## **STONEYBROOK WEST**

## **Community Development District**

# Annual Operating and Debt Service Budget

Fiscal Year 2024

Adopted Budget (Adopted on 08.10.23)

Prepared by:



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# **Stoneybrook West**

**Community Development District** 

Operating Budget
Fiscal Year 2024

## Summary of Revenues, Expenditures and Changes in Fund Balances

Fiscal Year 2024 Adopted Budget

			ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	ACTUAL	ACTUAL	BUDGET	THRU	JUL	PROJECTED	BUDGET
ACCOUNT DESCRIPTION	FY 2021	FY 2022	FY 2023	JUN 2023	SEP 2023	FY 2023	FY 2024
REVENUES							
Interest - Investments	198	573	288	9,182	8,649	17,831	288
Interest - Tax Collector	150	306	-	6,245	_	6,245	_
Special Assmnts- Tax Collector	454,396	455,292	523,781	508,072	15,709	523,781	523,781
Special Assmnts- Delinquent	2,486	827	_	415	_	415	_
Special Assmnts- Discounts	(17,051)	(17,152)	(20,951)	(19,692)	-	(19,692)	(20,951)
Other Miscellaneous Revenues	3,249	-	-	-	-	-	-
TOTAL REVENUES	443,428	439,846	503,118	504,222	24,358	528,580	503,118
EXPENDITURES							
Administrative							
P/R-Board of Supervisors	2,600	3,200	5,000	2,400	2,000	4,400	5,000
FICA Taxes	199	245	382	184	153	337	383
ProfServ-Arbitrage Rebate	-	_	600	_	600	600	600
ProfServ-Dissemination Agent	-	-	2,000	-	2,000	2,000	2,000
ProfServ-Engineering	7,353	6,811	6,500	2,631	3,869	6,500	6,500
ProfServ-Legal Services	15,938	10,127	15,500	12,210	3,290	15,500	15,500
ProfServ-Mgmt Consulting	46,000	46,000	47,380	35,535	11,845	47,380	48,801
ProfServ-Property Appraiser	3,746	-	3,747	-	· <u>-</u>	-	-
ProfServ-Special Assessment	5,150	5,150	5,150	3,863	1,287	5,150	5,150
ProfServ-Trustee Fees	6,734	6,734	7,000	7,004	-	7,004	7,200
Auditing Services	5,500	4,200	4,400	4,300	-	4,300	4,500
Contract-Website Hosting	1,707	1,553	2,100	1,333	767	2,100	2,100
Postage and Freight	750	2,146	650	58	250	308	650
Insurance - General Liability	7,500	7,500	8,250	7,600	-	7,600	8,360
Printing and Binding	553	79	850	10	250	260	500
Legal Advertising	2,589	1,428	1,000	431	569	1,000	1,500
Miscellaneous Services	622	2,258	1,000	1,815	605	2,420	2,400
Misc-Assessment Collection Cost	1,295	1,280	10,476	3,022	-	3,022	1,350
Office Supplies	1,011	-	750	-	750	750	750
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	109,422	98,886	122,910	82,571	28,235	110,806	113,419
Field							
ProfServ-Field Management	15,000	15,000	15,450	11,588	3,863	15,451	15,914
Contracts-Lake and Wetland	33,240	37,605	39,060	26,040	9,765	35,805	39,060
Contracts-Fountain	4,200	4,200	4,200	2,800	1,050	3,850	4,200
Contracts-Landscape	36,565	47,061	55,119	40,670	13,779	54,449	55,119
Contracts-Pest Control	64,767	63,660	71,100	48,396	17,775	66,171	71,100
Storm Drain Maintenance	-	-	-	2,680	670	3,350	3,451
Electricity - General	11,180	10,641	12,500	7,128	2,376	9,504	12,500
R&M-Fountain	3,210	16,640	12,500	-	12,500	12,500	12,500
Misc-Contingency	5,865	4,540	1,639	-	1,639	1,639	10,910
Total Field	174,027	199,347	211,568	139,302	63,417	202,719	224,753

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## Summary of Revenues, Expenditures and Changes in Fund Balances

Fiscal Year 2024 Adopted Budget

	 CTUAL	-	ACTUAL	E	DOPTED BUDGET		THRU		JECTED JUL	PR	TOTAL	В	UDGET
ACCOUNT DESCRIPTION	 Y 2021		FY 2022		FY 2023		JUN 2023	SE	P 2023		FY 2023		Y 2024
Capital Outlay/Projects													
Capital Outlay	49,905		39,174		60,000		15,200		44,800		60,000		60,000
Total Capital Outlay/Projects	49,905		39,174		60,000		15,200		44,800		60,000		60,000
Reserves													
Misc-Buildings Reserves	-		-		50,000		-		-		-		-
Capital Reserve	-		-		10,000		-		-		-		-
Reserve - Other	-		36,845		48,640		-		-		-		-
Reserve - Emergencies	-		-		-		-		-		-		27,346
Reserve - Ponds	-		-		-		-		-		-		77,600
Total Reserves	-		36,845		108,640		-		-		-		104,946
TOTAL EXPENDITURES	333,354		374,252		503,118		237,073		136,452		373,525		503,118
Excess (deficiency) of revenues													
Over (under) expenditures	110,074		65,594		-	_	267,149		(112,094)		155,056		
OTHER FINANCING SOURCES (USES)													
Contribution to (Use of) Fund Balance	-		-		-		-		-		-		-
TOTAL OTHER SOURCES (USES)	-		-		-		-		-		-		-
Net change in fund balance	110,074		65,594		-	_	267,149		(112,094)		155,056		
FUND BALANCE, BEGINNING	164,406		274,476		340,068		340,068		-		340,068		495,124
FUND BALANCE, ENDING	\$ 274,478	\$	340,068	\$	340,068	\$	607,217	\$ (	112,094)	\$	495,124	\$	495,124

## Community Development District

## **Budget Narrative**

Fiscal Year 2024

## **REVENUES**

#### Interest-Investments

The District earns interest on their operating accounts and other investments.

#### **Special Assessment-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 Assessment-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. 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, Florida Statutes, allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending all the meetings.

#### **FICA Taxes**

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

#### **Professional Services-Arbitrage Rebate**

The District contracted with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series of Benefit Special Assessment Bonds. The budgeted amount for the fiscal year is based on an engagement letter.

#### **Professional Services-Dissemination Agent**

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

#### **Professional Services-Engineering**

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

## **Budget Narrative**

Fiscal Year 2024

#### **EXPENDITURES**

## **Administrative** (continued)

## **Professional Services-Legal Services**

The District's legal counsel will provide general legal services to the District, i.e. attendance and preparation for meetings, review of operating and maintenance contracts, and other specifically requested assignments.

## **Professional Services-Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark.

## <u>Professional Services-Property Appraiser</u>

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. Per 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 budget for property appraiser costs is based on a flat fee.

## **Professional Services-Special Assessment**

Fees paid to Inframark to prepare the Assessment roll each year.

#### **Professional Services-Trustee Fees**

The District pays US Bank an annual fee for trustee services on the Series 2018 Bond.

#### **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 last year's actual costs for this service.

#### Contract – Website Hosting

This category provides funds for ADA Compliance.

#### Postage & Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

## **Budget Narrative**

Fiscal Year 2024

#### **EXPENDITURES**

## **Administrative** (continued)

## **Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Public Risk Insurance agency which specializes in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premium. The budgeted amount for the fiscal year is based on prior year premium, plus 10% in order to be conservative.

#### **Printing & 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 Board meetings and other public hearings in a newspaper of general circulation.

#### **Miscellaneous Services**

This category provides funds for administrative expenditures that may not have been budgeted anywhere else.

#### Misc.-Assessment Collection Cost

The District reimburses the Orange County Tax Collector for applicable necessary administrative costs. Per 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 <u>or</u> 2% on the amount of special assessments collected and remitted, whichever is greater. The budget is based on 1.5% 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 filling fee

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity.

## Community Development District

## **Budget Narrative**

Fiscal Year 2024

## **EXPENDITURES**

#### Field

## **ProfServ-Field Management**

Includes payroll and overhead costs associated with the services being provided under a management consulting contract with Inframark. This includes employees utilized in the field and office management of all District assets.

#### Contracts-Lake and Wetland

The District has a contract with Sitex Aquatics for the aquatic weed control, and storm water systems maintenance.

#### **Contracts-Fountains**

The District has a contract with Sitex Aquatics for the maintenance of the fountains.

## **Contracts-Landscape**

The District has a contract with Brightview Landscape Services, Inc. for the pond mowing.

## **Contracts-Pest Control**

The District has a contract with Sitex Aquatics for the midge control.

## **Electricity-General**

The District has utility accounts with Duke Energy for electrical usage for the District's fountains.

#### **Misc-Contingency**

This represents any additional unanticipated expenditures that are incurred during the year, which may not have been provided for in the other budget categories.

#### **R&M Fountains**

This is for repairs and maintenance of the fountains throughout the District.

## Capital Outlay

This represents Capital Improvement Expenses for the District.

#### Reserve - Other

This represents reserves for any expenses that may arise around the District.

#### Mlsc-Building Reserves

This represents reserves for any maintenance expenses that may arise around the District.

## Capital Reserves

This represents reserves for any emergency expenses that may arise around the District.

## Exhibit "A"

## Allocation of Fund Balances

## **AVAILABLE FUNDS**

		<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2024	9	495,124
Net Change in Fund Balance - Fiscal Year 2024		-
Reserves - Fiscal Year 2024 Additions		-
Total Funds Available (Estimated) - 9/30/2024		495,124
ALLOCATION OF AVAILABLE FUNDS		
Assigned Fund Balance		
Operating Reserve - First Quarter Operating Capital	125,779 <sup>(1)</sup>	125,779
Reserves - Buildings (Prior Year)	50,000 <sup>(2)</sup>	
Reserves - Buildings FY23	50,000 <sup>(3)</sup>	
Reserves - Buildings Eliminated	(100,000)	
Reserves - Capital Projects (Prior Year)	10,000 <sup>(2)</sup>	
Reserves - Capital Projects FY23	10,000 <sup>(3)</sup>	
Reserves - Capital Projects Eliminated	(20,000)	
Reserves - Other (Prior Year)	96,505 <sup>(2)</sup>	
Reserves - Other FY23	48,640 <sup>(3)</sup>	
Reserves - Other Eliminated	(145,145)	
Reserve - Emergencies FY24	27,346	27,346
Reserve - Ponds FY24	77,600	77,600
Total Allocation of Available Funds	·	230,725

#### **Notes**

- (1) This represents 3 months of operating expenditures.
- (2) Ties to Motion to assign fund balance as of 09.30.22.
- (3) Ties to FY23 Adopted Budget.

Total Unassigned (undesignated) Cash

\$

264,398

# **Stoneybrook West**

**Community Development District** 

Debt Service Budgets
Fiscal Year 2024

## Summary of Revenues, Expenditures and Changes in Fund Balances

Series 2018 A-1 And A-2 Fund Fiscal Year 2024 Adopted Budget

				ADOPTED		ACTUAL		PROJECTED		D TOTAL		ANNUAL	
	ACTUAL ACTUAL		BUDGET THRU		THRU	JUL			OJECTED	BUDGET			
ACCOUNT DESCRIPTION	FY 2021		FY 2022		FY 2023	JUN 2023		_	SEP 2023	F	Y 2023	FY 2024	
REVENUES													
Interest - Investments	\$ 11	\$	11	\$	25	\$	7	\$	4	\$	11	\$	11
Interest - Tax Collector	\$ -	\$	-	\$	-	\$	202	\$	-	\$	-	\$	-
Special Assmnts- Tax Collector	527,704		529,269		529,456		512,285		17,171		529,456		529,456
Special Assmnts- Delinquent	1,062		1,443		-		701		742		1,443		-
Special Assmnts- Discounts	(19,707)	1	(19,866)		(21,178)		(19,835)		(343)		(20,178)		(21,178)
TOTAL REVENUES	509,070		510,857		508,303		493,360		17,574		510,732		508,289
EXPENDITURES													
Administrative													
Misc-Assessment Collection Cost	1,506		1,488		10,589		1,320		343		1,663		10,589
Total Administrative	1,506		1,488		10,589		1,320	_	343		1,663		10,589
Debt Service													
Principal Debt Retirement A-1	30,000		31,000		33,000		33,000		33,000		66,000		34,000
Principal Debt Retirement A-2	296,000		307,000		318,000		318,000		318,000		636,000		329,000
Interest Expense Series A-1	21,622		20,530		19,401		19,401		9,701		29,102		18,200
Interest Expense Series A-2	154,860		144,322		133,393		133,393	_	66,697		200,090		122,072
Total Debt Service	502,482		502,852		503,794		503,794		427,397		931,191		503,272
TOTAL EXPENDITURES	503,570		504,340		514,383		505,114		427,741		932,855		513,862
Excess (deficiency) of revenues													
Over (under) expenditures	5,500		6,518		(6,080)		(11,754)		(410,167)		(422,123)		(5,572)
OTHER FINANCING SOURCES (USES)													
Contribution to (Use of) Fund Balance	-		-		(6,080)		-		-		-		(5,572)
TOTAL OTHER SOURCES (USES)	-		-		(6,080)		-		-		-		(5,572)
Net change in fund balance	5,500		6,518	_	(6,080)	_	(11,754)	_	(410,167)		(422,123)		(5,572)
FUND BALANCE, BEGINNING	222,663		228,165		234,684		234,684		-		234,684		(187,439)
FUND BALANCE, ENDING	\$ 228,165	\$	234,684	\$	228,604	\$	222,930	\$	(410,167)	\$	(187,439)	\$	(193,011)

#### **Amortization Schedule**

## OUTSTANDING

DATE	PRINCIPAL BALANCE	PRINCIPAL	RATE	INTEREST	TOTAL
DAIL	BALANCE	FRINCIFAL	NAIL	INTEREST	TOTAL
11/1/2023	\$500,000	\$0	3.64%	\$9,100	\$9,100
5/1/2024	\$500,000	\$34,000	3.64%	\$9,100	\$43,100
11/1/2024	\$466,000	\$0	3.64%	\$8,481	\$8,481
5/1/2025	\$466,000	\$35,000	3.64%	\$8,481	\$43,481
11/1/2025	\$431,000	\$0	3.64%	\$7,844	\$7,844
5/1/2026	\$431,000	\$36,000	3.64%	\$7,844	\$43,844
11/1/2026	\$395,000	\$0	3.64%	\$7,189	\$7,189
5/1/2027	\$395,000	\$38,000	3.64%	\$7,189	\$45,189
11/1/2027	\$357,000	\$0	3.64%	\$6,497	\$6,497
5/1/2028	\$357,000	\$39,000	3.64%	\$6,497	\$45,497
11/1/2028	\$318,000	\$0	3.64%	\$5,788	\$5,788
5/1/2029	\$318,000	\$41,000	3.64%	\$5,788	\$46,788
11/1/2029	\$277,000	\$0	3.64%	\$5,041	\$5,041
5/1/2030	\$277,000	\$42,000	3.64%	\$5,041	\$47,041
11/1/2030	\$235,000	\$0	3.64%	\$4,277	\$4,277
5/1/2031	\$235,000	\$44,000	3.64%	\$4,277	\$48,277
11/1/2031	\$191,000	\$0	3.64%	\$3,476	\$3,476
5/1/2032	\$191,000	\$45,000	3.64%	\$3,476	\$48,476
11/1/2032	\$146,000	\$0	3.64%	\$2,657	\$2,657
5/1/2033	\$146,000	\$47,000	3.64%	\$2,657	\$49,657
11/1/2033	\$99,000	\$0	3.64%	\$1,802	\$1,802
5/1/2034	\$99,000	\$49,000	3.64%	\$1,802	\$50,802
11/1/2034	\$50,000	\$0	3.64%	\$910	\$910
5/1/2035	\$50,000	\$50,000	3.64%	\$910	\$50,910
Total	\$6,930,000	\$500,000		\$126,126	\$626,126

## Community Development District

## Amortization Schedule

## OUTSTANDING

	PRINCIPAL				
DATE	BALANCE	PRINCIPAL	RATE	INTEREST	TOTAL
11/1/2023	\$3,429,000	\$0	3.56%	\$61,036	\$61,036
5/1/2024	\$3,429,000	\$329,000	3.56%	\$61,036	\$390,036
11/1/2024	\$3,100,000	\$0	3.56%	\$55,180	\$55,180
5/1/2025	\$3,100,000	\$341,000	3.56%	\$55,180	\$396,180
11/1/2025	\$2,759,000	\$0	3.56%	\$49,110	\$49,110
5/1/2026	\$2,759,000	\$353,000	3.56%	\$49,110	\$402,110
11/1/2026	\$2,406,000	\$0	3.56%	\$42,827	\$42,827
5/1/2027	\$2,406,000	\$366,000	3.56%	\$42,827	\$408,827
11/1/2027	\$2,040,000	\$0	3.56%	\$36,312	\$36,312
5/1/2028	\$2,040,000	\$380,000	3.56%	\$36,312	\$416,312
11/1/2028	\$1,660,000	\$0	3.56%	\$29,548	\$29,548
5/1/2029	\$1,660,000	\$393,000	3.56%	\$29,548	\$422,548
11/1/2029	\$1,267,000	\$0	3.56%	\$22,553	\$22,553
5/1/2030	\$1,267,000	\$407,000	3.56%	\$22,553	\$429,553
11/1/2030	\$860,000	\$0	3.56%	\$15,308	\$15,308
5/1/2031	\$860,000	\$422,000	3.56%	\$15,308	\$437,308
11/1/2031	\$438,000	\$0	3.56%	\$7,796	\$7,796
5/1/2032	\$438,000	\$438,000	3.56%	\$7,796	\$445,796
Total	\$35,918,000	\$3,429,000		\$639,340	\$4,068,340

## **Budget Narrative**

Fiscal Year 2023

#### **REVENUES**

#### **Interest-Investments**

The District earns interest income on their trust accounts with US Bank.

## **Special Assessment-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 Debt Service expenditures during the Fiscal Year.

## **Special Assessment-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

#### **EXPENDITURES**

#### **Administrative**

#### **Misc.-Assessment Collection Cost**

The District reimburses the Orange County Tax Collector for applicable necessary administrative costs. Per 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 <u>or</u> 2% on the amount of special assessments collected and remitted, whichever is greater. The budget is based on 1.5% of the anticipated assessment collections.

#### **DEBT SERVICE**

#### **Principal Debt Retirement**

The District pays regular principal payments annually in order to pay down/retire the debt.

#### Interest Expense

The District pays interest expense on the debt twice a year.

# **Stoneybrook West**

**Community Development District** 

Supporting Budget Schedules
Fiscal Year 2024

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

	Current Assessments Allocation Methodology													
	G	eneral Fund		Debt Ser	Debt Service Series 2018A-1			vice Series	2018A-2		Total	Total	Prepaid	
Product	FY 2024	FY 2023	Percent	FY 2024	FY 2023	Percent	FY 2024	FY 2023	Percent	FY 2024	FY 2023	Percent	Units	Units
40.5	\$193.57	\$193.30	0.14%	\$185.65	\$185.65	0.0%	\$0.00	\$0.00	n/a	\$379.22	\$378.95	0.07%	112	1
TH	\$308.12	\$307.70	0.14%	\$185.65	\$185.65	0.0%	\$0.00	\$0.00	n/a	\$493.77	\$493.35	0.09%	186	0
40	\$193.57	\$193.30	0.14%	\$0.00	\$0.00	n/a	\$194.49	\$194.49	0.0%	\$388.06	\$387.81	0.07%	350	0
50	\$308.12	\$307.70	0.14%	\$0.00	\$0.00	n/a	\$267.65	\$267.65	0.0%	\$575.77	\$575.35	0.07%	589	1
60	\$308.12	\$307.70	0.14%	\$0.00	\$0.00	n/a	\$350.62	\$350.62	0.0%	\$658.75	\$658.32	0.06%	472	0
75	\$308.12	\$307.70	0.14%	\$0.00	\$0.00	n/a	\$475.52	\$475.52	0.0%	\$783.65	\$783.24	0.05%	138	0
90	\$308.12	\$307.70	0.14%	\$0.00	\$0.00	n/a	\$657.53	\$657.53	0.0%	\$965.65	\$965.23	0.04%	27	0
													1874	2