

***Hartford Terrace***  
***Community Development District***

***Adopted Budget***  
***FY2024***



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**Hartford Terrace**  
**Community Development District**  
**Adopted Budget**  
**General Fund**

Description	Adopted Budget FY2023	Actuals Thru 6/30/23	Projected Next 3 Months	Total Thru 9/30/23	Adopted Budget FY2024
<b>Revenues</b>					
Developer Contributions	\$ 137,860	\$ 33,667	\$ 40,768	\$ 74,435	\$ 138,630
<b>Total Revenues</b>	<b>\$ 137,860</b>	<b>\$ 33,667</b>	<b>\$ 40,768</b>	<b>\$ 74,435</b>	<b>\$ 138,630</b>
<b>Expenditures</b>					
<i>General &amp; Administrative</i>					
Supervisor Fees	\$ 12,000	\$ -	\$ 3,000	\$ 3,000	\$ 12,000
FICA Expense	\$ 900	\$ -	\$ 225	\$ 225	\$ 900
Engineering	\$ 15,000	\$ -	\$ 3,750	\$ 3,750	\$ 15,000
Attorney	\$ 25,000	\$ 4,018	\$ 6,250	\$ 10,268	\$ 25,000
Annual Audit	\$ 4,000	\$ 2,800	\$ -	\$ 2,800	\$ 4,000
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Arbitrage	\$ 450	\$ -	\$ -	\$ -	\$ 450
Dissemination	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Trustee Fees	\$ 3,750	\$ -	\$ -	\$ -	\$ 4,020
Management Fees	\$ 40,000	\$ 30,000	\$ 10,000	\$ 40,000	\$ 40,000
Information Technology	\$ 1,800	\$ 1,350	\$ 450	\$ 1,800	\$ 1,800
Website Maintenance	\$ 1,200	\$ 900	\$ 300	\$ 1,200	\$ 1,200
Telephone	\$ 300	\$ -	\$ 75	\$ 75	\$ 300
Postage & Delivery	\$ 1,000	\$ 53	\$ 250	\$ 303	\$ 1,000
Insurance	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,500
Printing & Binding	\$ 1,000	\$ 18	\$ 250	\$ 268	\$ 1,000
Legal Advertising	\$ 10,000	\$ 1,454	\$ 2,500	\$ 3,954	\$ 10,000
Other Current Charges	\$ 5,000	\$ -	\$ 1,250	\$ 1,250	\$ 5,000
Office Supplies	\$ 625	\$ 44	\$ 156	\$ 201	\$ 625
Travel Per Diem	\$ 660	\$ -	\$ 165	\$ 165	\$ 660
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
<b>Total Expenditures</b>	<b>\$ 137,860</b>	<b>\$ 45,814</b>	<b>\$ 28,621</b>	<b>\$ 74,435</b>	<b>\$ 138,630</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ (12,147)</b>	<b>\$ 12,147</b>	<b>\$ -</b>	<b>\$ -</b>

# Hartford Terrace

## 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.

##### FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisor checks.

##### Engineering

The District's engineer, Honeycutt & Associates, Inc provides 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, Kutak Rock LLP, provides 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. Governmental Management Services - Central Florida, LLC provides these services.

##### 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.

# Hartford Terrace

## Community Development District

### General Fund Budget

#### 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. Governmental Management Services – Central Florida, LLC provides these services.

#### 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 various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services – Central Florida, LLC provides these systems.

#### 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. Governmental Management Services – Central Florida, LLC provides these services.

#### 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 coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

#### Printing & Binding

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

# Hartford Terrace

## Community Development District

### General Fund Budget

#### 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.

#### 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.