHER FUNDING</b>	<b>72,723</b>	<b>54,752</b>	<b>89,416</b>	<b>2,334</b>	<b>91,750</b>	<b>111,689</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
ProfServ-Legal Services	1,015	2,600	2,548	52	2,600	2,600
ProfServ-Mgmt Consulting Serv	12,000	12,000	8,000	4,000	12,000	12,000
Auditing Services	2,400	2,400	2,400	-	2,400	2,400
Contract-Website Hosting	670	670	503	168	671	670
Postage and Freight	61	100	43	22	65	100
Insurance - General Liability	5,532	5,975	5,728	-	5,728	6,301
Printing and Binding	86	50	1	49	50	50
Legal Advertising	1,603	1,900	480	1,420	1,900	1,900
Misc-Assessmnt Collection Cost	1,442	1,761	1,784	45	1,829	1,761
Misc-Contigency	48	100	120	-	120	100
Office Supplies	-	50	-	50	50	50
Annual District Filing Fee	175	175	175	-	175	175
<b>Total Administrative</b>	<b>25,032</b>	<b>27,781</b>	<b>21,782</b>	<b>5,805</b>	<b>27,587</b>	<b>28,107</b>
<i>Field</i>						
Contracts-Lake and Wetland	3,093	3,188	2,181	1,094	3,275	3,283
Contracts-Landscape	34,158	34,092	23,635	11,817	35,452	35,452
Contracts-Irrigation	3,060	3,060	2,040	1,020	3,060	3,060
Utility - Water	10,525	11,000	8,668	3,569	12,237	12,500
R&M-General	6,431	33,165	389	-	389	28,948
R&M-Fertilizer	240	240	160	80	240	240
Misc-Contigency	315	100	851	-	851	100
<b>Total Field</b>	<b>57,822</b>	<b>84,845</b>	<b>37,924</b>	<b>17,581</b>	<b>55,505</b>	<b>83,583</b>
<i>Non-Operating</i>						
Reserve - Contingency	-	-	-	-	-	-
<b>Total Non-Operating</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>82,854</b>	<b>112,626</b>	<b>59,706</b>	<b>23,386</b>	<b>83,092</b>	<b>111,689</b>



**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2024 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	BUDGET FY 2023	THRU MAY-2023	JUNE - SEPT-2023	PROJECTED FY 2023	BUDGET FY 2024
Revenues minus Expenditures	(10,131)	(57,874)	29,710	(21,052)	8,658	-
Net change in fund balance	(10,131)	(28,937)	29,710	(21,052)	8,658	(27,905)
<b>FUND BALANCE, BEGINNING</b>	29,379	19,247	19,247	-	19,247	27,905
<b>FUND BALANCE, ENDING</b>	<b>\$ 19,247</b>	<b>\$ (9,690)</b>	<b>\$ 48,957</b>	<b>\$ (21,052)</b>	<b>\$ 27,905</b>	<b>\$ (0)</b>

**Budget Narrative**  
Fiscal Year 2024**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 timely payment of assessments. The budgeted amount for the fiscal year is 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 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**

CDD website services (hosting, support, and training) and CDD ongoing PDF accessibility services to comply with new State Statutes. Innersync Studio, LTD 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 to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

**Budget Narrative**  
Fiscal Year 2024**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.

**Miscellaneous-Contingency**

This is for miscellaneous expenses that the District may incur.

**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 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 Solitude Lake Management, LLC to maintain the lakes for the District.

**Contracts-Landscape**

The District has a contract with FL Landscapes & Lawns and Brightview Landscape Service, Inc. to maintain the landscape for the District.

**Contracts-Irrigation**

The District has a contract with FL Landscapes & Lawns 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 of the District.

**R&M-Fertilizer**

This fertilizer service is by FL Landscapes & Lawns for the District.

**Misc-Contingency**

This is for miscellaneous expenses the District may incur.

**Westchester**  
**Special Dependent District**

**Supporting Budget Schedule**  
Fiscal Year 2024

# WESTCHESTER

Special Dependent District

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## Comparison of Assessments Rates Fiscal Year 2024 vs. Fiscal Year 2023

Category	Product	General Fund 001			# of
		FY 2024	FY 2023	% Chg	Units/FF
1	Single Family	\$67.77	\$67.77	0%	368
2	Non-Single Family parcels with frontage on Countryway Blvd. within the boundaries of Westchester	\$14.00	\$14.00	0%	4454
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	\$67.77	\$67.77	0%	11
					<b>4,854</b>