

**Harbor Bay**  
Community Development District  
FINAL  
**General Fund**  
**Budget**  
Fiscal Year 2007-2008

Chart of Accounts Classification	Annual Budget 2006/2007	Budget for 2007/2008	Budget Increase (Decrease) vs Projected 2006/2007
<b>REVENUES</b>			
Special Assessments			
Assessments	2,324,350	<b>2,392,998</b>	68,648
Other Miscellaneous Revenues			-
Developer Contributions	-		-
Street Light Assessment	145,000	<b>185,000</b>	40,000
<b>TOTAL REVENUES</b>	<b>2,469,350</b>	<b>2,577,998</b>	<b>108,648</b>
<b>EXPENDITURES</b>			
<i>Administrative</i>			
Legislative			
Supervisor Fees	12,000	7,000	(5,000)
Financial & Administrative			-
District Management	33,600	33,600	-
Admin Services	8,100	8,100	-
District Engineer	15,000	20,000	5,000
Disclosure Report	6,000	6,000	-
Trustees Fees	6,500	7,500	1,000
Tax Collector Fees **	-		-
Financial Advisory Services	9,000	9,500	500
Accounting Services	18,900	18,900	-
Auditing Services	11,000	11,500	500
Arbitrage Rebate Calculation	3,325	4,000	675
Public Officials Liability Insurance	5,000	5,000	-
Legal Advertising	1,000	1,800	800
Bank Fees	250	250	-
Dues, Licenses & Fees	175	1,000	825
Miscellaneous Fees	500	1,000	500
Website Development & Maintenance	500	-	(500)
Legal Counsel			-
District Counsel	6,000	10,000	4,000
<i>Administrative Subtotal</i>	<b>136,850</b>	<b>145,150</b>	<b>8,300</b>
<i>Field Operations</i>			
Electric Utility Services			
Utility Services	90,000	90,000	-
Street Lights	145,000	185,000	40,000
Gas Utility Services			
Utility Services	10,000	8,000	(2,000)

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Garbage/Solid Waste Control			
Garbage - Recreation Facility	4,500	4,500	-
Water--Sewer Combination Services			
Utility Services	28,000	28,000	-
Stormwater Control			
Fountain Service Repairs & Maintenance	10,000	14,000	4,000
Mitigation Area Monitoring & Maintenance	100,000	115,000	15,000
Other Physical Environment			
General Liability & Property Casualty Insurance	130,500	130,500	-
Entry & Walls Maintenance	20,000	25,000	5,000
Landscape Maintenance	550,000	540,000	(10,000)
Irrigation Repairs and Maintenance	23,000	35,000	12,000
Landscape Replacement Plants, Shrubs, Trees	50,000	50,000	-
Storm Damage Replacement	75,000	75,000	-
Bathymetric Data Study		25,000	25,000
Road & Street Facilities			
Street Sweeping	20,000	25,000	5,000
Parks & Recreation			
Management Contract	520,848	520,848	-
Clubhouse Facility Maintenance	85,902	100,000	14,098
Clubhouse Telephone, Fax, Internet	16,150	15,000	(1,150)
Cable Television	2,100	2,000	(100)
Law Enforcement			
Off Duty Deputy Services	60,000	80,000	20,000
Security Operations			
Greeter's Staff	246,500	250,000	3,500
Contingency			
Miscellaneous contingency	-	65,000	65,000
Capital Reserve	-	50,000	50,000
<b>Field Operations Subtotal</b>	<b>2,187,500</b>	<b>2,432,848</b>	<b>245,348</b>
	-		-
<b>TOTAL EXPENDITURES</b>	<b>2,324,350</b>	<b>2,577,998</b>	<b>253,648</b>

**Note:**

1. Preliminary financial statements were used for this exercise.
2. Developer Contribution or Levied Assessments to cover 100% of the budgeted expenditures. Exclude other revenue sources from projection. Interest Earnings are excluded from this exercise.
- \*\* 3. Tax Roll Collection Costs for **Hillsborough County** is **8%** of Tax Roll. - Budgeted net of tax roll assessments. See Assessment Table.
4. If financing needed for operations until tax roll assessments are received, include financing costs in Miscellaneous Expense.

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5. Highlighted Financial & Administrative Expenses provided by District Accounting.

**HARBOR BAY**  
**COMMUNITY DEVELOPMENT DISTRICT**

General Fund Budget Account Category Description  
Fiscal Year 2007-2008

**REVENUES:**

**Operations & Maintenance Assessments**

The District levies Non-Ad Valorem Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County. The second is for lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Funding Agreement**

The District may enter into funding agreements to provide for a source of revenue for certain expenditures.

**Developer Contribution**

The District may, similar to a funding agreement, receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Facility Rental**

The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

**Event Rental**

The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

**Interlocal Agreement**

The District may enter into interlocal agreements with other governmental entities to provide for revenue for certain expenditures.

**Miscellaneous**

The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

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**EXPENDITURES:**

**ADMINISTRATIVE**

**Legislative**

**Supervisor Fees**

The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

**Financial and Administrative**

**District Manager**

The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day administrative needs. The cost to maintain the minutes of all Board meetings, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

**Administrative Services**

The District will incur expenditures for the day to today operation of District matters. These items include but are not limited to mailing and preparation of agenda packages, overnight deliveries, facsimiles and long distance phone calls. Also, each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8). Finally, this line item also includes a cost for the storage of all the District's official records, supplies and files.

#### **District Engineer**

The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

#### **Disclosure Report**

The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

#### **Trustee's Fees**

The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

#### **Financial Advisory**

The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses. Also, additional financial advisory services include, but are not limited to responding to bondholder questions, prepayment analysis, long term pay-offs and true-up analysis. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties. Finally, the District may contract for the investment of various funds prior to the need to expend, to maximize the potential earnings on those funds.

#### **Accounting Services**

The District has contracted for maintenance of accounting records. These services include, but are not limited to accounts payable, accounts receivable and preparation of financial reports for the district.

#### **Auditing Services**

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

#### **Arbitrage Rebate Calculation**

The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

#### **Public Officials Liability Insurance**

The District will incur expenditures for public officials' liability insurance for the Board and Staff.

#### **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

#### **Bank Fees**

The District will incur bank service charges during the year.

**Dues, Licenses & Subscriptions**

The District is required to pay an annual fee to the Department of Community Affairs, along with other items which may require licenses or permits, etc.

**Miscellaneous**

The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

**Capital Outlay**

Represents any minor capital expenditures the District may need to make during the Fiscal Year, as relates to administration related items, such as telephones, computers, desks, file cabinets, etc.

**Computer Software Upgrades**

The District will incur expenses related to its computer software needs for accounting, etc. This includes licensing fees etc., from software providers.

**Website Development and Maintenance**

The District may incur fees as they relate to the development and ongoing maintenance of its own website.

**Legal Counsel**

**District Counsel**

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

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**FIELD OPERATIONS**

**Electric Utilities**

**Electric Utility Services**

The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

**Electric Service-Recreation Facility**

The District may budget separately for its recreation and or amenity electric separately.

**Street Lights**

The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.

**Gas Utility Service**

**Gas-Recreation Facility**

The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

**Garbage/Solid Waste Control**

**Garbage Collection-Recreation Facility**

The District will incur expenditures related to the removal of garbage and solid waste.

**Solid Waste Assessment Fee**

The District may have an assessment levied by another local government for solid waste, etc.

**Water-Sewer Combination Services**

**Water Utility Services**

The District will incur water/sewer utility expenditures related to district operations.

**Water-Reclaimed**

The District may incur expenses related to the use of reclaimed water for irrigation.

**Water-Recreation Facility**

The District may incur water and sewer charges for its recreation facilities

**Water-Pool**

The District may incur charges for water for its pool if metered separately.

**Stormwater Control**

**Fountain Service Repairs & Maintenance**

The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

**Lake/Pond Bank Maintenance**

The District may incur expenditures to maintain lake banks, etc for the ponds and lakes within the Districts boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

**Aquatic Contract**

Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Mitigation Monitoring & Maintenance**

The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

**Lake/Pond Repair**

Expense related to repair and maintenance for inlet pipes, outfalls and weir structures for the storm water drainage system.

**Aquatic Plant Replacement**

The expenses related to replacing beneficial aquatic plants, that may or may not have been required by other governmental entities.

**Other Physical Environment**

**Employee-Salaries**

The District may incur salary expenses for a field manager of site superintendent who oversees daily activity within the field operations of the District's facilities.

**Employee-P/R Taxes**

This is the employer's portion of employment taxes such as FICA etc.

**Employee-Workers' Comp**

Fees related to obtaining workers compensation insurance.

**Employee-Health Insurance**

Expenses related to providing health insurance coverage if the District elects to offer same.

**General Liability Insurance**

The District will incur fees to insure items owned by the District for its general liability needs

**Property Casualty Insurance**

The District will incur fees to insure items owned by the District for its property needs

**Entry and Walls Maintenance**

The District will incur expenditures to maintain the entry monuments and the fencing.

**Landscape Maintenance**

The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch and irrigation repairs.

**Irrigation Repairs & Maintenance**

The District will incur expenditures related to the maintenance of the irrigation systems.

**Clock Maintenance Contract**

Expenses incurred for such things as entry clocks if they exist.

**Landscape Replacement**

Expenditures related to replacement of turf, trees, shrubs etc.

**Miscellaneous Fees**

The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

**Capital Improvements**

The District may incur expenses, for various projects as they relate to public improvements.

**Road & Street Facilities**

**Gate Phone**

The District will incur telephone expenses if the District has gates that are to be opened and closed.

**Street Sweeping**

The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

**Gate Maintenance**

Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

**Roadway Repair & Maintenance**

Expenses related to the repair and maintenance of roadways owned by the District if any.

**Sidewalk Repair & Maintenance**

Expenses related to sidewalks located in the right of way of streets the District may own if any.

**Miscellaneous Maintenance**

Expenses which may not fit into any defined category in this section of the budget.

**Parks & Recreation**

**Employees-Salaries**

The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

**Employees P/R Taxes**

Expenses related to an employers portion of payroll taxes such as FICA, etc.

**Employee-Workers' Comp**

Expenses related to Workers' Comp Insurance

**Employees-Health Insurance**

Expenses related to health insurance coverage for employees if the District elects to over same.

**Management Contract**

The District may contract with a firm to provide for the oversight of its recreation facilities.

**Clubhouse Facility Maintenance**

The District may incur expenses to maintain its recreation facilities

**Clubhouse Telephone, Fax, Internet**

The District may incur telephone, fax and internet expenses related to the recreational facilities.

**Clubhouse Facility Landscaping**

The District may wish to budget separately for this item from its other landscaping needs.

**Clubhouse Office Supplies**

The District may have an office in its facilities which require various office related supplies.

**Clubhouse Facility Janitorial Service**

Expenses related to the cleaning of the facility and related supplies.

**Clubhouse Facility Irrigation**

The District may wish to budget separately for this item from its other irrigation needs.

**Pool/Water Park/Fountain Repairs and Maintenance**

Expenses related to the repair and maintenance of swimming pools and other water features to include service contracts, repair and replacement

**Security System**

The District may wish to install a security system for the clubhouse

**Clubhouse Miscellaneous**

Expenses which may not fit into a defined category in this section of the budget

**Athletic/Park Court/Field Repairs**

Expense related to any facilities such as tennis, basketball etc.

**Trail/Bike Path Maintenance**

Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

**Capital Improvements**

Expenditures related to the purchase of equipment or physical assets for the recreation facilities.

**Law Enforcement**

**Off Duty Deputy Services**

The District may wish to contract with the local police agency to provide security for the District

**Security Operations**

**Security Contract**

The District may incur expenses for providing security at entries, neighborhood patrols etc.

**Guard & Gate Facility Maintenance**

The District may choose to have its entry gates manned with personnel. Also, any ongoing gate repairs and maintenance would be included in this line item.

**Special Events**

**Special Events**

Expenses related to functions such as holiday events for the public enjoyment

**Contingency**

**Capital Reserve**

Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.