



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.12.

7/21/2020

Subject:

FY2021 Proposed Budgets for Community Development Districts

Fiscal Impact:

There is no financial impact

Dept/Office:

Budget Office

Requested Action:

It is requested that the Board acknowledge receipt of the FY2021 Proposed Budget for the attached Community Development Districts.

Summary Explanation and Background:

In accordance with Florida Statute 190.008(2), at least 60 days prior to adoption, the district board shall submit to the local governing authorities having jurisdiction over the area included in the district, for purposes of disclosure and information only, the proposed annual budget for the ensuing fiscal year and any proposed long-term financial plan or program of the district for future operations. The following Community Development Districts are submitting their Fiscal Year 2021 Proposed Budget to the Brevard County Board of Commissioners:

- Baytree Community Development District
- Montecito Community Development District
- Viera East Community Development District
- Willow Creek Community Development District
- Viera Stewardship District

Clerk to the Board Instructions:

Maintain necessary documents for records retention.



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Kimberly.Powell@brevardclerk.us

July 22, 2020

M E M O R A N D U M

TO: Jill Hayes, Budget Office Director

RE: Item F.12. FY2021 Proposed Budgets for Community Development Districts

The Board of County Commissioners, in regular session on July 21, 2020, acknowledged the receipt of the FY2021 Proposed Budget for Baytree Community Development District, Montecito Community Development District, Viera East Community Development District, Willow Creek Community Development District, and Viera Stewardship District.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Kimberly Powell, Deputy Clerk

/cld

cc: Finance

Baytree
Community Development District

219 E. Livingston Street, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

June 1, 2020

Brevard County Manager

Mr. Frank Abbate
2725 Judge Fran Jamieson Way, Bldg. C
Melbourne, Florida 32940

Re: Baytree Community Development District
Proposed Budget Fiscal Year 2021

Dear Mr. Abbate:

In accordance with chapter 190.008 (2)(b), Florida Statutes, enclosed please find one copy of the District's proposed budget for the Fiscal Year 2021 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 Vanderbilt
Recording Secretary

Enclosures

RECEIVED

JUN 12 2020

BUDGET OFFICE

RECEIVED

JUN 11 2020

County Manager's
Office

Baytree

Community Development District



Proposed Budget

FY 2021

Presented by:

GMS

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Baytree
Community Development District
Proposed Budget FY 2021
General Fund

| Description | Adopted Budget FY2020 | Actual thru 03/31/20 | Projected Next 6 Months | Total Projected 09/30/20 | Proposed Budget FY 2021 |
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|

Revenues

| | | | | | |
|---|------------------|------------------|-----------------|------------------|------------------|
| Maintenance Assessments | \$853,142 | \$805,266 | \$47,876 | \$853,142 | \$853,142 |
| Interest Income | \$0 | \$1 | \$1 | \$2 | \$0 |
| Miscellaneous Income (IOB Cost Share Agreement) | \$40,223 | \$10,646 | \$30,168 | \$40,814 | \$41,155 |
| Miscellaneous Income | \$8,000 | \$2,633 | \$2,633 | \$5,265 | \$8,000 |
| Total Revenues | \$901,365 | \$818,545 | \$80,678 | \$899,223 | \$902,297 |

Expenditures

Administrative

| | | | | | |
|--------------------------------|------------------|-----------------|-----------------|------------------|------------------|
| Supervisor Fees | \$8,000 | \$2,600 | \$5,400 | \$8,000 | \$8,000 |
| FICA Expense | \$612 | \$199 | \$405 | \$604 | \$612 |
| Engineering | \$25,000 | \$32,353 | \$25,000 | \$57,353 | \$35,000 |
| Assessment Administration | \$7,500 | \$7,500 | \$0 | \$7,500 | \$7,500 |
| Attorney Fees | \$17,750 | \$11,093 | \$14,000 | \$25,093 | \$17,750 |
| Annual Audit | \$3,400 | \$0 | \$3,185 | \$3,185 | \$3,185 |
| Management Fees | \$40,938 | \$20,469 | \$20,469 | \$40,938 | \$42,166 |
| Information Technology | \$5,300 | \$800 | \$800 | \$1,600 | \$2,800 |
| Telephone | \$150 | \$0 | \$0 | \$0 | \$150 |
| Postage | \$1,500 | \$493 | \$493 | \$987 | \$1,500 |
| Insurance | \$13,970 | \$13,665 | \$0 | \$13,665 | \$15,100 |
| Tax Collector Fee | \$13,980 | \$0 | \$13,980 | \$13,980 | \$13,980 |
| Printing & Binding | \$1,700 | \$430 | \$300 | \$730 | \$1,700 |
| Legal Advertising | \$1,200 | \$171 | \$1,029 | \$1,200 | \$1,200 |
| Other Current Charges | \$1,700 | \$390 | \$420 | \$810 | \$1,700 |
| Office Supplies | \$200 | \$73 | \$100 | \$173 | \$200 |
| Property Taxes | \$250 | \$248 | \$0 | \$248 | \$250 |
| Property Appraiser | \$234 | \$234 | \$0 | \$234 | \$234 |
| Dues, Licenses & Subscriptions | \$175 | \$175 | \$0 | \$175 | \$175 |
| Administrative Expenses | \$143,559 | \$90,892 | \$85,582 | \$176,474 | \$153,202 |

Baytree
Community Development District
Proposed Budget FY 2021
General Fund

| Description | Adopted Budget FY2020 | Actual thru 03/31/20 | Projected Next 6 Months | Total Projected 09/30/20 | Proposed Budget FY 2021 |
|--|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|
| <u>Operation and Maintenance</u> | | | | | |
| Security Contract | \$172,306 | \$85,716 | \$86,590 | \$172,306 | \$172,306 |
| Security - Speed Control | \$5,000 | \$0 | \$2,500 | \$2,500 | \$2,000 |
| Gate Maintenance Contract | \$1,200 | \$1,100 | \$0 | \$1,100 | \$1,200 |
| Maintenance - Gatehouse | \$10,000 | \$3,792 | \$5,500 | \$9,292 | \$10,000 |
| Telephone/Internet - Gatehouse/Pool | \$11,000 | \$6,474 | \$7,320 | \$13,794 | \$15,000 |
| Transponders | \$4,500 | \$5,030 | \$0 | \$5,030 | \$5,000 |
| Field Management Fees | \$27,849 | \$13,925 | \$13,925 | \$27,849 | \$28,684 |
| Electric | \$55,000 | \$24,478 | \$27,600 | \$52,078 | \$55,000 |
| Water & Sewer | \$10,460 | \$5,264 | \$4,200 | \$9,464 | \$11,500 |
| Gas | \$7,800 | \$4,839 | \$2,961 | \$7,800 | \$7,800 |
| Maintenance - Lakes | \$32,600 | \$16,680 | \$16,680 | \$33,360 | \$33,360 |
| Maintenance - Landscape Contract | \$94,536 | \$47,634 | \$46,500 | \$94,134 | \$93,000 |
| Maintenance - Additional Landscape | \$15,000 | \$8,450 | \$6,550 | \$15,000 | \$15,000 |
| Maintenance - Pool | \$17,000 | \$14,176 | \$7,336 | \$21,512 | \$17,000 |
| Maintenance - Irrigation | \$11,000 | \$3,959 | \$3,500 | \$7,459 | \$10,000 |
| Maintenance - Lighting | \$15,000 | \$760 | \$7,500 | \$8,260 | \$9,000 |
| Maintenance - Monuments | \$6,000 | \$0 | \$3,000 | \$3,000 | \$5,000 |
| Maintenance - Fountain | \$700 | \$387 | \$350 | \$737 | \$700 |
| Maintenance - Other Field (R&M General) | \$6,000 | \$1,327 | \$800 | \$2,127 | \$4,000 |
| Maintenance - Recreation | \$1,500 | \$230 | \$750 | \$980 | \$1,500 |
| Holiday Landscape Lighting | \$10,000 | \$9,098 | \$0 | \$9,098 | \$10,000 |
| Operating Supplies | \$750 | \$293 | \$450 | \$743 | \$750 |
| Sidewalk/Curb Cleaning | \$11,000 | \$1,950 | \$5,500 | \$7,450 | \$11,000 |
| Miscellaneous | \$1,000 | \$592 | \$408 | \$1,000 | \$1,000 |
| O&M Expenses | \$527,201 | \$256,155 | \$249,919 | \$506,074 | \$519,801 |
| <u>Reserves</u> | | | | | |
| Transfer Out - Capital Projects- Paving - Baytree | \$71,783 | \$0 | \$71,783 | \$71,783 | \$75,370 |
| Transfer Out - Capital Projects - Paving - IOB Funds | \$23,453 | \$0 | \$23,453 | \$23,453 | \$24,630 |
| Transfer Out - Capital Projects - Reserves | \$68,901 | \$0 | \$68,901 | \$68,901 | \$43,125 |
| Transfer Out - Community Beautification Fund | \$45,265 | \$0 | \$45,265 | \$45,265 | \$45,265 |
| Transfer Out - Rebalance First Quarter Operating | \$21,203 | \$0 | \$0 | \$0 | \$40,904 |
| Reserves | \$230,605 | \$0 | \$209,402 | \$209,402 | \$229,294 |
| Total Expenses | \$901,365 | \$347,048 | \$544,902 | \$891,950 | \$902,296 |
| Excess Revenues/(Expenditures) | \$0 | \$471,497 | (\$464,225) | \$7,272 | \$0 |

Baytree
Community Development District
FISCAL YEAR 2021

REVENUES:

Maintenance Assessments

The District will levy a non-ad valorem assessment on all taxable property within the Baytree Community Development District in order to pay for operating & maintenance expenditures for the fiscal year.

Interest Income

Represents estimated interest earnings from cash balances in the District's operating account with Wells Fargo and investments through US Bank.

Miscellaneous Income (IOB Cost Share Agreement)

Represents estimated earnings from Isles of Baytree.

Miscellaneous Income

Represents estimated earnings from the sale of security gate transponders, pool access cards and tennis court instructor fees.

EXPENDITURES

Administrative:

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated \$200 per meeting. This amount for the fiscal year is based upon 5 Supervisors attending 8 monthly meetings.

FICA Expense

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

Engineering

The District currently has a contract with Adkins Engineering to provide engineering service to the District. The contract includes preparation for board meetings, contract specifications, bidding, etc.

Assessment Administration

Expenses related to administering the annual assessments on the tax roll with the Brevard County Tax Collector.

Attorney Fees

The District currently has a contract with Billing, Cochran, Lyles, Mauro & Ramsey, P.A. to provide legal counsel services. This contract includes preparation for board meetings, review of contracts, review of agreements and resolutions and other research as directed by the Board of Supervisors and the District Manager.

Baytree
Community Development District
FISCAL YEAR 2021

Annual Audit

The District is required by Florida Statutes to arrange for an Independent audit of its financial records on an annual basis. The budget is based on the current rate for the annual audit.

Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reporting, annual audits, etc.

Information Technology

The District incurs 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

The District incurs charges for mailing Board meeting agenda packages, overnight deliveries, checks for vendors and other required correspondence.

Insurance

The District's general liability, public official's liability and property insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to government agencies.

Tax Collector Fee

Represents charges from Brevard County Tax Collector's office for administration of the tax collection process.

Printing & Binding

The District incurs charges for printing and binding agenda packages and printing computerized checks, correspondence, stationery, envelopes, photocopies and other printed material.

Legal Advertising

The District does most of its legal advertising in the Florida Today. Publication amount is based on prior years cost for advertising regular meetings, special meetings, public hearings, etc.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

Office Supplies

The District incurs charges for supplies that need to be purchased during the fiscal year, including copier and printer toner cartridges, paper, file folders, binders, pens, paper clips, and other such office supplies.

Property Taxes

Represents the estimated non-ad valorem assessment from Brevard County that will be charged to the District.

Baytree
Community Development District
FISCAL YEAR 2021

Property Appraiser

Represents the Brevard County Property Appraiser fee to cover the cost of processing and distributing of non-ad valorem assessment information.

Dues, License & Subscriptions

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

Operation and Maintenance:

Security Contract

The District currently has a contract with DSI Security Services to provide security service for the District.

| DESCRIPTION | ANNUAL AMOUNT |
|---|------------------|
| REGULAR HOURS: CONTRACT COST OF \$19.43 PER HOUR FOR 356 DAYS | \$166,010 |
| HOLIDAY HOURS: CONTRACT COST OF \$29.15 PER HOUR FOR 9 DAYS | \$6,296 |
| | <u>\$172,306</u> |

Security – Speed Control

The District utilizes police officers from the Brevard County Sheriff's Office to patrol the area and mitigate speeding issues within the District.

| DESCRIPTION | WEEKLY AMOUNT | ANNUAL AMOUNT |
|--|------------------|------------------|
| POLICE PATROL (2 PATROLS PER WEEK @ \$99 PER PATROL) | \$192 | \$2,000 |
| | | <u>\$2,000</u> |

Gate Maintenance Contract

Represents annual contract amount from for maintenance of the automated gate entrance systems. The District currently has a contract with Access Control Technologies.

Maintenance - Gatehouse

Represents maintenance contract for gates, and any other maintenance cost the District may incur at the security gate house, i.e. plumbing, gate repairs, etc.

Baytree
Community Development District
FISCAL YEAR 2021

Telephone/Internet - Gatehouse/Pool

The District has a telephone at the front entrance for the security staff to make local calls. Additionally, the District has a phone line at the front and rear entrance for the automated gate access system, and an IP line at the front gate for the access system and the line for the emergency phone at the pool. The amount is based on projected monthly charges from AT&T.

| DESCRIPTION | | MONTHLY AMOUNT | ANNUAL AMOUNT |
|-----------------------|--------------------------------------|-------------------|------------------|
| 131679593 | 201 BAYTREE DR FRONT GATE (Internet) | \$55 | \$660 |
| 321 254-0017 857 3148 | 201 BAYTREE DR FRONT GATE | \$650 | \$7,800 |
| 321 751-1034 001 3145 | 630 BAYTREE DR BACK GATE | \$165 | \$1,980 |
| 321 751-0214 454 3143 | 8207 NATIONAL DR POOL AREA | \$170 | \$2,040 |
| 287673584 | 630 BAYTREE DR BACK GATE (Internet) | \$70 | \$840 |
| 287274865147 | TABLETS | \$75 | \$900 |
| 292703718 | 801 NATIONAL DRIVE | \$45 | \$540 |
| | CONTINGENCY | | \$240 |
| | | | <u>\$15,000</u> |

Transponders

Accounts for costs associated with purchasing new transponders to replace those purchased by residents.

Field Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide on-site field management of contracts for the District services such as landscape and lake maintenance. Services to include weekly onsite inspections, meetings with contractors and monitoring of utility accounts.

| DESCRIPTION | WEEKLY AMOUNT | ANNUAL AMOUNT |
|-----------------------------|------------------|------------------|
| FIELD MANAGEMENT FEES (GMS) | \$2,390 | \$28,684 |
| | | <u>\$28,684</u> |

Baytree Community Development District FISCAL YEAR 2021

Electric

Represents costs for electric for projects such as streetlights, signs, electric for well pumps, guardhouse, entrance features, fountain and pool house. Florida Power & Light provides this service.

| | DESCRIPTION | MONTHLY AMOUNT | ANNUAL AMOUNT |
|-------------|------------------------------------|-------------------|------------------|
| 00533-81406 | 8002 BRADWICK WAY # WALL | \$14 | \$165 |
| 02781-39043 | 8207 NATIONAL DR # POOL HSE | \$550 | \$6,600 |
| 04080-73153 | 609 BAYTREE DR # WALL | \$17 | \$200 |
| 04396-25492 | 8205 NATIONAL DR # COURTS | \$50 | \$600 |
| 09459-03086 | 8147 OLD TRAMWAY DR # ENTRANCE | \$20 | \$240 |
| 11105-10375 | 7948 DAVENTRY DR # WALL | \$15 | \$180 |
| 14771-79517 | 345 BAYTREE DR # PUMP | \$50 | \$600 |
| 15604-14425 | 8005 KINGSWOOD WAY # FOUNTAIN | \$350 | \$4,200 |
| 36008-52200 | 602 BAYTREE DR # SIGN | \$20 | \$240 |
| 46619-40025 | 8253 OLD TRAMWAY DR # ENT SIGN | \$25 | \$300 |
| 47131-19107 | 1409 SOUTHPOINTE CT# ENT SIGN | \$15 | \$175 |
| 67950-66148 | 7951 DAVENTRY DR # PUMP STREET | \$50 | \$600 |
| 724916-0156 | 7942 KINGSWOOD WAY #LIGHTS | \$20 | \$240 |
| 73679-10572 | 201 BAYTREE DR # GRD HSE | \$135 | \$1,620 |
| 83711-46575 | 8005 KINGSWOOD WAY # STREET LIGHTS | \$2,700 | \$32,400 |
| 86596-45173 | 8005 KINGSWOOD WAY # PUMP | \$140 | \$1,680 |
| 88573-27285 | 687 DEERHURST DR # PUMP | \$70 | \$840 |
| 91260-64568 | 8128 OLD TRAMWAY DR # SIGN | \$15 | \$180 |
| 99142-26460 | 8005 KINGSWOOD WAY# GATE | \$20 | \$240 |
| | Contingency | | \$3,700 |
| | | | <u>\$55,000</u> |

Water & Sewer

Represents cost for water & sewer for expenses associated with the front guardhouse and community pool. City of Cocoa Utilities provides this utility service.

| | DESCRIPTION | MONTHLY AMOUNT | ANNUAL AMOUNT |
|---------------|----------------------------|-------------------|------------------|
| 121573-112400 | 201 BAYTREE DR #GUARDHOUSE | \$60 | \$720 |
| 167895-118058 | 8207 NATIONAL DR #POOL | \$800 | \$9,600 |
| | CONTINGENCY | | \$1,180 |
| | | | <u>\$11,500</u> |

Gas

Represents cost of gas required for heating the community pool. Florida City Gas provides this utility service.

| | DESCRIPTION | MONTHLY AMOUNT | ANNUAL AMOUNT |
|------------|------------------------------|-------------------|------------------|
| 2932702542 | 8205 NATIONAL DR POOL HEATER | \$600 | \$7,200 |
| | CONTINGENCY | | \$600 |
| | | | <u>\$7,800</u> |

Baytree Community Development District FISCAL YEAR 2021

Maintenance - Lakes

The District currently has a contract with ECOR to maintain its 66.46 acres of lakes. Additional funds are allocated for the installation of grass carp and unanticipated lake maintenance.

| DESCRIPTION | MONTHLY AMOUNT | ANNUAL AMOUNT |
|---|-------------------|------------------|
| LAKE MAINTENANCE | \$2,540 | \$30,480 |
| NATURAL AREAS MANAGEMENT: CONTRACT COST OF \$480 BI-MONTHLY | | \$2,880 |
| | | <u>\$33,360</u> |

Maintenance - Landscape Contract

The District currently has a contract with Tropic Care, Inc. to maintain its 352,000 Square Feet of Landscaping.

| DESCRIPTION | MONTHLY AMOUNT | ANNUAL AMOUNT |
|-----------------------|-------------------|------------------|
| LANDSCAPE MAINTENANCE | \$7,750 | \$93,000 |
| | | <u>\$93,000</u> |

Maintenance - Additional Landscape

Funding for trimming, replacement of trees/plants, and other routine landscape maintenance not covered under the landscape vendor contract.

Maintenance - Pool

The District has constructed a community swimming pool, which requires maintenance service five times per week.

| DESCRIPTION | MONTHLY AMOUNT | ANNUAL AMOUNT |
|----------------------------------|-------------------|------------------|
| VENDOR: BEACH POOLS | | |
| POOL MAINTENANCE | | |
| SEPTEMBER THRU MAY - 3 DAYS/WEEK | \$625 | \$5,625 |
| JUNE THRU AUGUST - 5 DAYS/WEEK | \$800 | \$2,400 |
| CONTINGENCY - POOL REPAIRS | | \$2,803 |
| VENDOR: COVERALL OF ORLANDO | | |
| JANITORIAL SERVICES | \$431 | \$5,172 |
| SUPPLIES | | \$1,000 |
| | | <u>\$17,000</u> |

Maintenance - Irrigation

Represents estimated cost for repairing irrigation line breaks, replacement of sprinklers, etc.

Maintenance - Lighting

Estimated cost for routine/replacement of fixtures.

Baytree
Community Development District
FISCAL YEAR 2021

Maintenance - Monuments

Estimated cost to pressure clean and paint monuments.

Maintenance - Fountain

The cost of providing preventative maintenance to the District fountains. The cost of service is \$175 per quarter.

Maintenance - Other Field

Miscellaneous costs related to additional pond work, cleaning storm drains, etc

Maintenance – Recreation

Estimated cost for routine maintenance for the District's recreational areas, such as paint, mulch, or repairs to playground area and nets, facility repair, or minor improvements to tennis court area.

Holiday Landscape Lighting

Estimated cost for installation of holiday lights and décor as well as supplies.

Operating Supplies

Purchase of supplies for the District's pool, gatehouse, etc.

Sidewalk/Curb Cleaning

Estimated cost for pressure washing the District-owned sidewalks throughout the community.

Miscellaneous

Any other miscellaneous expenses incurred during the year.

Reserves:

Transfer Out - Capital Projects - Paving - Baytree/IOB

The District has established a Pavement Management Fund in order to pay for resurfacing of roadways.

Transfer Out - Capital Projects - Reserves

Renewal and replacement costs such as replacement cost of the sidewalks, drainage repair, playground equipment, etc. See attached Capital Improvement Program Chart.

Transfer Out - Community Beautification Fund

Represents the assessments dedicated to the Community Beautification Fund.

Baytree
Community Development District
Proposed Budget FY 2021
Capital Projects Reserve

| Description | Adopted Budget FY2020 | Actual thru 03/31/20 | Projected Next 6 Months | Total Projected 09/30/20 | Proposed Budget FY 2021 |
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|

Revenues:

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| Beginning Fund Balance | \$13,268 | \$68,986 | \$0 | \$68,986 | \$37,992 |
| Paving Contributions | \$0 | \$28,000 | \$0 | \$28,000 | \$0 |
| Transfer In - Baytree | \$68,901 | \$0 | \$68,901 | \$68,901 | \$43,125 |
| Interest Income | \$100 | \$12 | \$5 | \$17 | \$100 |

| | | | | | |
|-----------------------|-----------------|-----------------|-----------------|------------------|-----------------|
| Total Revenues | \$82,269 | \$96,997 | \$68,906 | \$165,903 | \$81,217 |
|-----------------------|-----------------|-----------------|-----------------|------------------|-----------------|

Expenses:

| | | | | | |
|----------------------------------|----------|----------|----------|----------|----------|
| Lake Bank Restoration/Evaluation | \$30,000 | \$0 | \$25,000 | \$25,000 | \$30,000 |
| Sidewalk/Gutter Repair | \$13,500 | \$4,488 | \$0 | \$4,488 | \$10,000 |
| Drainage Maintenance | \$6,500 | \$1,275 | \$0 | \$1,275 | \$10,000 |
| Curb -Tree Trimming/Replacements | \$6,500 | \$3,950 | \$0 | \$3,950 | \$6,500 |
| Recreation Area Improvements | \$0 | \$0 | \$0 | \$0 | \$15,000 |
| Playground Replacement | \$21,400 | \$9,629 | \$0 | \$9,629 | \$0 |
| Landscaping | \$0 | \$7,800 | \$0 | \$7,800 | \$0 |
| Pool Heater Replacement | \$4,200 | \$3,928 | \$0 | \$3,928 | \$0 |
| Pool Refurbishing | \$0 | \$21,693 | \$1,627 | \$23,320 | \$0 |
| Landscape Lighting | \$0 | \$4,532 | \$0 | \$4,532 | \$0 |
| Pavillion Parking | \$0 | \$43,899 | \$0 | \$43,899 | \$0 |
| Bank Fees | \$0 | \$45 | \$45 | \$90 | \$0 |

| | | | | | |
|-----------------------|-----------------|------------------|-----------------|------------------|-----------------|
| Total Expenses | \$82,100 | \$101,239 | \$26,672 | \$127,911 | \$71,500 |
|-----------------------|-----------------|------------------|-----------------|------------------|-----------------|

| | | | | | |
|---------------------------------------|--------------|------------------|-----------------|-----------------|----------------|
| Excess Revenues/(Expenditures) | \$169 | (\$4,242) | \$42,234 | \$37,992 | \$9,717 |
|---------------------------------------|--------------|------------------|-----------------|-----------------|----------------|

Baytree CDD - Capital Improvement Program

| Project Description | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|
| Lake Bank Restoration | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ 30,000 |
| Sidewalk /Gutter Repair | \$ 13,500 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 14,500 |
| Drainage Maintenance | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| Curb - Tree Trimming/Replacements | \$ 6,500 | \$ 6,500 | \$ 6,500 | \$ 6,500 | \$ 6,500 |
| Tennis Court Surface | \$ - | \$ - | \$ - | \$ - | \$ - |
| Playground | \$ 21,400 | \$ - | \$ - | \$ - | \$ - |
| Pool Heater | \$ 4,200 | \$ - | \$ - | \$ - | \$ - |
| Pool Furniture | \$ - | \$ - | \$ - | \$ - | \$ - |
| LED Gate Arms | \$ - | \$ - | \$ - | \$ - | \$ - |
| Rear Gate Camera System | \$ - | \$ - | \$ - | \$ - | \$ - |
| Pavilion Parking | \$ - | \$ - | \$ - | \$ - | \$ - |
| Gate Operators | \$ - | \$ - | \$ 40,000 | \$ - | \$ - |
| Total | \$ 85,600 | \$ 56,500 | \$ 96,500 | \$ 56,500 | \$ 61,000 |

Baytree
Community Development District
Proposed Budget FY 2021
Pavement Management

| Description | Adopted Budget FY2020 | Actual thru 03/31/20 | Projected Next 6 Months | Total Projected 09/30/20 | Proposed Budget FY 2021 |
|---------------------------------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|
| Revenues: | | | | | |
| Beginning Fund Balance | \$222,635 | \$222,640 | \$0 | \$222,640 | \$278,810 |
| Transfer In - Baytree | \$71,783 | \$0 | \$71,783 | \$71,783 | \$75,370 |
| Transfer In - IOB | \$23,453 | \$0 | \$23,453 | \$23,453 | \$24,630 |
| Interest Income | \$75 | \$50 | \$50 | \$100 | \$75 |
| Total Revenues | \$317,946 | \$222,689 | \$95,286 | \$317,975 | \$378,885 |
| Expenses: | | | | | |
| Roadway Paving | \$0 | \$39,165 | \$0 | \$39,165 | \$0 |
| Total Expenses | \$0 | \$39,165 | \$0 | \$39,165 | \$0 |
| Excess Revenues/(Expenditures) | \$317,946 | \$183,524 | \$95,286 | \$278,810 | \$378,885 |

| | | |
|---------|---------------------|------------------|
| | CARRY FORWARD SPLIT | |
| BAYTREE | \$255,357 | \$330,802 |
| IOB | \$23,453 | \$48,083 |
| | <u>\$278,810</u> | <u>\$378,885</u> |

Baytree
Community Development District
Proposed Budget FY 2021
Community Beautification

| Description | Adopted Budget FY2020 | Actual thru 03/31/20 | Projected Next 6 Months | Total Projected 09/30/20 | Proposed Budget FY 2021 |
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|-------------------------------|

Revenues:

| | | | | | |
|------------------------|-----------------|----------------|-----------------|-----------------|-----------------|
| Beginning Fund Balance | \$1,281 | \$1,894 | \$0 | \$1,894 | \$21,436 |
| Transfer In - Baytree | \$45,265 | \$0 | \$45,265 | \$45,265 | \$45,265 |
| Total Revenues | \$46,546 | \$1,894 | \$45,265 | \$47,159 | \$66,701 |

Expenses:

| | | | | | |
|-------------------------|-----------------|-----------------|--------------|-----------------|--------------|
| Bank Fees | \$150 | \$150 | \$0 | \$150 | \$150 |
| Beautification Projects | \$45,000 | \$25,323 | \$0 | \$25,323 | \$0 |
| Contingency | \$0 | \$150 | \$100 | \$250 | \$0 |
| Total Expenses | \$45,150 | \$25,623 | \$100 | \$25,723 | \$150 |

| | | | | | |
|---------------------------------------|----------------|-------------------|-----------------|-----------------|-----------------|
| Excess Revenues/(Expenditures) | \$1,396 | (\$23,729) | \$45,165 | \$21,436 | \$66,551 |
|---------------------------------------|----------------|-------------------|-----------------|-----------------|-----------------|

Baytree

Community Development District

O&M Assessment Calculation

| | FY 2020 | FY 2021 | |
|----------------------------|------------|------------|--------------------|
| Net Assessments | \$853,142 | \$853,142 | |
| Discounts (4%) | \$35,691 | \$35,691 | |
| Gross Assessments | \$888,833 | \$888,833 | |
| Less : Golf Course (2.25%) | \$19,999 | \$19,999 | |
| Adjusted Gross | \$868,834 | \$868,834 | |
| Assessable Units: | | | |
| Phase 1 | 304 | 304 | |
| Phase 2 | 157 | 157 | |
| Total | 461 | 461 | |
| | | | <u>Change From</u> |
| | | | <u>2020</u> |
| Per Unit O & M Assessments | \$1,884.67 | \$1,884.67 | (\$0.00) |

| | | |
|---------------------------------|---------|---------|
| FY 2021 Baytree CDD Assessments | Phase 1 | Phase 2 |
| Per Unit O & M | \$1,885 | \$1,885 |

Isles of Baytree
Baytree Roadway Maintenance Cost Sharing Agreement
Proposed Budget FY2021

| | FY21 Proposed Budget |
|--|---------------------------------|
| Security | \$172,306 |
| Maintenance - Gatehouse/Agreement | \$11,200 |
| Telephone - Gatehouse | \$15,000 |
| Utilities ¹ | \$5,340 |
| Maintenance - Lighting | \$250 |
| Capital Reserve - Paving Management | \$24,630 |
| Total | \$228,726 |
| Less: Golf Course Contribution (2.25%) | (\$5,146) |
| Total to be assessed To Baytree CDD & Isles of Baytree HOA | \$223,580 |
| Total Number of Lots | |
| Baytree Phase I | 304 |
| Baytree Phase II | 157 |
| Isles of Baytree | 104 |
| | 565 |
| Total Per Lot Assessment | \$396 |
| Total Expenses divided by Total Units | |
| Proposed Amount for Isles of Baytree HOA for FY21 | \$41,155 |

Notes

| | |
|--------------------------------------|----------------|
| Total Utilities | |
| 201 Baytree Drive Guardhouse | \$3,360 |
| 201 Baytree Drive Guardhouse - Water | \$480 |
| 8005 Kingswood Way - Street Lights | \$1,500 |
| | \$5,340 |

Capital Reserve Calculation is based on the following areas:

Baytree Boulevard
National Drive
Kingswood Drive

| | |
|--|-----------|
| Total Area of Pavement | 89,711 |
| IOB Shared Roadway Area | 22,093 |
| Fraction of Shared Roadways | 24.63% |
| Total Projected FY21 Paving Management | \$100,000 |
| IOB Shared Cost | \$24,630 |

Baytree
Community Development District
Exhibit " A "
Allocation of Operating Reserve

| Allocation of Operating Reserves | |
|--|-------------------------|
| <u><i>Estimated Funds Available</i></u> | |
| Beginning Fund Balance - Fiscal Year 2020 | \$81,774 |
| Projected Fiscal Year 2020 Excess (Deficit) | <u>\$7,272</u> |
| Total Estimated Funds Available First Quarter Operating Reserve- 9/30/20 | <u>\$89,047</u> |
| Rebalance First Quarter Operating - FY 21 | <u>\$40,904</u> |
| Total First Quarter at 9/30/20 | <u>\$129,950</u> |
| <u><i>Allocation of Reserves</i></u> | |
| Estimated Capital Reserve Fund Balance (Carry forward Plus New FY21 Funds) | \$81,117 |
| Estimated Beautification Fund Balance (Carry forward Plus New FY21 Funds) | <u>\$66,701</u> |
| Total Reserves for Capital Projects (Start of FY21) | <u>\$147,818</u> |

Montecito
Community Development District

219 E. Livingston Street, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

June 1, 2020

Brevard County Manager

Mr. Frank Abbate
2725 Judge Fran Jamieson Way, Bldg. C
Melbourne, Florida 32940

Satellite Beach City Manager

Courtney Barker
565 Cassia Blvd
Satellite Beach, FL 32937

Re: Montecito Community Development District
Proposed Budget Fiscal Year 2021

Dear Sir/Madam:

In accordance with chapter 190.008 (2)(b), Florida Statutes, enclosed please find one copy of the District's proposed budget for the Fiscal Year 2021 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 Vanderbilt
Recording Secretary

Enclosures

RECEIVED

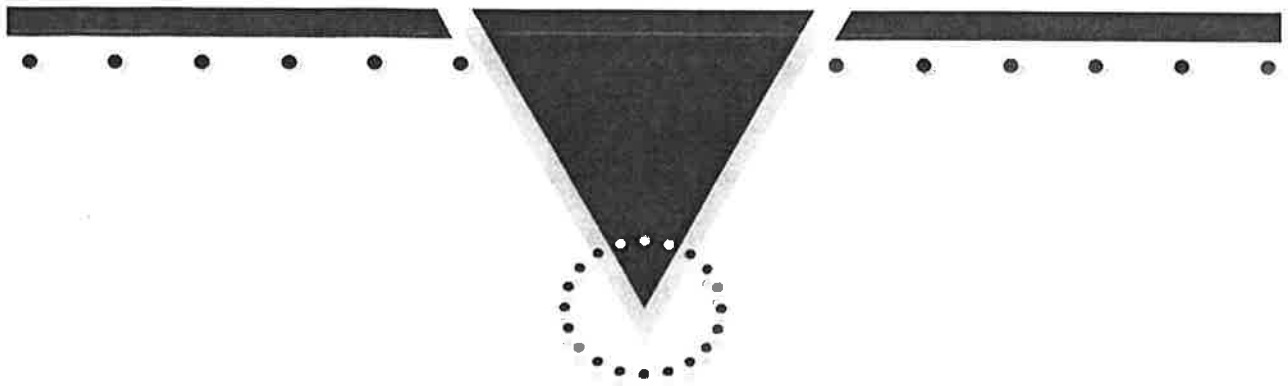
JUN 12 2020

BUDGET OFFICE

RECEIVED

JUN 11 2020

County Manager's
Office



Montecito Community Development District

**Proposed Budget
FY 2021**

GMS



**Montecito
Community Development District**

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Montecito
Community Development District
 General Fund
 Fiscal Year 2021

| Adopted Budget FY 2020 | Actuals Thru 3/31/20 | Projected Next 6 Months | Projected Total Thru 9/30/20 | Proposed Budget FY 2021 |
|------------------------------|----------------------------|-------------------------------|------------------------------------|-------------------------------|
|------------------------------|----------------------------|-------------------------------|------------------------------------|-------------------------------|

Revenues

| | | | | | |
|------------------------------|------------|------------|-----------|------------|------------|
| Maintenance Assessments | \$ 723,971 | \$ 709,617 | \$ 14,354 | \$ 723,971 | \$ 723,971 |
| Interest Income | - | 6 | - | 6 | - |
| Gate & Amenity Access Income | - | 1,380 | - | 1,380 | - |
| Clubhouse Rental Income | - | 900 | - | 900 | - |
| Miscellaneous Income | - | 220 | - | 220 | - |

Total Revenues

| | | | | |
|-------------------|-------------------|------------------|-------------------|-------------------|
| \$ 723,971 | \$ 712,123 | \$ 14,354 | \$ 726,477 | \$ 723,971 |
|-------------------|-------------------|------------------|-------------------|-------------------|

Expenditures

Administrative Expenses

| | | | | | |
|--|----------|----------|----------|----------|----------|
| Supervisor Fees | \$ 7,200 | \$ 3,000 | \$ 3,600 | \$ 6,600 | \$ 7,200 |
| District Management | 40,000 | 20,000 | 20,000 | 40,000 | 41,200 |
| District Engineer | 30,000 | 14,728 | 15,000 | 29,728 | 30,000 |
| District Counsel | 30,000 | 12,347 | 15,000 | 27,347 | 30,000 |
| Disclosure Report | 1,500 | 1,500 | - | 1,500 | 1,500 |
| Trustee Fees | 3,500 | 1,458 | 2,042 | 3,500 | 3,500 |
| Assessment Roll | 5,000 | 5,000 | - | 5,000 | 5,000 |
| Auditing Services | 5,000 | - | 4,675 | 4,675 | 5,000 |
| Arbitrage Rebate Calculation | 500 | 450 | - | 450 | 500 |
| Public Officials/General Liability Insurance | 14,600 | 14,170 | - | 14,170 | 15,590 |
| Legal Advertising | 2,000 | 149 | 1,000 | 1,149 | 2,000 |
| Dues, Licenses, & Subscriptions | 175 | 175 | - | 175 | 175 |
| Information Technology | 2,400 | 660 | 600 | 1,260 | 2,400 |
| Property Appraiser | 250 | 211 | - | 211 | 250 |
| Reimbursable Expenses | 1,200 | 417 | 600 | 1,017 | 1,200 |
| Contingency | 500 | 143 | 250 | 393 | 500 |

Administrative Expenses Total

| | | | | |
|-------------------|------------------|------------------|-------------------|-------------------|
| \$ 143,825 | \$ 74,408 | \$ 62,767 | \$ 137,174 | \$ 146,015 |
|-------------------|------------------|------------------|-------------------|-------------------|

20.2%

Operations and Maintenance Expenses

Field Management

| | | | | | |
|------------------------------------|-----------|----------|----------|-----------|-----------|
| Field Manager | \$ 18,000 | \$ 9,000 | \$ 9,000 | \$ 18,000 | \$ 18,540 |
| Onsite Facility Supervisor Salary | 38,480 | 19,192 | 22,126 | 41,318 | 44,252 |
| Payroll Taxes | 3,500 | 1,517 | 1,500 | 3,017 | 3,500 |
| Workers Compensation Costs | 1,600 | 1,772 | - | 1,772 | 1,949 |
| Cell Phone & Mileage Reimbursement | 600 | 150 | 150 | 300 | 600 |
| ADP Fees | 2,400 | 807 | 700 | 1,507 | 2,400 |
| Property Insurance | 30,000 | 26,622 | - | 26,622 | 29,284 |

Field Management Subtotal

| | | | | |
|------------------|------------------|------------------|------------------|-------------------|
| \$ 94,580 | \$ 59,060 | \$ 33,476 | \$ 92,536 | \$ 100,525 |
|------------------|------------------|------------------|------------------|-------------------|

Amenity Center Operations

| | | | | | |
|---|-----------|----------|----------|-----------|-----------|
| Repairs & Maintenance (Non-HVAC) | \$ 10,000 | \$ 3,700 | \$ 6,300 | \$ 10,000 | \$ 10,000 |
| HVAC Repairs & Maintenance | 2,000 | 76 | 1,000 | 1,076 | 2,000 |
| Office Supplies | 1,500 | 499 | 1,001 | 1,500 | 1,500 |
| Janitorial Supplies | 850 | 90 | 400 | 490 | 1,850 |
| Janitorial Services | 5,400 | 2,700 | 2,700 | 5,400 | 6,900 |
| Pest Control & Termite Bond | 921 | 240 | 700 | 940 | 1,000 |
| Fitness Equipment Repairs & Maintenance | 2,500 | 1,083 | 950 | 2,033 | 2,500 |
| Playground Repairs & Maintenance | 1,000 | - | 500 | 500 | 1,000 |
| Pool Service Repairs & Maintenance | 12,500 | 7,597 | 5,000 | 12,597 | 12,500 |

Amenity Center Operations Subtotal

| | | | | |
|------------------|------------------|------------------|------------------|------------------|
| \$ 36,671 | \$ 15,985 | \$ 18,551 | \$ 34,536 | \$ 39,250 |
|------------------|------------------|------------------|------------------|------------------|

Montecito
Community Development District
 - General Fund
 Fiscal Year 2021

| | Adopted Budget FY 2020 | Actuals Thru 3/31/20 | Projected Next 6 Months | Projected Total Thru 9/30/20 | Proposed Budget FY 2021 | |
|---|------------------------------|----------------------------|-------------------------------|------------------------------------|-------------------------------|--------|
| <u>Irrigation</u> | | | | | | |
| Irrigation Repairs & Maintenance | \$ 35,000 | \$ 8,033 | \$ 26,967 | \$ 35,000 | \$ 35,000 | |
| Irrigation Monitoring | 4,500 | 2,250 | 2,250 | 4,500 | 4,500 | |
| Hoover Pumps Repairs & Maintenance | 15,000 | 6,204 | 8,796 | 15,000 | 15,000 | |
| <u>Irrigation Subtotal</u> | <u>\$ 54,500</u> | <u>\$ 16,486</u> | <u>\$ 38,014</u> | <u>\$ 54,500</u> | <u>\$ 54,500</u> | |
| <u>Lakes & Fountains</u> | | | | | | |
| Aquatic Maintenance | \$ 5,340 | \$ 2,970 | \$ 2,970 | \$ 5,940 | \$ 5,940 | |
| Fountain Service Repairs & Maintenance | 10,000 | 3,797 | 6,203 | 10,000 | 10,000 | |
| <u>Lakes & Fountains Subtotal</u> | <u>\$ 15,340</u> | <u>\$ 6,767</u> | <u>\$ 9,173</u> | <u>\$ 15,940</u> | <u>\$ 15,940</u> | |
| <u>Landscaping</u> | | | | | | |
| Landscaping Contracted Services | \$ 75,405 | \$ 37,702 | \$ 37,702 | \$ 75,405 | \$ 75,405 | |
| Additional Landscaping Repairs & Maintenance | 15,000 | 5,686 | 7,500 | 13,186 | 15,000 | |
| Mulch | 11,334 | 7,661 | 3,673 | 11,334 | 12,334 | |
| Palm Tree Maintenance | 14,000 | 150 | 13,850 | 14,000 | 14,000 | |
| Oak Tree Maintenance | 6,500 | 4,680 | - | 4,680 | 6,500 | |
| <u>Landscaping Subtotal</u> | <u>\$ 122,238</u> | <u>\$ 55,879</u> | <u>\$ 62,725</u> | <u>\$ 118,604</u> | <u>\$ 123,238</u> | |
| <u>Common Areas, Right of Ways & Perimeter Walls</u> | | | | | | |
| Street Light Repairs & Maintenance | \$ 5,000 | \$ 962 | \$ 2,500 | \$ 3,462 | \$ 5,000 | |
| Entrance Vehicular Gates Repairs & Maintenance | 5,500 | 4,306 | 1,194 | 5,500 | 5,500 | |
| Pedestrian Entry Gates & Walls Maintenance | 5,000 | 778 | 2,500 | 3,278 | 5,000 | |
| Common Area Repairs & Maintenance | 3,000 | 4,511 | - | 4,511 | 3,000 | |
| Sidewalk Cleaning | 6,000 | 1,400 | 4,600 | 6,000 | 6,000 | |
| <u>Common Areas, Right of Ways & Perimeter Walls Subtotal</u> | <u>\$ 24,500</u> | <u>\$ 11,956</u> | <u>\$ 10,794</u> | <u>\$ 22,750</u> | <u>\$ 24,500</u> | |
| <u>Security Monitoring Services</u> | | | | | | |
| Fire Detection Services | \$ - | \$ - | \$ 702 | \$ 702 | \$ 1,404 | |
| Access Control Services | 1,806 | 938 | 938 | 1,876 | 1,876 | |
| Intrusion Services | 939 | 488 | 938 | 1,426 | 1,876 | |
| Security Monitoring Repairs & Maintenance | 505 | 841 | 354 | 1,195 | 1,000 | |
| <u>Security Subtotal</u> | <u>\$ 3,250</u> | <u>\$ 2,267</u> | <u>\$ 2,578</u> | <u>\$ 5,199</u> | <u>\$ 6,156</u> | |
| <u>Utilities</u> | | | | | | |
| Electric Services | \$ 43,000 | \$ 17,340 | \$ 19,800 | \$ 37,140 | \$ 43,000 | |
| Telephone, Fax & Internet | 1,900 | 997 | 997 | 1,994 | 2,200 | |
| Water & Sewer Services | 4,000 | 2,440 | 1,560 | 4,000 | 4,000 | |
| Gate Kiosk Internet Services | 2,500 | 1,200 | 1,200 | 2,400 | 2,600 | |
| <u>Utilities Subtotal</u> | <u>\$ 51,400</u> | <u>\$ 21,977</u> | <u>\$ 23,557</u> | <u>\$ 45,534</u> | <u>\$ 51,800</u> | |
| <u>Other</u> | | | | | | |
| Contingency / Miscellaneous Expense | \$ 5,000 | \$ 2,149 | \$ 2,851 | \$ 5,000 | \$ 5,000 | |
| <u>Other Subtotal</u> | <u>\$ 5,000</u> | <u>\$ 2,149</u> | <u>\$ 2,851</u> | <u>\$ 5,000</u> | <u>\$ 5,000</u> | |
| <u>Operations & Maintenance Expenses Total</u> | <u>\$ 407,479</u> | <u>\$ 192,528</u> | <u>\$ 201,718</u> | <u>\$ 394,600</u> | <u>\$ 420,910</u> | 58.1% |
| Total Expenditures | \$ 551,304 | \$ 266,936 | \$ 264,484 | \$ 531,774 | \$ 566,925 | |
| <u>Reserves</u> | | | | | | |
| Disaster Reserve Transfer Out | \$ 25,000 | \$ 25,000 | \$ - | \$ 25,000 | \$ 25,000 | |
| Capital Reserve Transfer Out | 147,667 | 125,000 | 44,703 | 169,703 | 132,046 | |
| Reserves Total | \$ 172,667 | \$ 150,000 | \$ 44,703 | \$ 194,703 | \$ 157,046 | 21.7% |
| Total Expenditures & Reserves | \$ 723,971 | \$ 416,936 | \$ 309,187 | \$ 726,477 | \$ 723,971 | 100.0% |
| Excess Revenues/ (Expenditures) | \$ - | \$ 295,188 | \$ (294,834) | \$ - | \$ - | |

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Revenues:

The District's primary source of generating revenues is from **Maintenance Assessments**. In addition, other non-budgeted sources of revenue may be realized throughout the fiscal year from items such as: Interest Income, Gate & Amenity Access Replacement Cards and FOB income, and Club House Rental Income.

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.

Expenditures:

Administrative Expenses

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. The amount for the fiscal year is based upon 3 Supervisors attending 12 monthly meetings.

District Management

The District has contracted with Governmental Management Services-Central Florida, LLC to provide management, accounting, and recording secretary services. These services include, but are not limited to, advertising, recording and transcribing of Board meetings, administrative services, budget preparation, financial reporting, and assisting with annual audits.

District Engineer

The District's Engineer, Dewberry Engineers, Inc., will be providing general engineering services to the District, e.g., attendance and preparation for the monthly Board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

District Counsel

The District's Legal Counsel, Billings, Cochran, Lyles, Mauro & Ramsey P.A., 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, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Disclosure Report

The District is required to prepare an annual disclosure report in accordance with the Continuing Disclosure Agreement and Rule 15c2-12(b)(5) promulgated by Securities and Exchange Commission. The annual report is filed on the Municipal Securities Rulemaking Board (EMMA) website.

Trustee Fees

The District pays monthly fees plus reimbursable expenses to UMB Bank as Trustee for the District's Series 2006AB, Special Assessment Revenue Bonds.

Assessment Roll

The District has contracted with Governmental Management Services-CF, LLC to maintain the assessment roll and annually certify for collection a Non-Ad Valorem assessment for operating and debt service expenses, calculate, collect, record and transmit prepaid assessments, maintain the District's lien book along with various other responsibilities.

Auditing Services

The District is required by Florida Statutes to have an independent certified public accounting firm to conduct an annual audit of its financial records. The District's current auditing firm is Berger, Toombs, Elam, Gaines & Frank.

Arbitrage Rebate Calculation

The District is required to annually have an arbitrage rebate calculation on the District's Series 2006 Special Assessment Revenue Bonds. The District has contracted with LLS Tax Solutions, Inc. to calculate the arbitrage rebate liability and submit a report to the District.

Public Officials/General Liability Insurance

The District's general liability and public officials' liability insurance coverage is provided by Florida Insurance Alliance (FIA) who specializes in providing insurance coverage to governmental agencies.

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.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only anticipated expenditure for this category.

Information Technology

The District incurs 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.

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Property Appraiser

Represents a fee charged by the Brevard County Property Appraiser's office for assessment administration services.

Reimbursable Expenses

Represents expenses incurred that are considered reimbursable by the district, such as: mailing of agenda packages, overnight deliveries, correspondence, printing and binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, miscellaneous office supplies, etc.

Contingency

Represents any miscellaneous expenses incurred during the fiscal year.

Operations and Maintenance Expenses

These are the budgeted items that the CDD Board along with District Management have accessed necessary for the routine operations and maintenance of the District.

Field Management

Field Manager

The District has contracted with Governmental Management Services – Central Florida, LLC to provide onsite field management of contracts for the District Services such as landscape and lake maintenance. Services to include onsite inspections, meetings with contractors and monitoring of utility accounts.

Onsite Facility Supervisor Salary

The District incurs costs to employ a facility attendant who provides overall supervision of administration and appearance of the District's public facilities and amenities. The District pays its employee through ADP.

Payroll Taxes

Represents payroll taxes incurred for salaries paid throughout the fiscal year.

Workers Compensation Costs

The District will incur costs related to insurance premiums for worker's compensation policies.

Cell Phone & Mileage Reimbursement

The District will incur costs related to cell phone and mileage reimbursements incurred throughout the year. Currently, the District provides its facility attendant a reimbursement of \$25 monthly for cell phone usage. The remaining \$300 pertains to estimated costs for mileage.

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

ADP Fees

Represents processing charges for salaries paid through ADP.

Property Insurance

Represents the cost of annual coverage of property insurance. Coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Amenity Center Operations

Repairs & Maintenance (Non-HVAC)

Represents estimated costs for maintaining the amenity center throughout the fiscal year.

HVAC Repairs & Maintenance

Represents estimated costs of maintaining the A/C and heating systems.

Office Supplies

The District incurs cost for various office supplies as part of the day-to-day operations of the Amenity Center.

Janitorial Supplies

Represents any minimal costs for janitorial supplies and/or services.

Janitorial Services

The District has contracted with Coverall Central Florida to provide commercial cleaning services 3 days a week for the clubhouse. Services also include wiping equipment every two weeks and quarterly window cleaning.

| Description | Monthly | Annually |
|---------------------|---------|----------------|
| 208 Montecito Drive | \$450 | \$5,400 |
| Total | | \$5,400 |

Pest Control & Termite Bond

The District has contracted with Apex Pest Control, Inc. to provide bi-monthly pest control services. The District also incurs an annual termite bond fee with Price Termite & Pest Control.

| Description | Bi-Monthly | Annually |
|---------------------|------------|----------------|
| 208 Montecito Drive | \$80 | \$480 |
| Termite Bond | | \$460 |
| Contingency | | \$60 |
| Total | | \$1,000 |

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Fitness Equipment Repairs & Maintenance

Represents estimated costs for maintaining the fitness equipment owned by the District. Preventative Maintenance is provided by Brown Fitness Services, LLC.

| Description | Quarterly | Annually |
|--------------------------|-----------|----------------|
| Preventative Maintenance | \$225 | \$900 |
| Repairs & Contingency | | \$1,600 |
| Total | | \$2,500 |

Playground Repairs & Maintenance

Represents any repairs and maintenance costs incurred on the District's playground equipment.

Pool Service Repairs & Maintenance

The District has contracted with Brevard Pools for all expenses related to the repairs and maintenance of the swimming pool facilities. These services include, but are not limited to, general cleaning, water testing, chlorinating, balancing PH, adding algaecide, balancing alkalinity, cleaning filters, providing technical support, and advising the District of any necessary repairs.

| Description | Monthly | Annually |
|---------------------------------------|---------|-----------------|
| Pool Maintenance – October to March | \$545 | \$3,270 |
| Pool Maintenance – April to September | \$795 | \$4,770 |
| Repairs & Contingency | | \$4,460 |
| Total | | \$12,500 |

Irrigation

Irrigation Repairs & Maintenance

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

Irrigation Monitoring

The District has contracted with Insight Irrigation, LLC to provide irrigation monitoring services that include assistance with: run checks, leaks, valve issues, controller issues, sensor issues, backup data, management of irrigation schedules and updates to online maps.

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Hoover Pumps Repairs & Maintenance

The District will incur costs related to the repairs and preventative maintenance of its Hoover pumps which is provided by Hoover Pumping Systems.

| Description | Annually |
|--|-----------------|
| Hoover Pump 1 #4978 – Patrick Drive | \$2,590 |
| Hoover Pump 2 #5975 – Point Lobos Drive & Monterey Drive | \$2,590 |
| Hoover Pump 3 #8563 – Phase 2C | \$2,290 |
| Repairs & Contingency | \$7,530 |
| Total | \$15,000 |

Lakes & Fountains

Aquatic Maintenance

The District has contracted with American Ecosystems, Inc. for the care and maintenance of its six lakes which includes shoreline grass, brush and vegetation control.

| Description | Monthly | Annually |
|---------------------|----------------|-----------------|
| Aquatic Maintenance | \$495 | \$5,940 |
| Total | | \$5,940 |

Fountain Service Repairs & Maintenance

Represents the estimated costs for any repairs and maintenance pertaining to the six District lake fountains.

| Description | Quarterly | Annually |
|---------------------------|------------------|-----------------|
| Lake Fountain Maintenance | \$480 | \$1,920 |
| Repairs & Contingency | | \$8,080 |
| Total | | \$10,000 |

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Landscaping

Landscaping Contracted Services

The District has a contract with Paradise Lawns and Landscaping, Inc. to maintain the landscaping located within the District. These services include monthly landscape maintenance such as mowing, edging, trimming, weed and disease control, fertilization, pest control, pH adjustments, pruning, and irrigation inspections. The annual amount is based upon the following:

| Description | Monthly | Annually |
|-----------------------|---------|-----------------|
| Landscape Maintenance | \$6,284 | \$75,405 |
| Total | | \$75,405 |

Additional Landscaping Repairs & Maintenance

The District will incur landscape related expenditures that fall outside of the annual maintenance contract. Examples include: plant replacement and sod replacement.

Mulch

Represents estimated costs for supplemental mulch to be added during the fiscal year.

Palm Tree Maintenance

The District will incur costs for the maintenance of the palm trees.

Oak Tree Maintenance

The District will incur costs for the maintenance of the oak trees.

Common Areas, Right of Ways & Perimeter Walls

Street Light Repairs & Maintenance

The District will incur costs to maintain the street lights and decorative light fixtures throughout the District.

Entrance Vehicular Gate Repairs & Maintenance

Represents any gate repairs and maintenance costs the District may incur throughout the fiscal year. This also includes preventative maintenance provided by Florida Door Control, Inc. of \$2,379.92 annually.

Pedestrian Entry Gates & Walls Maintenance

The District will incur expenditures to maintain the pedestrian gates, entry monuments and walls throughout the fiscal year.

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Common Area Repairs & Maintenance

Represents costs related to the maintenance of the District's common areas.

Sidewalk Cleaning

Represents the estimated costs of pressure washing the sidewalks annually.

Security

Fire Detection Services

Represents monitoring services provided by Sonitrol for the fire alarm systems.

| Description | Monthly | Annually |
|---------------------|---------|----------------|
| 208 Montecito Drive | \$117 | \$1,404 |
| Total | | \$1,404 |

Access Control Services

Represents monitoring services provided by Sonitrol for the District's access control systems.

| Description | Monthly | Annually |
|---------------------|---------|----------------|
| 208 Montecito Drive | \$156 | \$1,876 |
| Total | | \$1,876 |

Intrusion Services

Represents monitoring services provided by Sonitrol for the District's burglary systems.

| Description | Monthly | Annually |
|---------------------|---------|----------------|
| 208 Montecito Drive | \$156 | \$1,876 |
| Total | | \$1,876 |

Security Monitoring Repairs & Maintenance

Represents maintenance trip services and repairs provided by Sonitrol for the District's burglary, access control and fire alarm monitoring systems.

Montecito
Community Development District
 General Fund Budget
 Fiscal Year 2021

Utilities

Electric Services

The District has the following electric accounts with Florida Power & Light Company for general purposes.

| Description | Monthly | Annually |
|--|----------------|-----------------|
| 140 Clemente Drive #Pump (Hoover Pump 2 #5975) | \$250 | \$3,000 |
| 208 Montecito Drive #Clubhouse (Amenity Center) | \$650 | \$7,800 |
| 308 Montecito Drive #Irrigation Pump (Hoover Pump 1 #4978) | \$800 | \$9,600 |
| 654 Mission Bay Drive #Gate (South Patrick Entrance) | \$350 | \$4,200 |
| 686 Carlsbad Drive #Irrigation (Hoover Pump 3 #8563) | \$100 | \$1,200 |
| 688 Carlsbad Drive #LTS | \$100 | \$1,200 |
| 711 Monterey Drive #Irrigation | \$900 | \$10,800 |
| 790 Palisades Drive #Entrance (Shearwater Entrance) | \$100 | \$1,200 |
| Contingency | | \$4,000 |
| Total | | \$43,000 |

Telephone, Fax & Internet

The District will incur cost for telephone, fax and internet service related to the amenity center. These services are provided by Spectrum.

| Description | Monthly | Annually |
|---------------------|----------------|-----------------|
| 208 Montecito Drive | \$166 | \$1,992 |
| Contingency | | \$208 |
| Total | | \$2,200 |

Water & Sewer Services

The District has the following water and sewer service account with the City of Melbourne for its amenity center.

| Description | Monthly | Annually |
|---------------------|----------------|-----------------|
| 208 Montecito Drive | \$250 | \$3,000 |
| Contingency | | \$1,000 |
| Total | | \$4,000 |

Montecito
Community Development District
General Fund Budget
Fiscal Year 2021

Gate Kiosk Internet Services

The District will incur costs to provide internet services to the two gatehouses it owns. These services are provided by Spectrum.

| Description | Monthly | Annually |
|---|---------|----------------|
| Gate Kiosk 1 – Shearwater Parkway Kiosk | \$100 | \$1,200 |
| Gate Kiosk 2 – South Patrick Kiosk | \$100 | \$1,200 |
| Contingency | | \$200 |
| Total | | \$2,600 |

Other

Contingency

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

Reserves:

Disaster Reserves

Funds collected and reserved for expenses related to disasters like hurricanes.

Capital Reserves

Funds collected and reserved for the replacement of and/or purchase of new capital improvements throughout the District.

Montecito
Community Development District
Capital Reserve Fund
Fiscal Year 2021

| | Adopted Budget FY 2020 | Actuals Thru 3/31/20 | Projected Next 6 Months | Projected Total Thru 9/30/20 | Proposed Budget FY 2021 |
|---------------------------------------|------------------------------|----------------------------|-------------------------------|------------------------------------|-------------------------------|
| Revenues | | | | | |
| Beginning Fund Balance | \$ 65,380 | \$ 94,657 | \$ - | \$ 94,657 | \$ 17,653 |
| Transfer In | 147,667 | 125,000 | 44,703 | 169,703 | 132,046 |
| Total Revenues | \$ 213,047 | \$ 219,657 | \$ 44,703 | \$ 264,360 | \$ 149,699 |
| Expenditures | | | | | |
| Capital Outlay * | \$ 174,000 | \$ 189,890 | \$ 56,817 | \$ 246,707 | \$ - |
| Total Expenditures | \$ 174,000 | \$ 189,890 | \$ 56,817 | \$ 246,707 | \$ - |
| Excess Revenues/(Expenditures) | \$ 39,047 | \$ 29,767 | \$ (12,114) | \$ 17,653 | \$ 149,699 |

| FY 20 Capital Outlay Expenses | |
|---------------------------------|-------------------|
| Bike Racks | \$ 6,987 |
| Pump Station #2 Replacement | \$ 58,238 |
| Crosswalk/Parking Spot Painting | \$ 3,000 |
| Landscape Installations | \$ 30,127 |
| Pool Resurfacing | \$ 37,757 |
| Clock D Wire Conversion | \$ 26,400 |
| Pergolas | \$ 20,094 |
| Pool Motor Installation | \$ 3,295 |
| Fountain Pump Installation | \$ 3,992 |
| Total: | \$ 189,890 |

| FY 20 Projected Capital Outlay Expenses | |
|---|------------------|
| Additional Landscape Installations | \$ 15,317 |
| Benches | \$ 13,500 |
| Security System Upgrade | \$ 12,000 |
| Wall Painting | \$ 10,000 |
| North Gate | \$ 6,000 |
| Total: | \$ 56,817 |

Montecito
Community Development District
Disaster Reserve Fund
Fiscal Year 2021

| Adopted Budget FY 2020 | Actuals Thru 3/31/20 | Projected Next 6 Months | Projected Total Thru 9/30/20 | Proposed Budget FY 2021 |
|---------------------------------------|-------------------------------------|--|---|--|
|---------------------------------------|-------------------------------------|--|---|--|

Revenues

| | | | | | |
|------------------------|------------------|------------------|-------------|------------------|-------------------|
| Beginning Fund Balance | \$ 50,000 | \$ 50,000 | \$ - | \$ 50,000 | \$ 75,000 |
| Transfer In | 25,000 | 25,000 | - | 25,000 | 25,000 |
| Total Revenues | \$ 75,000 | \$ 75,000 | \$ - | \$ 75,000 | \$ 100,000 |

Expenditures

| | | | | | |
|---------------------------------------|------------------|------------------|-------------|------------------|-------------------|
| Capital Outlay | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Excess Revenues/(Expenditures) | \$ 75,000 | \$ 75,000 | \$ - | \$ 75,000 | \$ 100,000 |

Montecito
Community Development District
Debt Service Fund - Series 2006
Fiscal Year 2021

| Adopted Budget FY 2020 | Actuals Thru 3/31/20 | Projected Next 6 Months | Projected Total Thru 9/30/20 | Proposed Budget FY 2021 |
|------------------------------|----------------------------|-------------------------------|------------------------------------|-------------------------------|
|------------------------------|----------------------------|-------------------------------|------------------------------------|-------------------------------|

Revenues

| | | | | | |
|---|-------------------|---------------------|-----------------|---------------------|-------------------|
| Special Assessments- Tax Roll (1) | \$ 294,690 | \$ 326,946 | \$ - | \$ 326,946 | \$ 294,690 |
| Special Assessments - Lot Closings - Series 2006A | - | 15,801 | - | 15,801 | - |
| Special Assessments - Lot Closings - Series 2006B | - | 363,321 | - | 363,321 | - |
| Prepayments - Series 2006A | - | 64,776 | - | 64,776 | - |
| Prepayments - Series 2006B | - | 844,704 | - | 844,704 | - |
| Interest | - | 7,157 | 3,500 | 10,657 | - |
| Total Revenues | \$ 294,690 | \$ 1,622,705 | \$ 3,500 | \$ 1,626,205 | \$ 294,690 |

Expenditures

| | | | | | |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Debt Service Obligation | \$ 294,690 | \$ 946,025 | \$ - | \$ 946,025 | \$ 294,690 |
| Trustee Fees | - | 2,351 | 9,000 | 11,351 | - |
| SPE Costs | - | - | - | - | - |
| Transfer Out | - | - | - | - | - |
| Total Expenditures | \$ 294,690 | \$ 948,376 | \$ 9,000 | \$ 957,376 | \$ 294,690 |
| Excess Revenues/(Expenditures) | \$ - | \$ 674,329 | \$ (5,500) | \$ 668,829 | \$ - |

| Lot Size | Units | Gross Per Unit | Gross Annual |
|----------------------|-------|---------------------------------|-------------------|
| Townhomes | 143 | \$ 900 | \$ 128,700 |
| Single Family | 127 | \$ 1,200 | \$ 152,400 |
| Townhomes (Phase 2C) | 36 | \$ 900 | \$ 32,400 |
| | | | \$ 313,500 |
| | | Less: Discounts and Collections | \$ 18,810 |
| | | Net Annual Assessment | \$ 294,690 |

(1) Mid-Rise and High-Rise Condos are not encumbered by the Series 2006A Bonds.

Montecito Community Development District

Fiscal Year 2021 O&M and Debt Service Assessment Schedule

| Description | Admin. Budget | Field/Reserve Budget | Total |
|---------------------------------|---------------|----------------------|-----------|
| Total O&M Budget | \$146,015 | \$577,956 | \$723,971 |
| Assess. Allocation - Settlement | \$0 | \$0 | \$0 |
| Balance Forward | \$0 | \$0 | \$0 |
| Net Assessments | \$146,015 | \$577,956 | \$723,971 |
| Collection Cost (6%) | \$9,320 | \$36,891 | \$46,211 |
| Gross Assessment | \$155,335 | \$614,847 | \$770,182 |

| Admin. Budget Bonds | Admin. Budget No Bonds | Total |
|---------------------|------------------------|-----------|
| \$5,500 | \$140,515 | \$146,015 |
| \$33,555 | (\$33,555) | \$0 |
| \$0 | \$0 | \$0 |
| \$39,055 | \$106,960 | \$146,015 |
| \$2,493 | \$6,827 | \$9,320 |
| \$41,548 | \$113,787 | \$155,335 |

Operations and Maintenance

| Lot Size | Units | EAU Factor | Total EAU's | % Total EAU's | % Total Bond Expense | Admin. Budget Bonds | Admin. Budget No Bonds | Field/Reserve Budget | Total | O&M Per Unit (Net) | O&M Per Unit (Gross)(1) |
|---------------|-------|------------|-------------|---------------|----------------------|---------------------|------------------------|----------------------|-----------|--------------------|-------------------------|
| Townhomes | 294 | 0.75 | 220.5 | 28% | 63% | \$24,782 | \$29,797.45 | \$366,732 | \$421,311 | \$1,433.03 | \$1,524.50 |
| Single Family | 127 | 1.00 | 127 | 16% | 37% | \$14,273 | \$17,162.25 | \$211,224 | \$242,660 | \$1,910.71 | \$2,032.67 |
| Total | | | 347.5 | | 100% | \$39,055 | \$46,960 | \$577,956 | \$663,971 | | |
| Condo's | | | | | | | | | | | |
| Mid-Rise | 224 | 1.00 | 224 | 28% | | \$0 | \$30,270 | \$0 | \$30,270 | \$135.14 | \$143.76 |
| High-Rise | 176 | 1.25 | 220 | 28% | | \$0 | \$29,730 | \$0 | \$29,730 | \$168.92 | \$179.70 |
| | | | 444 | | | \$0 | \$60,000 | \$0 | \$60,000 | | |
| Total | 821 | | 791.5 | 100% | | \$39,055 | \$106,960 | \$577,956 | \$723,971 | | |

Montecito Community Development District

Fiscal Year 2021 O&M and Debt Service Assessment Schedule

Series 2006A Debt Service Assessments

| Lot Size | Debt Units | EAU | Factor | Net Annual | % Total EAU's | Annual Debt Service | Net Annual Per Unit | Gross Annual Per Unit(1) |
|---------------|------------|------|--------|------------|---------------|---------------------|---------------------|--------------------------|
| Townhomes | 293 | 0.75 | | 220 | 63% | \$251,871 | \$860 | \$900 |
| Single Family | 127 | 1.00 | | 127 | 37% | \$145,563 | \$1,146 | \$1,200 |
| Total | | | | 347 | 100% | \$397,434 | | |

Combined Operations and Maintenance and Debt Service Assessments

| Lot Size | Gross O&M Per Unit | Gross Debt Per Unit | Total Gross Per Unit (1) |
|----------|--------------------|---------------------|--------------------------|
|----------|--------------------|---------------------|--------------------------|

| | | | |
|---------------|---------|---------|---------|
| Townhomes | \$1,525 | \$900 | \$2,425 |
| Single Family | \$2,033 | \$1,200 | \$3,233 |

| | | | |
|-----------|-------|-----|-------|
| Condo's | | | |
| Mid-Rise | \$144 | \$0 | \$144 |
| High-Rise | \$180 | \$0 | \$180 |

(1) Includes 6% for early payment discount and collection cost for tax collector.

Viera East
Community Development District

9145 Narcoossee Rd, Suite A206, Orlando, FL, 32827 Phone: 407-841-5524 --- Fax: 407-839-1526

June 4, 2020

Brevard County Manager

Frank Abbate
2725 Judge Fran Jamieson Way
Bldg. C
Viera, FL 32940

Re: Viera East Community Development District Approved Budget Fiscal Year 2021

Dear Mr. Abbate,

In accordance with chapter 190.008 (2)(b), Florida Statutes, please find enclosed one (1) copy of the District's approved budget for Fiscal Year 2021 for purposes of disclosure and information only. The District will schedule a public hearing no less than 60 days from the date of this letter for adoption of the same. Should you have any questions regarding the enclosed, please contact me at (865) 617-8194.

Sincerely,



Hannah Smith
Staff Accountant

Enclosures

RECEIVED

JUN 12 2020

BUDGET OFFICE

RECEIVED

JUN 11 2020

County Manager's
Office

Viera East

Community Development District

Approved Budget

FY 2021



GMS

**Viera East
Community Development District**

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Viera East
Community Development District
General Fund
Approved Operating Budget
Fiscal Year 2021

| Actual FY 2019 | Adopted Budget FY 2020 | Actual Thru 4/30/20 | Projected Next 5 Months | Total Projected @ 9/30/20 | Approved Budget FY 2021 |
|---------------------------|---------------------------------------|------------------------------------|--|--|--|
|---------------------------|---------------------------------------|------------------------------------|--|--|--|

Revenues

| | | | | | | |
|-------------------------------------|-----------|-----------|-----------|----------|-----------|-----------|
| Maintenance Assessments | \$808,158 | \$808,157 | \$769,715 | \$24,439 | \$794,153 | \$808,157 |
| Golf Course Administrative Services | \$56,280 | \$56,280 | \$32,830 | \$23,450 | \$56,280 | \$56,280 |
| Interest Income | \$10 | \$100 | \$5 | \$0 | \$5 | \$100 |
| Miscellaneous Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

Total Revenues

| | | | | | |
|------------------|------------------|------------------|-----------------|------------------|------------------|
| \$864,447 | \$864,536 | \$802,549 | \$47,889 | \$850,438 | \$864,536 |
|------------------|------------------|------------------|-----------------|------------------|------------------|

Administrative Expenditures

| | | | | | | |
|------------------------|-----------|-----------|----------|----------|-----------|-----------|
| Supervisors Fees | \$32,286 | \$30,496 | \$12,020 | \$15,523 | \$27,543 | \$30,496 |
| Engineering Fees | \$15,575 | \$5,000 | \$3,025 | \$960 | \$3,985 | \$5,000 |
| Attorney's Fees | \$8,053 | \$5,000 | \$2,632 | \$1,500 | \$4,132 | \$5,000 |
| Dissemination | \$1,000 | \$1,000 | \$583 | \$417 | \$1,000 | \$1,000 |
| Trustee Fees | \$6,134 | \$5,600 | \$3,267 | \$2,333 | \$5,600 | \$5,600 |
| Annual Audit | \$5,711 | \$6,500 | \$3,792 | \$2,708 | \$6,500 | \$6,500 |
| Collection Agent | \$2,500 | \$2,500 | \$1,458 | \$1,042 | \$2,500 | \$2,500 |
| Management Fees | \$100,440 | \$100,440 | \$58,590 | \$41,850 | \$100,440 | \$100,440 |
| Postage | \$4,901 | \$1,500 | \$1,820 | \$500 | \$2,320 | \$1,500 |
| Printing & Binding | \$1,339 | \$2,500 | \$799 | \$690 | \$1,490 | \$2,500 |
| Insurance- Liability | \$6,280 | \$7,293 | \$3,964 | \$2,832 | \$6,796 | \$7,475 |
| Legal Advertising | \$196 | \$2,500 | \$0 | \$500 | \$500 | \$1,500 |
| Other Current Charges | \$1,048 | \$1,500 | \$407 | \$318 | \$725 | \$1,500 |
| Office Supplies | \$281 | \$3,000 | \$144 | \$107 | \$251 | \$1,500 |
| Dues & Licenses | \$175 | \$175 | \$102 | \$73 | \$175 | \$175 |
| Information Technology | \$3,400 | \$3,400 | \$1,983 | \$1,417 | \$3,400 | \$3,400 |

Total Administrative

| | | | | | |
|------------------|------------------|-----------------|-----------------|------------------|------------------|
| \$189,317 | \$178,404 | \$94,587 | \$72,770 | \$167,357 | \$176,086 |
|------------------|------------------|-----------------|-----------------|------------------|------------------|

Operating Expenditures

| | | | | | | |
|----------------------|-----------|-----------|----------|----------|-----------|-----------|
| Salaries | \$138,157 | \$141,817 | \$83,252 | \$57,704 | \$140,956 | \$149,299 |
| Administration Fee | \$1,555 | \$1,566 | \$943 | \$670 | \$1,613 | \$1,659 |
| FICA Expense | \$10,390 | \$10,849 | \$5,844 | \$4,241 | \$10,085 | \$11,421 |
| Health Insurance | \$8,135 | \$8,551 | \$8,361 | \$5,500 | \$13,861 | \$16,914 |
| Workers Compensation | \$4,383 | \$2,780 | \$2,274 | \$1,601 | \$3,875 | \$2,926 |
| Unemployment | \$954 | \$853 | \$836 | \$300 | \$1,136 | \$853 |
| Other Contractual | \$7,761 | \$7,000 | \$4,738 | \$2,874 | \$7,612 | \$7,500 |
| Training | \$0 | \$500 | \$0 | \$250 | \$250 | \$500 |
| Uniforms | \$0 | \$500 | \$0 | \$250 | \$250 | \$500 |

Total Operating

| | | | | | |
|------------------|------------------|------------------|-----------------|------------------|------------------|
| \$171,335 | \$174,416 | \$106,248 | \$73,389 | \$179,637 | \$191,572 |
|------------------|------------------|------------------|-----------------|------------------|------------------|

Maintenance Expenditures

| | | | | | | |
|-------------------------|----------|----------|----------|----------|----------|----------|
| Canal Maintenance | \$12,561 | \$14,000 | \$0 | \$5,000 | \$5,000 | \$14,000 |
| Lake Bank Restoration | \$0 | \$60,000 | \$55,950 | \$0 | \$55,950 | \$60,000 |
| Environmental Services | \$28,520 | \$20,000 | \$3,990 | \$2,500 | \$6,490 | \$20,000 |
| Water Management System | \$96,254 | \$99,000 | \$58,382 | \$39,590 | \$97,972 | \$99,000 |
| Control Burns | \$0 | \$15,000 | \$0 | \$500 | \$500 | \$10,000 |
| Contingencies | \$894 | \$5,000 | \$985 | \$500 | \$1,485 | \$3,000 |
| Fire Line Management | \$1,502 | \$5,000 | \$975 | \$500 | \$1,475 | \$4,000 |
| Basin Repair | \$5,408 | \$4,000 | \$1,585 | \$500 | \$2,085 | \$4,000 |

Total Maintenance

| | | | | | |
|------------------|------------------|------------------|-----------------|------------------|------------------|
| \$145,139 | \$222,000 | \$121,867 | \$49,090 | \$170,957 | \$214,000 |
|------------------|------------------|------------------|-----------------|------------------|------------------|

Viera East
Community Development District
General Fund
Approved Operating Budget
Fiscal Year 2021

| Actual FY 2019 | Adopted Budget FY 2020 | Actual Thru 4/30/20 | Projected Next 5 Months | Total Projected @ 9/30/20 | Approved Budget FY 2021 |
|-------------------|------------------------------|---------------------------|-------------------------------|---------------------------------|-------------------------------|
|-------------------|------------------------------|---------------------------|-------------------------------|---------------------------------|-------------------------------|

Grounds Maintenance Expenditures

| | | | | | | |
|--|-----------|-----------|----------|----------|-----------|-----------|
| Salaries | \$131,647 | \$154,278 | \$80,239 | \$55,223 | \$135,462 | \$145,176 |
| Administrative Fees | \$3,446 | \$3,695 | \$2,093 | \$1,488 | \$3,581 | \$3,684 |
| FICA | \$9,064 | \$11,802 | \$5,959 | \$3,808 | \$9,767 | \$11,106 |
| Health Insurance | \$13,116 | \$16,867 | \$9,172 | \$6,267 | \$15,439 | \$18,858 |
| Workers Compensation | \$3,398 | \$3,024 | \$2,191 | \$1,507 | \$3,699 | \$2,845 |
| Unemployment | \$1,877 | \$2,120 | \$1,810 | \$220 | \$2,030 | \$2,120 |
| Telephone | \$5,167 | \$5,000 | \$3,569 | \$2,654 | \$6,223 | \$6,250 |
| Utilities | \$4,923 | \$5,000 | \$3,812 | \$2,337 | \$6,149 | \$5,500 |
| Property Appraiser | \$1,986 | \$1,990 | \$1,988 | \$0 | \$1,988 | \$1,990 |
| Insurance- Property | \$1,618 | \$1,395 | \$882 | \$630 | \$1,512 | \$1,663 |
| Repairs | \$22,080 | \$12,000 | \$20,728 | \$3,680 | \$24,408 | \$15,000 |
| Fuel | \$15,564 | \$7,500 | \$8,061 | \$4,651 | \$12,712 | \$10,000 |
| Park Maintenance | \$2,460 | \$3,000 | \$505 | \$156 | \$660 | \$2,500 |
| Sidewalk Repair | \$198 | \$5,000 | \$11,118 | \$0 | \$11,118 | \$5,000 |
| Chemicals | \$1,802 | \$5,000 | \$2,505 | \$1,035 | \$3,540 | \$4,000 |
| Contingencies | \$5,471 | \$5,000 | \$735 | \$250 | \$985 | \$4,000 |
| Refuse | \$5,577 | \$8,000 | \$3,666 | \$1,737 | \$5,403 | \$6,000 |
| Office Supplies | \$919 | \$750 | \$165 | \$38 | \$204 | \$750 |
| Uniforms | \$2,641 | \$3,000 | \$1,480 | \$1,029 | \$2,509 | \$3,000 |
| Fire Alarm System | \$3,045 | \$4,000 | \$1,194 | \$853 | \$2,046 | \$4,000 |
| Rain Bird Pump System | \$28,041 | \$27,576 | \$16,089 | \$11,491 | \$27,580 | \$27,576 |
| Maintenance Reserve- Transfer Out | \$7,823 | \$3,719 | \$2,169 | \$1,549 | \$3,719 | \$1,860 |
| Maintenance Reserve- Transfer Out (Excess) | \$189,484 | \$0 | \$0 | \$51,753 | \$51,753 | \$0 |

| | | | | | | |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Total Grounds Expenditures | \$461,347 | \$289,716 | \$180,132 | \$152,355 | \$332,487 | \$282,878 |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|

| | | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Total Expenses | \$967,138 | \$864,536 | \$502,835 | \$347,604 | \$850,438 | \$864,536 |
|-----------------------|------------------|------------------|------------------|------------------|------------------|------------------|

| | | | | | | |
|--------------------------------------|--------------------|------------|------------------|--------------------|------------|------------|
| Excess Revenue/(Expenditures) | (\$102,691) | \$0 | \$299,715 | (\$299,715) | \$0 | \$0 |
|--------------------------------------|--------------------|------------|------------------|--------------------|------------|------------|

| | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|------------------------------------|------------|------------|------------|------------|------------|
| Net Assessment- General | \$ 779,212 | \$ 779,212 | \$ 779,212 | \$ 779,212 | \$ 779,212 |
| Net Assessment- Recreation | \$ 28,945 | \$ 28,945 | \$ 28,945 | \$ 28,945 | \$ 28,945 |
| Total Net Assessments | \$ 808,157 | \$ 808,157 | \$ 808,157 | \$ 808,157 | \$ 808,157 |
| Discounts @ 4% | \$ 51,584 | \$ 51,584 | \$ 51,584 | \$ 51,584 | \$ 51,584 |
| Gross Assessment | \$ 859,741 | \$ 859,741 | \$ 859,741 | \$ 859,741 | \$ 859,741 |
| Assessable Units - Residential | 4,222 | 4,222 | 4,222 | 4,222 | 4,222 |
| Assessable Units - Non-Residential | 1,869 | 1,869 | 1,869 | 1,869 | 1,869 |
| Total Units | 6,091 | 6,091 | 6,091 | 6,091 | 6,091 |
| Assessment per Unit - General Fund | \$ 141 | \$ 136 | \$ 141 | \$ 141 | \$ 141 |
| Assessment per Unit - Debt Service | \$ 414 | \$ 414 | \$ 414 | \$ 414 | \$ 414 |
| Assessment per Unit - Recreation | \$ 129 | \$ 129 | \$ 129 | \$ 130 | \$ 130 |

Viera East

Community Development District

General Fund Budget

Revenues:

Maintenance Assessments

The District will levy a Non-Ad Valorem Assessment on all the assessable property within the District in order to pay for its operating and maintenance expenditures incurred during the Fiscal Year.

Golf Course Administrative Services

Represents Golf Course Fund portion of salary and benefits for employees paid from the General Fund

| Description | Annual Amount |
|-------------------------------|------------------|
| Base | \$ 75,000 |
| 10% of Maintenance Supervisor | \$ (7,280) |
| 50% of Labor Position | \$ (11,440) |
| Total | \$ 56,280 |

Interest Income

The District will earn interest on balances invested during the year

Administrative Expenditures:

Supervisors Fees

The amount paid to each supervisor for the time devoted to District business and meetings is determined by Chapter 190, Florida Statutes, at \$200 per meeting. Amount is based on five supervisors receiving fees for two meetings per month.

Engineering Fees

The District's engineer, Boyer Singleton, will be providing general engineering services to the District, which includes preparation and attendance of monthly board meetings.

Attorney Fees

Legal Counsel:

Shutts and Bowen LLP

300 South Orange Avenue
Suite 300
Orlando, FL 32801
Telephone: (407) 835-6759
Fax: (407) 849-7288

The District's legal counsel, Shutts and Bowen, will be providing general services, which include attendance and preparation for monthly board meetings. Also, services include reviewing contracts, agreements, resolutions, rule amendments, etc.

Viera East
Community Development District
General Fund Budget

Viera East

Community Development District

General Fund Budget

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

- o Series 2006 Water Management \$1,000

Trustee Fees

The District will pay annual trustee fees for Water Management Refunding Bonds, Series 2006.

Annual Audit

The District is required to annually have its financial records audited by an independent Certified Public Accounting Firm. The estimated cost of the audit is based on the prior fiscal year and will be shared with the Recreational Fund.

Collection Agent

Fees incurred by GMS-Central Florida, LLC for calculating, levying and certification of the District's Non-Ad valorem Maintenance Assessments with the Brevard County Tax Collector.

| Contractor | Services | Monthly | Annual |
|---------------------------------------|----------|---------|----------|
| GMS- Central Florida, LLC Assessments | | \$ 208 | \$ 2,500 |

Management Fees

The District has contracted with GMS-Central Florida, LLC to provide Accounting and Administrative Services for the District. The services include, but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, financial reporting, annual audits, etc.

Postage

Mailing of Board Meeting agendas, checks for vendors, overnight deliveries and any other required correspondence. Amount is based on prior years cost.

Printing & Binding

Printing and binding agenda packages for board meetings, printing of computerized checks, District Brochures, correspondence, stationary, envelopes etc.

Insurance- Liability

The District's general liability, public official's liability, and automobile insurance coverage is provided by EGIS Insurance and Risk Advisors.

| Description | Admin Amount | Field Amount | Annual Amount |
|----------------------|-----------------|-----------------|-----------------|
| General Liability | \$ 4,282 | \$ - | \$ 4,282 |
| POL/EPLI | \$ 3,193 | \$ - | \$ 3,193 |
| Auto Physical Damage | \$ - | \$ - | \$ - |
| Property | \$ - | \$ 1,663 | \$ 1,663 |
| Total | \$ 7,475 | \$ 1,663 | \$ 9,138 |

Viera East

Community Development District

General Fund Budget

Legal Advertising

Advertising of monthly board meetings, public hearings, and any other legal advertising that may be required.

Other Current Charges

Any miscellaneous expenses incurred by the District that were not previously budgeted.

Office Supplies

Any supplies that may need to be purchased during the Fiscal Year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Dues & Licenses

The District is required to pay an annual fee to the Department of Community Affairs for \$175. This is the only anticipated expenditure for this category.

Information Technology

Costs related to District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Operating Expenditures:

Salaries & Wages

The District currently has a General Manager and 1 full time employee to handle the operations of the District. The proposed amount includes a 3% cost of living increase for qualifying employees.

Administration Fee

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

FICA

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

Health Insurance

Full time District Employee's are eligible for the following health benefits.

| Provider | Policy Number | Insurance Description |
|-------------------|---------------|--|
| United Healthcare | 591637 | Accidental Death, Dental, Vision, Life, and Long Term Disability |
| Health First | 114619 | Health |
| Colonial Life | E3682663 | Life, Accident, Short Term Disability |
| Combined | 007394312 | Accident and Disability |

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.

Viera East

Community Development District

General Fund Budget

Unemployment

The District pays State and Federal unemployment for each employee based upon current rate structures.

Other Contractual

Miscellaneous fees and contracts incurred for the District.

| Description | Annual Amount |
|----------------------------|-----------------|
| ADT Security | \$ 2,352 |
| Ecolab Pest Elimination | \$ 3,937 |
| Xelar Copier | \$ 1,117 |
| Additional Contract Funds | \$ 94 |
| Total Annual Budget | \$ 7,500 |

Training

Expense involved in providing training for staff.

Uniforms

Expense involved in providing uniforms for the administration staff.

Maintenance Expenditures:

Canal Maintenance

Represents cost associated with the maintenance of the canals located east and west of I-95. The canals east of I-95 are maintained by various contractors paid by the District on an "as needed" basis. The canals west of I-95 are maintained by A. Duda & Sons and billed to the District

Lake Bank Restoration

Allocation of funds dedicated for lake bank restoration throughout the District.

Environmental Services

The District will incur the following costs related to maintaining and managing the various conservation areas (wetlands and uplands), which are the responsibility of the District. The amount is based upon the current contract with Kevin L. Erwin, plus an allowance for additional services from other providers that may be required. Services provided under this budget item may include the following:

Wetland Monitoring Reports as required by SJRWMD and USACOE.
Wetland Maintenance, removal of exotic species as required to conform to permit requirements.

Habitat Management, including burns of preserved areas as required within the approved Habitat Management Plan(s).
Permit Compliance and General Services as required.

Viera East

Community Development District

General Fund Budget

Water Management System

The District currently has a contract with ECOR Industries, Inc. to provide Aquatic Maintenance Service for the District's Lakes.

| Description | Monthly Amount | Annual Amount |
|--|----------------|---------------|
| Natural Areas Management | \$ 3,296 | \$ 39,551 |
| Wingate & Auburn Lake Aquatic Weed Control | \$ 664 | \$ 7,971 |
| Bayhill Wetland Maintenance (Bi-Monthly) | \$ 200 | \$ 1,200 |
| Aquatic Weed Control | \$ 3,407 | \$ 40,881 |
| Header Canal Maintenance (Quarterly) | \$ 1,100 | \$ 4,440 |
| Unanticipated Repairs/Improvements | | \$ 4,957 |
| Total | \$ 8,667 | \$ 99,000 |

Control Burns:

The District anticipates that it will have control burns this year throughout the Scrub Jay Preserve areas. The purpose of the control burns is to enhance the habitat of threatened and endangered species and to reduce the intensity of natural fires.

Contingencies

Any miscellaneous expenses incurred by the District that were not previously budgeted.

Fire Line Maintenance

Expenses related to the maintenance of the various Fire Lines throughout the District. This mainly includes the mechanical removal of vegetation between homeowners' property and conservation areas in order to slow or stop the spread of wildfire.

Basin Repair

Expenses related to the repair and maintenance of the drainage structures at District Basins III, IV, and V. The drainage structures that get repaired are the outfalls (connect lakes) and the flowways (connect lakes to St Johns River).

Grounds Maintenance Expenditures:

Salaries & Wages

The District currently has a 4 full time and 1 part time employee's to handle the grounds maintenance of the District. The proposed amount includes a 3% cost of living increase for qualifying employees.

Administration Fee

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

FICA

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

Viera East

Community Development District

General Fund Budget

Health Insurance

Full time District Employee's are eligible for the following health benefits.

| Provider | Policy Number | Insurance Description |
|-------------------|---------------|--|
| United Healthcare | 591637 | Accidental Death, Dental, Vision, Life, and Long Term Disability |
| Health First | 114619 | Health |
| Colonial Life | E3682663 | Life, Accident, Short Term Disability |
| Combined | 007394312 | Accident and Disability |

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.

Unemployment

The District pays State and Federal unemployment for each employee based upon current rate structures.

Telephone

Expenses incurred for the telephone and fax machine.

| Vendor | Monthly Amount | Annual Amount |
|------------------------|----------------|-----------------|
| Blueline Telecom Group | \$ 517 | \$ 6,204 |
| Contingency | | \$ 46 |
| Total | | \$ 6,250 |

Utilities

The District has the following utility account with Florida Power and Light to provide electricity for the maintenance building.

| Vendor | Account | Monthly Amount | Annual Amount |
|--------------|-------------|----------------|-----------------|
| FPL | 83490-45156 | \$ 450 | \$ 5,400 |
| Contingency | | | \$ 100 |
| Total | | | \$ 5,500 |

Property Appraiser

Fees incurred for the Brevard County Property Appraiser performing work in support of processing and distributing non-ad valorem assessment information. The cost for the FY2019 year will be \$1,990.

Viera East

Community Development District

General Fund Budget

Insurance- Property

Represents the amount paid for the property portion of the insurance premium with EGIS Insurance and Risk Advisors. The property includes vehicles, equipment, etc.

| Description | Admin Amount | Field Amount | Annual Amount |
|----------------------|-----------------|-----------------|------------------|
| General Liability | \$ 4,282 | \$ - | \$ 4,282 |
| POL/EPLI | \$ 3,193 | \$ - | \$ 3,193 |
| Auto Physical Damage | \$ - | \$ - | \$ - |
| Property | \$ - | \$ 1,663 | \$ 1,663 |
| Total | \$ 7,475 | \$ 1,663 | \$ 9,138 |

Repairs

Any costs related to miscellaneous repairs and maintenance that occur during the fiscal year.

Fuel

Costs related to fuel purchased for grounds maintenance machinery that occur during the fiscal year.

Park Maintenance

Represents cost associated with the maintenance of the parks and trails located within the district.

Sidewalk Repair

Represents cost associated with the repair of the sidewalks located within the district.

Chemicals

Includes fungicide applications, herbicide applications, insecticide applications needed to maintain the grounds.

Contingencies

Represents any miscellaneous expenses incurred by the District that were not previously budgeted.

Refuse

Estimated costs for refuse services to empty dumpster(s) twice monthly by Danny's Recycling & HAU is:

| Contractor | Services | Monthly | Annual |
|-------------------------|----------------|---------|-----------------|
| Danny's Recycling & HAU | Empty Dumpster | \$ 430 | \$ 5,160 |
| | Contingency | | \$ 840 |
| Total | | | \$ 6,000 |

Office Supplies

Costs for items used in office

Viera East

Community Development District

General Fund Budget

Uniforms

The District is in contract with Unifirst to supply uniforms for the Maintenance staff. Unifirst comes to the District weekly to deliver clean uniforms to the staff.

| Vendor | Monthly Amount | Annual Amount |
|---------------|-----------------------|----------------------|
| Unifirst | \$ 219 | \$ 2,624 |
| Contingency | | \$ 376 |
| Total | | \$ 3,000 |

Fire and Burglary Alarm System

The District is in contract with ADT to provide monthly fire and burglary alarm system monitoring and maintenance. The services will be split between the Golf Course and Operations.

| Description | Monthly Amount | Annual Amount |
|----------------------------|-----------------------|----------------------|
| System Monitoring | \$ 98 | \$ 1,176 |
| Equipment Lease | \$ 233 | \$ 2,797 |
| Contingency | | \$ 27 |
| Total Annual Budget | | \$ 4,000 |

Rain Bird Pump System

The District will be financing a new pump system for irrigation through Rain Bird.

| Vendor | Monthly Amount | Annual Amount |
|----------------------------|-----------------------|----------------------|
| Rain Bird | \$ 2,298 | \$ 27,576 |
| Total Annual Budget | | \$ 27,576 |

Maintenance Reserves - Transfer Out

Funds allocated annually to insure available cash for ongoing operations of the District and for major repair or replacement of capital items.

Maintenance Reserves - Transfer Out (PY Excess)

Represents projected excess funds above operating capital requirements in the General Fund.

**Viera East
Community Development District
Capital Reserve Fund
Approved Budget
Fiscal Year 2021**

| | Adopted Budget FY 2020 | Actual Thru 4/30/20 | Projected Next 5 Months | Total Projected @ 9/30/20 | Approved Budget FY 2021 |
|--|---------------------------------------|------------------------------------|--|--|--|
| <i>Revenues</i> | | | | | |
| Beginning Fund Balance | \$283,792 | \$349,146 | \$0 | \$349,146 | \$295,221 |
| Interest Income | \$2,500 | \$2,704 | \$2,000 | \$4,704 | \$2,500 |
| Reserve Funding - Transfer In (General) | \$3,719 | \$2,169 | \$1,549 | \$3,719 | \$1,860 |
| Reserve Funding - Transfer In (Golf) | \$7,940 | \$13,129 | \$0 | \$13,129 | \$33,612 |
| Reserve Funding - Transfer In (General Excess) | \$0 | \$0 | \$51,753 | \$51,753 | \$0 |
| Total Revenues | \$297,950 | \$367,148 | \$55,303 | \$422,451 | \$333,192 |
| <i>Expenditures</i> | | | | | |
| Capital Outlay | \$100,000 | \$127,231 | \$0 | \$127,231 | \$100,000 |
| Truck Maintenance | \$25,000 | \$0 | \$0 | \$0 | \$25,000 |
| Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$125,000 | \$127,231 | \$0 | \$127,231 | \$125,000 |
| Excess Revenues (Expenditures) | \$172,950 | \$239,918 | \$55,303 | \$295,221 | \$208,192 |

Viera East
Community Development District
Debt Service Fund
Series 2006
Approved Budget FY2021

| Adopted Budget FY 2020 | Actual Thru 4/30/20 | Projected Next 5 Months | Total Projected @ 9/30/20 | Approved Budget FY 2021 |
|---------------------------------------|------------------------------------|--|--|--|
|---------------------------------------|------------------------------------|--|--|--|

Revenues

| | | | | | |
|------------------------|--------------|--------------|------------|--------------|--------------|
| Special Assessments | \$ 2,376,297 | \$ 2,307,905 | \$ 115,265 | \$ 2,423,170 | \$ 2,376,297 |
| Interest Income | \$ 1,500 | \$ 928 | \$ 750 | \$ 1,678 | \$ 1,500 |
| Beginning Fund Balance | \$ 466,966 | \$ 459,368 | \$ - | \$ 459,368 | \$ 447,905 |

| | | | | | |
|-----------------------|---------------------|---------------------|-------------------|---------------------|---------------------|
| Total Revenues | \$ 2,844,763 | \$ 2,768,200 | \$ 116,015 | \$ 2,884,216 | \$ 2,825,702 |
|-----------------------|---------------------|---------------------|-------------------|---------------------|---------------------|

Expenditures

Series 2006

| | | | | | |
|--------------------------|--------------|------------|--------------|--------------|--------------|
| Interest-11/1 | \$ 184,719 | \$ 184,719 | \$ - | \$ 184,719 | \$ 126,644 |
| Interest-5/1 | \$ 184,719 | \$ - | \$ 184,719 | \$ 184,719 | \$ 126,644 |
| Principal-5/1 | \$ 2,020,000 | \$ - | \$ 2,020,000 | \$ 2,020,000 | \$ 2,140,000 |
| Other Debt Service Costs | \$ 46,873 | \$ - | \$ 46,873 | \$ 46,873 | \$ 46,873 |

| | | | | | |
|---------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|
| Total Expenditures | \$ 2,436,311 | \$ 184,719 | \$ 2,251,592 | \$ 2,436,311 | \$ 2,440,161 |
|---------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|

Excess Revenues

| | | | | | |
|-----------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|
| (Expenditures) | \$ 408,453 | \$ 2,583,481 | \$ (2,135,576) | \$ 447,905 | \$ 385,542 |
|-----------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|

* Excess Revenues needed to pay the 11/1/21 Interest Payment \$ 65,119

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|----------------------|----------------|----------------|----------------|----------------|
| Net Assessments | \$ 2,423,170 | \$ 2,423,170 | \$ 2,423,170 | \$ 2,376,297 |
| Discounts | \$ 96,927 | \$ 96,927 | \$ 96,927 | \$ 95,052 |
| Gross Assessment | \$ 2,520,097 | \$ 2,520,097 | \$ 2,520,097 | \$ 2,471,349 |
| Gross Assessments | \$ 2,520,097 | \$ 2,520,097 | \$ 2,520,097 | \$ 2,520,097 |
| Assessable Units | 6,091 | 6,091 | 6,091 | 6,091 |
| Per Unit Assessments | \$ 414 | \$ 414 | \$ 414 | \$ 414 |

Viera East
Community Development District
Debt Service Fund - Series 2006
Amortization Schedule

| Date | Series 2006 | | Fiscal Total |
|---------|-------------|-----------|-----------------|
| | Principal | Interest | |
| 11/1/19 | | \$184,719 | \$184,719 |
| 5/1/20 | \$2,020,000 | \$184,719 | |
| 11/1/20 | | \$126,644 | \$2,331,363 |
| 5/1/21 | \$2,140,000 | \$126,644 | |
| 11/1/21 | | \$65,119 | \$2,331,763 |
| 5/1/22 | \$2,265,000 | \$65,119 | \$2,330,119 |
| | | | |
| | \$6,425,000 | \$752,963 | \$7,177,963 |

Viera East
Community Development District
Golf Course
Approved Operating Budget
Fiscal Year 2021

| Actual | Adopted | Actual | Projected | Total | Approved |
|----------------|----------------|----------------|------------------|------------------|-----------------|
| FY 2019 | Budget | Thru | Next | Projected | Budget |
| | FY 2020 | 4/30/20 | 5 Months | @ 9/30/20 | FY 2021 |

Number of Rounds

| | | | | | | |
|--------------------------|--------|--------|--------|--------|--------|--------|
| Paid Rounds | 37,694 | 35,250 | 21,451 | 12,436 | 33,887 | 35,250 |
| Member Rounds | 7,120 | 10,000 | 5,560 | 2,730 | 8,290 | 10,000 |
| Comp Rounds | 3,027 | 3,000 | 1,952 | 1,036 | 2,988 | 3,000 |
| EZ Links | 3,273 | 3,000 | 1,667 | 938 | 2,605 | 3,000 |
| GolfNow | 1,518 | 2,000 | 1,694 | 666 | 2,360 | 2,000 |
| Total Memberships | 70 | 60 | 47 | 13 | 60 | 60 |
| <i>Revenue per Round</i> | | | | | | |
| Public | \$34 | \$35 | \$40 | \$36 | \$38 | \$40 |

Revenues

| | | | | | | |
|-----------------------------------|-------------|-------------|-----------|-----------|-------------|-------------|
| Greens Fees | \$1,269,343 | \$1,460,610 | \$850,801 | \$448,873 | \$1,299,674 | \$1,426,357 |
| Gift Cards- Sales | \$11,531 | \$25,000 | \$5,021 | \$2,813 | \$7,834 | \$25,000 |
| Gift Cards- Usage | (\$15,672) | (\$25,000) | (\$9,634) | (\$5,357) | (\$14,991) | (\$25,000) |
| Season Advance/Trail Fees | \$202,756 | \$210,000 | \$128,651 | \$74,761 | \$203,412 | \$210,000 |
| Associate Memberships | \$36,498 | \$42,000 | \$26,307 | \$13,114 | \$39,421 | \$42,000 |
| Driving Range | \$64,639 | \$80,000 | \$44,657 | \$21,437 | \$66,094 | \$80,000 |
| Golf Lessons | \$2,100 | \$2,100 | \$1,225 | \$875 | \$2,100 | \$2,100 |
| Merchandise Sales | \$124,418 | \$115,000 | \$67,000 | \$38,979 | \$105,979 | \$115,000 |
| Restaurant | \$23,048 | \$20,000 | \$16,839 | \$5,928 | \$22,767 | \$20,000 |
| Assessments -Recreation Operating | \$22,527 | \$22,527 | \$13,141 | \$9,386 | \$22,527 | \$22,527 |
| Miscellaneous Income | \$23,473 | \$15,000 | \$16,813 | \$4,308 | \$21,121 | \$15,000 |

Total Revenues

| | | | | | |
|--------------------|--------------------|--------------------|------------------|--------------------|--------------------|
| \$1,764,662 | \$1,967,237 | \$1,160,821 | \$615,116 | \$1,775,938 | \$1,932,984 |
|--------------------|--------------------|--------------------|------------------|--------------------|--------------------|

General Expenditures

| | | | | | | |
|--|----------|----------|----------|----------|----------|----------|
| Other Contractual Services | \$12,294 | \$15,000 | \$9,101 | \$5,299 | \$14,400 | \$15,000 |
| Telephone | \$5,267 | \$5,500 | \$2,069 | \$2,419 | \$4,488 | \$5,500 |
| Postage | \$1,705 | \$1,500 | \$6,201 | \$593 | \$6,794 | \$2,000 |
| Printing & Binding | \$691 | \$1,000 | \$0 | \$300 | \$300 | \$1,000 |
| Utilities | \$5,611 | \$5,000 | \$3,226 | \$2,282 | \$5,509 | \$5,400 |
| Repairs & Maintenance | \$10,143 | \$7,000 | \$573 | \$2,256 | \$2,830 | \$8,000 |
| Advertising | \$40,453 | \$45,000 | \$19,510 | \$14,731 | \$34,241 | \$45,000 |
| Bank Charges | \$36,526 | \$30,500 | \$22,615 | \$14,060 | \$36,675 | \$35,000 |
| Office Supplies | \$5,202 | \$4,000 | \$2,172 | \$1,091 | \$3,263 | \$4,000 |
| Operating Supplies | \$4,461 | \$5,000 | \$2,046 | \$1,290 | \$3,335 | \$5,000 |
| Dues, Licenses & Subscriptions | \$8,469 | \$8,000 | \$5,629 | \$2,195 | \$7,824 | \$8,000 |
| Drug Testing- All departments | \$517 | \$200 | \$190 | \$141 | \$331 | \$500 |
| Training, Education & Employee Relations | \$3,400 | \$3,000 | \$2,637 | \$315 | \$2,952 | \$3,000 |
| Contractual Security | \$2,550 | \$3,000 | \$829 | \$1,708 | \$2,536 | \$3,000 |
| IT Services | \$3,747 | \$3,000 | \$190 | \$812 | \$1,002 | \$3,000 |

Total Golf Course Expenditures

| | | | | | |
|------------------|------------------|-----------------|-----------------|------------------|------------------|
| \$141,035 | \$136,700 | \$76,988 | \$49,491 | \$126,479 | \$143,400 |
|------------------|------------------|-----------------|-----------------|------------------|------------------|

Viera East
Community Development District
Golf Course
Approved Operating Budget
Fiscal Year 2021

| Actual FY 2019 | Adopted Budget FY 2020 | Actual Thru 4/30/20 | Projected Next 5 Months | Total Projected @ 9/30/20 | Approved Budget FY 2021 |
|-------------------|------------------------------|---------------------------|-------------------------------|---------------------------------|-------------------------------|
|-------------------|------------------------------|---------------------------|-------------------------------|---------------------------------|-------------------------------|

Restaurant Expenditures

| | | | | | | |
|-----------------|----------|----------|---------|---------|---------|----------|
| Utilities | \$10,392 | \$10,500 | \$5,131 | \$3,894 | \$9,025 | \$10,500 |
| Pest Control | \$1,130 | \$1,200 | \$666 | \$476 | \$1,141 | \$1,200 |
| Equipment Lease | \$1,037 | \$1,100 | \$684 | \$489 | \$1,173 | \$1,100 |

Total Restaurant Expenditures

| | | | | | |
|-----------------|-----------------|----------------|----------------|-----------------|-----------------|
| \$12,559 | \$12,800 | \$6,481 | \$4,859 | \$11,340 | \$12,800 |
|-----------------|-----------------|----------------|----------------|-----------------|-----------------|

Golf Operations:

| | | | | | | |
|--|-----------|-----------|-----------|----------|-----------|-----------|
| Salaries | \$204,709 | \$237,500 | \$131,399 | \$80,375 | \$211,774 | \$210,900 |
| Administrative Fee | \$18,093 | \$17,793 | \$11,809 | \$7,996 | \$19,805 | \$19,957 |
| FICA Expense | \$16,014 | \$18,781 | \$10,040 | \$6,001 | \$16,041 | \$16,547 |
| Health Insurance | \$678 | \$707 | \$368 | \$397 | \$765 | \$707 |
| Workers Compensation | \$5,730 | \$4,812 | \$3,628 | \$2,142 | \$5,770 | \$4,239 |
| Unemployment | \$8,862 | \$12,786 | \$6,035 | \$3,524 | \$9,558 | \$12,786 |
| Golf Printing | \$0 | \$2,200 | \$1,206 | \$804 | \$2,010 | \$2,200 |
| Utilities | \$22,000 | \$22,500 | \$11,425 | \$8,341 | \$19,766 | \$22,500 |
| Repairs | \$525 | \$250 | \$0 | \$500 | \$500 | \$250 |
| Pest Control | \$1,193 | \$1,200 | \$666 | \$476 | \$1,141 | \$1,200 |
| Supplies | \$13,329 | \$8,000 | \$10,318 | \$3,796 | \$14,114 | \$10,000 |
| Uniforms | \$530 | \$1,500 | \$1,862 | \$49 | \$1,912 | \$1,500 |
| Training, Education & Employee Relations | \$26 | \$2,000 | \$260 | \$0 | \$260 | \$2,000 |
| Fuel | \$0 | \$500 | \$0 | \$0 | \$0 | \$500 |
| Cart Lease | \$45,599 | \$90,753 | \$40,284 | \$36,140 | \$76,424 | \$99,000 |
| Cart Maintenance | \$3,653 | \$4,000 | \$3,482 | \$1,253 | \$4,735 | \$4,000 |
| Driving Range | \$4,488 | \$10,000 | \$3,428 | \$3,591 | \$7,019 | \$10,000 |

Total Golf Operation Expenditures

| | | | | | |
|------------------|------------------|------------------|------------------|------------------|------------------|
| \$345,428 | \$435,282 | \$236,209 | \$155,386 | \$391,595 | \$418,286 |
|------------------|------------------|------------------|------------------|------------------|------------------|

Merchandise Sales:

| | | | | | | |
|--------------------|----------|----------|----------|----------|----------|----------|
| Cost of Goods Sold | \$85,408 | \$77,000 | \$44,021 | \$30,588 | \$74,608 | \$77,000 |
|--------------------|----------|----------|----------|----------|----------|----------|

Total Merchandise Sales

| | | | | | |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| \$85,408 | \$77,000 | \$44,021 | \$30,588 | \$74,608 | \$77,000 |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|

Golf Course Maintenance:

| | | | | | | |
|----------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Salaries | \$422,350 | \$470,000 | \$246,766 | \$174,016 | \$420,782 | \$452,632 |
| Administrative Fees | \$10,767 | \$11,867 | \$6,409 | \$4,430 | \$10,839 | \$11,919 |
| FICA Expense | \$30,495 | \$36,060 | \$18,215 | \$13,090 | \$31,305 | \$3,756 |
| Employee Insurance | \$45,723 | \$58,245 | \$26,327 | \$13,790 | \$40,117 | \$49,336 |
| Workers Compensation | \$11,314 | \$11,316 | \$6,681 | \$4,736 | \$11,417 | \$11,023 |
| Unemployment | \$6,986 | \$7,857 | \$5,859 | \$1,310 | \$7,169 | \$8,170 |
| Drug Testing | \$0 | \$420 | \$0 | \$0 | \$0 | \$0 |
| Consulting Fees | \$6,000 | \$6,000 | \$3,500 | \$2,500 | \$6,000 | \$6,000 |
| Fire Alarm System | \$814 | \$4,000 | \$1,239 | \$158 | \$1,397 | \$4,000 |
| Telephone/Internet | \$0 | \$500 | \$0 | \$0 | \$0 | \$0 |
| Utilities/Water | \$27,332 | \$26,200 | \$14,967 | \$10,187 | \$25,154 | \$26,200 |

Viera East
Community Development District
 Golf Course
 Approved Operating Budget
 Fiscal Year 2021

| | Actual FY 2019 | Adopted Budget FY 2020 | Actual Thru 4/30/20 | Projected Next 5 Months | Total Projected @ 9/30/20 | Approved Budget FY 2021 |
|--|---------------------------|---------------------------------------|------------------------------------|--|--|--|
| Repairs | \$42,372 | \$48,000 | \$21,338 | \$11,053 | \$32,391 | \$48,000 |
| Fuel & Oil | \$35,882 | \$40,000 | \$16,774 | \$16,774 | \$33,547 | \$40,000 |
| Pest Control | \$904 | \$1,000 | \$789 | \$385 | \$1,174 | \$1,000 |
| Irrigation/Drainage | \$31,852 | \$30,000 | \$8,391 | \$6,362 | \$14,753 | \$30,000 |
| Sand and Topsoil | \$21,323 | \$26,500 | \$6,665 | \$4,850 | \$11,515 | \$26,500 |
| Flower/Mulch | \$4,401 | \$7,000 | \$8,177 | \$27 | \$8,203 | \$7,000 |
| Fertilizer | \$124,424 | \$139,000 | \$70,020 | \$58,385 | \$128,405 | \$139,000 |
| Seed/Sod | \$12,462 | \$16,500 | \$6,876 | \$1,412 | \$8,288 | \$16,500 |
| Trash Removal | \$1,917 | \$2,000 | \$986 | \$692 | \$1,677 | \$2,000 |
| Contingency | \$4,522 | \$6,000 | \$2,679 | \$0 | \$2,679 | \$6,000 |
| First Aid | \$734 | \$600 | \$562 | \$297 | \$859 | \$800 |
| Office Supplies | \$854 | \$1,000 | \$114 | \$250 | \$364 | \$1,000 |
| Operating Supplies | \$5,795 | \$17,500 | \$2,428 | \$1,785 | \$4,213 | \$15,000 |
| Training | \$1,439 | \$500 | \$909 | \$189 | \$1,098 | \$1,000 |
| Janitorial Supplies | \$84 | \$1,500 | \$30 | \$500 | \$530 | \$1,000 |
| Soil & Water Testing | \$0 | \$1,000 | \$0 | \$500 | \$500 | \$1,000 |
| Uniforms | \$8,446 | \$8,500 | \$4,861 | \$3,327 | \$8,188 | \$8,500 |
| Equipment Rental | \$414 | \$2,500 | \$0 | \$500 | \$500 | \$2,000 |
| Equipment Lease | \$161,619 | \$163,000 | \$102,548 | \$67,790 | \$170,338 | \$165,000 |
| Small Tools | \$0 | \$500 | \$0 | \$500 | \$500 | \$500 |
| Total Golf Course Maintenance | \$1,021,224 | \$1,145,065 | \$584,107 | \$399,794 | \$983,901 | \$1,084,836 |
| <u>Administrative Expenditures:</u> | | | | | | |
| Legal Fees | \$0 | \$1,500 | \$1,740 | \$0 | \$1,740 | \$1,500 |
| Arbitrage | \$450 | \$600 | \$350 | \$250 | \$600 | \$600 |
| Dissemination | \$1,000 | \$1,000 | \$583 | \$417 | \$1,000 | \$1,000 |
| Trustee Fees | \$4,089 | \$4,100 | \$2,392 | \$1,708 | \$4,100 | \$4,100 |
| Annual Audit | \$1,340 | \$1,500 | \$875 | \$625 | \$1,500 | \$1,500 |
| Golf Course Administrative Services | \$56,280 | \$56,280 | \$32,830 | \$23,450 | \$56,280 | \$56,280 |
| Insurance | \$64,819 | \$70,000 | \$39,364 | \$27,504 | \$66,868 | \$77,000 |
| Property Taxes | \$13,053 | \$10,000 | \$8,673 | \$7,673 | \$16,346 | \$15,000 |
| Total Administrative Expenditures | \$141,031 | \$144,980 | \$86,807 | \$61,626 | \$148,434 | \$156,980 |
| <u>Reserves:</u> | | | | | | |
| Renewal & Replacement | \$35,446 | \$7,940 | \$13,129 | \$0 | \$13,129 | \$33,612 |
| Total Reserves | \$35,446 | \$7,940 | \$13,129 | \$0 | \$13,129 | \$33,612 |
| Total Revenues | \$1,764,662 | \$1,967,237 | \$1,160,821 | \$615,116 | \$1,775,938 | \$1,932,984 |
| Total Expenditures | \$1,782,131 | \$1,959,767 | \$1,047,743 | \$701,743 | \$1,749,486 | \$1,926,914 |
| Operating Income (Loss) | (\$17,469) | \$7,470 | \$113,079 | (\$86,626) | \$26,452 | \$6,070 |

Viera East
Community Development District
Golf Course
Approved Operating Budget
Fiscal Year 2021

| Actual FY 2019 | Adopted Budget FY 2020 | Actual Thru 4/30/20 | Projected Next 5 Months | Total Projected @ 9/30/20 | Approved Budget FY 2021 |
|-------------------|------------------------------|---------------------------|-------------------------------|---------------------------------|-------------------------------|
|-------------------|------------------------------|---------------------------|-------------------------------|---------------------------------|-------------------------------|

Non Operating Revenues/(Expenditures):

| | | | | | | |
|--------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Assessments -Recreation Debt Service | \$575,695 | \$558,355 | \$325,707 | \$232,648 | \$558,355 | \$558,355 |
| Interest Income | \$968 | \$1,000 | \$239 | \$150 | \$389 | \$1,000 |
| Interest Expense | (\$171,638) | (\$156,825) | (\$91,481) | (\$65,344) | (\$156,825) | (\$140,425) |
| Principal Expense | (\$395,000) | (\$410,000) | (\$239,167) | (\$170,833) | (\$410,000) | (\$425,000) |

| | | | | | | |
|--|-----------------|------------------|------------------|------------------|------------------|------------------|
| Total Non Operating Revenues/(Expenditures) | \$10,026 | (\$7,470) | (\$4,702) | (\$3,379) | (\$8,081) | (\$6,070) |
|--|-----------------|------------------|------------------|------------------|------------------|------------------|

| | | | | | | |
|--|------------------|------------|------------------|-------------------|-----------------|------------|
| Net Non Operating Income / (Loss) | (\$7,444) | \$0 | \$108,376 | (\$90,006) | \$18,371 | \$0 |
|--|------------------|------------|------------------|-------------------|-----------------|------------|

Viera East

Community Development District

Recreational Operating Budget

Revenues:

Greens Fees

Estimated revenue for public paid rounds of golf.

Gift Card- Sales

Estimated amount of gift cards sold that can be used for discounted rounds of golf, merchandise or restaurant purchases. The full amount of the sale is recorded as revenue at the time of purchase.

Gift Card- Usage

Estimated usage of gift cards once purchased. Once the gift cards have been used at the District, the amount used is recorded against the revenue.

Season Advance/Trail Fees

Estimated revenue of customers who purchase memberships to the District golf course in advance for the year.

Associate Memberships

Estimated costs of all associate memberships sold. The associate membership costs \$79 and lasts for one year. The membership gets the member a 20% discount on golf rounds and other discounts on range balls, apparel, and USGA handicap service.

Driving Range

Estimated revenue from the District's driving range.

Golf Lessons

Estimated revenue from golfing lessons given at the golf course. The District leases the golf instruction program to the Mike Hogan Golf Academy.

Merchandise Sales

Estimated revenue of clothing, equipment, and supplies sold in the District's Pro Shop.

Restaurant

The District's restaurant is leased to Divots Grille, LLC per an agreement with the District and Divots Grille, LLC. The agreement states that Divots Grille, LLC will pay the District six (6%) of gross sales not excluding sales tax through the lease term ending on September 30, 2019.

| Description | Annual Amount |
|--------------------------|------------------|
| Rental Income | \$ 12,000 |
| Other Restaurant Revenue | \$ 8,000 |
| Total | \$ 20,000 |

Viera East

Community Development District

Recreational Operating Budget

Assessments- Recreation Operations

The District will levy Non-Ad Valorem assessments in all the assessable property within the District to help fund all of the General Operating Expenditures for the fiscal year.

Miscellaneous Income

Estimated annual revenue for various miscellaneous charges billed and collected by the District.

General Expenditures:

Other Contractual Services

Contractual Services include the following contracts:

| Vendor | Monthly Amount | Annual Amount |
|-------------------------------------|----------------|------------------|
| Brighthouse (Cable & Internet) | \$ 350 | \$ 4,200 |
| Waste Management (Dumpster Removal) | \$ 338 | \$ 4,057 |
| Great America Financial | \$ 93 | \$ 1,117 |
| American Safety and First Alde | | \$ 500 |
| Crystal High Rise, Inc | | \$ 250 |
| Slug A Bug (Termite Renewal) | | \$ 325 |
| Contingency | | \$ 4,551 |
| Total Annual Budget | | \$ 15,000 |

Telephone

Represents regular telephone lines, credit card, and Internet access. A portion of expenses related to the District are transferred to General Fund.

| Vendor | Monthly Amount | Annual Amount |
|----------------------------|----------------|-----------------|
| Greybar Financial Services | \$ 289 | \$ 3,469 |
| Cricket | \$ 104 | \$ 1,248 |
| Contingency | | \$ 783 |
| Total | | \$ 5,500 |

Postage

Mailing payroll checks, checks for vendors, overnight deliveries and any other required correspondence that is directly related to the golf course. A portion of expenses related to the District are transferred to General Fund.

Printing & Binding

Printing of computerized checks, brochures, correspondence, promotional cards, stationary, rack cards, envelopes, etc. A portion of expenses related to the District are transferred to General Fund.

Viera East

Community Development District

Recreational Operating Budget

Utilities

The District has the following utility accounts related to the operations:

| Vendor | Account | Monthly Amount | Annual Amount |
|---------------|---------------|-------------------|------------------|
| FPL | 10579-42334 | \$ 180 | \$ 2,160 |
| FPL | 91273-57086 | \$ 30 | \$ 360 |
| City of Cocoa | 313093-70192 | \$ 125 | \$ 1,500 |
| City of Cocoa | 150351-141774 | \$ 75 | \$ 900 |
| Contingency | | | \$ 480 |
| Total | | | \$ 5,400 |

Repairs & Maintenance

Any miscellaneous repairs and maintenance, including electrical, plumbing, hardware, locksmiths, painting and HVAC. A portion of expenses related to the District are transferred to General Fund.

Advertising

Represents advertising for the golf course in the Yellow Pages, newspapers, periodicals, brochures and magazines, rack cards and holders, and promotional organizations. A portion of expenses related to the District are transferred to General Fund.

Bank Charges

Bank charges related to credit card usage, as well as account service charges for the operating checking account fund

Office Supplies

Any office supplies that may need to be purchased during the fiscal year, i.e., paper, minute books, file folders, labels, paper clips, etc.

Operating Supplies

Represents various operating supplies purchased

Viera East

Community Development District

Recreational Operating Budget

Dues, Licenses & Subscriptions

The following represents the estimated cost for license, membership subscriptions and permit renewals for the fiscal year:

| Vendor | Description | Annual Amount |
|--------------------------------|----------------------|----------------------|
| City of Rockledge | Business License | \$ 200 |
| Florida State Golf Association | Membership | \$ 150 |
| Florida State Golf Association | Handicap fees | 5000 |
| Brevard County | Business Tax License | \$ 82 |
| Fl. Space | Membership | \$ 805 |
| Cocoa Beach Regional Chapter | Membership | \$ 535 |
| US Golf Association | Membership | \$ 150 |
| Amazon Prime | Membership | \$ 156 |
| GCSAA | Gold Membership | \$ 435 |
| Contingency | | \$ 487 |
| Total | | \$ 8,000 |

Training, Education & Employee Relations

Costs incurred in sending District personnel to any training seminars or having personnel trained on site for different aspects to more efficiently and effectively operate the golf course. Also, any expense incurred for staff meetings and help wanted ads.

Contractual Security

Security system costs for the maintenance and clubhouse alarm systems.

IT Services

Costs related to District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Restaurant Expenditures:

Utilities

Estimated costs for the basic utilities for the restaurant:

| Vendor | Account | Monthly Amount | Annual Amount |
|---------------|----------------|-----------------------|----------------------|
| FPL | 03449-33189 | \$ 615 | \$ 7,380 |
| City of Cocoa | 150351-112664 | \$ 250 | \$ 3,000 |
| Contingency | | | \$ 120 |
| Total | | | \$ 10,500 |

Viera East

Community Development District

Recreational Operating Budget

Pest Control

The estimated costs for Ecolab Pest Elimination to provide monthly pest control services.

| Vendor | Monthly Amount | Annual Amount |
|-------------------------|-----------------------|----------------------|
| Ecolab Pest Elimination | \$ 95 | \$ 1,141 |
| Contingency | | \$ 59 |
| Total | | \$ 1,200 |

Equipment Lease

The expense related to leasing of a dishwasher in the restaurant.

| Vendor | Monthly Amount | Annual Amount |
|---------------|-----------------------|----------------------|
| Ecolab | \$ 88 | \$ 1,054 |
| Contingency | | \$ 46 |
| Total | | \$ 1,100 |

Golf Operations Expenditures:

Salaries & Wages

The District currently has a 1 full time and 30 part time employees to handle the Golf operations of the District. The proposed amount includes a 3% cost of living increase for qualifying employees.

Administration Fee

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

FICA

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

Health Insurance

Full time District Employee's are eligible for the following health benefits.

| Provider | Policy Number | Insurance Description |
|-------------------|----------------------|--|
| United Healthcare | 591637 | Accidental Death, Dental, Vision, Life, and Long Term Disability |
| Health First | 114619 | Health |
| Colonial Life | E3682663 | Life, Accident, Short Term Disability |
| Combined | 007394312 | Accident and Disability |

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.

Viera East

Community Development District

Recreational Operating Budget

Unemployment

The District pays State and Federal unemployment for each employee based upon current rate structures.

Golf Printing

Printing for materials needed for the course.

Utilities

Estimated cost of basic utilities for Golf operations:

| Vendor | Account | Monthly Amount | Annual Amount |
|---------------|---------------|----------------|------------------|
| FPL | 03449-33189 | \$ 585 | \$ 7,020 |
| FPL | 07938-52104 | \$ 925 | \$ 11,100 |
| City of Cocoa | 150351-112664 | \$ 100 | \$ 1,200 |
| Banleaco | | \$ 202 | \$ 2,421 |
| Contingency | | | \$ 759 |
| Total | | | \$ 22,500 |

Repairs

Any costs related to miscellaneous repairs and maintenance that occur during the fiscal year.

Pest Control

The estimated costs for Ecolab Pest Elimination to provide monthly pest control services.

| Vendor | Monthly Amount | Annual Amount |
|-------------------------|----------------|-----------------|
| Ecolab Pest Elimination | \$ 95 | \$ 1,141 |
| Contingency | | \$ 59 |
| Total | | \$ 1,200 |

Supplies

Estimated costs of miscellaneous supplies that the District may need to purchase for golf operations.

Uniforms

The estimated costs of uniforms for pro shop personnel. Once hired, all employees get a District golf shirt to wear during work hours.

Training, Education & Employee Relations

The District will incur the cost of the Assistant Pro Program and any training deemed necessary for the Pro Shop staff or cart facility personnel, for example, cart mechanics training and any help wanted ads.

Fuel

Costs for gasoline for all golf carts from Glover Oil Company.

Viera East

Community Development District

Recreational Operating Budget

Cart Lease

The expense related to leasing of carts for golf course.

| Vendor | Monthly Amount | Annual Amount |
|-----------------------|-----------------------|----------------------|
| TCF Equipment Finance | \$ 6,553 | \$ 78,635 |
| TCF Equipment Finance | \$ 242 | \$ 2,909 |
| Marlin Business Bank | \$ 236 | \$ 2,829 |
| GPS System | \$ 936 | \$ 11,232 |
| Yamaha Lease | \$ 164 | \$ 1,968 |
| Golf Cart | \$ 97 | \$ 1,164 |
| Contingency | | \$ 263 |
| Total | | \$ 99,000 |

Cart Maintenance

The expense related to any repairs and maintenance of the golf carts that are incurred during the year.

Driving Range Supplies

Any expenses incurred related to the driving range operation, for example range balls, tokens, buckets, bag stands, clock rope and sand/water buckets.

Merchandise Sales

Cost of Goods Sold

Represents cost of clothing, equipment, and supplies sold in the Pro Shop.

Golf Course Maintenance:

Salaries & Wages

The District currently has 10 full-time and 4 part-time employee's to handle the golf course maintenance. The proposed amount includes a 3% cost of living increase for qualifying employees.

Administration Fee

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

FICA

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

Viera East Community Development District Recreational Operating Budget

Health Insurance

Full time District Employee's are eligible for the following health benefits.

| Provider | Policy Number | Insurance Description |
|-------------------|---------------|--|
| United Healthcare | 591637 | Accidental Death, Dental, Vision, Life, and Long Term Disability |
| Health First | 114619 | Health |
| Colonial Life | E3682663 | Life, Accident, Short Term Disability |
| Combined | 007394312 | Accident and Disability |

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.

Unemployment

The District pays State and Federal unemployment for each employee based upon current rate structures.

Consulting Fees

The District is contracted with Thomas Trammell to give consulting advise on the golf course. Mr. Trammell goes to the District once a month to give the staff a detailed report on the golf course and suggests ways to improve it.

| Vendor | Monthly Amount | Annual Amount |
|-----------------|----------------|---------------|
| Thomas Trammell | \$ 500 | \$ 6,000 |

Fire and Burglary Alarm System

The District is in contract with ADT to provide monthly fire and burglary alarm system monitoring and maintenance. The services will be split between the Golf Course and Operations.

| Description | Monthly Amount | Annual Amount |
|----------------------------|----------------|-----------------|
| System Monitoring | \$ 98 | \$ 1,176 |
| Equipment Lease | \$ 233 | \$ 2,797 |
| Contingency | | \$ 27 |
| Total Annual Budget | | \$ 4,000 |

Utilities/Water

Estimated costs of basic utilities for the maintenance staff:

| Vendor | Account | Monthly Amount | Annual Amount |
|---------------|--------------|----------------|------------------|
| FPL | 83490-45156 | \$ 1,750 | \$ 21,000 |
| City of Cocoa | 313093-70192 | \$ 350 | \$ 4,200 |
| Contingency | | | \$ 1,000 |
| Total | | | \$ 26,200 |

Viera East

Community Development District

Recreational Operating Budget

Fuel & Oil

Costs related to fuel purchased for maintenance machinery that occur during the fiscal year.

Pest Control

The estimated costs for Ecolab Pest Elimination to provide monthly pest control services.

| Vendor | Monthly Amount | Annual Amount |
|-------------------------|---------------------------|--------------------------|
| Ecolab Pest Elimination | \$ 77 | \$ 924 |
| Contingency | | \$ 76 |
| Total | | \$ 1,000 |

Irrigation/Drainage

Estimated irrigation and drainage maintenance expenditures that may occur during the fiscal year.

Sand/Topsoil

Cost related to sand and topsoil expenditures that may occur during the fiscal year. The District buys all supplies from Golf Specialties, Inc. Some supplies may include top-dress sand, divot sand, and shell rock for the golf course.

Flowers/Mulch

Estimated cost of flowers and mulch for the golf course and clubhouse.

Chemicals/Fertilizer

Estimated costs of fertilizer, herbicide, insecticide, fungicide and other chemicals needed for the golf course.

Seed/Sod

Cost of seed and sod expenditures for the golf course that may occur during the fiscal year.

Trash Removal

Estimated costs for trash removal services to empty dumpster(s) once a month by Waste Management at the golf course:

| Vendor | Monthly Amount | Annual Amount |
|------------------------|---------------------------|--------------------------|
| Waste Management, Inc. | \$ 131 | \$ 1,575 |
| Contingency | | \$ 425 |
| Total | | \$ 2,000 |

Contingencies

Funding of unanticipated costs.

Viera East

Community Development District

Recreational Operating Budget

First Aid

Cost of work gloves, ear plugs, support belts, and other first aid supplies needed during the fiscal year.

Office Supplies

Any office supplies that may need to be purchased during the fiscal year, i.e., paper, minute books, file folders, labels, paper clips, etc.

Operating Supplies

Represents various operating supplies purchased

Training

Training seminars for golf course maintenance staff.

Janitorial Supplies

Costs of janitorial supplies that may occur during the fiscal year.

Soil & Water Testing

Costs for soil and water testing that may occur during the fiscal year.

Uniforms

The District is in contract with Unifirst to supply uniforms for the Golf Course Maintenance staff. Unifirst comes to the District weekly to deliver clean uniforms to the staff.

| Vendor | Monthly Amount | Annual Amount |
|---------------|---------------------------|--------------------------|
| Unifirst | \$ 700 | \$ 8,400 |
| Contingency | | \$ 100 |
| Total | | \$ 8,500 |

Equipment Rental

Rental of larger capital items required for Course Maintenance.

Viera East

Community Development District

Recreational Operating Budget

Equipment Lease

The District currently has the following equipment leases for the golf course:

| Vendor | Monthly Amount | Annual Amount |
|-----------------------|-----------------------|----------------------|
| DLL Finance LLC | \$ 5,168 | \$ 62,013 |
| TCF Equipment Finance | \$ 1,066 | \$ 12,792 |
| TCF Equipment Finance | \$ 5,116 | \$ 61,392 |
| TCF Equipment Finance | \$ 420 | \$ 5,036 |
| TCF Equipment Finance | \$ 372 | \$ 4,470 |
| TCF Equipment Finance | \$ 652 | \$ 7,828 |
| TCF Equipment Finance | \$ 431 | \$ 5,168 |
| TCF Equipment Finance | \$ 248 | \$ 2,976 |
| Dex Imaging | \$ 115 | \$ 1,380 |
| Contingency | | \$ 1,947 |
| Total | | \$ 165,000 |

Small Tools

Represents small tools purchased for golf course maintenance.

Administrative Expenditures:

Legal Fees

The District's attorney will be providing general legal services to the District that are directly related to operations of the golf course, i.e., reviewing contracts, agreements, resolutions, rule amendments, etc.

Arbitrage

The District will contract with an Independent certified public accounting firm to annually calculate the District's Arbitrage Rebate Liability on Special Assessments Revenue Bonds.

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c212(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Trustee Fees

The District issued Special Revenue Assessment Refunding Bonds, Series 2012 bonds that are deposited with a Trustee at U.S Bank.

Annual Audit

The District is required to annually have its financial records audited by an independent Certified Public Accounting Firm.

Viera East

Community Development District

Recreational Operating Budget

Golf Course Administrative Services

Cost of Administrative services provided for the CDD.

| Description | Annual Amount |
|-------------------------------|------------------|
| Base | \$ 75,000 |
| 10% of Maintenance Supervisor | \$ (7,280) |
| 50% of Labor Position | \$ (11,440) |
| Total | \$ 56,280 |

Insurance

EGIS Insurance and Risk Advisors provide the District's general liability, property, and crime insurance coverage. EGIS Insurance and Risk Advisors also provide a three year pollution policy.

| Description | Annual Amount |
|---------------------|------------------|
| General Liability | \$ 22,773 |
| Property | \$ 49,803 |
| Crime | \$ 1,122 |
| Pollution Policy | \$ 2,400 |
| Equipment Insurance | \$ 486 |
| Contingency | \$ 416 |
| Total | \$ 77,000 |

Property Taxes

This amount is an estimate of property taxes that will need to be paid throughout this fiscal year.

Reserves

Renewal & Replacement

The golf course transfers 2% of its monthly revenues to the Capital Reserve Fund to help fund for equipment replacement and other capital expenditures estimated for the fiscal year.

Viera East
Community Development District
Recreation Fund Debt Service - Series 2012
Amortization Schedule

| Date | Bond Balance | Interest | Principal | Interest | Fiscal Year Total |
|----------|--------------|----------|-------------|---------------|----------------------|
| 11/01/19 | 3,305,000 | | | \$ 78,412.50 | \$ 559,231.25 |
| 05/01/20 | 3,305,000 | 4.375% | \$410,000 | \$ 78,412.50 | |
| 11/01/20 | 2,895,000 | | | \$ 70,212.50 | \$ 558,625.00 |
| 05/01/21 | 2,895,000 | 4.625% | \$425,000 | \$ 70,212.50 | |
| 11/01/21 | 2,470,000 | | | \$ 60,915.63 | \$ 556,128.13 |
| 05/01/22 | 2,470,000 | 5.000% | \$445,000 | \$ 60,915.63 | |
| 11/01/22 | 2,025,000 | | | \$ 50,625.00 | \$ 556,540.63 |
| 05/01/23 | 2,025,000 | 5.000% | \$470,000 | \$ 50,625.00 | |
| 11/01/23 | 1,555,000 | | | \$ 38,875.00 | \$ 559,500.00 |
| 05/01/24 | 1,555,000 | 5.000% | \$490,000 | \$ 38,875.00 | |
| 11/01/24 | 1,065,000 | | | \$ 26,625.00 | \$ 555,500.00 |
| 05/01/25 | 1,065,000 | 5.000% | \$520,000 | \$ 26,625.00 | |
| 11/01/25 | 545,000 | | | \$ 13,625.00 | \$ 560,250.00 |
| 05/01/26 | 545,000 | 5.000% | \$545,000 | \$ 13,625.00 | \$ 558,625.00 |
| | | | | | |
| | | | \$3,305,000 | \$ 678,581.26 | \$ 4,464,400.01 |

Willow Creek

Community Development District

5385 N. Nob Hill Road, Sunrise, and Florida 33351 • (954) 721-8681 ~ Fax: (954) 721-9202

June 5, 2020

Mr. Stockton Whitten
Brevard County Manager
County Manager's Office
2725 Judge Fran Jamieson Way
Building C
Viera, FL 32940

RECEIVED

JUN 22 2020

County Manager's
Office

Ms. Wanda Wells
Titusville City Clerk
555 South Washington Avenue
Titusville, FL 32796

RECEIVED

JUN 25 2020

BUDGET OFFICE

Re: Willow Creek Community Development District
Proposed Budget Fiscal Year 2021

Dear Mr. Whitten and Ms. Wells,

In accordance with chapter 190.008 (2) (b), Florida Statutes, enclosed please find one copy of the District's proposed budget for Fiscal Year 2021 for purposes of disclosure and information only. The District will schedule a public hearing no 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,



Tiziana Cessna
District Accountant

Enclosure

***Approved Budget
Fiscal Year 2021***

***Willow Creek
Community Development District***

June 5, 2020



Willow Creek

Community Development District

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Budget

Narrative

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Willow Creek

Community Development District

General Fund

| Description | Adopted Budget FY 2020 | Actual Thru 4/30/2020 | Projected for 5 months | Total Projected 9/30/2020 | Proposed Budget FY 2021 |
|---------------------------------------|------------------------------|-----------------------------|------------------------------|---------------------------------|-------------------------------|
| Revenues | | | | | |
| Developer Contributions | \$33,329 | \$15,970 | \$6,079 | \$22,049 | \$34,167 |
| Total Revenues | \$33,329 | \$15,970 | \$6,079 | \$22,049 | \$34,167 |
| Expenditures | | | | | |
| Administrative | | | | | |
| Supervisor Fees | \$2,400 | \$600 | \$800 | \$1,400 | \$2,400 |
| Fica Expenditures | \$184 | \$46 | \$61 | \$107 | \$184 |
| Engineering Fees | \$2,000 | \$0 | \$0 | \$0 | \$2,000 |
| Attorney Fees | \$5,000 | \$1,596 | \$1,000 | \$2,596 | \$5,000 |
| Annual Audit | \$2,500 | \$2,500 | \$0 | \$2,500 | \$2,600 |
| Management Fees | \$10,000 | \$3,500 | \$2,500 | \$6,000 | \$10,000 |
| Website Compliance | \$1,000 | \$583 | \$417 | \$1,000 | \$1,000 |
| Telephone | \$25 | \$6 | \$19 | \$25 | \$25 |
| Postage | \$300 | \$61 | \$239 | \$300 | \$300 |
| Insurance | \$6,325 | \$5,894 | \$0 | \$5,894 | \$6,483 |
| Printing & Binding | \$450 | \$182 | \$268 | \$450 | \$450 |
| Legal Advertising | \$2,500 | \$203 | \$500 | \$703 | \$2,500 |
| Other Current Charges | \$420 | \$608 | \$240 | \$848 | \$1,000 |
| Office Supplies | \$50 | \$16 | \$34 | \$50 | \$50 |
| Dues, Licenses & Subscriptions | \$175 | \$175 | \$0 | \$175 | \$175 |
| Total Administrative | \$33,329 | \$15,970 | \$6,079 | \$22,049 | \$34,167 |
| Excess Revenues/(Expenditures) | \$0 | (\$0) | \$0 | (\$0) | \$0 |

Willow Creek

Community Development District

General Fund

REVENUES:

Developer Contributions

The District entered into a funding agreement with the developer to fund all general operating expenditures for the Fiscal Year.

EXPENDITURES:

Administrative:

Supervisor Fees

The Florida Statutes allows each board member to receive \$200 per meeting no to exceed \$4,800 in one year. The amount for the fiscal year is based upon all four supervisors attending the estimated 3 annual meetings.

FICA Expenditures

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

Engineering Fees

The District's engineer will be providing general engineering services to the District including attendance and preparation for board meetings, etc.

Attorney Fees

The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for monthly meetings, review operating and maintenance contracts, etc.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services. These services are further outlined in Exhibit "A" of the Management Agreement.

Website Compliance

Per section 189.069 F.S., all Districts must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-SF, LLC and updated as required by the statute.

Telephone

Telephone and fax machine.

Postage

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

Willow Creek

Community Development District

General Fund

Administrative: (continued)

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. Florida Insurance Alliance specializes in providing insurance coverage to governmental agencies.

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 that are incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Viera Stewardship District

313 Campus Street, Celebration, FL 34747, 321-939-4301

www.VieraStewardshipDistrict.org

RECEIVED

JUN 29 2020

County Manager's
Office

June 24, 2020

BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS
ATTN: Frank Abbate
County Manager
2725 Judge Fran Jamieson Way
Building C
Viera, FL 32940

**RE: Viera Stewardship District
Proposed Budget Fiscal Year 2021**

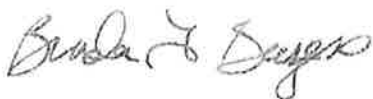
Dear Mr. Abbate:

In accordance with Section 190.008(2)(b), Florida Statutes, enclosed please find one copy of the District's proposed budget for Fiscal Year 2021 for purposes of disclosure and information only.

The District has scheduled a public hearing for Wednesday, August 26, 2020, at 9:30 a.m. at the Viera Builders Design Studio, 7350 Shoppes Drive, Viera, FL 32940, for adoption of same.

If you have any questions regarding the enclosed, please feel free to contact me.

Sincerely,



Brenda Burgess
Office Manager

Enclosure

**Viera Stewardship District
General Fund Budget
Fiscal Year 2021**

| | Actuals for Fiscal Year 2019 | Amended Fiscal Year 2020 Budget | Year-To-Date Budget May 31 | Year-To-Date Actuals May 31 | Projected Actuals for Fiscal Year 2020 | Proposed Fiscal Year 2021 Budget |
|---|---------------------------------|------------------------------------|-------------------------------|--------------------------------|---|-------------------------------------|
| REVENUES | | | | | | |
| Special Assessments – Direct Collected | \$184,563.80 | \$84,189.23 | \$84,189.23 | \$84,189.23 | \$84,189.23 | \$111,539.72 |
| Special Assessments – Tax Collector | \$197,603.24 | \$380,221.17 | \$380,221.17 | \$379,273.37 | \$380,221.17 | \$393,032.65 |
| Special Assessments – Discounts | \$7,299.73 | \$15,208.84 | \$15,208.84 | \$14,445.82 | \$15,208.84 | \$15,721.29 |
| Interest Income | \$429.41 | \$400.00 | \$266.67 | \$291.48 | \$319.90 | \$400.00 |
| Other financing sources | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$35,141.61 | \$40,423.87 |
| Use of Fund Balance | \$0.00 | \$171,300.44 | \$114,200.29 | \$11,454.68 | \$126,889.89 | \$81,020.30 |
| Total Revenues | \$375,286.72 | \$620,902.00 | \$563,668.52 | \$437,853.58 | \$611,552.96 | \$610,695.25 |
| EXPENDITURES | | | | | | |
| <i>Administrative</i> | | | | | | |
| Annual Audit | \$3,200.00 | \$3,500.00 | \$2,333.33 | \$0.00 | \$3,200.00 | \$3,600.00 |
| Capital Outlay | \$0.00 | \$100.00 | \$66.67 | \$0.00 | \$0.00 | \$100.00 |
| Contingency | \$177.99 | \$300.00 | \$200.00 | \$0.00 | \$200.00 | \$200.00 |
| Dues, Licenses, and Subscriptions | \$175.00 | \$175.00 | \$175.00 | \$175.00 | \$175.00 | \$175.00 |
| FICA and Payroll Taxes | \$45.90 | \$99.20 | \$66.13 | \$15.30 | \$45.90 | \$99.20 |
| Insurance | \$11,263.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$12,000.00 |
| Legal Advertising | \$3,321.88 | \$3,000.00 | \$2,000.00 | \$5,575.92 | \$6,500.00 | \$3,000.00 |
| Office Supplies | \$0.00 | \$100.00 | \$66.67 | \$0.00 | \$100.00 | \$100.00 |
| Other Current Charges | \$0.00 | \$200.00 | \$133.33 | \$0.00 | \$150.00 | \$200.00 |
| Postage | \$83.74 | \$185.00 | \$123.33 | \$161.23 | \$170.00 | \$250.00 |
| Printing & Binding | \$20.48 | \$100.00 | \$66.67 | \$0.00 | \$100.00 | \$100.00 |
| Professional Fees – Attorney | \$23,990.79 | \$30,000.00 | \$20,000.00 | \$9,116.76 | \$25,000.00 | \$30,000.00 |
| Professional Fees – Ecologist | \$10,486.49 | \$10,000.00 | \$6,666.67 | \$6,887.90 | \$10,000.00 | \$10,000.00 |
| Professional Fees – Engineer | \$1,916.77 | \$12,350.00 | \$8,233.33 | \$1,043.27 | \$9,000.00 | \$10,000.00 |
| Professional Fees – Manager | \$33,802.21 | \$33,802.21 | \$22,534.81 | \$20,000.00 | \$31,974.68 | \$51,930.33 |
| Professional Fees – Property Appraiser | \$711.00 | \$1,400.00 | \$1,400.00 | \$1,391.50 | \$711.00 | \$1,430.00 |
| Professional Fees – Tax Collector | \$3,112.63 | \$7,604.41 | \$7,604.41 | \$7,297.93 | \$3,112.63 | \$7,860.65 |
| Supervisor Fees | \$600.00 | \$1,600.00 | \$1,066.67 | \$200.00 | \$600.00 | \$1,600.00 |
| Telephone | \$0.00 | \$100.00 | \$66.67 | \$0.00 | \$100.00 | \$100.00 |
| Website | \$2,695.87 | \$8,000.00 | \$5,333.33 | \$17.99 | \$5,000.00 | \$3,500.00 |
| Total Administrative Expenditures | \$95,603.75 | \$122,615.82 | \$88,137.02 | \$61,882.80 | \$106,139.21 | \$136,245.18 |
| <i>Maintenance – Platted Lots/Subdivisions</i> | | | | | | |
| Aquatic Weed Control for Drainage System | \$60,445.00 | \$131,060.00 | \$87,373.33 | \$67,480.00 | \$131,060.00 | \$135,380.00 |
| PCT Area Maintenance | \$5,320.00 | \$24,808.60 | \$16,539.07 | \$4,455.00 | \$10,000.00 | \$5,000.00 |
| Street Lighting | \$52,713.40 | \$64,915.58 | \$43,277.06 | \$38,729.96 | \$64,729.96 | \$75,302.07 |
| Subdivision Contingency | \$0.00 | \$3,000.00 | \$2,000.00 | \$0.00 | \$0.00 | \$3,000.00 |
| Total Subdivision Maintenance Expenditures | \$118,478.40 | \$223,784.18 | \$149,189.45 | \$110,664.96 | \$205,789.96 | \$218,682.07 |
| <i>Maintenance – Environmental (District-wide)</i> | | | | | | |
| Aquatic Weed Control and Maintenance for Canals | \$111,702.00 | \$136,002.00 | \$90,668.00 | \$128,320.00 | \$136,002.00 | \$126,268.00 |
| Monitoring and Miscellaneous Work by Ecologist | \$6,967.59 | \$10,000.00 | \$6,666.67 | \$670.00 | \$10,000.00 | \$10,000.00 |
| Wetland/Habitat Maintenance in VWP, Stage 1 | \$29,995.32 | \$12,500.00 | \$8,333.33 | \$16,480.18 | \$16,480.18 | \$6,000.00 |
| Wetland/Habitat Maintenance in VWP, Stage 2 | \$0.00 | \$98,000.00 | \$65,333.33 | \$44,779.11 | \$98,000.00 | \$100,000.00 |
| Burrowing Owl Preserve and Bald Eagle CE | \$6,000.00 | \$14,000.00 | \$9,333.33 | \$0.00 | \$5,000.00 | \$9,500.00 |
| District-wide Contingency | \$2,907.50 | \$4,000.00 | \$2,666.67 | \$0.00 | \$0.00 | \$4,000.00 |
| Total Environmental Maintenance Expenditures | \$157,572.41 | \$274,502.00 | \$183,001.33 | \$180,249.29 | \$265,482.18 | \$255,768.00 |
| Total Expenditures | \$371,654.56 | \$620,902.00 | \$420,327.81 | \$362,797.05 | \$577,411.35 | \$610,695.25 |
| Excess Revenues (Expenditures) | \$3,642.16 | \$0.00 | \$143,340.72 | \$75,056.53 | \$34,141.61 | \$0.00 |

Fiscal Year 2021 Revenue and Assessment Summary

| | Number of acres | Number of lots | Proposed 2021 O&M assessment (per unit) | Total Assessment Revenue | Totals on Assessment Roll or Direct Collect |
|---|-----------------|-----------------|---|-----------------------------|---|
| Platted lots tax collector, residential | | 2,718.00 | \$135.40 | \$368,017.20 | \$368,017.20 |
| Platted lots tax collector, commercial | 43.41 | 6.00 | \$578.26 | \$25,015.45 | \$25,015.45 |
| Platted lots direct collect | | 103 | \$135.40 | \$13,946.20 | \$13,946.20 |
| Total lots | | 2,761.41 | | | |
| Undeveloped direct collect | 7,215.68 | | \$13.5252 | \$97,593.52 | \$97,593.52 |
| Totals | | 9,077.09 | | \$504,572.36 | \$504,572.36 |
| less discounts | | | | | -\$15,721.29 |
| plus interest income | | | | | \$400.00 |
| plus other financing sources | | | | | \$40,423.87 |
| plus transfer in fund balance | | | | | \$81,020.30 |
| Total anticipated revenue | | | | | \$610,695.25 |

VIERA STEWARDSHIP DISTRICT

General Fund Budget

Proposed Budget for Fiscal Year 2021

Line Item Narrative

REVENUES:

Special Assessments – District Collected: The District will direct bill and collect non-ad valorem assessments on undeveloped property within the District and certain platted lots that may not be part of the property appraiser's records that are certified to the District at the time the budget is adopted.

Special Assessments – Tax Collector: The District will levy non-ad valorem assessments on all platted property within the District that will appear on the real estate tax bill to be collected by the Brevard County Tax Collector.

Special Assessments – Discounts: Pursuant to 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.

Interest Income: The District earns interest on non-ad valorem assessments levied on the real estate tax bills that are paid after the due date. The anticipated budget amount is based on previous fiscal years.

Other Financing Sources: The District receives cost-sharing funds from Central Viera Community Association contributing 26.51% and Viera East Community Development District contributing 10% for the previous fiscal year's canal maintenance services performed by A. Duda & Sons, pursuant to the Master Service Agreement for Canal Maintenance dated July 26, 2019.

Use of Fund Balance: The District may transfer carryforward surplus to the fiscal year budget to keep from increasing non-ad valorem assessments.

EXPENDITURES:

Administrative

Annual Audit: The District is required to conduct an annual audit of its financial records by an independent certified public accounting firm. The fee is based on costs provided in the engagement letter. Berger, Toombs, Elam, Gaines & Frank serves as the District's auditing firm.

Capital Outlay: This category includes larger items not included in office supplies, such as a filing cabinet to hold District records.

Contingency: This category includes miscellaneous administrative expenses that may be incurred throughout the year, such as accounting and payroll software.

Dues, Licenses, and Subscriptions: The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity. This is the only expense under this category.

FICA and Payroll Taxes: These represent the employer's payroll taxes on Supervisor fees because the IRS considers Supervisors to be employees of the District. The amount budgeted contemplates two Supervisors being compensated for four meetings.

Insurance: The District will obtain General Liability and Public Officials liability insurance, including worker's compensation, from Egis Insurance and Risk Advisors, which provides coverage for Board

VIERA STEWARDSHIP DISTRICT

General Fund Budget

Proposed Budget for Fiscal Year 2021

members and staff operating in the course of their roles serving the District. The budgeted amount is based on the previous year's premium.

Legal Advertising: The District is required to advertise various notices, including the annual meeting schedule, Board meetings and workshops, public hearings, requests for proposals, and other notices in a newspaper of general circulation within the County. The District advertises in the Florida Today.

Office Supplies: Miscellaneous office supplies include the purchase of file folders, binders, envelopes and other items necessary to provide services on behalf of the District.

Other current charges: This represents any bank fees or miscellaneous charges incurred during the year.

Postage: This includes mailing agenda packages, any overnight or expedited deliveries, and all correspondence on behalf of the District, including invoices and payments to vendors, as well as charges from the property appraiser for mailing the real estate tax bills.

Printing & Binding: This includes the costs associated with printing and binding agenda packages, printing checks, stationery and other printed materials for the District.

Professional Fees – Attorney: The District's legal counsel will be providing general legal services to the District, i.e., attending and preparing for Board meetings, reviewing operation and maintenance contracts, and other work performed at the direction of the Board. Hopping Green & Sams serves as legal counsel.

Professional Fees – Ecologist: The District is required, pursuant to the Development Order, to retain and fund an independent environmental biologist or ecologist as a member of the District's staff, to provide independent scientific advice and recommendations regarding scientific issues that relate to the implementation of the Habitat Management Plan and the achievement of the goals and objectives of the Habitat Management Plan within the Viera Wilderness Park. Zev Cohen & Associates serves as the environmental professional.

Professional Fees – Engineer: The District's Engineer will be providing general engineering services to the District, i.e., attending and preparing for Board meetings, reviewing invoices and construction requisitions, and other work performed at the direction of the Board. B.S.E. Consultants serves as the engineer.

Professional Fees – Manager: The District receives management, accounting, assessment, and administrative services as part of a management agreement with Moyer Management Group. These services are outlined in Exhibit A of the management agreement. The fees are outlined in Exhibit B of the management agreement.

Professional Fees – Property Appraiser: The District has an agreement with the Brevard County Property Appraiser to place its non-ad valorem assessments on the County tax roll. The anticipated budget amount is based on \$.50 per lot for all property records they maintain.

Professional Fees – Tax Collector: The District has an agreement with the Brevard County Tax Collector who collects the District's non-ad valorem assessments on the County tax roll. The budget amount is based on 2% of gross non-ad valorem assessments from the previous fiscal year.

Supervisor Fees: Chapter 190, Florida Statutes, provides compensation for members of the Board of Supervisors for meeting attendance, in the amount of \$200.00 per meeting, not to exceed \$4,800.00 per fiscal year. The amount budgeted contemplates two Supervisors being compensated for four meetings.

VIERA STEWARDSHIP DISTRICT

General Fund Budget

Proposed Budget for Fiscal Year 2021

Telephone: In the course of District activities, long-distance charges and facsimile fees may be incurred.

Website: This line item is for costs associated with the District's website, including annual domain name renewal and hosting, and quarterly auditing and monthly maintenance.

Maintenance – Platted Lots/Subdivisions

Aquatic Weed Control for the Drainage System: The District has a contract with Ecor Industries for maintenance of stormwater lakes for aquatic weed and hydrilla control, and inspections. No other maintenance or repairs are anticipated for fiscal year 2020.

- Monthly fees of \$10,000.00 for 72 current ponds, or \$120,000.00.
- Bi-monthly fees of \$130.00 for natural area in Loren Cove South Phase 1, or \$780.00.
- Quarterly fees of \$1,400.00 for the natural area in Adelaide northwest corner, or \$5,600.00.
- Anticipated monthly fees of \$750.00 for anticipated ponds coming online within the fiscal year, or \$9,000.00.
- TOTAL: \$135,380.00

PCT Area Maintenance: Hand trimming and thinning will be performed by Tropic-Care of Florida on the Preferred Cover-type Tree canopy area, at a monthly cost, plus unscheduled maintenance, for \$5,000.00 annually.

Street Lighting: The District leases street lights from Florida Power & Light. Monthly lease and electrical costs are based on historical figures and estimated for future development to be complete within the fiscal year, for \$75,302.07 annually.

Subdivision Contingency: This category includes any unforeseen maintenance or expenses within platted lots not listed above that may be incurred within the fiscal year. The subdivision contingency is anticipated to be \$3,000.00.

Maintenance – Environmental (District-wide)

Aquatic Weed Control and Maintenance for Canals: The community canals require aquatic weed control (herbicide applications and mechanical cleaning) and mowing, as well as any unscheduled or emergency repairs to the community canals.

- Aquatic weed control of the canals provided by Ecor Industries on a quarterly basis at a fee of \$1,075.00 per quarter, or \$4,300.00 annually.
- Quarterly mowing of the community canal in Strom Park provided by Tropic-Care of Florida at a fee of \$2,700.00 per quarter, or \$10,800.00 annually.
- Quarterly mowing of the Adelaide north canal provided by Tropic-Care of Florida at a fee of \$2,600.00 per quarter, or \$10,400.00 annually.
- Canal maintenance provided by A. Duda & Sons in the estimated amount of \$98,268.00.
- Contingency of \$2,500.00 for erosion, emergency repairs, and other mowing as needed.
- TOTAL: \$126,268.00

Monitoring and Miscellaneous Work by Ecologist: The District's Ecologist will perform the first annual monitoring event, and compile/submit a monitoring report to the U.S. Army Corps of Engineers for Viera Wilderness Park (VWP) Stage 2 mitigation area, and perform various inspections of Villages 1 and 2 PCT management areas, and other miscellaneous work at an estimated cost of \$10,000.00.

VIERA STEWARDSHIP DISTRICT

General Fund Budget

Proposed Budget for Fiscal Year 2021

Wetland/Habitat Maintenance in Viera Wilderness Park (VWP), Stage 1: Maintenance of the Viera Wilderness Park is prescribed in the Annual Utilization Program (AUP) and consists of the following:

- Targeted spraying in the conservation district at a cost of \$6,000.00.
- TOTAL: \$6,000.00

Wetland/Habitat Maintenance in Viera Wilderness Park (VWP), Stage 2: Maintenance of the Viera Wilderness Park is prescribed in the Annual Utilization Program (AUP) and consists of the following items:

- Mechanical removal of Brazilian pepper in VWP Stage 2 (rural district and conservation district) at a cost of \$2,500.00 per week for 30 weeks, or \$75,000.00.
- Mowing/mulching and tractor spraying for cogon grass in the conservation district and the rural district at a cost of \$4,500.00 for two weeks, or \$9,000.00.
- Targeted spraying in the fall with a ground crew of mitigation areas in the conservation district at a cost of \$16,000.00.
- TOTAL: \$100,000.00

Maintenance of Burrowing Owl Preserve and Bald Eagle Conservation Easement: The District anticipates having to maintain this preserve area for the following items:

- Maintenance of burrowing owl preserve (222 acres) at a cost of \$4,500.00.
- Annual monitoring and reporting by the environmental professional at a cost of \$5,000.00.
- TOTAL: \$9,500.00

District-wide Contingency: This category includes any unforeseen maintenance or expenses within the District not listed above that may be incurred within the fiscal year. District-wide contingency is anticipated to be \$4,000.00.

Fiscal Year 2021 Revenue and Assessment Summary

| | Number of acres | Number of lots | Proposed 2021 O&M assessment (per unit) | Total Assessment Revenue | Totals on Assessment Roll or Direct Collect |
|---|--------------------|-------------------|--|--------------------------------|--|
| Platted lots tax collector, residential | | 2,718.00 | \$135.40 | \$368,017.20 | \$368,017.20 |
| Platted lots tax collector, commercial | 43.41 | 6.00 | \$576.26 | \$25,015.45 | \$25,015.45 |
| Platted lots direct collect | - | 103.00 | \$135.40 | \$13,946.20 | \$13,946.20 |
| Total lots | | 2,761.41 | | | |
| Undeveloped direct collect | 7,215.68 | | \$13.5252 | \$97,593.52 | \$97,593.52 |
| Totals | | 9,977.09 | | | \$504,572.36 |
| less discounts | | | | | -\$15,721.29 |
| plus interest income | | | | | \$400.00 |
| plus other financing sources | | | | | \$40,423.87 |
| plus transfer in fund balance | | | | | \$81,020.30 |
| Total anticipated revenue | | | | | \$610,695.25 |

Note 1: Undeveloped Acreage does not include Stage 1 of the Viera Wilderness Park or other areas that are undevelopable.

Note 2: Undeveloped Acreage is an estimate based on total acres in the VSD less platted and undevelopable acres.