



AGENDA REQUEST

TO: Board of Supervisors
Brownwood Community Development District

FROM: Barbara E. Kays, Budget Director

DATE: 9/2/2021

SUBJECT: **Adopt Resolution 21-06: FY21-22 Final Budget**

ISSUE:

Adoption of Resolution 21-06 to approve the Fiscal Year 2021-22 Final Budget.

ANALYSIS/INFORMATION:

The District Manager prepared and submitted the Fiscal Year 2021-22 Proposed Budget to the Board of Supervisors at the June 3, 2021 meeting. Resolution 21-04 was adopted at that time which approved the Fiscal Year 2021-22 Proposed Budget, proposed maintenance assessments rates and setting a public hearing for September 2, 2021 to approve the Fiscal Year 2021-22 Final Budget.

The Proposed Budget was submitted to the local governing authorities for a period of 60 days prior to approval for public review and comment. The Proposed Budget was also made available to the public at the Village Center District Administration Office and on the District's website.

The Fiscal Year 2021-22 Final Budget is \$1,507,320, a decrease of \$16,596 from the Proposed Budget approved in June. The accounts with changes since the Proposed Budget are highlighted and explained within the packet. The largest decrease is \$15,870 in the allocated Management Fees account due to final cost allocation adjustments. For the Fiscal Year 2021-22 Final Budget, we have reduced the management fee to the same level as the Fiscal Year 2020-21 amount. A slight decrease to the Project Wide allocation has also been included.

Section 190.021 of Florida Statutes provides that a Maintenance Special Assessment and Benefit Special Assessment may be assessed upon each piece of property within the boundaries of the District benefited by the approved maintenance and capital improvement program of the District. The Maintenance Assessment Rates shall be levied based on the schedule attached as an exhibit to this Resolution and is based on square footage.

STAFF RECOMMENDATION:

Staff recommends the Board adopt Resolution 21-06 to approve the Fiscal Year 2021-22 Final Budget in the amount of \$1,507,320.

MOTION:

Move to adopt Resolution 21-06 to approve the Fiscal Year 2021-22 Final Budget in the amount of \$1,507,320.

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Resolution 21-06: FY21-22 Final Budget	Cover Memo

RESOLUTION 21-06

A RESOLUTION TO APPROPRIATE FUNDS AND ADOPT THE FINAL BUDGET OF THE BROWNWOOD COMMUNITY DEVELOPMENT DISTRICT FOR FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors Proposed Budget for the forthcoming Fiscal Year 2021-22; and,

WHEREAS, the Board of Supervisors approved the Fiscal Year 2021-22 Proposed Budget at a public meeting on June 3, 2021 and set September 2, 2021 as the date for a public hearing with notice of the budget hearing published pursuant to section 190.008(2) (a), Florida Statutes; and

WHEREAS, the District Board of Supervisors submitted to the local governing authorities, for purposes of disclosure and information only, the Fiscal Year 2021-22 Proposed Budget at least 60 days prior to adoption; and

WHEREAS, Section 190.021 Florida Statutes provides that a Maintenance Special Assessment and Benefit Special Assessments may be assessed upon each piece of property within the boundaries of the District benefited by the approve maintenance and capital improvement program of the District, such levy representing the amount of assessments for District purposes necessary to provide for payment during the ensuing budget year of all properly authorized expenditures to be incurred by the District; and

WHEREAS, a public hearing has been held on this 2nd day of September, 2021 at which members of the general public were accorded the opportunity to speak prior to the approval of the final budget;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BROWNWOOD COMMUNITY DEVELOPMENT DISTRICT;

1. The Fiscal Year 2021-22 Budget, as listed below, proposed by the District Manager and approved by the Board of Supervisors is hereby adopted as the Final Adopted Budget for the District:

Brownwood \$ 1,507,320

2. The Maintenance Assessments shall be levied at a rate based on the schedule attached as an exhibit to this resolution in the District’s “Official Record of Proceedings.” The annual Maintenance Assessment is based on square footage.

3. A verified copy of said Final Budget shall be attached as an exhibit to this Resolution in the District’s “Official Record of Proceedings.”

Adopted this 2nd day of September, 2021.

BROWNWOOD COMMUNITY
DEVELOPMENT DISTRICT



Lester Coggins, Chairman



Richard J. Baier, Secretary

FISCAL YEAR 2021-22 BUDGET REPORT

Fund: 50.151 BROWNWOOD

GL NUMBER	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 04/30/21	2021-22 FINAL BUDGET
ESTIMATED REVENUES					
325.214 CAM & ROAD MAINTENANCE ASSESSM	1,736,198	1,663,219	1,663,219	1,663,219	1,351,790
341.910 SALES TAX COLLECTION ALLOWANCE	28	-	-	5	-
341.917 INSURANCE REIMBURSEMENT	-	-	-	5,000	-
341.999 MISCELLANEOUS REVENUE	2,192	-	-	1,251	-
361.101 INT INCOME - CFB	611	-	-	-	-
361.102 INT INCOME - CASH EQUIV	26,727	12,298	12,298	2,399	4,400
361.306 FLGIT-UNREALIZED GAIN/LOSS	9,584	-	-	103	500
361.307 LTP UNREALIZED GAIN/LOSS	27,647	-	-	41,132	60,000
361.309 FLFIT-UNREALIZED GAIN/LOSS	183	-	-	(73)	-
361.409 FLFIT-REALIZED GAIN/LOSS	3,717	-	-	619	600
361.410 VANGUARD-REALIZED GAIN/LOSS	-	-	-	1	-
362.003 GROUND LEASE (T)	853	855	855	-	858
362.012 RENTS & LEASES/T-S	15,452	21,125	21,125	15,875	21,125
669.901 (ADD)/USE-WORKING CAPITAL	-	(183,857)	(183,857)	-	68,047
TOTAL ESTIMATED REVENUES	1,823,192	1,513,640	1,513,640	1,729,531	1,507,320

APPROPRIATIONS					
311 MANAGEMENT FEES	243,703	198,369	198,369	115,719	198,369
312 ENGINEERING SERVICES	4,469	8,500	7,660	4,581	10,938
313 LEGAL SERVICES	2,165	4,000	4,000	1,781	4,000
318 TECHNOLOGY SERVICES	4,609	-	-	-	-
319 OTHER PROFESSIONAL SVCS	14,480	16,000	16,840	6,242	18,912
322 AUDITING SERVICES	4,000	4,000	4,000	3,000	4,000
341 JANITORIAL SVCS	80,778	105,001	105,001	47,537	75,000
343 SYSTEMS MGMT SUPPORT	4,957	5,569	5,569	2,407	6,562
431 ELECTRICITY	34,513	39,571	39,571	18,603	39,571
433 WATER & SEWER	6,679	8,065	8,065	4,448	8,065
434 IRRIGATION WATER	24,846	27,877	27,877	12,754	27,877
436 SOLID WASTE	2,976	3,299	3,299	2,133	3,535
444 STORAGE UNIT RENTAL	1,260	1,188	1,188	570	1,307
451 CASUALTY & LIABILITY INSUR	52,009	51,354	51,354	57,942	63,275
461 EQUIPMENT MAINTENANCE	-	-	-	-	250
462 BUILDING/STRUCTURE MAINT	107,155	131,372	131,372	76,286	111,819
463 LANDSCAPE MAINT-RECURRING	305,284	333,850	333,850	157,461	319,433
464 LANDSCAPE MAINT-NON RECURRING	16,220	25,000	25,000	-	75,700
468 IRRIGATION REPAIR	489	7,739	7,739	4,197	8,365
469 OTHER MAINTENANCE	116,426	198,492	198,492	62,627	155,640
493 PERMITS & LICENSES	175	175	175	175	175
497 LEGAL ADVERTISING	1,110	2,000	2,000	277	1,500
498 PROJECT WIDE FEES	225,549	225,730	225,730	131,680	224,638
499 MISC CURRENT CHARGES	16,287	15,500	15,500	12,611	16,000
522 OPERATING SUPPLIES	24	500	500	-	600
524 NON CAPITAL FF&E	53	7,500	7,500	5,214	38,800
912 TRANS TO OTHER ROADS	40,478	92,989	92,989	54,244	92,989
TOTAL APPROPRIATIONS	1,310,694	1,513,640	1,513,640	782,489	1,507,320

BROWNWOOD
Combined Assessment Allocation Worksheet
for the Year Ending September 30, 2022

Building Name	Owner	SF Bldg	% Brownwood	FY 21-22 CAM Assessment (Main Square area only)	FY 21-22 ROAD Assessment (All BW)	% Project Wide Portion (All BW)	FY21-22 Estimated Project Wide Allocation	FY 21-22 TOTAL CAM/PW & Road Assessment
				100%				
				3.00000	0.10000		\$ 225,364	
Palace Hotel	VOC	29,454	8.5503%	88,362.00	2,945.40	3.1675%	7,138.35	98,445.75
Manly Building	VOC	7,290	2.1162%	21,870.00	729.00	0.7840%	1,766.77	24,365.77
Rose Building	VOC	10,415	3.0234%	31,245.00	1,041.50	1.1200%	2,524.14	34,810.64
Wiechens Building	VOC	6,192	1.7975%	18,576.00	619.20	0.6659%	1,500.67	20,695.87
Schmid House	VOC	5,246	1.5229%	15,738.00	524.60	0.5642%	1,271.40	17,534.00
Bunk House	VOC	18,376	5.3344%	55,128.00	1,837.60	1.9761%	4,453.53	61,419.13
Barnstorm Theater	VOC	53,278	15.4663%	159,834.00	5,327.80	5.7295%	12,912.23	178,074.03
Parr Building	VOC	6,254	1.8155%	18,762.00	625.40	0.6726%	1,515.69	20,903.09
Keller Building	VOC	12,276	3.5636%	36,828.00	1,227.60	1.3202%	2,975.16	41,030.76
Berning Building	VOC	5,553	1.6120%	16,659.00	555.30	0.5972%	1,345.80	18,560.10
Ruby Building	VOC	14,822	4.3027%	44,466.00	1,482.20	1.5940%	3,592.20	49,540.40
Haroldson Building	VOC	13,147	3.8165%	39,441.00	1,314.70	1.4138%	3,186.25	43,941.95
Reyes Cigar Factory	VOC	30,459	8.8420%	91,377.00	3,045.90	3.2756%	7,381.92	101,804.82
Brownwood Building	VOC	22,955	6.6637%	68,865.00	2,295.50	2.4686%	5,563.28	76,723.78
Sumter Building	VOC	18,952	5.5016%	56,856.00	1,895.20	2.0381%	4,593.13	63,344.33
Thompson Building	VOC	12,120	3.5184%	36,360.00	1,212.00	1.3034%	2,937.35	40,509.35
Public Works Building	VOC	6,673	1.9371%	20,019.00	667.30	0.7176%	1,617.24	22,303.54
Goedken's Garage	VOC	10,500	3.0481%	31,500.00	1,050.00	1.1292%	2,544.74	35,094.74
Lester's Bait & Tackle	VOC	5,679	1.6486%	17,037.00	567.90	0.6107%	1,376.34	18,981.24
Estabrook Building	VOC	29,787	8.6470%	89,361.00	2,978.70	3.2033%	7,219.05	99,558.75
Brownwood Train Station	VOC	7,384	2.1435%	22,152.00	738.40	0.7941%	1,789.56	24,679.96
Sebald Saloon	VOC	5,145	1.4936%	15,435.00	514.50	0.5533%	1,246.92	17,196.42
Sandspur Ice Plant	VOC	7,332	2.1284%	21,996.00	733.20	0.7885%	1,776.95	24,506.15
St. Johns Courthouse	VOC	5,190	1.5066%	15,570.00	519.00	0.5581%	1,257.83	17,346.83
VOC Subtotal		344,479	100.0000%	1,033,437.00	34,447.90	37.0452%	83,486.49	1,151,371.39
Grand Traverse Plaza	VSP	66,200		-	6,620.00	7.1191%	16,043.95	22,663.95
Brownwood Health Center	VSP	19,155		-	1,915.50	2.0599%	4,642.33	6,557.83
Center for Advanced Healthcare	VSP	234,987		-	23,498.70	25.2704%	56,950.46	80,449.16
The Brownwood Hotel & Spa	VSP	265,068		-	26,506.80	28.5053%	64,240.77	90,747.57
TOTALS		CAM 344,479	100%	1,033,437	92,989	100.0000%	225,364	1,351,790
		ROAD/PW 929,889						