

# Viera East

*Community Development District*

## Proposed Budget

*FY 2021*



**Viera East  
Community Development District**

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

<b>Actual FY 2019</b>	<b>Adopted Budget FY 2020</b>	<b>Actual Thru 4/30/20</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/20</b>	<b>Proposed Budget FY 2021</b>
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*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
<b>Total Revenues</b>	<b>\$864,447</b>	<b>\$864,536</b>	<b>\$802,549</b>	<b>\$47,889</b>	<b>\$850,438</b>	<b>\$864,536</b>

*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
<b>Total Administrative</b>	<b>\$189,317</b>	<b>\$178,404</b>	<b>\$94,587</b>	<b>\$72,770</b>	<b>\$167,357</b>	<b>\$176,086</b>

*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
<b>Total Operating</b>	<b>\$171,335</b>	<b>\$174,416</b>	<b>\$106,248</b>	<b>\$73,389</b>	<b>\$179,637</b>	<b>\$191,572</b>

*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
<b>Total Maintenance</b>	<b>\$145,139</b>	<b>\$222,000</b>	<b>\$121,867</b>	<b>\$49,090</b>	<b>\$170,957</b>	<b>\$214,000</b>

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

	<b>Actual FY 2019</b>	<b>Adopted Budget FY 2020</b>	<b>Actual Thru 4/30/20</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/20</b>	<b>Proposed Budget FY 2021</b>
<i>Grounds Maintenance Expenditures</i>						
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
<b>Total Grounds Expenditures</b>	<b>\$461,347</b>	<b>\$289,716</b>	<b>\$180,132</b>	<b>\$152,355</b>	<b>\$332,487</b>	<b>\$282,878</b>
<b>Total Expenses</b>	<b>\$967,138</b>	<b>\$864,536</b>	<b>\$502,835</b>	<b>\$347,604</b>	<b>\$850,438</b>	<b>\$864,536</b>
<b>Excess Revenue/(Expenditures)</b>	<b>(\$102,691)</b>	<b>\$0</b>	<b>\$299,715</b>	<b>(\$299,715)</b>	<b>\$0</b>	<b>\$0</b>

	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
Net Assessment	\$ 796,203	\$ 796,203	\$ 796,203	\$ 796,203	\$ 796,203
Discounts @ 4%	\$ 31,848	\$ 31,848	\$ 31,848	\$ 31,848	\$ 31,848
Gross Assessment	\$ 828,051	\$ 828,051	\$ 828,051	\$ 828,051	\$ 828,051
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	\$ 136	\$ 136	\$ 136	\$ 136	\$ 136
Assessment per Unit - Debt Service	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414
Assessment per Unit - Recreation	\$ 129	\$ 129	\$ 129	\$ 130	\$ 130
	\$ 678	\$ 678	\$ 678	\$ 679	\$ 679

# 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)
<b>Total</b>	<b>\$ 56,280</b>

##### 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

#### 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.

- 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
<b>Total</b>	<b>\$ 7,475</b>	<b>\$ 1,663</b>	<b>\$ 9,138</b>

# 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

# Viera East

## Community Development District

### General Fund Budget

#### 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.

#### 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
<b>Total Annual Budget</b>	<b>\$ 7,500</b>

#### 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.



# Viera East

## Community Development District

### General Fund Budget

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

#### 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
<b>Total</b>	<b>\$ 8,667</b>	<b>\$ 99,000</b>

#### 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.

# Viera East

## Community Development District

### General Fund Budget

#### 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.

#### 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
<b>Total</b>		<b>\$ 6,250</b>

#### 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
<b>Total</b>			<b>\$ 5,500</b>

#### 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.

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

#### 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:

<b>Contractor</b>	<b>Services</b>	<b>Monthly</b>	<b>Annual</b>
Danny's Recycling & HAU	Empty Dumpster	\$ 430	\$ 5,160
	Contingency		\$ 840
<b>Total</b>			<b>\$ 6,000</b>

#### 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.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Unifirst	\$ 219	\$ 2,624
Contingency		\$ 376
<b>Total</b>		<b>\$ 3,000</b>

#### 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.

<b>Description</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
System Monitoring	\$ 98	\$ 1,176
Equipment Lease	\$ 233	\$ 2,797
Contingency		\$ 27
<b>Total Annual Budget</b>		<b>\$ 4,000</b>

#### Rain Bird Pump System

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

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Rain Bird	\$ 2,298	\$ 27,576
<b>Total Annual Budget</b>		<b>\$ 27,576</b>

#### 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  
Proposed Budget  
Fiscal Year 2021

<b>Adopted Budget FY 2020</b>	<b>Actual Thru 4/30/20</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/20</b>	<b>Proposed Budget FY 2021</b>
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*Revenues*

Beginning Fund Balance	\$283,792	\$349,146	\$0	\$349,146	\$305,221
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	\$10,000	\$23,129	\$33,612
Reserve Funding - Transfer In (General Excess)	\$0	\$0	\$51,753	\$51,753	\$0

<b>Total Revenues</b>	<b>\$297,950</b>	<b>\$367,148</b>	<b>\$65,303</b>	<b>\$432,451</b>	<b>\$343,192</b>
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*Expenditures*

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

<b>Total Expenditures</b>	<b>\$125,000</b>	<b>\$127,231</b>	<b>\$0</b>	<b>\$127,231</b>	<b>\$125,000</b>
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<b>Excess Revenues (Expenditures)</b>	<b>\$172,950</b>	<b>\$239,918</b>	<b>\$65,303</b>	<b>\$305,221</b>	<b>\$218,192</b>
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**Viera East**  
**Community Development District**  
Debt Service Fund  
Series 2006  
Proposed Budget FY2021

<b>Adopted Budget FY 2020</b>	<b>Actual Thru 4/30/20</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/20</b>	<b>Proposed Budget FY 2021</b>
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Revenues

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

<b>Total Revenues</b>	<b>\$ 2,891,636</b>	<b>\$ 2,768,200</b>	<b>\$ 116,015</b>	<b>\$ 2,884,216</b>	<b>\$ 2,872,575</b>
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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

<b>Total Expenditures</b>	<b>\$ 2,436,311</b>	<b>\$ 184,719</b>	<b>\$ 2,251,592</b>	<b>\$ 2,436,311</b>	<b>\$ 2,440,161</b>
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<b>Excess Revenues (Expenditures)</b>	<b>\$ 455,326</b>	<b>\$ 2,583,481</b>	<b>\$ (2,135,576)</b>	<b>\$ 447,905</b>	<b>\$ 432,415</b>
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\* Excess Revenues needed to pay the 11/1/21 Interest Payment \$ 65,119

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
Net Assessments	\$ 2,423,170	\$ 2,423,170	\$ 2,423,170	\$ 2,423,170
Discounts	\$ 96,927	\$ 96,927	\$ 96,927	\$ 96,927
Gross Assessment	\$ 2,520,097	\$ 2,520,097	\$ 2,520,097	\$ 2,520,097
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  
 Proposed Operating Budget  
 Fiscal Year 2021

<b>Actual FY 2019</b>	<b>Adopted Budget FY 2020</b>	<b>Actual Thru 4/30/20</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/20</b>	<b>Proposed Budget FY 2021</b>
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***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**

<b>\$1,764,662</b>	<b>\$1,967,237</b>	<b>\$1,160,821</b>	<b>\$615,116</b>	<b>\$1,775,938</b>	<b>\$1,932,984</b>
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**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**

<b>\$141,035</b>	<b>\$136,700</b>	<b>\$76,988</b>	<b>\$49,491</b>	<b>\$126,479</b>	<b>\$143,400</b>
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**Viera East**  
**Community Development District**  
 Golf Course  
 Proposed Operating Budget  
 Fiscal Year 2021

<b>Actual FY 2019</b>	<b>Adopted Budget FY 2020</b>	<b>Actual Thru 4/30/20</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/20</b>	<b>Proposed Budget FY 2021</b>
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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**

<b>\$12,559</b>	<b>\$12,800</b>	<b>\$6,481</b>	<b>\$4,859</b>	<b>\$11,340</b>	<b>\$12,800</b>
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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**

<b>\$345,428</b>	<b>\$435,282</b>	<b>\$236,209</b>	<b>\$155,386</b>	<b>\$391,595</b>	<b>\$418,286</b>
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Merchandise Sales:

Cost of Goods Sold	\$85,408	\$77,000	\$44,021	\$30,588	\$74,608	\$77,000
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**Total Merchandise Sales**

<b>\$85,408</b>	<b>\$77,000</b>	<b>\$44,021</b>	<b>\$30,588</b>	<b>\$74,608</b>	<b>\$77,000</b>
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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  
 Proposed Operating Budget  
 Fiscal Year 2021

	<b>Actual FY 2019</b>	<b>Adopted Budget FY 2020</b>	<b>Actual Thru 4/30/20</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/20</b>	<b>Proposed Budget FY 2021</b>
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
<b>Total Golf Course Maintenance</b>	<b>\$1,021,224</b>	<b>\$1,145,065</b>	<b>\$584,107</b>	<b>\$399,794</b>	<b>\$983,901</b>	<b>\$1,084,836</b>
<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
<b>Total Administrative Expenditures</b>	<b>\$141,031</b>	<b>\$144,980</b>	<b>\$86,807</b>	<b>\$61,626</b>	<b>\$148,434</b>	<b>\$156,980</b>
<u>Reserves:</u>						
Renewal & Replacement	\$35,446	\$7,940	\$13,129	\$0	\$13,129	\$33,612
<b>Total Reserves</b>	<b>\$35,446</b>	<b>\$7,940</b>	<b>\$13,129</b>	<b>\$0</b>	<b>\$13,129</b>	<b>\$33,612</b>
<b>Total Revenues</b>	<b>\$1,764,662</b>	<b>\$1,967,237</b>	<b>\$1,160,821</b>	<b>\$615,116</b>	<b>\$1,775,938</b>	<b>\$1,932,984</b>
<b>Total Expenditures</b>	<b>\$1,782,131</b>	<b>\$1,959,767</b>	<b>\$1,047,743</b>	<b>\$701,743</b>	<b>\$1,749,486</b>	<b>\$1,926,914</b>
<b>Operating Income (Loss)</b>	<b>(\$17,469)</b>	<b>\$7,470</b>	<b>\$113,079</b>	<b>(\$86,626)</b>	<b>\$26,452</b>	<b>\$6,070</b>

**Viera East**  
**Community Development District**  
 Golf Course  
 Proposed 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	Proposed Budget FY 2021
<b><u>Non Operating Revenues/(Expenditures):</u></b>						
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)
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>\$10,026</b>	<b>(\$7,470)</b>	<b>(\$4,702)</b>	<b>(\$3,379)</b>	<b>(\$8,081)</b>	<b>(\$6,070)</b>
<b>Net Non Operating Income / (Loss)</b>	<b>(\$7,444)</b>	<b>\$0</b>	<b>\$108,376</b>	<b>(\$90,006)</b>	<b>\$18,371</b>	<b>\$0</b>

# 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.

<b>Description</b>	<b>Annual Amount</b>
Rental Income	\$ 12,000
Other Restaurant Revenue	\$ 8,000
<b>Total</b>	<b><u>\$ 20,000</u></b>

# 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:

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

##### Telephone

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

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Greybar Financial Services	\$ 289	\$ 3,469
Cricket	\$ 104	\$ 1,248
Contengincy		\$ 783
<b>Total</b>		<b><u>\$ 5,500</u></b>

##### 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
<b>Total</b>			<b>\$ 5,400</b>

#### 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:

<b>Vendor</b>	<b>Description</b>	<b>Annual Amount</b>
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
<b>Total</b>		<b>\$ 8,000</b>

#### 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:

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

# Viera East

## Community Development District

### Recreational Operating Budget

#### Pest Control

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

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab Pest Elimination	\$ 95	\$ 1,141
Contingency		\$ 59
<b>Total</b>		<b>\$ 1,200</b>

#### Equipment Lease

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

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab	\$ 88	\$ 1,054
Contingency		\$ 46
<b>Total</b>		<b>\$ 1,100</b>

#### **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.

<b>Provider</b>	<b>Policy Number</b>	<b>Insurance Description</b>
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:

<b>Vendor</b>	<b>Account</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
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
<b>Total</b>			<b>\$ 22,500</b>

#### 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.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab Pest Elimination	\$ 95	\$ 1,141
Contingency		\$ 59
<b>Total</b>		<b>\$ 1,200</b>

#### 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.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
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
<b>Total</b>		<b>\$ 99,000</b>

#### 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
<b>Total Annual Budget</b>		<b>\$ 4,000</b>

#### 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
<b>Total</b>			<b>\$ 26,200</b>

# 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.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab Pest Elimination	\$ 77	\$ 924
Contingency		\$ 76
<b>Total</b>		<b>\$ 1,000</b>

#### 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:

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Waste Management, Inc.	\$ 131	\$ 1,575
Contingency		\$ 425
<b>Total</b>		<b>\$ 2,000</b>

#### 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.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Unifirst	\$ 700	\$ 8,400
Contingency		\$ 100
<b>Total</b>		<b>\$ 8,500</b>

#### 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:

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
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
<b>Total</b>		<b><u>\$ 165,000</u></b>

#### 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.

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

#### 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.

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

#### 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