

# BUDGET TEMPLATE

*Longleaf*  
 Community Development District  
 General Fund  
 Budget Worksheet  
 Fiscal Year 2008-2009

Chart of Accounts Classification	Actual YTD through 7/31/08	Projected Annual Totals for 2007/2008	Annual Budget 2007/2008	Projected Budget variance for 2007/2008	Budget for 2008/2009	Budget Increase (Decrease) vs Projected 2007/2008	Comments
<b>REVENUES</b>							
Special Assessments							
Assessments	868,051	868,051	844,080	23,971	755,848	(88,232)	
Street Lights	32,717	32,717	32,000	717	35,000	3,000	
	-	-	-	-		-	
<b>TOTAL REVENUES</b>	<b>900,768</b>	<b>900,768</b>	<b>876,080</b>	<b>24,688</b>	<b>790,848</b>	<b>(85,232)</b>	
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Legislative							
Supervisor Fees	9,200	11,040	9,600	(1,440)	14,000	4,400	5 paid supervisors; 12 meetings, 2 workshops
Financial & Administrative		-		-		-	
District Management	24,750	29,700	29,700	-	29,700	-	
Admin Services	6,750	8,100	8,100	-	8,100	-	
District Engineer	33,887	40,664	15,000	(25,664)	50,000	35,000	general engineering svcs plus oversight of projects
Disclosure Report	4,000	4,000	4,000	-	4,000	-	\$3,000 first bond, \$1,000 additional
Trustees Fees	10,833	13,000	16,250	3,250	16,250	-	
Tax Collector/Property Appraiser Fees **	-	-	-	-	150	150	Annual property appraiser fee
Financial Consulting Services	8,875	9,300	9,300	-	9,300	-	
Accounting Services	11,000	13,200	13,200	-	13,200	-	
Auditing Services	7,600	7,600	11,000	3,400	7,800	(3,200)	McDirmitt Davis contract
Arbitrage Rebate Calculation	4,725	3,150	6,000	2,850	3,150	(2,850)	Deloitte Tax contract
Public Officials Liability Insurance	3,068	3,566	3,772	206	3,655	(117)	\$3,566 premium 4/08-4/09 (5% for 4/09 renewal)
Legal Advertising	1,089	1,307	500	(807)	1,000	500	
Bank Fees	144	173	300	127	300	-	
Dues, Licenses & Fees	894	1,073	325	(748)	500	175	Annual Dept. of Community Affairs fee, pool permits
Miscellaneous Fees	275	330	1,800	1,470	-	(1,800)	
Website Development & Maintenance	1,240	1,488	120	(1,368)	-	(120)	
Legal Counsel		-		-		-	
District Counsel	7,964	9,557	20,000	10,443	15,000	(5,000)	
<i>Administrative Subtotal</i>	<b>136,294</b>	<b>157,247</b>	<b>148,967</b>	<b>(8,280)</b>	<b>176,105</b>	<b>27,138</b>	
<i>Field Operations</i>		-					
Electric Utility Services		-					

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Utility Services	18,931	22,717	16,896	(5,821)	30,000	13,104	irrigation, kiosks, n1 & n2 street lights
Utility - Recreation Facilities	8,379	10,055	8,820	(1,235)	12,000	3,180	town hall & pool
Gas Utility Services		-					
Utility Services	20,675	24,810	25,465	655	30,000	4,535	pool and spa
Garbage/Solid Waste Control		-					
Solid Waste Assessment Rec Facility	206	206	250	44	250	-	annual pasco county assessment
Water--Sewer Combination Services		-					
Utility - Recreation Facility	9,427	11,312	1,440	(9,872)	4,800	3,360	town hall & pool (avg. \$400/mth) pool leak in 08
Water-Reclaimed	15,729	18,875	19,272	397	20,000	728	common area irrigation n1, n2, n3 (3% inc)
Stormwater Control		-					
Aquatic Contract	14,000	16,800	16,800	-	16,800	-	AES contract, \$1,400/mth for 36 ponds
Stormwater Weir/Structure Repairs	75,032	78,304	-	(78,304)	24,000	24,000	estimate from TBE for two weir repairs at pond
Aquatic Plant Replacement	-	-	-	-		-	paralleling Zachary and Fairway Springs.
		-					
Other Physical Environment		-					
Employee-Salaries	39,602	47,522	59,481	11,959	44,000	(15,481)	FM salary, mileage, cell phone stipend
Employee-P/R Taxes	2,850	3,420	6,089	2,669	3,646	(2,443)	
Employee-Workers' Comp	2,619	3,143	4,246	1,103	3,177	(1,069)	
Employee-Health Insurance	-	-	-	-	4,200	4,200	health insurance stipend (re-classed from salaries)
Management Contract	11,480	16,420			33,540	33,540	Amenity Services Group contract
General Liability Insurance	5,416	5,237	3,940	(1,297)	5,452	1,512	\$5,237 12/07 -12/08 (5% increase)
Property Casualty Insurance	11,852	13,604	15,565	1,961	14,460	(1,105)	\$13,604 7/07 - 7/08 (5% increase)
Entry & Walls Maintenance	-	-	-	-	5,000	5,000	annual pressure washing/cleaning of walls/repairs
Landscape Maintenance	200,317	240,380	230,046	(10,334)	174,533	(55,513)	Vila & Sons contract (mow, fert, annuals, mulch)
Irrigation Repairs	11,464	13,757	15,000	1,243	15,000	-	
Landscape Replacement Plants, Shrubs, Trees	3,987	4,784	45,000	40,216	10,000	(35,000)	misc. tree/plant replacement as necessary
Miscellaneous Expense	13,202	15,842	10,000	(5,842)	5,000	(5,000)	adp payroll processing, misc. exp.
Capital Improvements/Contingency	5,187	6,224	7,000	776	5,000	(2,000)	potential purchase of 20 additional sensors
		-					
Road & Street Facilities		-					
Gate Phone	-	-	-	-		-	
Street Sweeping	-	-	2,500	2,500	2,500	-	if needed
N1 and N2 Street Light Maintenance	2,877	3,452	5,000	1,548	5,000	-	miscellaneous repairs
N3 Street Light Rental	21,691	26,029	27,000	971	30,000	3,000	Progress Energy contract (includes add'l 10 poles)

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Decorative Light Maintenance	-	-	-	-	1,000	1,000	landscape lighting & kiosk lighting repairs
Roadway Repair & Maintenance	868	1,042	5,000	3,958	5,000	-	misc. road maintenance
Sidewalk Repair & Maintenance	96	115	5,000	4,885	5,000	-	misc. sidewalk repairs/maintenance (pressure wash)
Street Sign Repairs/Replacements	-	-	-	-	1,500	1,500	
Capital Improvements	7,034	18,682	27,500	8,818		(27,500)	07-08 purchase of additional street lights
		-					
<b>Parks &amp; Recreation</b>		-					
Clubhouse Facility Maintenance	7,434	8,921	3,000	(5,921)	5,360	2,360	misc. maint/repairs of town hall and pest control
Clubhouse Telephone, Fax, Internet	4,638	5,566	3,660	(1,906)	5,500	1,840	Answering svc, phone, fax, road runner
Clubhouse Office Supplies	1,068	1,282	1,500	218	1,500	-	
Clubhouse Facility Janitorial Service	3,551	4,261	2,700	(1,561)		(2,700)	included in ASG contract
Pool/Water Park/Fountain Maint	7,781	9,337	10,800	1,463	12,000	1,200	pool deck sealing; misc. pool repairs
Clubhouse Furniture Replacement	720	864	3,000	2,136		(3,000)	
Clubhouse Lighting Replacement	-	-	-	-	2,000	2,000	replacement of town hall lights
Park Restroom Maintenance	-	-	-	-	500	500	mtce of bathroom facility
Athletic/Park Court/Field Repairs	277	332	7,500	7,168	5,000	(2,500)	
Trail/Bike Path Maintenance	126	151	2,500	2,349	21,165	18,665	Priority #1 repairs per DNC proposal
Boardwalk Maintenance	-	-	-	-	2,260	2,260	Proposal from Signature Const for sealing; repairs
Miscellaneous Expenses	6,142	7,370	5,000	(2,370)	5,000	-	
Capital Improvements	3,930	4,716	53,400	48,684		(53,400)	(07-08 - \$12,900 court fencing, \$37k bathroom, \$3,500 for potted plants
		-					
<b>Security Operations</b>		-					
Security Monitoring	3,000	3,600	5,000	1,400	3,600	(1,400)	All Electronic Services contract \$300/mth
<b>Contingency</b>							
Miscellaneous contingency	-	-	-	-	40,000	40,000	
Street Paving contingency	-	-	46,743	46,743		(46,743)	
Capital Reserve	-	25,000	25,000	-		(25,000)	
<b>Field Operations Subtotal</b>	<b>541,588</b>	<b>674,135</b>	<b>727,113</b>	<b>69,398</b>	<b>614,743</b>	<b>(112,370)</b>	
Contingency for TRIM notice	-	-	-	-	-	-	
<b>TOTAL EXPENDITURES</b>	<b>677,882</b>	<b>831,382</b>	<b>876,080</b>	<b>61,118</b>	<b>790,848</b>	<b>(85,232)</b>	
<b>Balance Forward from Prior Year</b>	<b>336,868</b>						

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<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	559,754	69,386	-	(36,430)	-	0	

Collection and Discount % applicable to the county:

**6.0%**

Gross assessments

\$ 25,501

**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
- \*\* 3. Tax Roll Collection Costs for **Pasco County is 6%** of Tax Roll. - Budgeted net of tax roll assessments. See Assessment Table. Property Appraiser annual fee is \$150 fixed.
4. If financing needed for operations until tax roll assessments are received, include financing costs in Miscellaneous Expense.
5. Highlighted Financial & Administrative Expenses provided by District Accounting.
6. The assessments will be reclassified (on roll vs. off roll) as appropriate based on the respective percentage of platted lots.

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**Payroll Work Sheet**  
**Fiscal Year 2008-2009**

Accounting - to provide current list of employees, tax rates, workers comp and health insurance expenses.  
DMs - to provide projected change in salary & wages as well as salaries of new positions being proposed.  
Expenses to be input to General Fund Budget Template.

Employee Name	Current Rate @ February, 2008	Projected Annual Gross Earnings FY07/08 - hourly rate x hours	PR Taxes & Employee Related Expenses*	Health Insurance	Total Workers Comp - select rate from table below x projected annual gross	Total Expense Per Employee
Scott Murphy	\$18.95/hr	39,416.00	3,645.98	0.00	3,176.93	46,238.91
		-	-	0.00		-
			-			-
			-			-
			-			-
			-			-
			-			-
			-			-
<b>Totals</b>		<b>\$ 39,416.00</b>	<b>\$ 3,645.98</b>	<b>\$ -</b>		<b>\$ 46,238.91</b>

**PR Taxes**

Employer portion of SS	7.65%	
FL Unemployment Comp	0.80%	
Fed Unemployment Comp	0.80%	

**Workers Comp Rates**

Workers Comp - clerical	1.62%	\$100/month cell phone and insurance stipend
Workers Comp - groundskeeper/handyman	6.44%	Expense constant of \$200 annually.

\* Formula driven

Mileage reimbursement to be budgeted under Parks & Recreation - Clubhouse Facility Maintenance

Cell Phone reimbursement to be budgeted under Parks & Recreation - Clubhouse Facility Maintenance

