

BCC Mtg. Date: September 24, 2019

Westwood/OCC
Community Development District

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12 Aug 19
Ruby
① send to:
• Eric Garaman
• Chris Testerman
② File. THY
By-

August 2, 2019

Orange County Administrator

Mr. Byron Brooks
201 S. Rosalind Ave
Orlando, FL 32801

Re: Westwood/OCC Community Development District
Proposed Budget Fiscal Years 2019 & 2020

Dear Mr. Brooks:

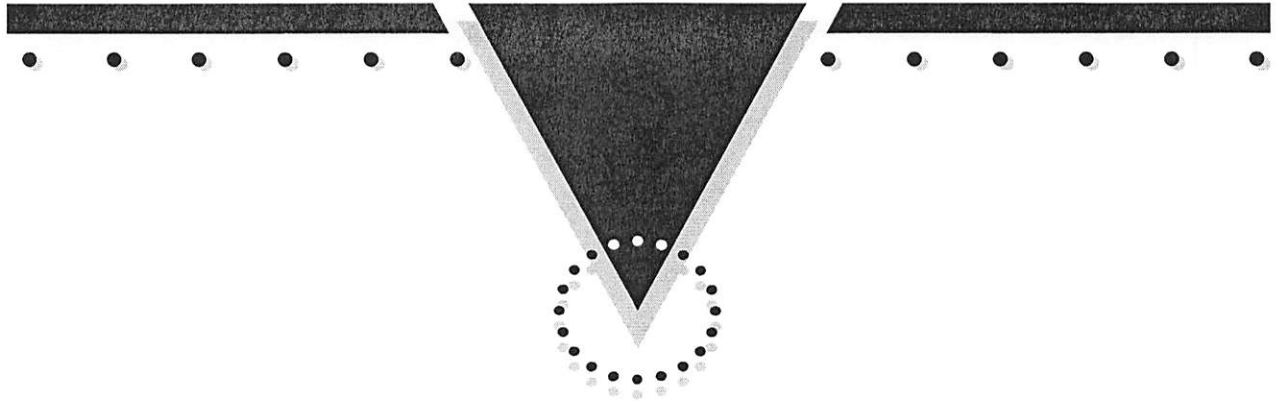
In accordance with chapter 190.008 (2)(b), Florida Statutes, enclosed please find one copy of the District's proposed budget for the Fiscal Years 2019 & 2020 for purposes of disclosure and information only. The District will schedule a public hearing not less than 60 days from the date of this letter for adoption of the same. Should you have any questions regarding the enclosed, please feel free to contact me.

Sincerely,



Stacie M. Vanderbilt
Recording Secretary

Enclosures



Westwood/OCC
Community Development District

Proposed Budget
FY 2019 & FY 2020



Table of Contents

1 General Fund

2-3 General Fund Narrative

Westwood/OCC

Community Development District

<u>Description</u>	<u>Proposed Budget FY2019</u>	<u>Proposed Budget FY2020</u>
<u>Revenues</u>		
Developer Contributions	\$28,156	\$89,000
<i>Total Revenues</i>	<u>\$28,156</u>	<u>\$89,000</u>
<u>Expenditures</u>		
<i>Administrative</i>		
Supervisor Fees	\$0	\$0
FICA Expense	\$0	\$0
Engineering*	\$3,000	\$12,000
Attorney*	\$6,250	\$25,000
Management Fees*	\$8,750	\$35,000
Website Creation	\$2,375	\$0
Information Technology*	\$300	\$2,400
Telephone*	\$75	\$300
Postage*	\$250	\$1,000
Insurance*	\$1,375	\$5,500
Printing & Binding*	\$250	\$1,000
Legal Advertising	\$5,000	\$5,000
Other Current Charges*	\$250	\$1,000
Office Supplies*	\$156	\$625
Dues, Licenses & Subscriptions	\$125	\$175
<i>Total Expenditures</i>	<u>\$28,156</u>	<u>\$89,000</u>
Excess Revenues/(Expenditures)	<u>\$0</u>	<u>\$0</u>

*FY19 Prorated amount represents 3 months of fiscal year.

Westwood/OCC
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.

EXPENDITURES:

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. No expense for this line item is anticipated at this time.

FICA Expense

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

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices, etc.

Attorney

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements, resolutions, etc.

Management Fees

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

Website Creation

Represents an estimated cost to create the initial District website and ensure District meets ADA compliance guidelines.

Westwood/OCC
Community Development District
GENERAL FUND BUDGET

Information Technology

Represents 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.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability, public officials liability and property insurance coverages.

Printing & Binding

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

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

Miscellaneous office supplies.

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.