

# Heritage Isle at Viera Community Development District

https://heritageisleatvieracdd.org

Adopted Budget for Fiscal Year 2023/2024

Professionals in Community Management

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Adopted Budget									
Heritage Isle at Viera Community Deve Fiscal Year 2023/2024	-								
Chart of Accounts Classification	Budget for 2023/2024								
REVENUES									
Special Assessments									
Tax Roll	\$831,397								
TOTAL REVENUES	\$831,397								
Annual 20 Year Street Lease - Prepaid	\$7,907								
TOTAL REVENUES AND BALANCE FORWARD	\$839,304								
EXPENDITURES - ADMINISTRATIVE									
Legislative									
Supervisor Fees	\$6,000								
Financial & Administrative									
Administrative Services	\$6,717								
District Management	\$38,062								
District Engineer	\$15,000								
Disclosure Report	\$2,000								
Trustees Fees	\$7,750								
Assessment Roll	\$5,678								
Financial & Revenue Collections	\$5,678								

Accounting Services	\$22,523
Auditing Services	\$4,100
Arbitrage Rebate Calculation	\$1,050
Public Officials Liability Insurance	\$3,391
Legal Advertising	\$3,500
Dues, Licenses & Fees	\$175
Miscellaneous Fees	\$885
ADA Website & Compliance	\$2,738
Legal Counsel	
District Counsel	\$21,000
Administrative Subtotal	¢446.047
	\$146,247
EXPENDITURES - FIELD OPERATIONS	
Electric Utility Services	
Utility Services	\$38,465
Street Lights	\$71,825
Amortization - 20 Yr Street Light Lease	\$7,907
Stormwater Control	
Aquatic Maintenance	\$35,360
Fountain Service Repairs & Maintenance	\$5,000
Stormwater System Maintenance	\$2,000
Other Physical Environment	
General Liability & Property Insurance	\$12,000
Landscape Maintenance	\$268,000
Landscape Mulch	\$50,000
Irrigation Repairs	\$65,500
Landscape Replacement Plants, Annuals, Shrubs, Trees	\$50,000

Field Services	\$9,000
Road & Street Facilities	
Sidewalk Repair	\$25,000
Sidewalk Pressure Washing	\$15,000
Parks & Recreation	
Infrastructure Annual Inspection	\$15,000
Pedestrian Bridge Maintenance	\$3,000
Contingency	
Miscellaneous Contingency	\$20,000
Field Operations Subtotal	\$693,057
TOTAL EXPENDITURES	\$839,304

Adopted B	udget
Heritage Isle at Viera Commur	nity Development District
Reserve Fund F	Y 2023/2024
Chart of Accounts Classification	Budget for 2023/2024
REVENUES	
Special Assessments	
Tax Roll	\$195,000
TOTAL REVENUES	\$195,000
EXPENDITURES	
Other Physical Environment	
Irrigation - Controller Replacements Reserve	\$27,000
Tree Trimming Reserve	\$10,000
Tree Replacement Reserve	\$10,000
Irrigation Pump Station Reserve	\$60,000
Parks & Recreation	
Pedestrian Bridge Reserve	\$8,000
Miscellaneous Parks and Infrastructure Reserve	\$50,000
Road & Street Facilities	
Sidewalk Reserve	\$30,000
TOTAL EXPENDITURES	\$195,000

#### Heritage Isle at Viera Community Development District Debt Service Fiscal Year 2023/2024

Chart of Accounts Classification	Series 2013A-1	Series 2013A-2	Series 2017	Budget for 2023/2024	
REVENUES					
Special Assessments					
Net Special Assessments <sup>(1)</sup>	\$276,451.94	\$37,613.76	\$348,398.06	\$662,463.77	
TOTAL REVENUES	\$276,451.94	\$37,613.76	\$348,398.06	\$662,463.77	
EXPENDITURES					
Administrative					
Financial & Administrative					
Debt Service Obligation	\$276,451.94	\$37,613.76	\$348,398.06	\$662,463.77	
Administrative Subtotal	\$276,451.94	\$37,613.76	\$348,398.06	\$662,463.77	
TOTAL EXPENDITURES	\$276,451.94	\$37,613.76	\$348,398.06	\$662,463.77	
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	

Brevard County Collection Costs (2%) and Early Payment Discounts (4%):

#### Gross assessments

<sup>(1)</sup> Maximum Annual Debt Service less Prepaid Assessments received.

#### Notes:

Tax Roll County Collection Costs and Early Payment discount is 6% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

6.0%

\$704,433.52

#### HERITAGE ISLE AT VIERA COMMUNITY DEVELOPMENT DISTRICT

#### FISCAL YEAR 2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2023/2024 O&M Budget		\$1,026,397.00
Collection Cost @	2%	\$21,838.23
Early Payment Discount @	4%	\$43,676.47
2023/2024 Total		\$1,091,911.70
2022/2023 O&M Budget		\$938,320.10
2023/2024 O&M Budget		\$1,026,397.00

**Total Difference** 

\$88,076.90

	PER UNIT ANNU	AL ASSESSMENT	Proposed Incre	ease / Decrease	
	2022/2023	2023/2024	\$	%	
Debt Service - Villa (Series 2013A-1/A-2)	\$293.76	\$293.76	\$0.00	0.00%	
Operations/Maintenance - Villa	\$601.44	\$645.89	\$44.45	7.39%	
Total	\$895.20	\$939.65	\$44.45	4.97%	
Debt Service - Duplex (Series 2013A-1/A-2)	\$398.68	\$398.68	\$0.00	0.00%	
Operations/Maintenance - Duplex	\$613.42	\$666.29	\$52.87	8.62%	
Total	\$1,012.10	\$1,064.97	\$52.87	5.22%	
Debt Service - SF 50' (Series 2013A-1/A-2)	\$482.61	\$482.61	\$0.00	0.00%	
Operations/Maintenance - SF 50'	\$625.40	\$686.69	\$61.29	9.80%	
Total	\$1,108.01	\$1,169.30	\$61.29	5.53%	
Debt Service - SF 70' (Series 2013A-1/A-2)	\$587.52	\$587.52	\$0.00	0.00%	
Operations/Maintenance - SF 70'	\$644.57	\$719.33	\$74.76	11.60%	
Total	\$1,232.09	\$1,306.85	\$74.76	6.07%	
Debt Service - Condo (Series 2017)	\$291.54	\$291.54	\$0.00	0.00%	
Operations/Maintenance - Condo	\$601.44	\$645.89	\$44.45	7.39%	
Total	\$892.98	\$937.43	\$44.45	4.98%	
Daht Samiaa Villa (Sariaa 2017)	\$291.54	\$291.54	\$0.00	0.00%	
Debt Service - Villa (Series 2017) Operations/Maintenance - Villa	\$601.44	\$645.89	\$44.45	7.39%	
Total	\$892.98	\$937.43	\$44.45	4.98%	
	¢ 470.00	¢470.00	<u></u>	0.000/	
Debt Service - SF 50' (Series 2017)	\$478.96	\$478.96	\$0.00	0.00%	
Operations/Maintenance - SF 50'	\$625.40	\$686.69	\$61.29	9.80%	
Total	\$1,104.36	\$1,165.65	\$61.29	5.55%	
Debt Service - SF 60' (Series 2017)	\$541.44	\$541.44	\$0.00	0.00%	
Operations/Maintenance - SF 60'	\$634.99	\$703.01	\$68.02	10.71%	
Total	\$1,176.43	\$1,244.45	\$68.02	5.78%	
Debt Service - SF 70' (Series 2017)	\$583.09	\$583.09	\$0.00	0.00%	
Operations/Maintenance - SF 70'	\$644.57	\$719.33	\$74.76	11.60%	

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Total	\$1,227.66	\$1,302.42	\$74.76	6.09%
Debt Service - Clubhouse	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance - Clubhouse	\$769.19	\$931.48	\$162.29	21.10%
Total	\$769.19	\$931.48	\$162.29	21.10%

#### HERITAGE ISLE AT VIERA COMMUNITY DEVELOPMENT DISTRICT

#### FISCAL YEAR 2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

				ALLOCATION OF O&M ASSESSMENT														
					BUDGET		\$914,037.00			BUDGET \$112,360.00								
				COLL	ECTION COST @	2.0%	\$19,447.60		COLLE	ECTION COSTS @	2.0%	\$2,390.64						
				EARLY PAYME	INT DISCOUNT @	4.0%	\$38,895.19		EARLY PAYM	ENT DISCOUNT @	4.0%	\$4,781.28						
				08	M ASSESSMENT		\$972,379.79		0	&M ASSESSMENT		\$119,531.91						
		UNITS ASSESSED													PER LC	T ANNUAL ASSES	SMENT	
-		2013A-1 / A-2 DEBT	2017 DEBT	EAU	TOTAL	% TOTAL	TOTAL	Per Unit	EAU	TOTAL	% TOTAL	TOTAL	Per Unit	TOTAL O&M	2013A-1 DEBT	2013A-2 DEBT	2017 DEBT	
LOT SIZE	<u>0&amp;M</u>	SERVICE (1) (2)	SERVICE (1) (2)	FACTOR	EAU's	EAU's	BUDGET	<u>0&amp;M</u>	FACTOR	EAU's	EAU's	BUDGET	<u>0&amp;M</u>	PER UNIT	SERVICE (3)	SERVICE <sup>(3)</sup>	SERVICE (3)	TOTAL (4)
Villa (2013)	82	81	0	1.00	82.00	5.10%	\$49,617.39	\$605.09	0.50	41.00	2.80%	\$3,345.49	\$40.80	\$645.89	\$258.58	\$35.18	\$0.00	\$939.65
Duplex (2013)	146	146	0	1.00	146.00	9.09%	\$88,343.15	\$605.09	0.75	109.50	7.47%	\$8,934.91	\$61.20	\$666.29	\$350.93	\$47.75	\$0.00	\$1,064.97
SF 50' (2013)	371	369	0	1.00	371.00	23.09%	\$224,488.43	\$605.09	1.00	371.00	25.33%	\$30,272.61	\$81.60	\$686.69	\$424.81	\$57.80	\$0.00	\$1,169.30
SF 70' (2013)	128	126	0	1.00	128.00	7.97%	\$77,451.53	\$605.09	1.40	179.20	12.23%	\$14,622.24	\$114.24	\$719.33	\$517.16	\$70.36	\$0.00	\$1,306.85
Condo	120	0	119	1.00	120.00	7.47%	\$72,610.81	\$605.09	0.50	60.00	4.10%	\$4,895.84	\$40.80	\$645.89	\$0.00	\$0.00	\$291.54	\$937.43
Villa (2005)	254	0	253	1.00	254.00	15.81%	\$153,692.88	\$605.09	0.50	127.00	8.67%	\$10,362.86	\$40.80	\$645.89	\$0.00	\$0.00	\$291.54	\$937.43
SF 50' (2005)	227	0	227	1.00	227.00	14.13%	\$137,355.45	\$605.09	1.00	227.00	15.50%	\$18,522.59	\$81.60	\$686.69	\$0.00	\$0.00	\$478.96	\$1,165.65
SF 60' (2005)	215	0	215	1.00	215.00	13.38%	\$130,094.37	\$605.09	1.20	258.00	17.61%	\$21,052.11	\$97.92	\$703.01	\$0.00	\$0.00	\$541.44	\$1,244.45
SF 70' (2005)	63	0	63	1.00	63.00	3.92%	\$38,120.68	\$605.09	1.40	88.20	6.02%	\$7,196.88	\$114.24	\$719.33	\$0.00	\$0.00	\$583.09	\$1,302.42
Clubhouse	1	0	0	1.00	1.00	0.06%	\$605.09	\$605.09	4.00	4.00	0.27%	\$326.39	\$326.39	\$931.48	\$0.00	\$0.00	\$0.00	\$931.48
TOTAL	1607	722	877		1607.00	100.00%	\$972,379.79			1464.90	100.00%	\$119,531.91						
LESS: Brevard County Collection Costs (2%) and Early Payment Discounts (4%):						(\$58,342.79)					(\$7,171.91)							
Net Revenue to be Co	ollected						\$914,037.00					\$112,360.00						

(1) Reflects 2 (two) Series 2017 prepayments, 2 (two) Series 2013 prepayments and 3 (three) prepayments prior to Series 2004 refunding.

<sup>(2)</sup> Reflects the number of total lots with Series 2017, Series 2013A-1 and Series 2013A-2 debt outstanding.

(3) Annual debt service assessment per lot adopted in connection with the Series 2017, Series 2013A-1 and Series 2013A-2 bond issues. Annual assessment includes principal, interest, Brevard County collection costs and early payment discounts.

(4) Annual assessment that will appear on November 2023 Brevard County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early).

#### GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

#### **REVENUES:**

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

**Tax Roll:** The District levies Non-Ad Valorem Special 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.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

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

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

# **EXPENDITURES – ADMINISTRATIVE:**

**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.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

**District Management:** The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

**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.

**Assessment Roll:** 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.

**Financial & Revenue Collections:** Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. 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.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

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 & Fees:** The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

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

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

**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.

# **EXPENDITURES - FIELD OPERATIONS:**

**Security Services and Patrols:** The District may wish to contract with a private company to provide security for the District.

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

**Garbage - Recreation Facility:** The District will incur expenditures related to the removal of garbage and solid waste.

**Water-Sewer Utility Services:** The District will incur water/sewer utility expenditures related to district operations.

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

**Fountain Service Repairs & Maintenance:** The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

**General Liability Insurance:** The District will incur fees to insure items owned by the District for its general liability needs

**Property 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-ofway, 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 Maintenance:** The District will incur expenditures related to the maintenance of the irrigation systems.

**Irrigation Repairs:** The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

**Field Services:** The District may contract for field management services to provide landscape maintenance oversight.

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

**Sidewalk Repair & Maintenance:** Expenses related to sidewalks located in the right of way of streets the District may own if any.

**General Liability Insurance:** The District will incur fees to insure items owned by the District for its general liability needs

**Property 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-ofway, 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.

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Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

**Field Services:** The District may contract for field management services to provide landscape maintenance oversight.

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

**Sidewalk Repair & Maintenance:** Expenses related to sidewalks located in the right of way of streets the District may own if any.

**Employees - Salaries:** The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - 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.

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

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

**Gate Maintenance & Repairs:** Any ongoing gate repairs and maintenance would be included in this line item.

**Telephone, Fax, Internet:** The District may incur telephone, fax and internet expenses related to the recreational facilities.

**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.

**Pool Service Contract:** Expenses related to the maintenance of swimming pools and other water features.

**Pool Repairs:** Expenses related to the repair of swimming pools and other water features.

**Security System Monitoring & Maintenance:** The District may wish to install a security system for the clubhouse

**Clubhouse Miscellaneous Expense:** 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.

**Special Events:** Expenses related to functions such as holiday events for the public enjoyment

**Miscellaneous Fees:** Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

**Miscellaneous Contingency:** Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.

#### RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

## **REVENUES:**

**Tax Roll:** The District levies Non-Ad Valorem Special 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.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

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

# **EXPENDITURES:**

**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.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.

#### DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

## **REVENUES**:

**Special Assessments:** The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

#### **EXPENDITURES – ADMINISTRATIVE:**

Bank Fees: The District may incur bank service charges during the year.

**Debt Service Obligation:** This would a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.