

*Viera East Community  
Development District*

*Agenda*

*May 27, 2021*

# AGENDA

# *Viera East*

## *Community Development District*

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219 East Livingston Street, Orlando, FL 32801  
Phone: 407-841-5524 – Fax: 407-839-1526

May 20, 2021

Board of Supervisors  
Viera East Community  
Development District

Dear Board Members:

The Board of Supervisors of the Viera East Community Development District will meet **Thursday, May 27, 2021 at 7:00 p.m. in the Multi-Purpose Room, Faith Lutheran Church, 5550 Faith Drive, Viera, FL.** The call-in information for the meeting is as follows: (267) 930-4000, Participant Access: 575-078. Following is the advance agenda for the meeting:

### **Board of Supervisors Meeting**

1. Roll Call
2. Pledge of Allegiance
3. Public Comment Period – Items on Agenda
4. Approval of Minutes of the April 22, 2021 Meeting
5. New Business
  - A. Consideration of Resolution 2021-04 Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing
  - B. Consideration of Permit Transfer
  - C. Discussion of District Engineer RFQ
  - D. Appointment of Audit Committee and Chairman
6. Old Business
  - A. Brevard County Lake Planting Grant Update
  - B. Survey Monkey
  - C. Farmers Market/Craft Fairs at Woodside Park
  - D. Fire Management Budget/Fire Breaks
  - E. Action Items List
7. Staff Reports
  - A. General Manager’s Report
  - B. District Manager’s Report
    - i. Presentation of Number of Registered Voters – 7,870
  - C. Lifestyle/Marketing Report
8. Treasurer’s Report – Consideration of Financial Statements
  - A. Approval of Check Register
  - B. Balance Sheet and Income Statement
9. Supervisor’s Requests
10. Public Comment Period – All Items
11. Adjournment

### **Audit Committee Meeting**

1. Roll Call
2. Public Comment Period
3. Audit Services
  - A. Approval of Request for Proposals and Selection Criteria
  - B. Approval of Notice of Request for Proposals for Audit Services
  - C. Public Announcement of Opportunity to Provide Audit Services
4. Adjournment

The third order of business of the Board of Supervisors meeting is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The fourth order of business is approval of minutes of the April 22, 2021 meeting. A copy of the minutes are enclosed for your review.

The fifth order of business is New Business. Section A is consideration of Resolution 2021-04 approving the proposed budget for Fiscal Year 2022 and setting a public hearing. A copy of the resolution is enclosed for your review. Section B is consideration of permit transfer. Section C is discussion of District Engineer RFQ. Section D is appointment of audit committee and chairman.

The sixth order of business is Old Business. Section A is Brevard County lake planting grant update. Section B is survey monkey. Section C is farmers market/craft fairs at Woodside Park. Section D is fire management budget/fire breaks. Section E is action items list. A copy of the list is enclosed for your review.

The seventh order of business is the Staff Reports. Section A is the General Manager's Report. Section B is the District Manager's Report. Section 1 is presentation of number of registered voters living within the boundaries of the district. Copies of the requisitions are enclosed for your review. Section C is the lifestyle/marketing report.

The eighth order of business is the Treasurer's Report. Section A includes the check register being submitted for approval and Section B includes the balance sheet and income statement for your review.

Following the adjournment of the Board of Supervisor's meeting, there will be a meeting of the Audit Committee to approve the Request for Proposals and selection criteria and the notice of RFP for auditing services. Enclosed for your review are copies of the RFP, selection criteria, and RFP notice.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,



Jason Showe  
District Manager

Cc: Brian Jones, District Counsel  
Rey Malave, District Engineer  
Tim Melloh, General Manager

**BOARD OF SUPERVISORS  
MEETING**

# MINUTES

MINUTES OF MEETING  
VIERA EAST  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Viera East Community Development District was held on Thursday, April 22, 2021 at 7:00 p.m. at Faith Lutheran Church in the Multi-Purpose Room, 5550 Faith Drive, Viera, Florida.

Present and constituting a quorum were:

Rob Dale	Chairman
Pete Carnesale	Vice Chairman
Steve Colasinski	Treasurer
Paul McCarthy	Assistant Secretary
David Bedwell	Assistant Secretary

Also present were:

Jason Showe	District Manager
Tim Melloh	General Manager
Michelle Webb	Lifestyle Coordinator
Residents	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Dale called the meeting to order at 7:00 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comment Period – Items on Agenda**

Mr. Showe: I have not received any Request to Speak forms, but this is the public comment period for items on the agenda. Hearing none, we will move to the next item.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the March 25, 2021 Meeting**

Mr. Showe: The minutes were provided as part of your agenda package. We can take any other changes or corrections at this time.

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor the Minutes of the March 25, 2021 Meeting as presented was approved.

**FIFTH ORDER OF BUSINESS**

**New Business**

**A. Consideration of Resolution 2021-03 New Equipment Lease**

Mr. Showe: We discussed this item at the workshop. Tim, do you want to go through the lease items?

Mr. Melloh: Yes. There were two rough mowers, two greens mowers, two tee mowers and a sandpro. It is basically replacing the equipment. We have the very same equipment. Right now, it is four years old.

Mr. McCarthy: Right. It will extend the life.

Mr. Melloh: You are always replacing reels and bed knives and now we are getting to the end of those. That saves you some expense there.

Mr. McCarthy: Its diminishing returns.

Mr. Melloh: Yes. You risk hydraulic leaks. You know the drill.

Mr. McCarthy: When they are aging, you have a risk of two of them going out the same day.

Mr. Melloh: Exactly. That's not good.

Mr. McCarthy: No.

Mr. Showe: Tim is giving you the background on the equipment, so I will just give the Board some background on the resolution and what it does. Because the dollar amount of the equipment exceeds what you would typically be required to do, which is a formal bid process and we are piggy backing off of an already competitively bid project, this resolution lays out those terms so no one can challenge your ability to make these purchases. It says that we are using somebody else's bid process and they were bid in accordance with the same Statutes that we use. That is really what the purpose of the resolution is. It saves you money from doing the



advertisement and the traditional process that you would have to go through, but clarifies it for future decisions.

Mr. Melloh: When we said it was bid out, it was bid out by another government agency.

Mr. Showe: Correct. Under the Florida Statutes, if another agency has used the same bid process that you are required to use, you can use that bid as evidence so you don't have to bid it out.

Mr. McCarthy: So, lease equipment requires that?

Mr. Showe: Not because it's a lease, but because the price of the equipment exceeds it. They are saying that even though it is a lease, you are in essence purchasing or using this equipment that would've exceeded the bid threshold.

Mr. McCarthy: Okay

Mr. Showe: Its only \$195,000, so even if the price of the lease exceeds that, we are ahead.

Mr. McCarthy: Tim, did we buy one piece of equipment?

Mr. Melloh: Yes. The funny thing about that is it takes 10 weeks to get it because they are so short on material and it comes from Minnesota. I have the check. We thought that they had it in stock over in Lake Mary where Wesco's home office is, but it has to be built from scratch.

Mr. Dale: I think we are going to be seeing a lot more of that over the next year.

Mr. Melloh: Right now, it is impossible to hire anybody. Every place you go has a "*Help Wanted*" sign including Walgreens and restaurants are closing down some days because they can't get people to work.

Mr. Dale: Did you see that our Community Liaison got us eight resumes?

Mr. Melloh: Yes. We are going through those. That has been very helpful.

Mr. Showe: The other thing we are seeing, just to follow up on what Tim is saying, we are seeing people apply for jobs, but when you see their resume and say, "*Hey, I would like to set up an interview with you,*" you never hear back from them.

Mr. Dale: Right.

Mr. Showe: I think there are conditions that they have to meet.

Mr. Dale: There's a lot of that. It just takes one or two.

Mr. Showe: If the Board is amenable, staff would recommend a motion to approve Resolution 2021-03.

On MOTION by Mr. Carnesale seconded by Mr. McCarthy with all in favor Resolution 2021-03 for a new equipment lease was approved.

**B. Consideration of Proposals for Lake Maintenance**

**i. Aquatic Plant Installations and Locations**

Mr. Showe: We discussed this item at the workshop. We need two motions for the lake maintenance. Pete did some of the legwork on this one, so correct me if I'm wrong. There was an additional one to those we put in your agenda in terms of locations, which was 2061 Tiburon Lane owned by Mr. Gustavo Forero. Can you give us some background on that?

Mr. Carnesale: When we looked for volunteers, we actually wound up with over a dozen volunteers. Everyone said we were not going to get any. We got the Viera East Community Association (VECA) to say that we can use their park. So, we got what we wanted in the end, which was their park, even though they said no initially. The first location was 5805 Murrell Road, which is the park. Then you have Ms. Terry Mott's house on Wexford Drive. That is because she was willing to actually do it behind her house and pay for it. So, if she was willing to do that, we know she's not going to destroy it. Then we have two more, one of which Jason had been dealing with over the last couple of years. I think that is the one on Tiburon Lane.

Mr. Showe: It's the one on 2187 Deercroft Drive.

Mr. Carnesale: That's along the flow way. Mr. Gustavo Forero lives on Tiburon Lane. Basically, there are four 100 foot stretches altogether. Each one is on a different piece of waterway, so we can see how they react to different waterways and get a wider disbursement of people being able to see it. The price is low enough that I can do all of them under the original estimate of \$10,000. That includes installation. I left myself a little fluff.

Mr. Dale: Are we using community installers or hiring someone?

Mr. Carnesale: The installer is going to be hired by the focus group.

Mr. Dale: That's fine. I'm just curious.

Mr. Carnesale: They are the ones basically going out there, measuring the areas, testing the water, doing all of this other garbage upfront before actually doing the planting. They already tested two of the sites. They haven't tested the final site. They didn't test it for the park because they tested the wrong park. That is not usual because we were giving them the wrong information. The resolution was basically what you guys are going to do. We were only talking

about doing two or three for about \$10,000. So as long as it was well under \$10,000 and they were in different locations, I felt that it was a good way to go.

Mr. Dale: I'm impressed. I'm glad we are hitting four times the area that we were originally discussing.

Mr. Showe: We received multiple volunteer offers in Bayhill especially. Tim and I were discussing that it would be nice if there was more, but none of the volunteers were adjacent to the one that we have been working with for several years. If there was, I think we would've recommended maybe trying to do another stretch.

Mr. Carnesale: Yes, but I individually looked up every one of those and did not find any that were adjacent.

Mr. Showe: I did the same thing. We should call and thank those folks for volunteering.

Mr. Dale: Absolutely. Mr. Mac MacArthur rounded everyone up. Mac has been a tremendous asset for us to be able to tap into Bayhill.

Mr. Bedwell: I'm going start over at ground zero. Why are we doing this? Why are there three bullet points about why we are planting plants on the bank? Is it to filter the water? Is it to preserve the bank?

Mr. Carnesale: The main idea is preserving the bank, as far as the individuals are concerned, but from our perspective, the kinds of plants we are planting, filter the water and reduce nutrients going into the water.

Mr. Bedwell: The main purpose is to preserve the bank.

Mr. Carnesale: Yes.

Mr. Bedwell: Okay.

Mr. Carnesale: As far as us looking at it, it should help with the nutrients, which should help with the fish kills. It should also help with maintaining oxygen levels.

Mr. Dale: To help with the algae.

Mr. Bedwell: Is 400 Feet going to cost us \$10,000?

Mr. Carnesale: All four sites are going to be under \$10,000.

Mr. Bedwell: The total footage is 400 Feet.

Mr. Carnesale: Correct.

Mr. Bedwell: Do you realize we have 32 miles of lake bank?

Mr. Carnesale: I realize that.

Mr. Bedwell: Are we doing something that we can't even accomplish? That is my basic question. There are 32 miles of banks that we are now spending \$60,000 per year to preserve the lake bank.

Mr. Carnesale: We are not saying that is only benefit. That is not the only benefit.

Mr. Bedwell: I know.

Mr. Carnesale: Number two, is we are doing this as an education process to show people how they can do this, but you need a sample to show them and you need to educate the people to look at these things before you are going to be able to convince them to do anything.

Mr. Bedwell: Pete, don't get me wrong, but I like to say that the \$60,000 a year that we are spending on these balloons and putting sod on the banks, is worth it, but we have 32 miles to do. We are taking on a project that there is no way to complete. That is my concern.

Mr. Dale: I share your concern and understand where you are coming from, Dave. The primary benefit, I think that we are going to see is the filtering. That's the answer to your original question, but where I see this, as a lay person of being the most benefit, is on areas like that flow way where we were talking about spending \$40,000 in aerators.

Mr. Bedwell: We have many banks that have no homes.

Mr. Dale: Right.

Mr. Bedwell: We have 32 miles to do, but we are not going to do 32 miles. I don't know what we are going to do. I'm trying to get a handle on it.

Mr. Carnesale: Number one, is we are not going to do anybody's backyard without talking to the people that own that house that are alongside those backyards, even though we have the right to. Okay? Because we know from past experience that when you do it without their permission, at least 50% of them they destroy. The idea at this point is just to get samples out there.

Mr. Bedwell: Hopefully, we protect the bank filtration.

Mr. Carnesale: Basically, you are talking about the stormwater.

Mr. Bedwell: Is that a possibility solving the fish kill problem?

Mr. Carnesale: It will go a little bit towards that.

Mr. Dale: I think it's going to be a mixture. I don't see us doing this on Lake #43 in Bayhill where they have large fish kills. I think that's an area where the aerators are going to be.

Mr. Carnesale: Through the flow way.

Mr. Dale: Yes, the flow way. I see this in probably two or three primary areas.

Mr. Showe: Tim and I have done a whole bunch of research on the flow way. There should be a planted littoral shelf there.

Mr. Dale: Right.

Mr. Showe: The challenge we have is anytime we tried, we've had pushback from the residents. Things have been cut down or mysteriously disappear, so I think at least starting with putting out the samples, is the perfect application for this, if it is successful.

Mr. Bedwell: I would like to fix Bayhill and the flow way and I would just like to know the cost at some point. What are we talking about? I think without doing a test like this, it's either we do the entire thing or we do a test.

Mr. McCarthy: It's a test project.

Mr. Carnesale: Basically, it's a test project.

Mr. Bedwell: I will rephrase my statement. It is a test project and you are going to evaluate it later on to see what happens.

Mr. Dale: Well put.

Mr. Bedwell: Okay. I'm fine.

Mr. Carnesale: Alright. Basically, you are looking at having places where we are actually applying for a grant, not us, but the focus group, which was created as a result. The focus group is going to be applying for a grant. The grant is going to be for the education. So basically, that will be the funding to get the people to come and look. Alright, but the education without having something for them to see what it will look like in their backyard, would be hard to try to get anywhere with it.

Mr. Bedwell: It's going to take a while for these plants to grow.

Mr. Carnesale: Correct.

Mr. Bedwell: At the end of that evaluation, we will get with Tim and say, "Where are we going to do this and how much is that going to cost?" Are we going to do 20 miles? Do you get what I'm saying?

Mr. Dale: Exactly. Actually, what I'm kind of hoping as a side benefit, is people seeing that it takes off really well and taking it upon themselves to go out and purchase some of this stuff and do their own homestead.

Mr. Bedwell: We just have to get a scope.

Mr. Dale: I agree.

Mr. Carnesale: Right now, I don't think there is a scope other than what we said because that's kind of like the next phase.

Mr. Dale: I don't want to do every lake in Viera.

Mr. Bedwell: That's a big number.

Mr. Carnesale: Basically, there is no way that we can afford to do every lake in Viera and no way that you are going to get the people to even volunteer to do their backyards on their own without having something that they can look at and see what it is going to look like. At least 50% would get destroyed by the people that want to see down to the water. That's the way it is. Which is why I said, we are not planting any place where people are against having it behind their house. So, if we are going to do the entire flow way, the answer is not unless people along those areas agree to have it behind their houses, even though we have a legal right to do it.

Mr. Dale: Jason, what is the motion?

Mr. Showe: We need a motion to approve a not-to-exceed of \$10,000 in the four locations that Pete designated, along with the authority for Pete to get the proper paperwork and staff to execute the necessary contracts to start that work.

Mr. McCarthy MOVED to approve a not-to-exceed amount of \$10,000 for aquatic plant installation in the locations as stated by Supervisor Carnesale, provide authority for Supervisor Carnesale to obtain the proper paperwork and staff to execute the necessary contracts to start the work and Mr. Colasinski seconded the motion.

Mr. Dale: Is there any discussion?

Mr. Colasinski: Pete, can they start fairly quickly?

Mr. Carnesale: I believe so. The next step is we still have to get people in there to test the water. That's my next step, but right after that, we should be able to get them going.

Mr. Showe: Pete, I will send an email to John letting him know that it was approved tonight. I will make sure that he has your contact information if there is any dialogue that you need to have with him directly.

On VOICE VOTE with all in favor approving a not-to-exceed amount of \$10,000 for aquatic plant installation in the locations as stated by Supervisor Carnesale, providing authority for Supervisor Carnesale to obtain the proper paperwork and staff to execute the necessary contracts to start the work was approved.

**ii. Aerators**

Mr. Showe: Another follow-up item that we talked about was the aerators. I think it was the Board's intent to put aerators in Lakes #10, #11, #19, #20, #21 and #43 without the flow way. That's a total of approximately \$48,055 that we received in proposals for the aerators. Based on the Board's direction, Tim and I reached out. You have a copy of the cost estimate for the solar powered option for Lake #43. The price to install the largest one is \$17,000. If you go with the solar option, the cost is approximately \$76,000.

Mr. Melloh: Solar is five times the price.

Mr. Dale: I'm very surprised by that. I didn't think that was going to be the case.

Mr. Melloh: If you look at the second page of the proposal, it shows you how to put these solar panels in. Then we have five locations for that. The solar powered bollards we were talking about, have a small solar panel right on the bollard. This one does not. This is something you need to install on all of these panels.

Mr. Dale: Wow.

Mr. Carnesale: Do you have any idea of the life cycle of the batteries?

Mr. Showe: We can find out.

Mr. Carnesale: I don't know if there is a need to find out if we are not going to move forward with that option.

Mr. Melloh: I spoke with Mr. Mike Rouse with ECOR last Friday. He came up with the idea of dropping our own electric meters instead of ECOR installing them. Surrounding these lakes, every place there is a storm drain, there is also a 10-foot utility easement.

Mr. Carnesale: Okay.

Mr. Melloh: On Monday, when Ines is back because she has the contacts with Florida Power & Light (FPL), we are going to find out how much it's going to cost to drop meters in these locations. Then we don't have to worry about paying somebody \$50 or \$60 a month. Jason came up with a great idea of asking the HOAs, if we install these aerators, would they pick up the electricity because we would have to tie into a light pole? They don't require a lot of

electricity to run the system. If we could tie it into a light pole, even if the CDD makes the connection to the light pole, maybe we can get the HOAs to agree to just cover the ongoing electric. Then there's a partnership between the CDD and the community that gets the primary benefit of those aerators. So that is an option too. I think we still need some time to work on the electrical portion.

Mr. Colasinski: With the drop that you are talking about, would we be able to do the same thing with the decorative ones?

Mr. Melloh: I don't know why we wouldn't be able to do that. We would do the same thing as Fawn Ridge. Instead of tying it into a house, we would tie into a meter drop. I don't know how much it costs to do that. We will find out. Hopefully, I will have some information by the workshop because the workshop is three weeks away.

Mr. Bedwell: \$43,000 does include electricity.

Mr. Showe: Correct.

Mr. Dale: Does it include the installation?

Mr. Showe: It includes the installation of the system, but no electric, which would be an additional cost that the CDD has to pay.

Mr. Dale: The \$48,000.

Mr. Bedwell: So, we can't vote on that.

Mr. Dale: Right, because we don't have all of the costs. Did that include the two decorative light poles or was that just for the aerators?

Mr. Showe: It was just for the aerator.

Mr. Melloh: It's \$24,000 for two of them or \$12,000 each, plus, the electricity. Of course, the electricity at Woodside Park is going to have to come out of the restrooms.

Mr. Dale: Ed called me today and said that they didn't show up today because of rain.

Mr. Melloh: Yes. He met with FPL and we can get more service, but we have to bore under Crane Creek Boulevard. So, we are getting a price for the boring and then we have to get a run to the box and a run over to the lake. If we are going to have an electronic sign, we have to get a run of electricity out to the highway. These are all the variables that we are trying to get prices on to at least present it all at one time to the Board and discuss what we are going to do.

Mr. Dale: Okay. I would prefer to see that. Over on the Fawn Ridge side, the most appropriate thing would be to do what Tim was talking about earlier.



Mr. Melloh: If we have a utility easement inside of Hammock Trace, maybe we can run the electricity from that way to the lake instead of Woodside Park. That would save us probably a tremendous amount of money. I just thought about that.

Mr. Dale: Just lay wire.

Mr. Melloh: If we can put another drop in Hammock Trace to wire the fountain just like we were going to do in Fawn Ridge, that might save us from having to trench all the way across the field, the park and playground, which is going to be expensive. Plus, it's going to tear up our irrigation system. So, we have a lot to come up with.

Mr. Dale: That's a good thought.

Mr. Colasinski: There are a lot of great ideas.

Mr. Dale: Alright. So, we will table this item for now.

Mr. Showe: I will have it by the workshop.

Mr. Colasinski: Tim, thank you for looking out for the cost of this project.

Mr. Mellow: Absolutely.

### **C. Consideration of Agreement for Yoga Classes at Woodside Park**

Mr. Showe: This is an agreement with Ms. Kathy Clark to provide Yoga Classes at Woodside Park. We used this agreement at other facilities. It sets a specific schedule. We scheduled Tuesday and Thursday from 5:00 p.m. to 7:00 p.m. It gives her the ability to add classes. So, if there is a time where she says, "Hey, I really want to have a class on a Wednesday," I can approve it. If there's no objection, then we bring it back to the Board to ratify at the next meeting. That's typically how we handle those. She would have to track all of the participants and provide 10% of whatever revenues she raises to the CDD. She needs to know that she doesn't have exclusive use of the park, so she needs to make sure that she's allowing other people to utilize it. These are all the terms and conditions. From what I've seen, she has the standard insurance we would need, but there are some insurance provisions in the contract, to name the District as an additional insurer. Other than that, we would be okay with the Board approving it, subject to getting in touch with Kathy to make sure that she is comfortable with the terms.

Mr. Dale: Is the agreement generic in nature? What I don't want to do is every time we have a vendor, let's say we have someone who wants to hold a Tai Chi class, I don't want to

have to wait for a Board meeting if it's essentially all the same information that we are going to need from every vendor and its being coordinated by you.

Mr. Showe: What the Board would need to do then, is to designate the Chair to have vendors execute the contract and then it would need to be ratified at the next meeting. That's a way to do it.

Mr. Dale: Okay.

Mr. Showe: It is typically a form contract, similar to what we use at Baytree. We don't get the lawyers involved. We just reuse the same contract.

Mr. Dale: I want the lawyers involved.

Mr. Bedwell: Do they all have to sign this nine-page agreement?

Mr. Showe: Every vendor would have to agree to the terms.

Mr. Bedwell: A yoga class. I can't believe it.

Mr. Colasinski: It's not a single yoga class. It's an ongoing yoga class.

Mr. Bedwell: I lost it on the nine pages.

Mr. Dale: I know. That's why I like leaving the lawyers out of it if we can.

Mr. Showe: If you are comfortable with this agreement, you could approve it now in substantial form in case she has any minor changes to make. We obviously wouldn't do anything that would be in opposition of those major terms we told you about. If she wants to change the dates, I don't think we have an issue. A separate motion would be, if the Board is comfortable with the Chair executing these agreements in the future, to bring them back to ratify. Because they are contracts, they need to be approved by the Board at some level.

Mr. Dale: With the Board's approval, to avoid going from meeting to meeting, can we go this through email, if you distribute it to everyone and ask for comments?

Mr. Showe: That is a good thought. What we can do is if we are approached by someone saying, "Hey, I have someone who wants to teach Tai Chi on Wednesday nights at 8:00 p.m.," you can email that to me and I'll email that out to the Board and say, "The Chairman intends to execute a contract in 72 hours. If you have an objection within that time, please let me know and we will place it on the next agenda. Otherwise, it will be ratified for the next agenda."

Mr. Dale: I like that. Is that acceptable? That way everyone is informed.

Mr. Showe: You can't vote outside of a meeting. If any Board Member says, "I object to Tai Chi," it's a veto.

Mr. Bedwell: We are staying within this standard nine-page contract.

Mr. Showe: We have to. Procedurally, the reason you want that is because you want to have some control over who is having classes there. Otherwise, anyone who wants to do a class can just show up and start utilizing the facility. This also gives them some skin in the game because they are contributing for use of the facility.

Mr. Dale: I agree.

Mr. Showe: It's not a lot. Baytree does it for water aerobics. We get \$50 per month, which helps cover some of the cleaning of the pool and other items.

Mr. Dale: I just take that month lag between meetings.

Mr. Colasinski: We are trying to shorten the cycle time.

Mr. Showe: There is a process to do that. If the Board is comfortable with that process, we can try it.

On MOTION by Mr. Carnesale seconded by Mr. Colasinski with all in favor the Agreement with Ms. Kathy Clark for Yoga Classes at Woodside Park in substantial form, subject to minor changes from the vendor was approved.

Mr. Showe: The second motion would be to allow the Chairman, after no objection from the Board after 72 hours via email to execute contracts, similar in nature to the Yoga Agreement. Those contracts would be ratified at the following CDD meeting.

On MOTION by Mr. Bedwell seconded by Mr. Carnesale with all in favor allowing the Chairman after 72 hours' notice, with no objection from the CDD Board to approve contracts for services at Woodside Park, subject to ratification at the next meeting was approved.

**SIXTH ORDER OF BUSINESS**

**Old Business**

**A. Brevard County Lake Planting Grant Update**

Mr. Showe: Pete can provide an update.

Mr. Carnesale: I will try to make this short. Basically, the request for the grant has been prepared. The grants go to the State in the fall, so it's not going anywhere yet. That's one of the reasons we are making small plans before we get to that point. As backup, the County Agriculture Department is putting a \$25,000 line item into their budget next year. So should we

not get the grant, we can turn to Brevard County. It's a little sneaky, but I really don't care where the money comes from as long as it is not out of our pocket. At this point, I guess we have 20 to 30 members of the focus group, which is from every scientific community in the area that covers the water. So, we are pretty much set to go. Obviously, we are not expecting a lot to happen because it's not going to be sent in until the Fall.

Mr. Bedwell: That's fine, but what are you going to do with the \$25,000?

Mr. Carnesale: That would be the education end. They would do the signs.

Mr. Bedwell: Does it give us hundreds of feet of plantings?

Mr. Carnesale: It gives us no plants, but it provides the education area to get people to look at the plants.

Mr. Colasinski: It is for the mailing of brochures.

Mr. Carnesale: Yes.

Mr. Showe: I think he's also planning to come out to the different HOAs and explain to them what the plant is and why they shouldn't touch it. It is kind of the legwork.

Mr. Bedwell: If we get both grants, maybe we can use it for plants.

#### **B. Survey Monkey**

Mr. Dale: Are there any updates on Survey Monkey?

Mr. Colasinski: Not right now. Does the Lifestyle Coordinator have any outstanding requests for Survey Monkey?

Ms. Webb: Not yet, but I have some ideas.

Mr. Colasinski: Okay. Very good. Thank you.

#### **C. Farmers Market/Craft Fairs at Woodside Park**

Mr. Showe: I believe that we are tabling this item.

Mr. Dale: We will discuss it at the next meeting.

Resident (Not Identified): We have to find out if we are going to be required to have county permits. Their site indicates if there is any sale of commercial concept, we have to get a permit.

Mr. Dale: I agree.

Resident (Not Identified): I did not know if there was any difference with the CDD or if that is still the county's.

Mr. Dale: I heard the word, "County" and my blood pressure goes up.

**D. Fire Management Budget/Fire Breaks**

Mr. Showe: Is there anything else on the fire management?

Mr. Melloh: We completed the fire line in Osprey and now they are moving into Bennington. After Bennington, is Cumberland. As you know, we had quite a bit of rain. We have been trying to get the equipment out there and just making sure that when we get to Bennington, we don't get stopped. This is ongoing and we will continue to get out there and cut. We have a plan.

Mr. Carnesale: It sounds to me like you are still moving along at a good pace.

Mr. Melloh: Yes.

Mr. Dale: Didn't we discuss with Ed at the workshop about whether or not we should be doing it on an annual basis?

Mr. Melloh: We believed that we could do all of it at one time.

Mr. Dale: Because they will get all built up and zip right through.

Mr. Melloh: He and I talked about that. It should be a lot quicker in future years.

Mr. Dale: Alright.

Mr. Melloh: We will just continue to do that.

Mr. Dale: We don't need an answer now.

Mr. Melloh: We just do it. It is not going to take place in a two-month period of time. I think that might be a six-month project.

Mr. Dale: Right, if you think that's doable.

Mr. Melloh: That's what we do. Every year we will have to carve out time to do the scrub jay habitat and then do the fire lines.

Mr. Dale: We will save money on the control burns.

Mr. Colasinski: You do that when the ground is dry.

Mr. Melloh: It's not scrub jay season.

Mr. Colasinski: That's why it would be a priority.

Mr. Melloh: Exactly. Then we are raking the area that you and I discussed.

Mr. Carnesale: We have to see how long this will take with what we have to do now.

Mr. Colasinski: I think the data is skewed right now because there's so much. After next year, you will have a better idea

Mr. Carnesale: Yes. Next year, with the equipment we have now, it's going to move a lot faster because instead of having three years' worth of road, you have two years' worth of road.

Mr. Colasinski: I think we can use both years of equipment more effectively, only because it is not as thick and large.

Mr. Melloh: It's kind of like mowing your lawn when it's this tall versus that tall.

Mr. Dale: That was the best analogy.

Mr. Melloh: I think that's something that's probably very doable.

Mr. Colasinski: Tell them we appreciate their efforts in making this happen because it's a lot of work. Those guys are excited about the new equipment.

Mr. Dale: They are earning their pay this year.

Mr. Melloh: That's all I have.

Mr. Carnesale: I saw the video and they were ripping stuff up.

#### **E. Action Items List**

Mr. Showe: We can start on the dog park. Rob, do you want to give any updates on where we are at?

Mr. Dale: Just a couple of things. You guys have probably been seeing online or hearing rumors with the county. I think everyone received my email last night. We are still on track for completion when we estimate, but it's been frustrating with the level of pettiness that we've been experiencing. You also have, "The left hand doesn't know what the right hand is doing over there," to get approvals.

Mr. Colasinski: Are you referring to the county Government?

Mr. Dale: Yes, the county Government. On Monday, we received a phone call from another inspector saying, "Oh no, you can't build the doghouse." Keep in mind, the week before we received an email from the county that said, "Yeah, you are under 300 square feet, everything is good and you don't need plans." So, we are experiencing stuff like that. I just want to give the bottom line that Mr. Dave Bell, our contractor is on top of it. It has taken a lot of his time to deal with some of this. He probably spent a cumulative week down at the county building. We are fortunate in that Dave's wife is one of the inspectors for the City of Melbourne and has cross

professional ties. That has helped us. We also had a few individuals make calls over to the County Manager on our behalf to tell them, “Hey, why are you messing with these guys on stuff like this?” However, that ties into the big issue. Steve, do you want to talk about your email?

Mr. Colasinski: Yes, I can review that quickly.

Mr. Dale: I think Steve sums it up better than I can, but I got to the point where I was feeling like the District may be taking advantage of Mr. Bell. A lot of the things that are being done are being done out of pocket. It’s not being paid from the Pieloch donation.

Mr. Colasinski: To provide a summary, so far we spent \$31,000, but it will probably be \$35,000 because there are some drainage issues that we need to address. We need someone to take a look at that. The balance that we had initially was a not-to-exceed amount of \$35,000. We received a lot of donations, primarily for the dog park, but also for the Zumba kitchen, climbing tree and concrete pads for the benches. We got some benches and tables, shade shields and shade umbrellas that are hurricane proof. The moving of the boulder was a big deal. Some of you saw the equipment that was out there that day. That was a huge cost savings for us. The fencing for the dog park and the playground were donated. The sod and sod installation were a lot of work. That is all that has been donated so far. As Rob indicated, we’ve been utilizing Mr. Bell as a resource. He’s been a volunteer all along, but he’s doing it at a considerable personal expense. I think the issue we have is that he continued to spend money out of pocket and his time. I think since we have the money in our budget, we should probably consider spending some money on him. Jason indicated that if we approve this, Dave will invoice us based on his labor and for tree trimming. The loader that he uses is \$500 per day. Gas is also not cheap, but a lot of the materials that he had to use so far was also costly. I was going to propose no more than \$35,000. I don’t believe that Dave is the type of person who wants to take advantage of anyone, so if he was to do it, it would probably be much lower than we thought. The other part of this was the \$35,000 to finish the park with any other equipment and materials that are necessary. We are probably going to need some more wood and paint. Unfortunately, you will see that the last 10% ended up costing at least 50%. I don’t think that will be the case here, but we wanted to look at some additional money, about \$35,000 for additional materials and potential labor as well. That is what I would like to suggest to the Board. In the budget, we had \$25,000 for the restroom at the park, \$55,000 for the dog park, \$45,000 for the playground equipment and \$75,000 for sidewalk repair and replacement. The picnic pavilion, which we are not going to do was

budgeted at \$95,000. The total budget was \$295,000. We spent \$35,000, which leaves us with a balance of \$260,000. So, what we would be asking is to budget \$70,000 to finish the park. We were going to allocate a not-to-exceed amount of \$35,000 for Mr. Bell, but I don't believe those are his costs. If its half of that, I would be surprised, but I want to at least be transparent. Every day he is out there, it consumes more time. As Tim indicated earlier, trying to hire somebody is very difficult, so for us to get someone with the talent and skills to help us without hesitation, is exceptional. Is there anything else, Rob that you want to add such as additional shading or trees.

Mr. Dale: In the email that I sent earlier this morning, I listed a number of things that I think should go in the park, such as wood and paint, depending on what the county comes back with drainage-wise. Never mind the fact that the field has been there 25 years and all of a sudden we have to do a drainage plan. If for some reason, they needed to put some piping down to the preserve for drainage, that would be an additional unforeseen expense. We need wood for the bridge that we are going to build. I would like to have some flexibility to purchase some affordable solar powered cameras that would run on a continuous loop to keep an eye on the park. They would be installed high on a pole so vandals can't get to them. I would like to put in some bollard lighting. Tim and I looked at solar powered and LEDs. They are very attractive and commercial grade. They go for somewhere in the neighborhood of a \$250 each.

Mr. Colasinski: For lighting the walkway?

Mr. Dale: Lighting the walkway.

Mr. Colasinski: It is close to the parking lot.

Mr. Dale: Exactly. So that could be an additional expense. If we are going to do something like this for \$70,000, I would like for the Board to approve it by motion in a lump sum expense as opposed to approving \$35,000 and then another \$35,000. I would rather it be \$70,000 and then we pay Dave out of that \$70,000. I'm trying to be as frugal and I can when purchasing materials. My intention would not be to spend another \$70,000.

Mr. Showe: I think I can wrap it up for you. These are anticipated to be bond expenses. There are going to be requisitions at some point for these to be paid. What the Board can do is to make a motion that it is our intent as a Board to approve a not-to-exceed of \$70,000 for the remaining park projects. If the payment needs to be made quickly, we have been paying it from the Capital Projects Fund and then reimbursing the Capital Projects Fund.



Mr. Dale: I want to be able to make the payments quickly because we are getting into that timeframe where we have to run out and buy the wood and the paint.

Mr. Showe: The motion would be to authorize the Chair to spend a total not-to-exceed amount of an additional \$70,000 to complete the park project. Then when Mr. Bell wants to invoice the District, we just need to make sure that it falls under the provisions of the bond funds so we can justifiably use those funds. I can certainly work with any Board Member.

Mr. Dale: To give the Board a little more comfort, Tim and I have been down at the park. We were probably meeting at the park three or four times a week working hand and hand. Anytime there is a purchase, I am doing it hand and hand with Tim.

Mr. Melloh: Rob, is the sod for the dog park already paid for?

Mr. Dale: That is a potential expense.

Mr. Melloh: What about the irrigation?

Mr. Dale: That is a different issue. I was looking at that.

Mr. Melloh: It would come under the dog park, so instead of authorizing \$70,000, authorize \$90,000. That includes the irrigation, some electrical work and sod. The sod is a different kind of sod, which is more expensive. We want to make sure that the irrigation system is working. We are saying \$70,000, but as Steve pointed out, we have plenty of money. If we authorize \$90,000, we don't have to spend \$90,000, we just have the authorization to get the job done for \$90,000.

Mr. Dale: You are really nailing it. Part of the reason why Dave's maintenance cost went up significantly, is because he had to clear all of the Oak trees and rent a cherry picker for a week. Then we ended up taking the big tree out. A lot of this is maintenance that's unrelated to the dog park, but had to be completed because of the dog park. The park was not in a great state of repair so he had to spend time on these things. The irrigation that Tim is talking about, wasn't working. We were going to have to do the irrigation anyways. These are things that are unrelated expenses to the dog park and playground.

Mr. Carnesale: Dave wasn't initially hired to do both the playground and the dog park. He was brought in to work on the dog park. If you look at the monstrous pile and sod that he worked on as well as well as the tree and the boulders, that is not in the dog park.

Mr. Dale: Right.

Mr. Carnesale: He has been doing a lot of work on his own. It had nothing to do with the original agreement.

Mr. Dale: Exactly. That's where I'm going with this. It's not as if we are getting something for nothing. What we are about to get is literally going to be the most pristine awesome park in all of Viera, maybe even in the county. Now that we have those hills sodded, I'm seeing the forest through the trees. A lot of things are coming up and it is going to be compression time. The groundwork has been laid. All of the hard stuff has been done. So now we have swing sets, slides to put up and a spiderweb pit to put in. All of that could be completed with enough volunteers in one day. It is really coming together. It is about to be a pristine park.

Mr. Carnesale: A lot of that has to do with the zoo.

Mr. Dale: The zoo also. Our Lifestyle Coordinator who has been coordinating with the zoo, has given her personal experience and ideas to the park. I know that the cost of the dead tree sounds silly, but if you Google dead playground trees, I'm stunned. They cost \$15,000 and up. The reason why we went with the giant boulder was to get a giant climbing boulder pre-fabricated. I am talking about the large ones, not little ones. The large ones cost \$18,000. We got one for a little over \$2,000 and the delivery was donated, which was huge. Anyways, that is where we are at.

Mr. McCarthy: I have a couple of questions. Where are we with the money from Mr. Pieloch? I believe he was giving us \$75,000. Was that spent?

Mr. Dale: Roughly \$35,000 was spent on umbrellas and benches. I spoke with our Lifestyle Coordinator and with John to get an accounting of everything. I believe it came to roughly about \$40,000 for umbrellas and benches.

Ms. Webb: With the concrete slabs.

Mr. Dale: No. I think the concrete for the dog park was an additional cost. That was money that he had to pay to Dave also. There were wood costs and some equipment rental costs, but the bottom line is we have \$2,000 remaining from the \$70,000 we received from Pieloch.

Ms. Webb: There is giant decking when you first walk in. It will be an access for wheelchairs. It is going to be really nice. It will be made out of wood and other materials.

Mr. Dale: Composite decking.

Ms. Webb: Composite decking does not rot.

Ms. Webb: It has a big area when you first come in with seating around the main tree so wheelchairs can come in there with their dogs and watch.

Mr. McCarthy: I'm sure the money was very well spent.

Mr. Dale: Paul, that was the same question I had. I wanted an accounting of where the money went. I went through it with John and he broke it all down for me.

Mr. Melloh: Was the fencing donated?

Mr. Dale: Fencing was another expense.

Mr. Melloh: Paul has expertise in fencing. He had a fencing company.

Mr. Dale: We have about 300 or 400 feet of split rail. We have chain link that was purchased out of that money. They took it to such a degree that the doghouse is going to have a tile roof. They didn't want to put asphalt shingles on it.

Mr. McCarthy: In terms of the invoices, I think it's important that we have those, Jason, so we know what we are going to spend. I respectfully request that you make a list of things that you want so we don't miss anything. We have a one-time shot to get it right and I'm sure that we will get it right, so we have a list of what it is going to cost us. Tim brings up a good point of how there was no irrigation there. As a matter of fact, he told me that he has been going down there for the last couple of days turning it off and on.

Mr. Melloh: So, has Rob. It has been a team effort. We need to get a better plan on how we are going to do that, but it needs to be watered. The irrigation system exists, but it is so old that it hasn't been used in 17 years.

Mr. Carnesale: Paul, your request is to get an invoice on what has been spent so far?

Mr. McCarthy: I would like to see what the additional \$35,000 is going to cover.

Mr. Colasinski: As we proceed, we need to make sure that these people still have the materials and supplies and they are not waiting for us to approve the money. For example, Dave has been good about donating money, but we might have to do some things in order to finish the park.

Mr. McCarthy: I understand and I'm okay with it.

Mr. Dale: Drainage is one of the issues that the county is bringing up. I don't know if we are going to wind up having to dig a drain.

Mr. McCarthy: That would get expensive.

Mr. Dale: Exactly: It's ironic because the drainage and flooding are better now than it has ever been, because we put the hill in the low-lying area. It's perfect. I went out there the day after all of the rains.

Mr. Carnesale: It was placed in a low-lying area in the middle of the park to force water out to the sides.

Mr. Dale: What is the motion?

Mr. Colasinski: To authorize \$90,000 for the completion of the park. As Paul indicated, I think we need due diligence with regards to invoices. I also think that might help us if there is ever an insurance claim to show what we would claim.

Mr. Showe: As a follow up, that's one we are definitely going to need to do. Once it is complete, we need to bring the insurance company out to let them take a look at everything. They may have some suggestions on some additional signage or maybe some other safety features that we need to take. You have to give them a value immediately on that park. We are definitely going to need to have a calculation so that the insurance company can come down and look at it.

Mr. Colasinski: The invoices as you indicated would provide that data.

Mr. Carnesale: When we decide to have our grand opening, I need enough warning so I can get clowns and maybe a NASCAR car.

Ms. Webb: Pete, you have to get with me because a lot of people are doing a lot of things that day.

Mr. Carnesale: I know that I can at least get one NASCAR car.

Mr. Colasinski: I think it's important to come up with an agenda first and understand what we can do.

Mr. Dale: I want you to coordinate that.

<p>Mr. Colasinski MOVED to authorize the Chair and General Manager to spend a total not-to-exceed amount of \$90,000 to complete the recreation facilities at Woodside Park and Mr. McCarthy seconded the motion.</p>
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Mr. Dale: Is there any further discussion?

Mr. Bedwell: David volunteered to do stuff for us and it turned out to be a lot more than what he thought or what we thought and I'm trusting you three guys to decide if he needs to be reimbursed because this goes way beyond what he volunteered for.

Mr. Carnesale: What he and Rob volunteered for initially was the dog park only. The whole big mound that you are seeing is part of the playground.

Mr. Dale: We thought there was going to be a few mounds of dirt to put a slide on.

Mr. Showe: When we receive the invoice, before anything gets paid, I will circulate it to the Board. You can ask questions prior to any payments.

Mr. Bedwell: I just wanted to make sure that I understood. He had to do a lot more than he thought he was going to do and what you thought he was going to do.

Mr. Dale: Yes. I have a follow-up question for the Board. I just want to make sure that all of the things I have thrown out, whether its drainage, wood, paint, cameras, bollard lighting, is something that the Board would not have a problem with if I was doing that in conjunction with Tim.

Mr. Bedwell: No.

Mr. Dale: Then I don't think we are going to have any problems.

Mr. Colasinski: Our Lifestyle Coordinator is working on this project as well.

Ms. Webb: Dave does not know you guys are doing this. He has not asked for any more money, but because of the extension of some of the requirements of the county, it becomes more expensive.

Mr. Dale: That's an excellent point.

Mr. Bedwell: Do you guys feel like Dave deserves more money?

Mr. Melloh: I am down there frequently and this guy has two full-time jobs. He has projects that he works on that he makes money off of, but he is down there constantly or his people are down there constantly. When they were building that hill, like I was telling Rob, it was like building a tee box on the golf course. It's not just something where you just pile up a bunch of dirt. You have to get the grading right. You have to get the compaction right because you have to rent a compactor to compact the soil. So there has been a lot that he has done that he didn't sign up for. He's been nothing but cordial and just a great guy. Like Michelle said, he doesn't ask for anything, but it is something that we would be paying a lot of money for.

Mr. Dale: That is where I came up with that \$400,000 to \$500,000 number for the park, if we had to pay a contractor to come and build this and pay \$18,000 for a tree and \$18,000 for a rock.

Mr. Bedwell: None of us have ever built a dog park.

Mr. Dale: This is the Disneyland of dog parks.

Mr. Carnesale: Most of the time when you go to a dog park, what does it have? It has a fence around it. It has sod and maybe a couple of benches, chairs and umbrellas. This park has gone way beyond that.

Mr. Dale: This past week, we installed fire hydrants.

On VOICE VOTE with all in favor authorizing the Chair and General Manager to spend a total not-to-exceed amount of \$90,000 to complete the recreation facilities at Woodside Park was approved.
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Mr. Dale: Thank you everyone.

Mr. Showe: Regarding the transition of the payroll vendor, we worked out the contract. I know that Tim is working with the vendor now and that we already provided notice to Paychecks.

Mr. Melloh: We provided notice to Paychecks. We worked with their staff and have an actual date that we are going to be cut loose from Paychecks.

Mr. Dale: Is it within the next month or two?

Mr. Melloh: They will be. By the end of May.

Mr. Showe: As far as EmployU, we worked out that contract per Board direction and Tim is working on job descriptions so we can get that initiated.

Mr. Melloh: Yes. I will get with them to come out and work on some job descriptions. I think the Board wanted to have this start by the summertime.

Mr. Dale: Yes, that's the timeframe.

Mr. Melloh: Frankly, we need the help.

Mr. Dale: It is in our best interest.

Mr. Showe: We discussed the fountains. As far as the engineering Request for Qualifications (RFQ), we put the bid out and proposals were due on April 15<sup>th</sup>. I personally

contacted seven vendors that we worked with. Another firm requested a package, but nobody bid on the project. So right now, we have no bids for engineering. Your current vendor seems fine with continuing for now, so I think that there are a couple of steps we can do to go forward. If you know of any engineers, I can certainly talk to them. The challenge is because of the type and nature of the engineering work that will need to be done here, you have to go through the RFQ process again. But if we have somebody that I can talk to and we feel comfortable that they are going to submit a bid, then I recommend doing that again at some point. I have a few other firms that I can reach out to. I know one vendor in Brevard; however, I wouldn't trust them to do much of anything, which is why I didn't send the RFQ to them. I think you would rather have the engineer you have than them in my professional opinion.

Mr. Dale: Please share that with me after the meeting.

Mr. Showe: I will. Obviously, you need an engineer at this point because a professional engineer has to sign your requisitions. He hasn't sent a Letter of Resignation at this point, so he's okay continuing until the Board can find someone. So, I will still reach out and try to find someone.

Mr. Carnesale: My only comment is if we haven't gotten anywhere in another month, we should probably get the advice of some other engineer along with maybe Steve and Rob to review what our needs are. The problem with the current report is that it covers things that we don't need such as sprinklers on cement or stone.

Mr. Colasinski: This is much larger than that. I'm trying to stay on what Jason is saying. We need to find someone else. If not, then we would have to consider retaining our current engineer.

Mr. Showe: I haven't had a conversation with your current engineer, but there is no Letter of Resignation. I let him know that we haven't received any bids.

Mr. Colasinski: When you say, "*He*," who is that?

Mr. Showe: It's a firm. I know the guy.

Mr. Dale: A primary contact.

Mr. Showe: Yes. They are pretty good in terms of the other folks we have out there. I have a few others that I'm going to reach out to. Everyone that I have experience with, I did reach out to. It is a strange time for engineers right now because just like you see the housing market booming, they are booming too. A District like this is a large and complicated. There are

issues going on right now and most of them said that they didn't have the capacity right now to take on a project like this.

Mr. Colasinski: That is true. I don't doubt that.

Mr. Showe: I will keep reaching out and let you know if I find anything.

Mr. Dale: Yes, please.

Mr. Colasinski: We appreciate the information.

Mr. Showe: I will give you the name of the one that I wouldn't use. Tim is still working on the cart path extensions.

Mr. Melloh: We want Mr. Dave Bell to provide us a quote on the cart path extensions. He has been so busy that I didn't want to pull him off of that project, especially since we want to do the cart path extensions after the irrigation system. We have time, but he is doing the large cart path. I already identified about 3,000 linear feet that we need to do on the golf course. What he is doing at Woodside Park is exactly what we would need to do. He said that he would need to rent some Georgia Buggies and other things, so I will get with him the next time I see him and ask him for a ballpark estimate for 3,000 linear feet. Then we will find out if we need to go out for RFP. I would rather get Dave's business completed first.

Mr. Colasinski: Let him finish the park.

Mr. Melloh: If we wanted to get it going quicker, we can go with the people we have used before, but the problem is those people will just try to fit us in amongst their big projects anyway. Sometimes it takes two months to come out to do those little chunks we are talking about, such as from Osprey over to Clubhouse Drive.

Mr. Dale: We still have two chunks at Woodside Park that he has to finish up.

Mr. Melloh: Stuff like that. We are working on that. I don't want to pull Dave off of the project for a smaller job.

Mr. Colasinski: That's a good idea.

Mr. Showe: The last item was the locks for Woodside Park and Divots. Paul had a conversation with VECA.

Mr. McCarthy: I met with Mr. John Gates for an hour. I'm cautiously optimistic. John is going through the process of evaluating things. Insurance is an issue and he is staying very low key on it. I haven't discussed it with anyone. Hopefully he will contact me when he is ready. Thank you for introducing me to him.



Mr. Dale: What makes that even sweeter is without confirming or denying, one of the people that have interceded on our behalf is perhaps somebody that is in charge of that department. I'm trying not to name anyone, but they have been working with us.

Mr. McCarthy: The other thing I discussed with Jason is if he decides to proceed, he is in charge and we have nothing to do with it.

Mr. Dale: That's right.

Mr. McCarthy: We can wash our hands of it. Am I correct, Jason?

Mr. Showe: Absolutely. It's on their property. It's their facility. The service is here for the community, but it's not wrapped up in any CDD facility.

Mr. Dale: That is true; however, as part of a complete package, I would like to be able to provide the officers with the bathroom codes and encourage them to make spot checks at Woodside Park.

Mr. Melloh: Absolutely. We can do that.

Mr. McCarthy: Viera East is different. Half of it is under the Brevard County Sheriff's Department and the other half is under the Rockledge Police Department. The Chief of Police lives in Viera East. John would incorporate both of those together.

Mr. Dale: That would be wonderful. Thank you, Paul.

Mr. Showe: Those are all the action items.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. General Manager's Report**

Mr. Melloh: We had the golf carts serviced on April 13<sup>th</sup>. We serviced 24 carts and our revenue off of that was \$181.

Mr. Colasinski: It's the service that's helpful.

Mr. Melloh: It was more of a service to the community. Every appointment they had was filled.

Mr. Colasinski: Good.

Mr. Melloh: It turned out really good and people were appreciative. We will do it again in the Fall. I think on a regular basis moving forward, as people are arriving back from up north and as they are leaving to go back up north, we will have service days. That turned out well. The "Its on Me" gift card event is all set. Chris has been trained. He showed Terry how to do that today.

They are going to train their staff. I put the appropriate data into the computers, so it's all set to go.

Ms. Webb: The only thing we still need to do is to offer some specials for Mother's Day or Father's Day. We will discuss that.

Mr. Melloh: That's fine. I have the Rounds and Revenue Report for April. Three days this month, we had some rain delays, but we are still trending ahead of budget. What is amazing is we are doing a good business. Yesterday, we did 230 rounds of golf.

Mr. Colasinski: After two days of rain. That's amazing.

Mr. Melloh: Today we had a \$6,000 day and 220 rounds of golf. Normally when you get to the 15<sup>th</sup> of April, your business drops significantly and our business is holding strong.

Mr. Colasinski: As long as we can.

Mr. Melloh: As long as we don't get any crazy weather, we should be able to hit budget at the end of the month.

Mr. McCarthy: Tim, in the previous year, we were at \$105,157 and already we are at \$112,400.

Mr. Melloh: That was due to COVID hitting us last year. It killed us. It hit us on March 10. It killed March, April and May, but then June, July, August and September were really good months because people figured they couldn't do anything else, but play golf. Hopefully, the golf industry will be able to hold on to that momentum and keep it going. That just shows you how bad COVID hurt us last year.

Mr. McCarthy: We had a very successful year even with COVID.

Mr. Melloh: According to the Financial Statement, we had a good March and profited \$112,000. Now it comes down to revenues going down and expenses going up because you have to buy fertilizers and chemicals and things like that. It kind of flip flops. The first six months are great and in the second six months, you are just trying to get as much revenue as you can and keep expenses in check. So that's where we are at. When we get to September 30<sup>th</sup>, the end of the fiscal year, I think you are going to be pleased with our numbers.

Mr. Colasinski: That's outstanding.

Mr. Dale: Was there any further discussion with Jim about the split tee time issue?

Mr. Melloh: Yes. It's going to be a challenge, but we are committed to taking the month of July and the weekends to see what we can do there. The real problem that we have right now,

Rob, is a staffing issue because we have twice the number of people coming in from 7:30 a.m. to 9:30 a.m. and only have one person in the shop. So, we definitely need to get another person. We have a couple of leads. What Michelle said is from Viera East from the Facebook page. Let's wait until July because that will give us enough time.

Mr. Colasinski: Just on the weekends.

Mr. Melloh: We had discussion and there are pluses and minuses to most things.

Mr. Colasinski: We will try it as an experiment.

Mr. Dale: I like that middle ground you guys came up with.

Mr. Melloh: During the week, it doesn't affect his ability to get out there and do the fertilizer applications, chemical applications and what have you. I think trying it on the weekend, will give us a clearer picture of what would work for us.

Mr. Colasinski: I think it's a good plan.

Mr. Carnesale: Did you find that the bulk of the people out there like the golf cart service day?

Mr. Melloh: Absolutely.

Mr. Carnesale: The only reason I ask that is because like you said, every slot was filled.

Mr. Melloh: Right.

Mr. Carnesale: That tells me they liked the idea. We do that at Indian River Colony Club (IRCC). We do it quarterly and they fill up. So, you may think in terms of trying to do them a little closer.

Mr. Melloh: I will talk to Robbie at Golf Carts Unlimited to see if he wants to do it. I got the impression from him that he thought twice a year was better, but I will talk to him about it.

Mr. Carnesale: If you found that all of them were full, three months from now, maybe in the middle of the slow season, it might not be as good.

Mr. Melloh: Absolutely. It's not a problem.

Mr. Carnesale: Its worth a shot. If it goes, then fine. If not, then we go back to every six months.

Mr. Melloh: Good point, Pete.

Mr. McCarthy: You could also do twice a year and then do it two days in a row.

Mr. Melloh: Yes, we can do that.

Mr. Carnesale: That would give you more time slots available.

Mr. Melloh: Right.

Ms. Webb: This year we advertised it in the community. That's the end of my report.

Mr. Dale: Thanks.

**B. District Manager's Report**

**i. Consideration of Requisitions #37 - 41**

Mr. Showe: The requisitions are included in your agenda package. Two of those are for engineering and the rest are reimbursements, for items at the playground as well as the fairway aerifier. Those are all reimbursements to the CDD Capital Projects Fund that were purchased already. The total amount of the requisitions is \$55,629.94. I can take any questions or comments on those requisitions or a motion to approve.

On MOTION by Mr. McCarthy seconded by Mr. Bedwell with all in favor Requisitions #37 through #41 in the total amount of \$55,629,04 were approved.

**C. Lifestyle/Marketing Report**

Ms. Webb: The golf course Facebook is up 47% post engagement. We are now reaching 16,935 people, which is up 32%. That has been a big help. On Facebook, we had an ad that reached 12,016 people. Post engagements are up to 4,505 exchanges. So, we are constantly growing on those sites.

Mr. Colasinski: What do you mean by post engagements?

Ms. Webb: Post engagements are people who talk amongst themselves about our site. It is not so much directly on our site, but they share it and then there are post engagements. We created a new Instagram account, because we couldn't seem to get onto the old one. That's growing a little more every day. Gift card sales are posted on the website and we are going to start marketing them for Mother's Day and Father's Day. Once we get with Tim, we will distribute some prizes of some packages. The International Woman's Day was posted on the website today. So now if you go right onto the Viera East website, it has an announcement for a big Woman's Golf Day. Then they can fill out the form. The only thing we have to get with Tim on is whether we should post a link to pay to the golf course because it's a difficult combination.

Mr. Melloh: I think we will do it so they pay us. Then we will reimburse her. She will submit an invoice to us and we will pay her.

Ms. Webb: So that's actually posted and will be heavily advertised. That is going to be a fun event. We already talked about the dog parks. I had my bi-weekly meeting with GolfNow. Squadlocker is no longer partnering with them. I am very picky about where the emblems go. I don't think anybody at the golf course wants these big Viera East logos posted all over the front of their shirts. Right? You guys don't have t-shirts like that.

Mr. Melloh: No. We don't sell t-shirts, mainly because we don't allow people to play golf in a t-shirt.

Ms. Webb: Right. They have the nice Under Armour college shirts.

Mr. Colasinski: Those are popular at resorts for people who visit the resort and want to have something to wear in the evening.

Ms. Webb: Right.

Mr. Colasinski: But you can't play wearing those on the golf course.

Ms. Webb: I probably shouldn't call them t-shirts. They are like Under Armour.

Mr. Colasinski: A collarless shirt.

Ms. Webb: Yes.

Mr. Melloh: That's different. We will allow that. Typically, it's like a mock turtleneck.

Ms. Webb: They are like the pullover shirts, but they don't have collars.

Mr. Colasinski: There are t-shirts that, for example are \$35 at Pinehurst.

Ms. Webb: They are expensive.

Mr. Colasinski: They wear them after hours when they go out in the evening.

Mr. Carnesale: Most golf courses won't let you play with a college shirt.

Mr. Melloh: Correct.

Ms. Webb: So, we are putting some shirts on the website, but we also talking with them to make some of the sizing different. It's a little more than picking shirts. It's the process. Once I get it together, I will probably send the link to Jason and he can send it to everybody else, so they can look at it and see if they like what's on there or want something that is not there. Does that sound good?

Mr. Dale: Sounds great.

Ms. Webb: We already talked about Ms. Kathy Clark. Jason, are you going to send her the contract or are you going to send the contract to me to give to her?

Mr. Showe: I will deal directly with her.

Ms. Webb: Great. There were already requests for the bourbon tasting. If you guys haven't seen the flyer, it will be on the 29<sup>th</sup> of this month for \$20. It's going to be a fun event. It's been a busy month getting everything planned. We will start looking for people for the Farmers Market. We are starting to get some commitments. Like I said, we have to make sure that we don't need a county permit because I'm not playing this game with them anymore. The zoo came out last Saturday and we did some good pre-planning for opening day. They are going to be in charge of a lot of events. They will have their own stuff there and we will have our stuff there. We are considering a big tortoise tunnel. A painter was going to come out and paint tortoises, but when we were at the zoo the other day, she said, "Wouldn't it be fun if we had an art contest for our community where kids in different categories can draw what they think a tortoise should look like inside of the tortoise tunnel?" We will choose 10 drawings and they get to come out and paint their image inside of the tunnel. So, that would get more community support.

Mr. Dale: Sure.

Mr. Melloh: I don't think we need Board approval on something like that.

Mr. Showe: I don't think so.

Mr. Melloh: We talked about doing sidewalk art.

Ms. Webb: The zoo is going to do a sidewalk chalk contest, but we were just talking about having one artist paint her images. It would be nice to have kids from the community coming in and doing it, from elementary to senior junior high.

Mr. Showe: The Board discussed the sidewalk art, but that was right at the height of COVID. Our insurance gave us a frown on that, but I think that we are at the point where those are permissible as long as follow social distancing.

Ms. Webb: Other than that, that's what we still have going on. After this county situation, we will be back on track. We are planning opening day for the dog parks and playground, the Woman's Day event and bourbon tasting.

Mr. Melloh: I would imagine that the dog park opening day is going to be very busy.

Ms. Webb: It's going to be huge.

Mr. Melloh: Do we have some kind of COVID thing that we have to adhere to?

Ms. Webb: I will look at the county requirements.

Mr. Melloh: I don't know. We always talk about large gatherings.

Ms. Webb: I know that Wickham Park just had theirs.

Mr. Showe: If you have a timeframe in general, give me the timeframe and I will reach out to our insurance company and say, "Hey, we are thinking about an event here, what would you recommend?"

Ms. Webb: Wickham Park had a huge event for Easter and there was wall to wall people. They were wearing masks.

Mr. Dale: When we say big, we mean big. Like TV stations and every media publication, politicians, etc.

Ms. Webb: We were even going to reach out to one of the golf courses locally that let you rent six passenger golf carts, to see if they are willing to participate. A lot of people are very interested in getting involved in this because it's getting to be well known. Every time Rob and I are at the park, people are asking how much longer. They are constantly asking us. The community next door was sending volunteers out to help us. We can't use them yet, but we will. It has been nice to actually meet a lot of the community. They can tell you that its very much wanted out there. So, we can't stop at this point in time. It's been busy behind the scenes.

Mr. Colasinski: Well done by the way. You made a lot of great progress and have good information. The awareness in the community is accelerating tremendously. I do have one request. I want you to think about what we might be able to do and then we will bring it back to the Board. There will be a charity dog walk on Saturday, November 13<sup>th</sup>, similar to walks or runs that people have. It will be in a similar format to that, but more of where people would walk their dogs around the loop at Woodside Park. The money is going to local rescues, like the SPCA that Mr. John Casey is already fond of. Can we start looking into that, come up with something and bring it back to the Board?

Ms. Webb: Yes. They have an event this weekend.

Mr. Colasinski: It's the *Dog Days of Summer* at Space Coast Harley Davidson.

Ms. Webb: It's like a dog and owner lookalike contest. It looks like they have some fun things planned. I might go down there to see what's up. There are some things that we want to get with Tim on, but we have a meeting next Wednesday with Chris, me, Tim and Terry. Hopefully, we can offer some good events for our community. So, if you guys have any ideas, share them. I don't want them all to be my ideas. Along with the *Dog Days of Summer*, there is another one in a couple more months, a dog contest. I have seen a couple of them for the SPCA.

Mr. Dale: When you get it on the calendar, I know one of the things we were talking about was getting that calendar on the website.

Ms. Webb: I sent it to Jason. I will keep sending updated ones. They are reformatting the website.

Mr. Colasinski: It's in the report if you want to look at them.

Mr. Showe: I believe we put the calendar on the CDD website already.

Ms. Webb: So, we have the calendar on the CDD and golf course websites. GolfNow is still working on our new page. She said it might be 30 to 45 days. It could take up to 60 days.

Mr. Dale: We have a bulletin board too.

Ms. Webb: We have a new bulletin board. I need the key to get in there to put up flyers. What I'm finding out is there are a lot of new people on our websites and on Facebook. That shows that there is a lot of interest in our area. I have been told by several engineers at GE as well as Harris that they like the "*Teed Off Tuesdays*," but they want to move it to Thursday. I asked them why.

Mr. Colasinski: What is synonymous with that is that those companies are on a 980 schedule where basically they work nine-hour days and have every other Friday off. That is the Thursday night before their Friday off.

Ms. Webb: Correct.

Mr. Colasinski: That is just a nice way to go into the weekend.

Ms. Webb: Right.

Mr. Colasinski: I would like to call it, "Tap in Thursday" or something like that where you just sort of tap into your weekend.

Ms. Webb: That's a good idea.

Mr. Colasinski: It is a great way to get started.

Ms. Webb: We will definitely look at that. I sent it out to them as well because I know a lot of them there golf. Their response was, "If you move it to Thursday, we will come." I don't know how many that means, but we definitely want to look at that because there is a market for a Thursday night call.

Mr. Melloh: Sounds good.

Ms. Webb: Does anyone have any other questions for me? Hearing none,



**EIGHTH ORDER OF BUSINESS****Treasurer's Report – Consideration of Financial Statements****A. Approval of Check Register**

Mr. Colasinski: The Balance and Income Statement were included with the agenda. I don't have it reviewed to be able to discuss it in detail at the moment. So, if you don't mind, go through the Check Register because I have seen those already.

Mr. Showe: Sure. In your General Fund, we have Checks #4159 through #4181 for \$226,241.20. In your Capital Reserve Fund, we have Checks #85 through #92 for \$55,381.83 and Checks #28493 through #28568 from the Golf Course Fund for \$568,311.79 for a total amount of \$849,934.82. I will note that the vast majority of that is checks for your Debt Service Fund. In your General Fund, we get all of the assessment revenue. So, the General Fund cuts a check to the Debt Service Fund and then the Debt Service Fund cuts the golf course a check for their assessments. Then the golf course cuts a check for the recreation assessments. There is a lot of left-hand moving to the right-hand, but the vast majority of the \$800,000 is from debt service assessments. Are there any questions or a motion to approve the Check Register?

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor Checks #4159 through #4181 from the General Fund in the amount of \$226,241.20, Checks #85 through #92 in the amount of \$55,381.83 from the Capital Reserve Fund and Checks #28493 through #28568 from the Golf Course Fund in the amount of \$568,311.79 for a total amount of \$849,934.82 were approved.

**B. Balance Sheet and Income Statement**

Mr. Showe: As Tim indicated, the golf course is in great shape. We are 93% collected on our assessments through March. I expect by the time we meet next month, we will be at 100% collected on our anticipated revenues from assessments. So, we are in great shape.

**NINTH ORDER OF BUSINESS****Supervisor's Requests**

Mr. Dale: David, do you have any Supervisor requests.

Mr. Bedwell: I don't have anything.

Mr. Dale: Paul?

Mr. McCarthy: Nothing.

Mr. Dale: Steve?

Mr. Colasinski: I have nothing.

Mr. Dale: Pete?

Mr. Carnesale: You already asked.

Mr. Dale: At the workshop, we handed out the sample Proposed Budget schedule.

Mr. Showe: Yes.

Mr. Dale: At the end of May, I think the 27<sup>th</sup>, it ends up getting tight. I am going to be out of town that week. I don't want to reschedule just because of me, but if there is another alternative, I would appreciate it.

Mr. Showe: The best I can do is to push it so we have something for the workshop in two weeks for you. I will try to see if we can have at least something.

Mr. Bedwell: It is just the Proposed Budget, isn't it?

Mr. Showe: In May, we would be doing the Proposed Budget. Then it goes into the workshop. So essentially at the May meeting, the real question is are you proposing to increase your assessments? If you're not, then the workshops are where you kind of move the monies around to different account lines. That's typically the big question that you are going to answer in May. It's not really a detailed discussion on the budget. It's more of a philosophical question so we can start planning the other steps that need to occur should you choose to raise assessments.

Mr. Dale: I'll be able to call in for that one.

Mr. Bedwell: You're not missing anything.

Mr. Carnesale: There is no way that we are going to increase assessments.

Mr. Showe: I wouldn't say its immaterial, but you are setting the ceiling at that meeting, essentially. You are saying, "This is how much revenue we have to work with."

Mr. Colasinski: Right. We are not raising assessments. We are setting the ceiling.

Mr. Showe: The rest of your meetings are workshops.

Mr. Dale: Alright. Then I'm good with that.

Mr. Colasinski: I suggest start looking at last year's budget as a precursor to this year's.

Mr. Showe: That is a good point because typically what you will see at your Proposed Budget is something that looks similar to current year, unless there have been some changes that we can identify. So, with Tim's leases, we will make some adjustments. Other than that, we typically try to mirror your current year's budget.

Mr. Melloh: The first one is the General Fund Budget. Right?

Mr. Showe: Yes. At the May meeting, we present the Proposed Budget, which is the entire budget. We try not to do a lot of discussion when you see it the first time.

Mr. Dale: Could you jog my memory? We had to do a public announcement for the annual memberships for the golf course. Was it at that meeting?

Mr. Showe: At the May meeting. The May 13<sup>th</sup> workshop is when we should hold the public hearing.

Mr. Dale: Okay. I didn't know if that was going to be the same meeting.

Mr. Showe: No. Are there any other Supervisor requests? Hearing none,

## **TENTH ORDER OF BUSINESS**

## **Public Comment Period - All Items**

Mr. Showe: Are there any other audience comments?

Resident (Bill Mayor, VECA): I am the President of VECA and live on Bennington Place. I have two quick items. At this morning's meeting, somebody brought up Bourbon Night. Where is that advertised?

Mr. Dale: The best place is on [Facebook.com/VieraEastCDD](https://www.facebook.com/VieraEastCDD).

Mr. Showe: If you go to the search bar and type in Viera East CDD Facebook, you will find it.

Resident (Bill Mayor, VECA): The second item happens to be an agenda item that I did not know would be discussed tonight, which are the plant installations and locations. Pete, correct me if I'm wrong, but you came to our meeting in February and discussed the plants. One of our Board Members had an issue or a question about plantings 100 feet in that lake over by the park just in case it might increase parking. I think you mentioned that you have \$25,000 that you are going to use to promote it. I'm not sure that is going to happen, but we were expecting a response. So, I guess my first question is whether that was proposed to you when you were at a meeting.

Mr. Dale: Let me touch on that, Bill. There wasn't a formal response, but I made a call to Eric and Tom. I think the impression that Eric and Tom were under originally was that this was going to involve heavy lifting equipment and tearing up the pathway to the waterway. At most, maybe we are talking about a couple of trucks where volunteers are going to transition the plants

from the trucks to the waterway. Once I shared that with them, they were like, “Don’t worry about anything.”

Resident (Bill Mayor, VECA): I don’t expect a plethora, but maybe so. One of the Board Members was concerned about parking lots in the park filling up. I need to go back to my Board Member that asked that question who I happened to meet with today on another matter. I can give them a response that I didn’t hear anything, they voted on it, but are we all okay with that?

Mr. Showe: If I’m speaking out of turn, the Board can certainly let me know. I think the reason they selected the location they are looking at is because there is also a walking path that goes right by it. So, it’s not really intended for people to park and look at it.

Resident (Bill Mayor, VECA): It was presented like that.

Mr. Carnesale: That’s understandable.

Resident (Bill Mayor, VECA): It was presented like that. We just had one Board Member question it. I would hope that maybe when you do it, you are looking at 100 feet towards that north end where there is a plethora of parking spots. Again, I don’t know what it’s going to look like. I don’t think anybody in this room knows how many people are going flock out there.

Mr. Dale: The north end of the Suseda parking lot?

Resident (Bill Mayor, VECA): The entire building.

Mr. Dale: The area primarily that we were considering was near the bridge that leads into Suseda. Effectively that littoral shelf that’s right there next to the bridge is roughly 100 feet. Basically, it’s the north end of Suseda Park.

Resident (Bill Mayor, VECA): I don’t remember. Tim, were you at the meeting?

Mr. Melloh: Yes.

Resident (Bill Mayor, VECA): I thought the way it was painted, it is where the new medical building for the heart doctor is, which is actually closer to the parking lot.

Mr. Dale: Correct.

Mr. Melloh: From bridge to bridge there is about 950 feet. We are thinking about whether we are going to plant the entire thing or part of it. Maybe we got off kilter. The whole idea is that you are not going to have charter buses coming in there.

Resident (Bill Mayor, VECA): I don’t think so, but there was a question that was asked.

Mr. Melloh: You’re right, we should’ve gotten back to you.

Mr. Colasinski: Tim, is there an opportunity to transport those plants from a truck using one of our CDD carts?

Mr. Melloh: Yes. We would use one of our four wheelers with a bed.

Mr. Colasinski: So therefore, we have more options of where to park a truck.

Mr. Carnesale: Steve, we are not going to be planting.

Mr. Melloh: We are not planting them, but someone else is. Like you said, if they need assistance getting the plants over there, we are not going to bring a big truck over that bridge.

Mr. Colasinski: Right. That's why I'm trying to provide you with several options.

Mr. Dale: Correct me if I'm wrong. What you are looking for is something in writing saying, "This is what our intention is."

Mr. Bedwell: He is talking about if the parking lot fills up. I don't know what you are talking about. If 400 cars show up, there's nothing that we can do about it.

Resident (Bill Mayor, VECA): You are exactly right. My question was asked. It was never answered and all I'm saying is to give an answer to my one Board Member.

Mr. Dale: I understand. Would a letter help?

Resident (Bill Mayor, VECA): If the bus comes, they are going to park by the heart doctor area. All I'm asking is what you want me to tell my Board that you are looking at.

Mr. Carnesale: Right now, we are talking about the furthest bridge away from the development along that littoral shelf.

Resident (Bill Mayor, VECA): The bridge that goes into the park.

Mr. Colasinski: You got it.

Resident (Bill Mayor, VECA): Okay.

Mr. Carnesale: It's only going to be 100 feet.

Resident (Bill Mayor, VECA): I get it.

Mr. Carnesale: We also have three other locations.

Resident (Bill Mayor, VECA): I don't think Ms. Terry Mott want's people coming to her house.

Mr. Carnesale: I agree. All I'm saying is that I don't see everybody showing up at the same time.

Resident (Bill Mayor, VECA): I don't either.

Mr. Carnesale: To take a look at it. We are not setting it up and saying, “*Okay, come to this party,*” but they may be giving out hot dogs between 2:00 p.m. and 3:00 p.m. That is when they are available.

Resident (Bill Mayor, VECA): We are all on the same page.

Mr. Dale: Let’s do this. Jason and I will make sure that we have your contact information.

Resident (Bill Mayor, VECA): Pete has it. I think Jason has it.

Mr. Dale: An address that we can put on a letter and craft something up.

Mr. Colasinski: Could we include a sketch with that too for you to distribute showing exactly where we would be on the lake?

Resident (Bill Mayor, VECA): That’s all I want. I have an assembly after ever meeting. I appreciate you coming to our meeting, just so we can coordinate and answer his question.

Mr. Dale: That’s reasonable.

Resident (Bill Mayor, VECA): Okay. That’s it.

Mr. Dale: Thanks for coming out, Bill. I’ll talk to you after the meeting.

Resident (Mary Ann Ferraro, Fawn Ridge): I am not giving up on the fountains. A couple of HOA members that live around that part of the lake asked what they could do. I said, “I’m going to another meeting and we will see what happens.” What is the southern boundary of that big lake? Is that office building part of the CDD?

Mr. Dale: Yes. You are talking about Spyglass Medical Center.

Resident (Mary Ann Ferraro, Fawn Ridge): Right. Would there be a fountain on the corner?

Mr. Dale: Yes.

Resident (Mary Ann Ferraro, Fawn Ridge): They are part of this group.

Mr. Dale: Yes.

Resident (Mary Ann Ferraro, Fawn Ridge): Does the big building that is adjacent to the lake have what we are looking for?

Mr. Dale: We are still in the exploratory stage. What Tim was talking about gives us another option. That issue hasn’t died, Mary Ann.

Resident (Mary Ann Ferraro, Fawn Ridge): We won’t let it die.

Mr. Dale: Exactly. I think we actually have a better option. Let us work through it for the next month or so.

Mr. Melloh: That is not Spyglass. Is that the Memory Center?

Mr. Dale: It is the two-story brick building.

Mr. Melloh: Is that near that lake?

Resident (Mary Ann Ferraro, Fawn Ridge): Yes.

Mr. Colasinski: The northeast corner. Right?

Mr. Dale: Its actually the southwest corner.

Mr. Melloh: I still think that dropping meters is probably the best way to go. We are going to be right on top of that because we want to get that done. To be honest, we want to get it done as quickly as we can so we can prevent any fish kill or algae bloom.

Mr. Colasinski: When you get the data from FPL, send it to us via email.

Mr. Melloh: Absolutely.

Resident (Mary Ann Ferraro, Fawn Ridge): That would be lovely. We are small, but mighty. We only have a few people that come, but there has been the excitement and the mystery of what is going on across the street from the entrance to Fawn Ridge. It is now starting to develop. On May 1<sup>st</sup>, we are having a garage sale in our community. So that gives me a chance to go around and talk to people to ask them if they really know what is going on. It should come to a Board meeting because attendance is next to nothing. They asked, "Oh, is that where we were going to have the fountain?" I said, "Well, there could be more than one fountain. We don't know, but we are looking." You did a good job.

Mr. Dale: Michelle and I were at the park last week and got to meet the mayor. She had good things to say about you, Mary Ann.

Resident (Mary Ann Ferraro, Fawn Ridge): I haven't given up. I know you are not going to give up.

Mr. Melloh: You can tell everybody that we already have it picked out. We have a company that is going to install them. They need to add something to make it go. I think we already approved the funding for that. Haven't we?

Mr. Dale: Yes.

Resident (Mary Ann Ferraro, Fawn Ridge): I belong to the Rotary Club of Viera and discuss water safety items.

Mr. Dale: Mary Ann, I want to talk after the meeting.

Resident (Mary Ann Ferraro, Fawn Ridge): The word, “No” is not in my vocabulary. Anyway, there is as a small group of people that is growing in size in Brevard County. It’s a group of people that lived, shopped and drove through New Jersey. Anyone that ever had a connection with any part of New Jersey is welcome to join our club. We originally started out meeting the second Thursday of the month and used to meet at restaurants. Dues are \$5 per person per year. If there is any way that we can get the word out to our members, we will let them know about the secret hiding gem that’s on the corner of Crane Creek Boulevard and Murrell Road. Thank you again, gentlemen. What you said when you were campaigning and what you are doing is working.

Ms. Webb: For the next Board meeting, I will put signage out by the park for a month or so on what is happening and then put a notice on the website.

Mr. Dale: The irony is it feels like we have been doing this forever, but yesterday was the one-month anniversary of when we started with the park. If there are no further comments, I will entertain a motion to adjourn.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. McCarthy seconded by Mr. Colasinski with all in favor the meeting was adjourned.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman



# SECTION V

# SECTION A

**RESOLUTION 2021-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VIERA EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Viera East Community Development District (“**District**”) prior to June 15, 2021, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE VIERA EAST COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 26, 2021

HOUR: 7:00 p.m.

LOCATION: Multi-Purpose Room  
Faith Lutheran Church  
5550 Faith Drive  
Viera, FL 32955

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Brevard County and the City of Rockledge at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget

on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 27<sup>th</sup> DAY OF MAY, 2021.**

ATTEST:

**VIERA EAST COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

# Viera East

*Community Development District*

## Proposed Budget

*FY2022*



**Viera East  
Community Development District**

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**Viera East  
Community Development District  
General Fund  
Proposed Operating Budget  
Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 4/30/21</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Proposed Budget FY 2022</b>
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*Revenues*

Maintenance Assessments	\$808,157	\$808,157	\$775,142	\$33,015	\$808,157	\$808,157
Golf Course Administrative Services	\$56,280	\$56,280	\$32,830	\$23,450	\$56,280	\$56,280
Donations for Park Materials	\$0	\$0	\$2,000	\$0	\$2,000	\$0
Interest Income	\$5	\$100	\$4	\$10	\$14	\$100

<b>Total Revenues</b>	<b>\$864,442</b>	<b>\$864,536</b>	<b>\$809,975</b>	<b>\$56,474</b>	<b>\$866,450</b>	<b>\$864,536</b>
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*Administrative Expenditures*

Supervisors Fees	\$25,249	\$30,496	\$18,107	\$12,000	\$30,107	\$30,496
Engineering Fees	\$5,905	\$5,000	\$1,390	\$1,000	\$2,390	\$5,000
Attorney's Fees	\$10,454	\$5,000	\$6,889	\$3,500	\$10,389	\$5,000
Dissemination	\$1,167	\$1,000	\$583	\$417	\$1,000	\$1,000
Trustee Fees	\$6,700	\$5,600	\$3,267	\$2,333	\$5,600	\$5,600
Annual Audit	\$6,508	\$6,500	\$1,925	\$625	\$2,550	\$6,500
Collection Agent	\$2,500	\$2,500	\$1,459	\$1,042	\$2,500	\$2,500
Management Fees	\$100,440	\$100,440	\$58,590	\$41,850	\$100,440	\$103,454
Postage	\$2,625	\$1,500	\$1,697	\$500	\$2,197	\$1,500
Printing & Binding	\$1,448	\$2,500	\$870	\$750	\$1,620	\$2,500
Insurance- Liability	\$6,230	\$7,475	\$5,475	\$3,042	\$8,517	\$8,040
Legal Advertising	\$2,496	\$1,500	\$839	\$500	\$1,339	\$1,500
Other Current Charges	\$1,371	\$1,500	\$281	\$175	\$456	\$1,500
Office Supplies	\$551	\$1,500	\$102	\$50	\$152	\$1,500
Dues & Licenses	\$175	\$175	\$102	\$73	\$175	\$175
Information Technology	\$3,400	\$3,400	\$1,983	\$1,417	\$3,400	\$4,250

<b>Total Administrative</b>	<b>\$177,219</b>	<b>\$176,086</b>	<b>\$103,558</b>	<b>\$69,273</b>	<b>\$172,831</b>	<b>\$180,515</b>
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*Operating Expenditures*

Salaries	\$143,792	\$149,299	\$83,448	\$59,606	\$143,054	\$149,299
Administration Fee	\$1,624	\$1,659	\$1,398	\$998	\$2,396	\$1,734
FICA Expense	\$10,037	\$11,421	\$5,156	\$3,683	\$8,840	\$11,421
Health Insurance	\$15,236	\$16,914	\$9,160	\$6,543	\$15,703	\$17,410
Workers Compensation	\$3,928	\$2,926	\$2,357	\$1,684	\$4,041	\$2,926
Unemployment	\$840	\$853	\$992	\$300	\$1,292	\$853
Other Contractual	\$8,561	\$7,500	\$4,473	\$3,000	\$7,473	\$7,500
Training	\$0	\$500	\$0	\$250	\$250	\$500
Uniforms	\$0	\$500	\$0	\$250	\$250	\$500

<b>Total Operating</b>	<b>\$184,018</b>	<b>\$191,572</b>	<b>\$106,985</b>	<b>\$76,314</b>	<b>\$183,300</b>	<b>\$192,143</b>
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*Maintenance Expenditures*

Canal Maintenance	\$10,485	\$14,000	\$0	\$10,000	\$10,000	\$14,000
Lake Bank Restoration	\$55,950	\$60,000	\$57,000	\$0	\$57,000	\$60,000
Environmental Services	\$16,938	\$20,000	\$2,812	\$2,000	\$4,812	\$20,000
Water Management System	\$100,938	\$99,000	\$62,230	\$39,435	\$101,665	\$99,000
Control Burns	\$4,076	\$15,000	\$2,790	\$2,000	\$4,790	\$10,000
Contingencies	\$985	\$2,000	\$0	\$1,000	\$1,000	\$2,000
Fire Line Management	\$1,275	\$3,000	\$800	\$500	\$1,300	\$2,000
Basin Repair	\$1,585	\$4,000	\$0	\$1,000	\$1,000	\$3,000

<b>Total Maintenance</b>	<b>\$192,232</b>	<b>\$217,000</b>	<b>\$125,633</b>	<b>\$55,935</b>	<b>\$181,568</b>	<b>\$210,000</b>
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**Viera East  
Community Development District  
General Fund  
Proposed Operating Budget  
Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 4/30/21</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Proposed Budget FY 2022</b>
<i>Grounds Maintenance Expenditures</i>						
Salaries	\$140,301	\$140,787	\$75,371	\$53,835	\$129,206	\$136,867
Administrative Fees	\$3,605	\$3,684	\$2,053	\$1,300	\$3,353	\$3,225
FICA	\$10,408	\$10,770	\$5,568	\$3,975	\$9,543	\$10,470
Health Insurance	\$16,694	\$18,818	\$9,630	\$6,880	\$16,510	\$18,182
Workers Compensation	\$3,831	\$2,759	\$2,058	\$1,470	\$3,528	\$2,683
Unemployment	\$1,951	\$2,120	\$1,636	\$500	\$2,136	\$2,120
Telephone	\$5,829	\$6,250	\$3,979	\$1,470	\$5,449	\$6,250
Utilities	\$6,662	\$5,500	\$4,192	\$2,995	\$7,187	\$7,200
Property Appraiser	\$1,988	\$1,990	\$1,989	\$0	\$1,989	\$1,990
Insurance- Property	\$1,512	\$1,663	\$874	\$625	\$1,499	\$2,197
Repairs	\$27,566	\$15,000	\$13,644	\$7,500	\$21,144	\$15,000
Fuel	\$13,191	\$10,000	\$6,569	\$5,000	\$11,569	\$10,000
Park Maintenance	\$3,235	\$2,500	\$760	\$500	\$1,260	\$2,500
Sidewalk Repair	\$11,118	\$5,000	\$0	\$2,500	\$2,500	\$5,000
Chemicals	\$3,421	\$4,000	\$759	\$1,000	\$1,759	\$4,000
Contingencies	\$1,954	\$4,000	\$4,755	\$1,000	\$5,755	\$4,000
Refuse	\$5,826	\$6,000	\$2,880	\$1,200	\$4,080	\$6,000
Office Supplies	\$176	\$750	\$743	\$250	\$993	\$750
Uniforms	\$2,575	\$3,000	\$1,525	\$1,225	\$2,750	\$3,000
Fire Alarm System	\$3,069	\$6,500	\$4,758	\$2,555	\$7,313	\$7,500
Rain Bird Pump System	\$27,582	\$27,576	\$16,319	\$11,490	\$27,809	\$27,576
Park Materials	\$0	\$0	\$2,347	\$0	\$2,347	\$0
Maintenance Reserve- Transfer Out	\$3,719	\$1,211	\$404	\$807	\$1,211	\$5,368
Maintenance Reserve- Transfer Out (Excess)	\$0	\$0	\$0	\$57,862	\$57,862	\$0
<b>Total Grounds Expenditures</b>	<b>\$296,214</b>	<b>\$279,878</b>	<b>\$162,813</b>	<b>\$165,939</b>	<b>\$328,751</b>	<b>\$281,878</b>
<b>Total Expenses</b>	<b>\$849,683</b>	<b>\$864,536</b>	<b>\$498,988</b>	<b>\$367,461</b>	<b>\$866,450</b>	<b>\$864,536</b>
<b>Excess Revenue/(Expenditures)</b>	<b>\$14,759</b>	<b>\$0</b>	<b>\$310,987</b>	<b>(\$310,987)</b>	<b>\$0</b>	<b>\$0</b>

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
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	\$ 136	\$ 136	\$ 136	\$ 136	\$ 136
Assessment per Unit - Debt Service	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414
Assessment per Unit - Recreation	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129
	\$ 678	\$ 678	\$ 678	\$ 678	\$ 678



# 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	\$ 4,687	\$ -	\$ 4,687
POL/EPLI	\$ 3,353	\$ -	\$ 3,353
Property	\$ -	\$ 2,197	\$ 2,197
<b>Total</b>	<b>\$ 8,040</b>	<b>\$ 2,197</b>	<b>\$ 10,237</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

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
<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.

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
<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.

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
<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	\$ 590	\$ 7,080
Contingency			\$ 120
<b>Total</b>			<b>\$ 7,200</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.

Description	Admin Amount	Field Amount	Annual Amount
General Liability	\$ 4,687	\$ -	\$ 4,687
POL/EPLI	\$ 3,353	\$ -	\$ 3,353
Property	\$ -	\$ 2,197	\$ 2,197
<b>Total</b>	<b>\$ 8,040</b>	<b>\$ 2,197</b>	<b>\$ 10,237</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:

Contractor	Services	Monthly	Annual
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	\$ 511	\$ 6,135
Contingency		\$ 189
<b>Total Annual Budget</b>		<b>\$ 7,500</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 2021</b>	<b>Actual Thru 4/30/21</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Proposed Budget FY 2022</b>
<i>Revenues</i>					
Beginning Fund Balance	\$229,102	\$298,978	\$0	\$298,978	\$318,037
Interest Income	\$2,500	\$94	\$90	\$184	\$1,000
Reserve Funding - Transfer In (General)	\$1,211	\$404	\$807	\$1,211	\$1,368
Reserve Funding - Transfer In (Golf)	\$31,219	\$10,403	\$20,816	\$31,219	\$33,300
Reserve Funding - Transfer In (General Excess)	\$0	\$0	\$57,862	\$57,862	\$0
<b>Total Revenues</b>	<b>\$264,032</b>	<b>\$309,879</b>	<b>\$79,574</b>	<b>\$389,453</b>	<b>\$353,705</b>
<i>Expenditures</i>					
Capital Outlay	\$100,000	\$71,416	\$0	\$71,416	\$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>\$71,416</b>	<b>\$0</b>	<b>\$71,416</b>	<b>\$125,000</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$139,032</b>	<b>\$238,463</b>	<b>\$79,574</b>	<b>\$318,037</b>	<b>\$228,705</b>

**Viera East  
Community Development District  
Debt Service Fund  
Series 2006  
Proposed Budget FY2022**

<b>Adopted Budget FY 2021</b>	<b>Actual Thru 4/30/21</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Proposed Budget FY 2022</b>
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Revenues

Special Assessments	\$ 2,376,297	\$ 2,279,219	\$ 97,078	\$ 2,423,170	\$ 2,376,297
Interest Income	\$ 1,500	\$ 35	\$ 40	\$ 75	\$ 100
Beginning Fund Balance	\$ 466,966	\$ 475,238	\$ -	\$ 475,238	\$ 505,196

<b>Total Revenues</b>	<b>\$ 2,844,763</b>	<b>\$ 2,754,492</b>	<b>\$ 97,118</b>	<b>\$ 2,898,483</b>	<b>\$ 2,881,593</b>
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Expenditures

Series 2006

Interest-11/1	\$ 126,644	\$ 126,644	\$ -	\$ 126,644	\$ 65,119
Interest-5/1	\$ 126,644	\$ -	\$ 126,644	\$ 126,644	\$ 65,119
Principal-5/1	\$ 2,140,000	\$ -	\$ 2,140,000	\$ 2,140,000	\$ 2,265,000

<b>Total Expenditures</b>	<b>\$ 2,393,288</b>	<b>\$ 126,644</b>	<b>\$ 2,266,644</b>	<b>\$ 2,393,288</b>	<b>\$ 2,395,238</b>
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**Excess Revenues  
(Expenditures)**

<b>\$ 451,476</b>	<b>\$ 2,627,848</b>	<b>\$ (2,169,525)</b>	<b>\$ 505,196</b>	<b>\$ 486,355</b>
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\* Excess Revenues needed to pay the 11/1/22 Interest Payment \$ 65,119

	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
Net Assessments	\$ 2,376,297	\$ 2,376,297	\$ 2,376,297	\$ 2,376,297
Discounts	\$ 143,800	\$ 143,800	\$ 143,800	\$ 143,800
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	
11/1/21		\$65,119	\$65,119
5/1/22	\$2,265,000	\$65,119	\$65,119
	\$2,265,000	\$130,238	\$130,238

**Viera East**  
**Community Development District**  
 Debt Service Fund  
 Series 2020  
 Proposed Budget FY2022

	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 4/30/21</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Proposed Budget FY 2022</b>
<b>Revenues</b>					
Interest Income	\$ 1,000	\$ 18	\$ 20	\$ 38	\$ 500
Beginning Fund Balance	\$ -	\$ 413,905	\$ -	\$ 413,905	\$ 270,956
<b>Total Revenues</b>	<b>\$ 1,000</b>	<b>\$ 413,923</b>	<b>\$ 20</b>	<b>\$ 413,943</b>	<b>\$ 271,456</b>
<b>Expenditures</b>					
<u>Series 2020</u>					
Interest-11/1	\$ 52,679	\$ 52,679	\$ -	\$ 52,679	\$ 90,308
Interest-5/1	\$ 90,308	\$ -	\$ 90,308	\$ 90,308	\$ 90,308
<b>Total Expenditures</b>	<b>\$ 142,987</b>	<b>\$ 52,679</b>	<b>\$ 90,308</b>	<b>\$ 142,987</b>	<b>\$ 180,615</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (141,987)</b>	<b>\$ 361,243</b>	<b>\$ (90,288)</b>	<b>\$ 270,956</b>	<b>\$ 90,841</b>

\* Excess Revenues needed to pay the 11/1/22 Interest Payment \$ 90,308

**Viera East**  
**Community Development District**  
Debt Service - Series 2020  
Amortization Schedule

Date	Bond Balance	Interest	Principal	Interest	Fiscal Year Total
11/01/20				\$ 52,497.38	\$ 52,497.38
05/01/21	7,685,000			\$ 90,307.50	
11/01/21				\$ 90,307.50	\$ 180,615.00
05/01/22	7,685,000			\$ 90,307.50	
11/01/22				\$ 90,307.50	\$ 180,615.00
05/01/23	7,685,000	2.000%	\$475,000	\$ 90,307.50	
11/01/23				\$ 85,557.50	\$ 650,865.00
05/01/24	7,210,000	2.000%	\$490,000	\$ 85,557.50	
11/01/24				\$ 80,657.50	\$ 656,215.00
05/01/25	6,720,000	2.000%	\$500,000	\$ 80,657.50	
11/01/25				\$ 75,657.50	\$ 656,315.00
05/01/26	6,220,000	2.000%	\$795,000	\$ 75,657.50	
11/01/26				\$ 67,707.50	\$ 938,365.00
05/01/27	5,425,000	2.000%	\$380,000	\$ 67,707.50	
11/01/27				\$ 63,907.50	\$ 511,615.00
05/01/28	5,045,000	2.000%	\$385,000	\$ 63,907.50	
11/01/28				\$ 60,057.50	\$ 508,965.00
05/01/29	4,660,000	2.000%	\$395,000	\$ 60,057.50	
11/01/29				\$ 56,107.50	\$ 511,165.00
05/01/30	4,265,000	2.125%	\$400,000	\$ 56,107.50	
11/01/30				\$ 51,857.50	\$ 507,965.00
05/01/31	3,865,000	2.600%	\$410,000	\$ 51,857.50	
11/01/31				\$ 46,527.50	\$ 508,385.00
05/01/32	3,455,000	2.600%	\$425,000	\$ 46,527.50	
11/01/32				\$ 41,002.50	\$ 512,530.00
05/01/33	3,030,000	2.600%	\$435,000	\$ 41,002.50	
11/01/33				\$ 35,347.50	\$ 511,350.00
05/01/34	2,595,000	2.600%	\$445,000	\$ 35,347.50	
11/01/34				\$ 29,562.50	\$ 509,910.00
05/01/35	2,150,000	2.750%	\$455,000	\$ 29,562.50	
11/01/35				\$ 23,306.25	\$ 507,868.75
05/01/36	1,695,000	2.750%	\$470,000	\$ 23,306.25	
11/01/36				\$ 16,843.75	\$ 510,150.00
05/01/37	1,225,000	2.750%	\$485,000	\$ 16,843.75	
11/01/37				\$ 10,175.00	\$ 512,018.75
05/01/38	740,000	2.750%	\$740,000	\$ 10,175.00	
			\$7,685,000	\$ 1,992,584.88	\$ 8,927,409.88

**Viera East  
Community Development District  
Golf Course  
Proposed Operating Budget  
Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 4/30/21</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Proposed Budget FY 2022</b>
<b>Number of Rounds</b>						
Paid Rounds	37,981	35,250	26,199	20,000	46,199	35,250
Member Rounds	8,922	10,000	6,473	5,000	11,473	10,000
Comp Rounds	3,568	3,000	1,383	1,000	2,383	3,000
EZ Links	1,603	3,000	-	1,000	1,000	3,000
GolfNow	1,398	2,000	1,965	1,500	3,465	2,000
Total Memberships	70	60	57	10	67	60
<i>Revenue per Round</i>						
Public	\$34	\$35	\$40	\$30	\$35	\$40
<b>Revenues</b>						
Greens Fees	\$1,298,367	\$1,426,357	\$1,042,776	\$596,755	\$1,639,531	\$1,426,357
Gift Cards- Sales	\$7,555	\$25,000	\$7,307	\$3,378	\$10,685	\$25,000
Gift Cards- Usage	(\$12,531)	(\$25,000)	(\$13,068)	(\$3,864)	(\$16,932)	(\$25,000)
Season Advance/Trail Fees	\$213,683	\$210,000	\$144,430	\$80,000	\$224,430	\$210,000
Associate Memberships	\$37,130	\$42,000	\$33,101	\$20,000	\$53,101	\$42,000
Driving Range	\$74,807	\$80,000	\$54,013	\$38,581	\$92,594	\$80,000
Golf Lessons	\$2,040	\$2,100	\$1,225	\$875	\$2,100	\$2,100
Merchandise Sales	\$111,694	\$115,000	\$71,450	\$51,036	\$122,486	\$115,000
Restaurant	\$25,671	\$20,000	\$23,122	\$16,516	\$39,637	\$20,000
Assessments -Recreation Operating	\$22,527	\$18,239	\$10,635	\$7,604	\$18,239	\$18,239
Miscellaneous Income	\$23,945	\$15,000	\$3,520	\$2,514	\$6,034	\$15,000
<b>Total Revenues</b>	<b>\$1,804,888</b>	<b>\$1,928,696</b>	<b>\$1,378,510</b>	<b>\$813,395</b>	<b>\$2,191,905</b>	<b>\$1,928,696</b>
<b>General Expenditures</b>						
Other Contractual Services	\$14,646	\$15,000	\$9,337	\$7,500	\$16,837	\$17,000
Telephone	\$2,721	\$5,500	\$742	\$530	\$1,272	\$2,500
Postage	\$6,517	\$2,000	\$1,623	\$750	\$2,373	\$2,000
Printing & Binding	\$401	\$1,000	\$0	\$500	\$500	\$1,000
Utilities	\$14,491	\$15,900	\$8,703	\$6,000	\$14,703	\$15,900
Repairs & Maintenance	\$3,733	\$8,000	\$7,361	\$3,000	\$10,361	\$8,000
Advertising	\$29,219	\$45,000	\$9,617	\$8,500	\$18,117	\$45,000
Bank Charges	\$37,576	\$35,000	\$27,282	\$15,000	\$42,282	\$35,000
Office Supplies	\$3,598	\$4,000	\$1,441	\$1,250	\$2,691	\$4,000
Operating Supplies	\$3,288	\$5,000	\$2,832	\$2,000	\$4,832	\$5,000
Dues, Licenses & Subscriptions	\$7,371	\$8,000	\$3,211	\$3,000	\$6,211	\$8,000
Drug Testing- All departments	\$190	\$500	\$486	\$400	\$886	\$500
Training, Education & Employee Relations	\$4,452	\$3,000	\$1,237	\$750	\$1,987	\$3,000
Contractual Security	\$3,098	\$3,000	\$2,820	\$1,910	\$4,730	\$3,000
IT Services	\$1,227	\$3,000	\$530	\$380	\$910	\$3,000
<b>Total Golf Course Expenditures</b>	<b>\$132,529</b>	<b>\$153,900</b>	<b>\$77,224</b>	<b>\$51,470</b>	<b>\$128,694</b>	<b>\$152,900</b>

**Viera East  
Community Development District  
Golf Course  
Proposed Operating Budget  
Fiscal Year 2022**

Actual FY 2020	Adopted Budget FY 2021	Actual Thru 4/30/21	Projected Next 5 Months	Total Projected @ 9/30/21	Proposed Budget FY 2022
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Restaurant Expenditures

Pest Control	\$1,236	\$1,200	\$666	\$476	\$1,141	\$1,200
Equipment Lease	\$1,176	\$1,100	\$769	\$495	\$1,264	\$1,100
<b>Total Restaurant Expenditures</b>	<b>\$2,412</b>	<b>\$2,300</b>	<b>\$1,435</b>	<b>\$971</b>	<b>\$2,405</b>	<b>\$2,300</b>

Golf Operations:

Salaries	\$220,151	\$210,900	\$116,733	\$83,381	\$200,114	\$215,020
Administrative Fee	\$20,391	\$19,957	\$10,075	\$7,196	\$17,271	\$20,851
FICA Expense	\$16,830	\$16,547	\$8,930	\$6,379	\$15,309	\$16,862
Health Insurance	\$434	\$707	\$218	\$156	\$374	\$439
Workers Compensation	\$6,052	\$4,239	\$3,188	\$2,000	\$5,188	\$4,320
Unemployment	\$10,188	\$12,786	\$5,254	\$3,753	\$9,007	\$12,786
Golf Printing	\$1,206	\$2,200	\$1,200	\$857	\$2,058	\$2,200
Utilities	\$20,054	\$22,500	\$11,429	\$8,164	\$19,593	\$22,500
Repairs	\$145	\$250	\$355	\$0	\$355	\$250
Pest Control	\$1,236	\$1,200	\$666	\$476	\$1,141	\$1,200
Supplies	\$17,573	\$10,000	\$7,802	\$5,000	\$12,802	\$10,000
Uniforms	\$2,007	\$1,500	\$0	\$1,000	\$1,000	\$1,500
Training, Education & Employee Relations	\$260	\$2,000	\$0	\$500	\$500	\$2,000
Fuel	\$0	\$500	\$0	\$250	\$250	\$500
Cart Lease	\$81,913	\$99,000	\$53,771	\$38,408	\$92,179	\$99,000
Cart Maintenance	\$4,077	\$4,000	\$4,815	\$0	\$4,815	\$4,000
Driving Range	\$4,833	\$10,000	\$1,548	\$1,105	\$2,653	\$10,000
<b>Total Golf Operation Expenditures</b>	<b>\$407,350</b>	<b>\$418,286</b>	<b>\$225,985</b>	<b>\$158,625</b>	<b>\$384,610</b>	<b>\$423,428</b>

Merchandise Sales:

Cost of Goods Sold	\$90,995	\$77,000	\$49,004	\$35,000	\$84,004	\$77,000
<b>Total Merchandise Sales</b>	<b>\$90,995</b>	<b>\$77,000</b>	<b>\$49,004</b>	<b>\$35,000</b>	<b>\$84,004</b>	<b>\$77,000</b>

Golf Course Maintenance:

Salaries	\$422,814	\$452,632	\$229,833	\$164,167	\$394,000	\$425,705
Administrative Fees	\$10,891	\$11,919	\$6,408	\$4,577	\$10,985	\$11,542
FICA Expense	\$30,990	\$3,756	\$16,838	\$12,027	\$28,865	\$31,662
Employee Insurance	\$45,857	\$49,336	\$23,617	\$16,870	\$40,487	\$43,225
Workers Compensation	\$11,446	\$11,023	\$6,267	\$4,477	\$10,744	\$10,720
Unemployment	\$6,279	\$8,170	\$5,679	\$4,056	\$9,735	\$7,740
Consulting Fees	\$6,000	\$6,000	\$2,000	\$0	\$2,000	\$0
Fire Alarm System	\$3,114	\$4,000	\$557	\$398	\$954	\$4,000
Utilities/Water	\$26,832	\$26,200	\$15,473	\$11,052	\$26,525	\$26,200

**Viera East  
Community Development District  
Golf Course  
Proposed Operating Budget  
Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 4/30/21</b>	<b>Projected Next 5 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Proposed Budget FY 2022</b>
Repairs	\$37,755	\$48,000	\$25,414	\$18,153	\$43,567	\$48,000
Fuel & Oil	\$26,787	\$40,000	\$13,537	\$9,670	\$23,207	\$40,000
Pest Control	\$1,261	\$1,000	\$614	\$438	\$1,052	\$1,000
Irrigation/Drainage	\$18,711	\$30,000	\$7,194	\$5,139	\$12,333	\$30,000
Sand and Topsoil	\$10,470	\$26,500	\$3,359	\$2,399	\$5,758	\$26,500
Flower/Mulch	\$8,900	\$7,000	\$3,180	\$2,271	\$5,451	\$7,000
Fertilizer	\$131,490	\$139,000	\$33,953	\$24,252	\$58,206	\$139,000
Seed/Sod	\$9,363	\$16,500	\$1,681	\$1,201	\$2,881	\$16,500
Trash Removal	\$2,371	\$2,000	\$1,646	\$1,175	\$2,821	\$2,000
Contingency	\$5,250	\$6,000	\$1,579	\$1,128	\$2,707	\$6,000
First Aid	\$1,287	\$800	\$121	\$87	\$208	\$800
Office Supplies	\$158	\$1,000	\$0	\$0	\$0	\$1,000
Operating Supplies	\$6,153	\$15,000	\$3,450	\$2,464	\$5,915	\$15,000
Training	\$2,023	\$1,000	\$865	\$250	\$1,115	\$1,000
Janitorial Supplies	\$30	\$1,000	\$172	\$123	\$296	\$1,000
Soil & Water Testing	\$0	\$1,000	\$0	\$500	\$500	\$1,000
Uniforms	\$8,136	\$8,500	\$4,992	\$3,566	\$8,558	\$8,500
Equipment Rental	\$0	\$2,000	\$31	\$0	\$31	\$2,000
Equipment Lease	\$171,266	\$165,000	\$83,682	\$59,773	\$143,454	\$165,000
Small Tools	\$0	\$500	\$0	\$0	\$0	\$500
<b>Total Golf Course Maintenance</b>	<b>\$1,005,634</b>	<b>\$1,084,836</b>	<b>\$492,143</b>	<b>\$350,212</b>	<b>\$842,354</b>	<b>\$1,072,594</b>
<i>Administrative Expenditures:</i>						
Legal Fees	\$1,436	\$1,500	\$0	\$1,000	\$1,000	\$1,500
Arbitrage	\$450	\$600	\$140	\$100	\$240	\$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	\$542	\$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	\$66,995	\$77,000	\$45,788	\$36,000	\$81,788	\$88,321
Property Taxes	\$16,346	\$15,000	\$12,058	\$8,109	\$20,167	\$15,000
<b>Total Administrative Expenditures</b>	<b>\$147,138</b>	<b>\$156,980</b>	<b>\$94,666</b>	<b>\$71,409</b>	<b>\$166,075</b>	<b>\$168,301</b>
<i>Reserves:</i>						
Renewal & Replacement	\$13,129	\$31,219	\$10,406	\$20,813	\$31,219	\$27,998
<b>Total Reserves</b>	<b>\$13,129</b>	<b>\$31,219</b>	<b>\$10,406</b>	<b>\$20,813</b>	<b>\$31,219</b>	<b>\$27,998</b>
<b>Total Revenues</b>	<b>\$1,804,888</b>	<b>\$1,928,696</b>	<b>\$1,378,510</b>	<b>\$813,395</b>	<b>\$2,191,905</b>	<b>\$1,928,696</b>
<b>Total Expenditures</b>	<b>\$1,799,187</b>	<b>\$1,924,521</b>	<b>\$950,862</b>	<b>\$688,499</b>	<b>\$1,639,361</b>	<b>\$1,924,521</b>
<b>Operating Income (Loss)</b>	<b>\$5,702</b>	<b>\$4,175</b>	<b>\$427,648</b>	<b>\$124,895</b>	<b>\$552,543</b>	<b>\$4,175</b>



**Viera East**  
**Community Development District**  
 Golf Course  
 Proposed Operating Budget  
 Fiscal Year 2022

	Actual FY 2020	Adopted Budget FY 2021	Actual Thru 4/30/21	Projected Next 5 Months	Total Projected @ 9/30/21	Proposed Budget FY 2022
<b><i>Non Operating Revenues/(Expenditures):</i></b>						
Assessments -Recreation Debt Service	\$571,457	\$560,250	\$326,813	\$233,438	\$560,250	\$560,250
Interest Income	\$249	\$1,000	\$7	\$10	\$17	\$1,000
Gain on Sale of Asset	\$0	\$0	\$45	\$0	\$45	\$0
Interest Expense	(\$156,825)	(\$140,425)	(\$81,915)	(\$58,510)	(\$140,425)	(\$140,425)
Principal Expense	(\$410,000)	(\$425,000)	(\$247,917)	(\$177,083)	(\$425,000)	(\$425,000)
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>\$4,881</b>	<b>(\$4,175)</b>	<b>(\$2,966)</b>	<b>(\$2,146)</b>	<b>(\$5,113)</b>	<b>(\$4,175)</b>
<b>Net Non Operating Income / (Loss)</b>	<b>\$10,583</b>	<b>\$0</b>	<b>\$424,681</b>	<b>\$122,749</b>	<b>\$547,430</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>\$ 20,000</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:

Vendor	Monthly Amount	Annual Amount
Brighthouse (Cable & Internet)	\$ 450	\$ 5,400
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		\$ 5,350
<b>Total Annual Budget</b>		<b>\$17,000</b>

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
Cricket	\$ 104	\$ 1,248
Contingency		\$ 1,252
<b>Total</b>		<b>\$ 2,500</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:

<b>Vendor</b>	<b>Account</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
FPL	10579-42334	\$ 180	\$ 2,160
FPL	91273-57086	\$ 30	\$ 360
FPL	03449-33189	\$ 615	\$ 7,380
City of Cocoa	313093-70192	\$ 125	\$ 1,500
City of Cocoa	150351-141774	\$ 75	\$ 900
City of Cocoa	150351-112664	\$ 150	\$ 1,800
Contingency			\$ 1,100
<b>Total</b>			<b>\$ 15,200</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:

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
<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:

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
<b>Total</b>		<b>\$ 1,200</b>

# Viera East Community Development District Recreational Operating Budget

**Equipment Lease**

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

Vendor	Monthly Amount	Annual Amount
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.

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.

**Golf Printing**

Printing for materials needed for the course.

# Viera East

## Community Development District

### Recreational Operating Budget

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.

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>

Fuel & Oil

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

# 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	\$ 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.

First Aid

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

# Viera East

## Community Development District

### Recreational Operating Budget

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:

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
<b>Total</b>		<b>\$ 165,000</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.

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>

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	\$ 23,912
Property	\$ 59,929
Crime	\$ 1,178
Pollution Policy	\$ 2,400
Equipment Insurance	\$ 486
Contingency	\$ 416
<b>Total</b>	<b>\$ 88,321</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

# SECTION B

# Request for Transfer of Environmental Resource Permit to the Perpetual Operation and Maintenance Entity

Instructions: Complete this form to transfer the permit to the operation and maintenance entity. This form can be completed concurrently with, or within 30 days of approval of, the As-Built Certification and Request for Conversion to Operation Phase (Form 62-330.310(1)). Please include all documentation required under Section 12.2.1(b) of Applicant's Handbook Volume I (see checklist below). **Failure to submit the appropriate final documents will result in the permittee remaining liable for operation and maintenance of the permitted activities.**

Permit No.: **16605-9**

Application No(s): n/a

Project Name: Viera Tract F4-F5 (Auburn Lakes)

Phase (if applicable): Phases 1-4

**A. Request to Transfer:** The permittee requests that the permit be transferred to the legal entity responsible for operation and maintenance (O&M).

By: _____	_____
Signature of Permittee	Todd Pokrywa/President
The Viera Company	Name and Title
Company Name	7380 Murrell Road, Suite 201
todd.pokrywa@viera.com	Company Address
Phone/email address	Viera, FL 32940
	City, State, Zip

**B. Agreement for System Operation and Maintenance Responsibility:** The below-named legal entity agrees to operate and maintain the works or activities in compliance with all permit conditions and provisions of Chapter 62-330, Florida Administrative Code (F.A.C.) and Applicant's Handbook Volumes I and II.

The operation and maintenance entity does not need to sign this form if it is the same entity that was approved for operation and maintenance in the issued permit.

Authorization for any proposed modification to the permitted activities shall be applied for and obtained prior to conducting such modification.

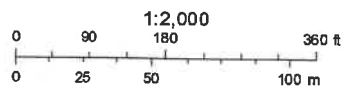
By: _____	_____
Signature of Representative of O&M Entity	Viera East Community Development District
Robert Dale/Chairman	Name of Entity for O&M
Name and Title	219 E. Livingston Street
ishowe@gmscf.com	Address
Email Address	Orlando, FL 32801
407-841-5524 X 105	City, State, Zip
Phone	_____
	Date

**Enclosed are the following documents, as applicable:**

- Copy of recorded transfer of title to the operating entity for the common areas on which the stormwater management system is located (unless dedicated by plat)
- Copy of all recorded plats
- Copy of recorded declaration of covenants and restrictions, amendments, and associated exhibits
- Copy of filed articles of incorporation (if filed before 1995)
- A Completed documentation that the operating entity meets the requirements of Section 12.3 of Environmental Resource Permit Applicant's Handbook Volume I. (Note: this is optional, but aids in processing of this request)







*All BCPAC maps and/or map applications are maintained for assessment and illustrative purposes only and do not represent surveys, plats, or any other legal instrument. Likewise, measurement and location tools are for assessment and illustrative purposes only and do not necessarily reflect real-world conditions. Due to the nature of Geographic Information Systems (GIS) and cadastral mapping, map layers may not precisely align and may not represent precise location, shape, and/or legal boundaries. Only a Florida-licensed surveyor can determine legally-relevant property boundaries, elevation, distance, area, and/or location in Florida.*

*Map created May 20, 2021 (map data dates may vary)*



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THIS INSTRUMENT PREPARED BY  
Raphael F. Hanley, Esquire  
The Viera Company  
7380 Murrell Road, Suite 201  
Viera, Florida 32940

**Scott Ellis**

Clerk Of Courts, Brevard County

#Pgs: 3 #Names: 2  
Trust: 2.00 Rec: 25.00 Serv: 0.00  
Mtg: 0.00 Excise: 0.00  
Int Tax: 0.00

**SPECIAL WARRANTY DEED**

THIS SPECIAL WARRANTY DEED is made as of the 4 day of October, 2004, by THE VIERA COMPANY, a Florida corporation, having its principal place of business at 7380 Murrell Road, Suite 201, Viera, Florida 32940 (hereinafter referred to as "Grantor"), to VIERA EAST COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government created pursuant to Chapter 190, Florida Statutes, whose mailing address is 10300 N.W. 11<sup>th</sup> Manor, Coral Springs, Florida 33071 (hereinafter referred to as "Grantee").

(Wherever used herein, the terms "Grantor" and "Grantee" include all the parties to this instrument, the heirs, legal representatives and assigns of individuals, and the successors and assigns of trustees, partnerships and corporations.)

**WITNESSETH:**

THAT GRANTOR, for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto Grantee, all of Grantor's right, title and interest in and to that certain real property situate, lying and being in Brevard County, Florida, further described on the attached Exhibit "A" and incorporated herein by reference (hereinafter referred to as the "Property"):

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD the same in fee simple forever, subject to taxes for the year hereof and subsequent years, as applicable, and all easements, restrictions, reservations, conditions, covenants, limitations and agreements of record. This reference to such matters of record shall not operate to reimpose the same.

AND GRANTOR hereby covenants with Grantee that Grantor is lawfully seized of the Property in fee simple and Grantor hereby warrants the title to the Property and will defend the same against the lawful claims of all persons claiming by, through or under Grantor, but against no others.

**RESERVATION OF EASEMENTS**

Grantor hereby reserves unto itself and its assigns and successors-in-interest or title, and, to any extent required, Grantee by acceptance hereof hereby gives and grants unto Grantor, and its assigns and successors-in-interest or title, non-exclusive easements for ingress and egress over, upon and across the Property, together with the right to maintain, repair, plant, mow, cultivate, irrigate improve and care for all landscaping and related aesthetic features, and the right to maintain, repair, replace and improve any improvements now or hereafter located on the Property, including, but not limited to, recreational facilities, sidewalks, trails and related features, all of which easements and rights appurtenant thereto may be used and exercised by Grantor in the event that Grantor determines, in its reasonable discretion, that Grantee has failed or neglected to maintain the Property and any and all improvements on the Property, or any portion thereof, in good condition and repair, in which event any and all costs and expenses incurred by Grantor in the exercise of the rights set forth herein shall be assessed against


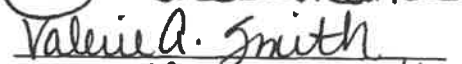
Grantee as the sole responsibility of Grantee, and shall constitute a lien on the Property in favor of Grantor upon recording notice of same in the Public Records of Brevard County, Florida; provided, however, that Grantor's reservation or exercise of rights hereunder shall not be deemed to impose any obligation on Grantor to maintain, repair, replace or improve any part of the Property or improvements located thereon.

**RESTRICTIVE COVENANT**

BY ACCEPTANCE OF THIS CONVEYANCE, the Grantee, for the Grantee and the Grantee's heirs, assigns and successors-in-interest and/or title, agrees that the Grantee and the Grantee's heirs, successors and assigns shall not use or occupy the Property or any portion thereof for any use other than the uses and purposes expressed for the Property in the recorded subdivision plats upon which the Property is delineated and described, which subdivision plats are referenced in the legal descriptions of the Property and recorded in the Public Records of Brevard County, Florida. The foregoing restrictive covenant constitutes a covenant running with the land and shall be binding on all parties having any right, title, or interest in the Property or any portion thereof, which restrictive covenant shall inure to the benefit of, and be enforceable by, the Grantor and its successors and assigns. In connection with any action or proceeding brought by the Grantor to enforce the above-mentioned easements and/or restrictive covenant, the Grantor shall be entitled to recover, from the party violating or attempting to violate such easements and/or restrictive covenant, all costs incurred in connection therewith, including reasonable attorneys' fees at or before the trial level and in any appellate proceeding.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed in its name, and its corporate seal to be hereto affixed, by its proper officer thereunto duly authorized, on the day and year first above written.

Signed, sealed and delivered  
in the presence of:

  
Print Name: Brooke Fredrick  
  
Print Name: Valerie A. Smith

THE VIERA COMPANY, a Florida corporation


By:   
Stephen L. Johnson, Chief Operating Officer

Address: 7380 Murrell Road, Suite 201  
Viera, Florida 32940

STATE OF FLORIDA        }  
  }  
COUNTY OF BREVARD    }

The foregoing instrument was acknowledged before me this 4 day of October, 2004, by Stephen L. Johnson, as Chief Operating Officer of THE VIERA COMPANY, a Florida corporation, on behalf of the corporation. Said person did not take an oath and is personally known to me.

(NOTARIAL SEAL)  
VALERIE SMITH  
Notary Public, State of Florida  
My Comm. Expires March 21, 2005  
Comm. No. DD 011138

  
Print Name:  
Notary Public, State of Florida  
Commission No.:  
My Commission Expires:



**EXHIBIT "A"**

1. Tracts "3", "4", "5", "6", "7", and "9", AUBURN LAKES SUBDIVISION, PHASE ONE, VIERA NORTH P.U.D. – TRACTS F-4 AND F-5, according to the plat thereof recorded in Plat Book 48, at Pages 52-56, Public Records of Brevard County, Florida.
2. Tract "10", AUBURN LAKES SUBDIVISION, PHASE TWO, VIERA, NORTH P.U.D. – TRACTS F-4 AND F-5, according to the plat thereof recorded in Plat Book 49, at Pages 3-4, Public Records of Brevard County, Florida.
3. Tracts "12", AUBURN LAKES SUBDIVISION, PHASE THREE, VIERA NORTH P.U.D., Tracts F-4 and F-5, according to the plat thereof recorded in Plat Book 49, at pages 49, 57-59, Public Records of Brevard County, Florida.
4. Tracts "E", "F", "J", "K" and "Q", GRAND ISLE, PHASE 2, VIERA NORTH P.U.D. – PARCEL U, X according to the plat thereof recorded in Plat Book 48, at Pages 23-26, Public Records of Brevard County, Florida.
5. Tracts "I", "J", "K", "L", and "M", WINGATE ESTATES, PHASE TWO, VIERA NORTH, P.U.D., PARCELS F-2 – F-3 according to the plat thereof recorded in Plat Book 48, at Pages 64-66, Public Records of Brevard County, Florida.
6. Tract "G", WINGATE ESTATES, PHASE THREE, VIERA, NORTH P.U.D., PARCELS F-2 – F-3, according to the plat thereof recorded in Plat Book 49, at Page 93, Public Records of Brevard County, Florida.
7. Tract "OS-P7", GRAND ISLE, PHASE 2, VIERA NORTH P.U.D. – PARCEL U, X, according to the plat thereof recorded in Plat Book 48, at Pages 23-26, Public Records of Brevard County, Florida.
8. Tract "13", AUBURN LAKES SUBDIVISION, PHASE THREE, VIERA NORTH P.U.D. Tracts F-4 and F-5 according to the plat thereof recorded in Plat Book 49, at Pages 49, 57-59, Public Records of Brevard County, Florida.



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# SECTION C

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES  
FOR THE VIERA EAST COMMUNITY DEVELOPMENT DISTRICT**

*RFQ for Engineering Services*

The Viera East Community Development District (the "District"), located in Brevard County, Florida, announces that professional engineering services will be required on a continuing basis for the District's roadway, stormwater, potable water, wastewater, reclaimed water, amenities, hardscape, landscape, irrigation, and electrical undergrounding improvements, and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with Brevard County; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, *Florida Statutes* ("CCNA"). All Applicants interested must submit one (1) electronic copy and eight (8) hard copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m. on \_\_\_\_\_, 2021 to the attention of Jason Showe, Governmental Management Services – Central Florida, 219 E. Livingston Street, Orlando, Florida 32801 ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00).

# VIERA EAST COMMUNITY DEVELOPMENT DISTRICT

## DISTRICT ENGINEER PROPOSALS

### COMPETITIVE SELECTION CRITERIA

- 1) Ability and Adequacy of Professional Personnel** (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.
- 2) Consultant's Past Performance** (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.
- 3) Geographic Location** (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.
- 4) Willingness to Meet Time and Budget Requirements** (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.
- 5) Certified Minority Business Enterprise** (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.
- 6) Recent, Current and Projected Workloads** (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.
- 7) Volume of Work Previously Awarded to Consultant by District** (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

# SECTION VI



# SECTION E

Item #	Action Item	Assigned To:	Status	Date Added	Estimated Start	Estimated Completion	Comments/Estimated Completion
1	Dog Park	Showe/Dale	Ongoing	12/17/20	First Quarter 2021	Summer 2021	Planning for Park and Playground Ongoing
2	Farmers Market/Food Truck	Showe/Dale	Ongoing	12/17/20	On Hold Until July 2021		On Hold Until May 2021 - Pending Planning from Lifestyle/Marketing
3	Survey Monkey	Colasinski/Melloh	Ongoing	12/17/20	First Quarter 2021		Awaiting Input from Board
4	Fire Breaks	Melloh/Dale	Ongoing	12/17/20			Additional Equipment Purchased
5	Insurance/Payroll Vendor Transition	Showe/Melloh	Complete	1/14/21			Staff ongoing planning transition, contract executed
6	EmployU	Melloh	Ongoing	1/28/21		Summer 2021	Tim working on Job Descriptions
7	Fountains	Showe/Melloh	Ongoing	1/28/21			On Hold Pending Sign Process
8	Cart Path Extensions	Showe/Melloh	Ongoing	3/25/21			Staff attempting to get bids - holding to after irrigation project/Dog Park
9	Locks for Woodside/Divotts	Melloh	Ongoing	3/25/21			Staff coordinating bids - VECA investigating use of Clubhouse

# SECTION VII

# SECTION B

# SECTION 1



April 26, 2021

Lauren Vanderveer, Recording Secretary  
Viera East Community Development District  
219 East Livingston Street  
Orlando, Florida 32801

RE: Viera East Community Development District

Dear Christina:

I am writing in response to your letter dated April 21, 2021, requesting the number of registered voters within the afore-mentioned community.

Please be advised our records indicate there are 7,870 registered voters as of April 15, 2021 in this community.

If you need any additional information, or have any questions, please feel free to contact me at 321/690-6833.

Kind regards,

*Lori Scott*

Lori Scott

LS/jem

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**Mailing Address**

PO Box 410819  
Melbourne, FL 32941-0819  
Toll Free: (800) 579-4780

**Supervisor of Elections - Titusville**

400 South Street  
Suite 1F  
Titusville, FL 32780-7610  
Telephone: (321) 264-6740  
Fax: (321) 264-6741

**Supervisor of Elections - Viera**

2725 Judge Fran Jamieson Way  
Building C, Suite 105  
Viera, FL 32940-6605  
Telephone: (321) 633-2124  
Fax: (321) 633-2130

**Supervisor of Elections - Melbourne**

1515 Sarno Road  
Building A  
Melbourne, FL 32935-5293  
Telephone: (321) 255-4455  
Fax: (321) 255-4401

**Supervisor of Elections - Palm Bay**

450 Cogan Drive SE  
Palm Bay, FL 32909-6869  
Telephone: (321) 952-6328  
Fax: (321) 952-6332

**(321) 290-VOTE (8683)**

**VoteBrevard.gov**

# SECTION VIII

# SECTION A



**Viera East**  
**Community Development District**  
 Check Register Summary  
 April 16, 2021 through May 20, 2021

Fund	Date	Check #'s	Amount
<i>General Fund</i>			
	4/29/2021	4182-4189	\$ 10,848.13
	5/6/2021	4190-4194	\$ 1,596.19
	5/13/2021	4195-4197	\$ 17,866.70
	5/20/2021	4198-4201	\$ 1,183.83
		<u>Sub-Total</u>	<u>\$ 31,494.85</u>
<i>Capital Reserve</i>			
	4/28/2021	93-94	\$ 27,762.04
		<u>Sub-Total</u>	<u>\$ 27,762.04</u>
<i>Golf Course</i>			
	4/28/2021	28569	\$ 1,629.00
	4/29/2021	28570-28589	\$ 34,739.00
	5/6/2021	28590-28604	\$ 11,783.78
	5/13/2021	28605-28622	\$ 10,256.51
	5/20/2021	28623-28629	\$ 20,074.51
		<u>Sub-Total</u>	<u>\$ 78,482.80</u>
<b>Total</b>			<b>\$ 137,739.69</b>

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	***CHECK*** AMOUNT
4/29/21	00222	4/16/21	172230	202104	330-53800-47100		ALLEGRA-ROCKLEDGE	*	430.00	430.00 004182
4/29/21	00221	4/30/21	00058627	202104	340-53800-22000		COMBINED INSURANCE COMPANY	*	71.22	71.22 004183
4/29/21	00195	3/18/21	4098613	202104	320-53800-34100		ECOLAB PEST ELIMINATION DIV	*	277.87	277.87 004184
4/29/21	00169	4/21/21	7217T	202104	340-53800-46000		FRONT WHEEL SEAL LEAKING	*	2,756.00	2,756.00 004185
4/29/21	00190	4/28/21	187623	202104	340-53800-46000		FLORIDA COAST EQUIPMENT INC	*	33.98	33.98 004186
4/29/21	00626	4/08/21	1533640	202102	310-51300-31500		NAPA AUTO PARTS	*	4,784.50	4,784.50 004187
4/29/21	00212	4/15/21	8085020	202104	340-53800-47400		SHUTTS & BOWEN LLP	*	2,298.44	2,298.44 004188
4/29/21	00188	4/06/21	924 0030	202104	340-53800-54100		TIAA COMMERCIAL FINANCE, INC.	*	49.03	49.03 004189
4/29/21	00182	5/04/21	50383	202105	340-53800-47900		DANNY'S RECYCLING & HAULING, INC	*	240.00	240.00 004190
5/06/21	00034	4/12/21	112068 A	202104	340-53800-47300		UNIFIRST CORPORATION	*	196.12	196.12 004189
5/06/21	00182	5/04/21	50383	202105	340-53800-47900		CITY OF COCOA	*	165.10	165.10 004190
5/06/21	00182	5/04/21	50383	202105	340-53800-47900		30 YD CONTAINER D&R	*	240.00	240.00 004191

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
5/06/21	00177	4/30/21	04302021	202104	310-51300-49200			*	16.75	
						MILEAGE				
5/06/21	00483	4/25/21	920046-G	202104	340-53800-46000		INES CAMPOS	*	74.53	16.75 004192
						GF MAINT SUPPLIES				
5/06/21	00246	4/28/21	1896158	202104	340-53800-54500		LOWE'S	*	1,099.81	74.53 004193
						FIRE/BURGLARY ALARMS				
5/13/21	00056	5/02/21	40183643	202105	300-15500-10000		MARLIN BUSINESS BANK	*	1,144.55	1,099.81 004194
						SECURITY SVC				
5/13/21	00040	4/13/21	395345	202104	330-53800-47200		ADT SECURITY SERVICES	*	200.00	1,144.55 004195
						MULE SVC DF				
4/26/21	395093	202104	330-53800-47200			REFEREE TO CDD MAP	*	3,554.88		
4/30/21	395099	202104	330-53800-47200			NATURAL AREAS AWC	*	3,439.20		
4/30/21	395131	202104	330-53800-47200			AWC WINGGATE	*	693.12		
5/01/21	00126	5/01/21	400	202105	310-51300-34000		ECOR INDUSTRIES, INC.	*	8,370.00	7,887.20 004196
						MANAGEMENT FEES MAY2021				
5/01/21	400	202105	310-51300-35100			INFORMATION TECH MAY2021	*	283.33		
5/01/21	400	202105	310-51300-31700			DISSEMINATION SVC MAY2021	*	83.33		
5/01/21	400	202105	310-51300-51000			OFFICE SUPPLIES	*	10.03		
5/01/21	400	202105	310-51300-42000			POSTAGE	*	.51		
5/01/21	400	202105	310-51300-42500			COPIES	*	87.75		
5/20/21	00189	5/04/21	2030214	202105	340-53800-41000		GOVERNMENTAL MANAGEMENT SERVICES	*	579.27	8,834.95 004197
						COMMUNICATION SVC				
5/20/21	00182	5/17/21	50467	202105	340-53800-47900		BLUELINE TELECOM GROUP, LLC	*	240.00	579.27 004198
						30YD CONTAINER				
							DANNY'S RECYCLING & HAULING, INC			240.00 004199

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
5/20/21	00195	4425340	202105	320	53800	34100			*	341.20	
		PEST CONTROL									
5/20/21	00210	75454 MA	202105	340	53800	47300		ECOLAB PEST ELIMINATION DIV	*	23.36	341.20 004200
		5240 MURRELL RD									
		PPL									23.36 004201
										TOTAL FOR BANK A	31,494.85
										TOTAL FOR REGISTER	31,494.85

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
4/28/21	00047	4/27/21	193	202104	300-13100-10200		PREP FOR DOG PARK	*	20,832.40	20,832.40
4/28/21	00006	5/06/21	05062021	202105	300-13100-10200		D. BELL GENERAL CONTRACTING, LLC	*	6,929.64	20,832.40
							MAINT BUILDING REPAIRS			6,929.64
							DIAL PLUMBING & A/C INC.			6,929.64
TOTAL FOR BANK C									27,762.04	
TOTAL FOR REGISTER									27,762.04	

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
4/28/21	01508	4/21/21	042021		202104	300-36900-10000		VIERA EAST- GOLF COURSE BANK B VIERA EAST-GOLF	*	1,629.00	1,629.00 028569
4/29/21	00782	4/26/21	63990		202104	340-57200-51100		GOLF CARTS UNLIMITED	*	25.50	
		4/26/21	63990		202104	320-57200-51100		MATS	*	74.59	
								A LINEN CONNECTION			100.09 028570
4/29/21	01485	4/14/21	91076192		202104	300-14200-10000		GOLF SHOES	*	127.78	
		4/15/21	91077308		202104	300-14200-10000		GOLF BALLS	*	329.79	
		4/20/21	91081470		202104	300-14200-10000		GOLF BALLS	*	239.02	
								ACUSHNET COMPANY			696.59 028571
4/29/21	00324	4/14/21	10029862		202104	300-14200-10000		2020 TOUR B RX WHITE	*	498.00	
		4/13/21	70192 AP		202104	390-57200-43000		BRIDGESTONE GOLF, INC.	*	438.28	498.00 028572
		4/14/21	141774 A		202104	320-57200-43000		5600 MURRELL RD 4563 BRAYWICK CT	*	86.32	
								CITY OF COCOA UTILITIES			524.60 028573
4/29/21	01427	4/21/21	345449		202104	340-57200-51100		100 SOLVENT	*	32.96	
		4/16/21	633319		202104	390-57200-46110		GLOBAL GOLF SALES	*	913.37	32.96 028574
		4/16/21	633319		202104	300-13100-10000		PREM 93 UN1203	*	449.87	
		4/16/21	633320		202104	390-57200-46110		PREM 93 UN1203	*	559.00	
		4/16/21	633320		202104	300-13100-10000		ULSD	*	275.33	
								GLOVER OIL COMPANY INC			2,197.57 028575
4/29/21	00194	4/12/21	PINVO111		202104	390-57200-47500		TAURUS SC FIPRONIL	*	676.29	
								GOLF VENTURES INC			676.29 028576
								VIER --VIERA EAST-- HSMITH			

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT
4/29/21	00564	4/09/21	48846	202104	390-57200-47300				*	476.67	
			T-ANGLE APR								
4/09/21	48846	202104	300-15500-10000						*	953.33	
			T-ANGLE MAY-JUN								
4/19/21	48877	202104	390-57200-47300						*	665.75	
			HC200 TORDRESS								
4/22/21	48897	202104	390-57200-47300						*	314.25	
			GREEN SAND APR								
4/22/21	48897	202104	300-15500-10000						*	628.50	
			GREEN SAND MAY-JUN								
								GOLF SPECIALTIES, INC.			3,038.50 028577
4/14/21	0010017	202104	300-13100-10000						*	2,312.15	
			GF ADMIN PREMIUM								
4/14/21	0010017	202104	300-13100-10000						*	1,456.11	
			GF MAINT PREMIUM								
4/14/21	0010017	202104	390-57200-22000						*	3,426.95	
			GC MAINT PREMIUM								
								HEALTHFIRST HEALTH PLAN			7,195.21 028578
4/29/21	01509	4/21/21	24285580	202104	390-57200-47500				*	300.00	
			GROUNDHED HAE								
4/29/21	01358	3/31/21	08717672	202104	390-57200-54200				*	30.58	
			CYLINDER RENTAL								
								HELENA AGRI-ENT., LLC			300.00 028579
4/20/21	00315	4/20/21	493336	202104	390-57200-51100				*	394.91	
			FLAGS APR								
4/20/21	493336	202104	300-15500-10000						*	789.81	
			FLAGS MAY-JUN								
								NEXAIR, LLC			30.58 028580
4/29/21	01324	4/16/21	04162021	202104	300-13100-10000				*	824.00	
			BENCH ORDER								
4/16/21	04162021	202104	300-13100-10000						*	229.95	
			RETURN CEILING FAN								
4/16/21	04162021	202104	320-57200-34100						*	375.00	
			JOB POSTING MONSTER								
4/16/21	04162021	202104	320-57200-34100						*	40.00	
			JOB POSTING INDEED								
4/16/21	04162021	202104	320-57200-51100						*	139.98	
			ICE MAKER FILTER								
4/16/21	04162021	202104	320-57200-34100						*	12.99	
			AMAZON PRIME MEMBERSHIP								
								PRESTIGE FLAG INC			1,184.72 028581

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
4/16/21	01210	04162021	202104 320-57200-48000							*	131.08	
4/16/21	01210	04162021	JOB POSTING CRAIGSLIST							*	339.98	
4/16/21	01210	04162021	202104 390-57200-51100							*	20.00	
4/16/21	01210	04162021	202104 320-57200-34100							*	106.00	
4/16/21	01210	04162021	JOB POSTING CRAIGSLIST							*	169.99-	
4/16/21	01210	04162021	202104 390-57200-51100							*	169.85	
4/16/21	01210	04162021	202104 300-13100-10400							*	205.84	
4/16/21	01210	04162021	202104 320-57200-51000							*	1,523.00	
4/16/21	01210	04162021	EMPLOYEE TIME CLOCK							*		
4/16/21	01210	04162021	202104 300-13100-10000							*		
			BENCH ORDER									
			REGIONS BANK									3,487.78 028583
4/17/21	01210	80619794	202104 320-57200-51000							*	59.08	
			BATTERY AA ALKALINE									
			STAPLES ADVANTAGE									59.08 028584
4/13/21	01366	7003222	202104 390-57200-54600							*	248.00	
4/13/21	01366	7003222	2019 CUSHMAN HAULER							*	6,552.90	
4/13/21	01366	7003222	202104 350-57200-46100							*	355.00	
4/13/21	01366	7003222	2020 EZGO RXV ELITE							*	5,115.96	
4/13/21	01366	7003222	202104 350-57200-46100							*	745.97	
4/13/21	01366	7003222	2021 CUSHMAN							*		
4/18/21	01366	7009738	202104 390-57200-54600							*		
4/18/21	01366	7009738	TORO TURF PACKAGE							*		
4/19/21	01366	7009739	202104 390-57200-54600							*		
4/19/21	01366	7009739	LELY BROADCAST SPREADER							*		
			TCF NATIONAL BANK									13,017.83 028585
4/20/21	00807	924 0032	202104 390-57200-54100							*	156.98	
4/20/21	00807	924 0032	UNIFORMS 4/20/21							*	159.97	
4/27/21	00807	924 0033	202104 390-57200-54100							*		
4/27/21	00807	924 0033	UNIFORMS 4/27/21							*		
			UNIFIRST CORPORATION									316.95 028586
4/09/21	01165	63417405	202104 300-13100-10000							*	121.24	
4/09/21	01165	63417405	GF ADMIN PREMIUM							*	165.97	
4/09/21	01165	63417405	202104 300-13100-10000							*		
4/09/21	01165	63417405	GF MAINT PREMIUM							*		
4/09/21	01165	63417405	202104 340-57200-22000							*	33.25	
4/09/21	01165	63417405	GC OPS PREMIUM							*		

VIER --VIERA EAST-- HSMITH



CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT
4/09/21	63417405	202104	390	57200	22000			*	461.27	781.73 028587
GC MAINT PREMIUM							UNITED HEALTHCARE INSURANCE COMPANY			
4/29/21	01510	04272021	202104	320	57200	51200		*	130.00	
SCGTA IN-SERVICE SEMINAR							UNIVERSITY OF FLORIDA			130.00 028588
4/29/21	01484	4/12/21	8596	202	202104	300-15500-10000		*	368.60	
1/4 PAGE AD							DECIDED EXCELLENCE CATHOLIC MEDIA			
5/06/21	01485	4/26/21	91086554	202104	300-14200-10000			*	124.27	368.60 028589
GOLF BALLS										
4/27/21	91087206	202104	300-14200-10000					*	641.20	
GOLF BALLS										
4/30/21	91090433	202104	300-14200-10000					*	1,591.15	
GOLF BALLS										
5/02/21	91091739	202104	300-14200-10000					*	103.23	
MENS SOCKS							ACUSHNET COMPANY			2,459.85 028590
5/06/21	01380	5/03/21	1315	202104	320-57200-54500			*	95.00	
MAINT BLDG INTERNET										
5/03/21	1317	202104	320-57200-46000					*	304.17	
IT REPAIRS MAY										
5/03/21	1317	202104	300-15500-10000					*	1,520.83	
IT REPAIRS JUN-OCT							BLACK HOLE MAKERS LLC			1,920.00 028591
5/06/21	01370	5/03/21	836909	202104	390-57200-47500			*	2,855.00	
FOLIAR PARK							BRONSONS TURF & HORTICULTURE			2,855.00 028592
5/06/21	01388	4/26/21	AR623854	202104	390-57200-54600			*	129.23	
COPIER LEASE							DEX IMAGING			
5/06/21	01333	4/30/21	04302021	202104	300-34700-00714			*	304.40	129.23 028593
GIFT CARDS							DIVOTS GRILLE			
5/06/21	01196	2/24/21	92466597	202104	350-57200-46300			*	166.35	304.40 028594
DRIVE BELT							E-Z-GO A TEXTRON COMPANY			166.35 028595

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
5/06/21	01326	4/09/21	00043443	202104	390-57200-47100		FIS OUTDOOR	*	139.99	139.99 028596
5/06/21	00159	5/03/21	72284	202104	390-57200-46110		CYCLE ENGINE OIL	*	33.65	
5/06/21	01210	5/03/21	34749478	202104	320-57200-51000		ISLANDER GOLF SUPPLY, INC.	*	59.08	33.65 028597
5/06/21	01476	4/28/21	INVP5004	202104	390-57200-47500		OFFICE SUPPLIES	*	462.48	59.08 028598
5/06/21	01366	4/23/21	7016537	202104	390-57200-54600		TORO WORKMAN HDX PRO SWEE	*	652.34	462.48 028599
4/28/21	7027032	202104	390-57200-54600				TORO REELMASTER 5010-H	*	1,065.98	
5/06/21	00807	5/04/21	924 0034	202104	390-57200-54100		UNIFORMS 5/4/21	*	143.56	1,718.32 028600
5/06/21	00068	4/27/21	9144813-	202104	320-57200-34100		6 YARD DUMPSTER 3X WEEK	*	501.64	143.56 028601
4/27/21	9145199-	202104	390-57200-47900				6 YARD DUMPSTER IX WEEK	*	200.79	
5/06/21	00117	4/27/21	41012918	202104	390-57200-46000		TUBE ASM	*	147.04	702.43 028602
4/28/21	41013241	202104	390-57200-46000				HOSE HYD	*	281.40	
5/06/21	01397	4/28/21	738657	202104	350-57200-46100		LYTJAR GOLF CAR	*	97.00	428.44 028603
4/28/21	738709	202104	350-57200-46100				1 YUIAS GOLF CAR	*	164.00	
5/13/21	00782	5/10/21	64930	202105	340-57200-51100		MATS	*	25.50	261.00 028604

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	AMOUNT	CHECK#
5/10/21	01485	64930	202105	320-57200-51100			MATS	*	74.59		
5/13/21	01485	91091739	202105	300-14200-10000			GOLF SHOES	*	1,729.12		100.09 028605
5/06/21	91095320	202105	300-14200-10000				GOLF SHOES	*	639.49		
5/10/21	01445	05102021	202105	390-57200-43000			LED LIGHTING	*	201.80		2,368.61 028606
5/10/21	05102021	202105	300-13100-10000				LED LIGHTING	*	201.80		
5/10/21	05102021	202105	320-57200-43000				LED LIGHTING	*	201.80		
5/10/21	05102021	202105	340-57200-43000				LED LIGHTING	*	201.79		
5/05/21	01370	836948	202105	390-57200-47500			50 LB BAGS	*	428.75		807.19 028607
5/05/21	836948	202105	300-15500-10000				50 LB BAGS	*	1,286.25		
4/13/21	00024	112664 A	202103	320-57200-43000			112664	*	195.04		1,715.00 028608
4/13/21	112664 A	202103	330-57200-43000				112664	*	195.04		
4/13/21	112664 A	202103	340-57200-43000				112664	*	195.04		
5/02/21	01394	62612914	202105	330-57200-54600			DISH MACHINE	*	99.33		585.12 028609
5/06/21	01196	92560278	202105	350-57200-46300			TXT RECEPTACLE CHARGE	*	120.67		99.33 028610
5/07/21	00076	1128053	202105	300-13100-10500			1128053 MAY	*	202.74		120.67 028611
							FLORIDA CITY GAS				202.74 028612

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK#....
DATE		INVOICE						NAME		AMOUNT	AMOUNT
5/13/21	00587	5/04/21	631135	202105	390-57200-46100			GLOVER OIL COMPANY INC	*	320.44	028613
			ULTRA LOW SULFER DIESEL								
5/04/21	631135	5/04/21	631135	202105	300-13100-10000			GLOVER OIL COMPANY INC	*	157.83	028613
			ULTRA LOW SULFER DIESEL								
5/04/21	631136	5/04/21	631136	202105	390-57200-46100			GLOVER OIL COMPANY INC	*	828.95	028613
			PREM 93 UN1203								
5/04/21	631136	5/04/21	631136	202105	300-13100-10000			GLOVER OIL COMPANY INC	*	408.29	028613
			PREM 93 UN1203								
5/01/21	401	5/01/21	401	202105	310-57200-31700			GLOVER OIL COMPANY INC	*	83.33	028613
			DISSEMINATION SVC MAY2021								
5/06/21	00871	5/06/21	8862622	202105	390-57200-46000			GMS-CENTRAL FLORIDA, LLC	*	53.42	028614
			ULTRA BOND								
3/12/21	01504	3/12/21	108628	202105	300-14200-10000			KIMBALL MIDWEST	*	61.52	028615
			TRI FOLD TOWELS								
4/26/21	01334	4/26/21	10840301	202105	390-57200-47100			MOBILE PRO SHOP	*	69.17	028616
			HARCO KNOCK ON PVC								
5/03/21	01440	5/03/21	17	202104	320-57200-22400			SITEONE LANDSCAPE SUPPLY, LLC	*	48.64	028617
			DRUG TESTING								
5/12/21	00130	5/12/21	32274746	202105	340-57200-51100			STEWART ROCKLEDGE HOSPITAL INC	*	890.95	028618
			JANITORIAL SUPPLIES								
5/13/21	32274949	5/13/21	32274949	202105	340-57200-51100			SYSCO	*	140.40	028619
			FOAM CUPS								
5/11/21	00807	5/11/21	924 0035	202105	390-57200-54100			UNIFORMS 5/11/21	*	143.56	028619
			UNIFORMS 5/11/21								
4/30/21	01421	4/30/21	0421-TR0	202105	300-13100-10000			UNIFIRST CORPORATION	*	8.33	028620
			GF ADMIN PREMIUM								
4/30/21	0421-TR0	4/30/21	0421-TR0	202105	300-13100-10000			UNIFIRST CORPORATION	*	33.33	028620
			GF MAINT PREMIUM								
4/30/21	0421-TR0	4/30/21	0421-TR0	202105	390-57200-22000			WAGEWORKS, INC.	*	58.34	028621
			GF MAINT PREMIUM								

VIER --VIERA EAST-- HSMITH

.....INVOICE.....  
 DATE INVOICE YRMO DPT ACCT# SUB SUBCLASS

.....EXPENSED TO.....  
 VENDOR NAME

STATUS

AMOUNT

AMOUNT

.....CHECK.....  
 AMOUNT

AMOUNT

AMOUNT

AMOUNT

AMOUNT

AMOUNT

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
5/14/21	01132	3/22/21	3682663-	202104	300-13100-	10000		GF ADMIN PREMIUM	*	173.16	
		3/22/21	3682663-	202104	300-13100-	10000		GF MAINT PREMIUM	*	151.13	
		3/22/21	3682663-	202104	390-57200-	22000		GC MAINT PREMIUM	*	202.30	
		5/01/21	3682663-	202105	300-13100-	10000		GF ADMIN PREMIUM	*	173.16	
		5/01/21	3682663-	202105	300-13100-	10000		GF MAINT PREMIUM	*	151.13	
		5/01/21	3682663-	202105	390-57200-	22000		GC MAINT PREMIUM	*	202.30	
								COLONIAL LIFE			1,053.18
5/20/21	00947	5/20/21	4425344	202105	390-57200-	46500		PEST CONTROL	*	87.65	
		5/20/21	4425344	202105	330-57200-	46400		PEST CONTROL	*	95.11	
		5/20/21	4425344	202105	340-57200-	46400		PEST CONTROL	*	95.11	
								ECOLAB PEST ELIMINATION			277.87
5/20/21	00035	5/11/21	33189 MA	202105	330-57200-	43000		2300 CLUBHOUSE DR	*	704.69	
		5/11/21	33189 MA	202105	340-57200-	43000		2300 CLUBHOUSE DR	*	704.68	
		5/11/21	42334 MA	202105	320-57200-	43000		2200 CLUBHOUSE DR LGTS	*	91.27	
		5/11/21	45156 MA	202105	390-57200-	43000		5250 MURRELL RD MAINT	*	1,865.73	
		5/11/21	45156 MA	202105	300-13100-	10000		5250 MURRELL RD MAINT	*	466.43	
		5/11/21	52104 MA	202105	340-57200-	43000		2300 CLUBHOUSE DR CART	*	794.97	
		5/11/21	57086 MA	202105	320-57200-	43000		4563 BRAYWICK CT BATH	*	32.22	
								FPL			4,659.99
5/20/21	01372	5/03/21	29248461	202105	320-57200-	34100		INSURANCE	*	120.32	
		5/03/21	29248461	202105	300-13100-	10000		INSURANCE	*	120.31	
								GREAT AMERICA FINANCIAL SVCS			240.63
5/20/21	01127	5/12/21	00100017	202105	300-13100-	10000		GF ADMIN PREMIUM	*	2,312.15	

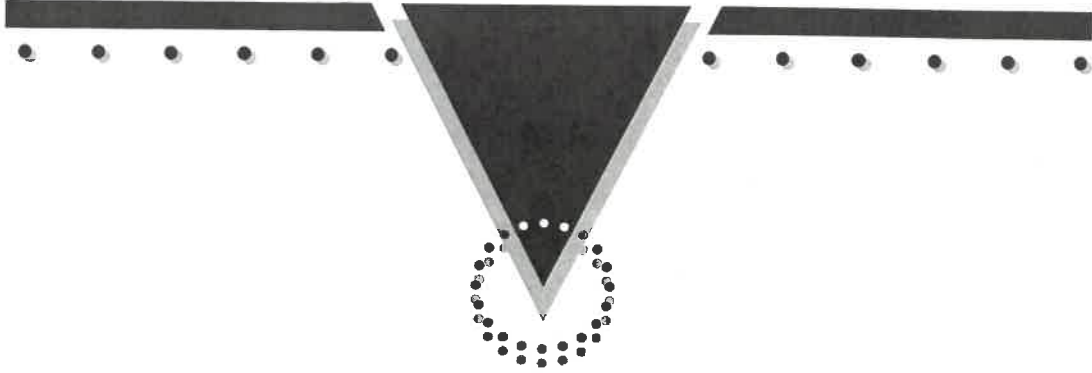
VIERA EAST- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
5/12/21	00100017	00100017	202105	300	-13100	-10000		*	1,456.11	
							GF MAINT PREMIUM			
5/12/21	00100017	00100017	202105	390	-57200	-22000		*	3,426.95	
							GF MAINT PREMIUM			
5/20/21	01210	80622812	202105	320	-57200	-51000	HEALTHFIRST HEALTH PLAN	*	80.14	7,195.21 028626
							OFFICE SUPPLIES			
5/20/21	00130	32275092	202105	340	-57200	-51100	STAPLES ADVANTAGE	*	45.13	80.14 028627
							CLEANING SUPPLIES			
5/20/21	01366	7044874	202105	390	-57200	-54600	SYSO	*	419.64	45.13 028628
							CUSHMAN HAULER 800X			
5/14/21	7058772	202105	390	-57200	-54600			*	248.00	
							2019 CUSHMAN HAULER			
5/14/21	7058772	202105	350	-57200	-46100			*	6,552.90	
							2020 EZGO RXV ELITE			
5/14/21	7058772	202105	350	-57200	-46100			*	355.00	
							2021 CUSHMAN REFRESHER			

TOTAL FOR BANK B 78,482.80  
 TOTAL FOR REGISTER 78,482.80

VIER --VIERA EAST-- HSMITH

# SECTION B



**Viera East  
Community Development  
District**

**Unaudited Financial Reporting**

**April 30, 2021**





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**Viera East**  
**Community Development District**  
 Combined Balance Sheet  
 April 30, 2021

***Governmental Fund Types***

	<b><i>General</i></b>	<b><i>Capital Reserve</i></b>	<b><i>Debt Service</i></b>	<b><i>Capital Projects</i></b>	<b><i>Golf Course/Recreation</i></b>	<b><i>Totals (memorandum only)</i></b>
<b><i>Assets</i></b>						
Operating Account	\$637,094	\$83,593	---	---	\$598,271	\$1,318,958
Accounts Receivable	---	---	---	---	\$1,312	\$1,312
Rent Receivable	---	---	---	---	\$2,155	\$2,155
Due From Golf Course	\$45,845	\$10,406	---	---	---	\$56,251
Due From General Fund	---	\$404	\$87,633	---	\$97,743	\$185,779
Due From Capital Reserve	\$209	---	---	---	\$7,552	\$7,762
Due from Debt Service	\$11,030	---	---	---	\$22,922	\$33,953
Due from Other	---	---	---	---	\$2,678	\$2,678
Due from Capital Projects	---	\$62,609	---	---	\$750	\$63,359
Inventory - Pro Shop	---	---	---	---	\$40,141	\$40,141
<b><i>Investments:</i></b>						
State Board	---	\$89,216	---	---	---	\$89,216
Benefit Assessment- Series 2012	---	---	---	---	\$499,321	\$499,321
Reserve - Series 2012	---	---	---	---	\$280,134	\$280,134
Bond Service- Series 2006	---	---	\$2,574,168	---	---	\$2,574,168
Reserve- Series 2020	---	---	\$234,600	---	---	\$234,600
Temporary Interest Series 2020	---	---	\$361,244	---	---	\$361,244
Project- Series 2020	---	---	---	\$4,320,983	---	\$4,320,983
Improvements (Net of Depreciation)	---	---	---	---	\$1,130,855	\$1,130,855
Prepaid Expenses- Operations	\$4,822	---	---	---	\$94,023	\$98,845
<b>Total Assets</b>	<b>\$699,001</b>	<b>\$246,227</b>	<b>\$3,257,644</b>	<b>\$4,320,983</b>	<b>\$2,777,857</b>	<b>\$11,301,711</b>
<b><i>Liabilities</i></b>						
Accounts Payable	\$9,243	---	---	---	\$11,365	\$20,609
Accrued Expenses	\$5,659	---	---	---	\$13,886	\$19,544
Deferred Revenue- Season Advance	---	---	---	---	\$71,272	\$71,272
Deferred Revenue- Special Assessments O&M	---	---	---	---	\$7,597	\$7,597
Deferred Revenue- Special Assessments Debt	---	---	---	---	\$239,380	\$239,380
Deposit-Divots Grill	---	---	---	---	\$2,000	\$2,000
Due to General Fund	---	\$209	\$11,030	---	\$45,845	\$57,085
Accrued Interest Payable	---	---	---	---	\$112,464	\$112,464
Accrued Principal Payable	---	---	---	---	\$212,500	\$212,500
Sales Tax Payable	---	---	---	---	\$6,022	\$6,022
Event Deposits	---	---	---	---	(\$1,818)	(\$1,818)
Due to Golf Course	\$97,743	\$7,552	\$22,922	---	---	\$128,217
Due to Debt Service	\$87,633	---	---	---	---	\$87,633
Due to Capital Reserve	\$404	---	---	\$62,609	\$10,406	\$73,418
Bonds Payable - Series 2012	---	---	---	---	\$2,895,000	\$2,895,000
Bond Discount	---	---	---	---	(\$15,817)	(\$15,817)
Deferred Loss	---	---	---	---	(\$159,029)	(\$159,029)
<b><i>Fund Equity</i></b>						
Net Assets	---	---	---	---	(\$673,215)	(\$673,215)
<b><i>Fund Balances</i></b>						
Assigned - First Quarter	\$176,000	---	---	---	---	\$176,000
Nonspendable - Prepaid Expense	\$4,822	---	---	---	---	\$4,822
Unassigned	\$317,498	---	---	---	---	\$317,498
Assigned- Capital Reserve Fund	---	\$238,466	---	---	---	\$238,466
Restricted for Capital Projects	---	---	---	\$4,258,374	---	\$4,258,374
Restricted for Debt Service	---	---	\$3,223,691	---	---	\$3,223,691
<b>Total Liabilities, Fund Equity, Other</b>	<b>\$699,001</b>	<b>\$246,227</b>	<b>\$3,257,644</b>	<b>\$4,320,983</b>	<b>\$2,777,857</b>	<b>\$11,301,711</b>

**Viera East**  
**Community Development District**  
 General Fund  
 Statement of Revenues & Expenditures  
 For Period Ending April 30, 2021

	Adopted Budget	Prorated Budget 4/30/21	Actual 4/30/21	Variance
<i><b>Revenues</b></i>				
Maintenance Assessments	\$808,157	\$808,157	\$775,142	(\$33,015)
Golf Course Administrative Services	\$56,280	\$32,830	\$32,830	\$0
Donations for Park Material	\$0	\$0	\$2,000	\$2,000
Interest Income	\$100	\$58	\$4	(\$55)
<b>Total Revenues</b>	<b>\$864,536</b>	<b>\$841,045</b>	<b>\$809,975</b>	<b>(\$31,069)</b>
<i><b>Administrative Expenditures</b></i>				
Supervisors Fees	\$30,496	\$17,789	\$18,107	(\$317)
Engineering Fees	\$5,000	\$2,917	\$1,390	\$1,527
Attorney's Fees	\$5,000	\$2,917	\$6,889	(\$3,972)
Dissemination	\$1,000	\$583	\$583	\$0
Trustee Fees	\$5,600	\$3,267	\$3,267	(\$0)
Annual Audit	\$6,500	\$3,792	\$1,925	\$1,867
Collection Agent	\$2,500	\$1,458	\$1,459	(\$0)
Management Fees	\$100,440	\$58,590	\$58,590	\$0
Postage	\$1,500	\$875	\$1,697	(\$822)
Printing & Binding	\$2,500	\$1,458	\$870	\$588
Insurance- Liability	\$7,475	\$4,360	\$5,475	(\$1,115)
Legal Advertising	\$1,500	\$875	\$839	\$36
Other Current Charges	\$1,500	\$875	\$281	\$594
Office Supplies	\$1,500	\$875	\$102	\$773
Dues & Licenses	\$175	\$102	\$102	(\$0)
Information Technology	\$3,400	\$1,983	\$1,983	\$0
<b>Total Administrative</b>	<b>\$176,086</b>	<b>\$102,717</b>	<b>\$103,558</b>	<b>(\$841)</b>

**Viera East**  
**Community Development District**  
 General Fund  
 Statement of Revenues & Expenditures  
 For Period Ending April 30, 2021

	Adopted Budget	Prorated Budget 4/30/21	Actual 4/30/21	Variance
<i><u>Operating Expenditures</u></i>				
Salaries	\$149,299	\$87,091	\$83,448	\$3,643
Administrative Fee	\$1,659	\$968	\$1,398	(\$430)
FICA Expense	\$11,421	\$6,662	\$5,156	\$1,506
Employee Insurance	\$16,914	\$9,867	\$9,160	\$706
Workers Compensation	\$2,926	\$1,707	\$2,357	(\$651)
Unemployment	\$853	\$498	\$992	(\$495)
Other Contractual	\$7,500	\$4,375	\$4,473	(\$98)
Training	\$500	\$292	\$0	\$292
Uniforms	\$500	\$292	\$0	\$292
<b>Total Operating</b>	<b>\$191,572</b>	<b>\$111,750</b>	<b>\$106,985</b>	<b>\$4,765</b>
<i><u>Maintenance Expenditures</u></i>				
Canal Maintenance	\$14,000	\$8,167	\$0	\$8,167
Lake Bank Restoration	\$60,000	\$60,000	\$57,000	\$3,000
Environmental Services	\$20,000	\$11,667	\$2,812	\$8,855
Water Management System	\$99,000	\$57,750	\$62,230	(\$4,480)
Control Burns	\$15,000	\$8,750	\$2,790	\$5,960
Contingencies	\$2,000	\$1,167	\$0	\$1,167
Fire Line Maintenance	\$3,000	\$1,750	\$800	\$950
Basin Repair	\$4,000	\$2,333	\$0	\$2,333
<b>Total Maintenance</b>	<b>\$217,000</b>	<b>\$151,583</b>	<b>\$125,633</b>	<b>\$25,951</b>

# Viera East

## Community Development District

General Fund  
Statement of Revenues & Expenditures  
For Period Ending April 30, 2021

	Adopted Budget	Prorated Budget 4/30/21	Actual 4/30/21	Variance
<i><u>Grounds Maintenance Expenditures</u></i>				
Salaries	\$140,787	\$82,126	\$75,371	\$6,755
Administrative Fees	\$3,684	\$2,149	\$2,053	\$96
FICA	\$10,770	\$6,283	\$5,568	\$714
Health Insurance	\$18,818	\$10,977	\$9,630	\$1,347
Workers Compensation	\$2,759	\$1,609	\$2,058	(\$449)
Unemployment	\$2,120	\$1,237	\$1,636	(\$399)
Telephone	\$6,250	\$3,646	\$3,979	(\$333)
Utilities	\$5,500	\$3,208	\$4,192	(\$984)
Property Appraiser	\$1,990	\$1,990	\$1,989	\$2
Insurance	\$1,663	\$970	\$874	\$96
Repairs	\$15,000	\$8,750	\$13,644	(\$4,894)
Fuel	\$10,000	\$5,833	\$6,569	(\$735)
Park Maintenance	\$2,500	\$1,458	\$760	\$698
Sidewalk Maintenance	\$5,000	\$2,917	\$0	\$2,917
Chemicals	\$4,000	\$2,333	\$759	\$1,574
Contingencies	\$4,000	\$4,000	\$4,755	(\$755)
Refuse	\$6,000	\$3,500	\$2,880	\$620
Office Supplies	\$750	\$750	\$743	\$7
Uniforms	\$3,000	\$1,750	\$1,525	\$225
Fire Alarm System	\$6,500	\$3,792	\$4,758	(\$966)
Rain Bird Pump System	\$27,576	\$16,086	\$16,319	(\$233)
Park Materials	\$0	\$0	\$2,347	(\$2,347)
<b>Total Grounds Maintenance</b>	<b>\$278,667</b>	<b>\$165,364</b>	<b>\$162,409</b>	<b>\$2,955</b>
<b>Total Expenditures</b>	<b>\$863,325</b>	<b>\$531,415</b>	<b>\$498,585</b>	<b>\$32,830</b>
<b>Operating Income (Loss)</b>	<b>\$1,211</b>	<b>\$309,630</b>	<b>\$311,390</b>	<b>\$1,761</b>
<i><u>Non Operating Revenues/(Expenditures)</u></i>				
Reserve Funding- Transfer Out (Capital Reserve)	(\$1,211)	(\$404)	(\$404)	\$0
Reserve Funding- Transfer Out (Excess)	\$0	\$0	\$0	\$0
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>(\$1,211)</b>	<b>(\$404)</b>	<b>(\$404)</b>	<b>\$0</b>
<b>Excess Revenue/(Expenditures)</b>	<b>(\$0)</b>	<b>\$309,226</b>	<b>\$310,987</b>	<b>\$1,761</b>
<b>Beginning Fund Balance</b>	<b>\$0</b>		<b>\$187,333</b>	
<b>Ending Fund Balance</b>	<b>\$0</b>		<b>\$498,320</b>	

**Viera East**  
**Community Development District**  
 Capital Reserve Fund  
 Statement of Revenues & Expenditures  
 For Period Ending April 30, 2021

	<b>Adopted Budget</b>	<b>Prorated Budget 4/30/21</b>	<b>Actual 4/30/21</b>	<b>Variance</b>
<b><u>Revenues</u></b>				
Interest Income	\$2,500	\$1,458	\$94	(\$1,364)
Reserve Funding - Transfer In (General)	\$1,211	\$404	\$404	\$0
Reserve Funding - Transfer In (Golf)	\$31,219	\$10,406	\$10,406	\$0
Reserve Funding - Transfer In (General Excess)	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$34,930</b>	<b>\$12,268</b>	<b>\$10,904</b>	<b>(\$1,364)</b>
<b><u>Expenditures</u></b>				
Capital Outlay	\$100,000	\$71,416	\$71,416	\$0
Truck Maintenance	\$25,000	\$0	\$0	\$0
Transfer Out	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$125,000</b>	<b>\$71,416</b>	<b>\$71,416</b>	<b>\$0</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$90,070)</b>		<b>(\$60,512)</b>	
<b>Beginning Fund Balance</b>	<b>\$229,102</b>		<b>\$298,978</b>	
<b>Ending Fund Balance</b>	<b>\$139,032</b>		<b>\$238,466</b>	

**Viera East  
Community Development District**

Capital Reserve Fund

Capital Outlay Check Register Detail

For Period Ending April 30, 2021

Check Date	Vendor	Detail	Amount
<b>Capital Outlay</b>			
<i>FY2021</i>			
2/18/21	Payne Restaurant Equipment	Machine & Dispenser	\$ 6,995.00
1/29/21	Amazon	Outdoor Convex Mirror	\$ 693.94
2/2/21	Amazon	WP Reflective Tape	\$ 71.98
2/2/21	Global Industrial	Post Guard Remove Bollard	\$ 3,624.59
3/4/21	Lowe's	Posts for Mirror	\$ 209.30
3/25/21	Laceys Lock Services	Bollard Project	\$ 288.50
3/29/21	Landscape Depot	Playground Project	\$ 4,853.14
4/1/21	Rob Dale	Playground Caution Signs	\$ 47.60
2/26/21	Gary Yeomans Palms Bay	Ford Truck	\$ 51,797.85
3/29/21	Regions Bank	Vision Metalizers	\$ 428.64
4/1/21	Lowe's	Bollard Project	\$ 193.24
4/8/21	ABC Contrete Cutting Inc	Bollard Project	\$ 1,292.65
5/19/21	Uline	Message Ctr Sign	\$ 750.00
5/19/21	Amazon	Playground Supplies	\$ 169.85
<b>Total</b>			<b>\$ 71,416.28</b>

# Viera East

## Community Development District

Debt Service Fund Series 2006  
Statement of Revenues & Expenditures  
For Period Ending April 30, 2021

	Adopted Budget	Prorated Budget 4/30/21	Actual 4/30/21	Variance
<b>Revenues</b>				
Special Assessments	\$2,376,297	\$2,376,297	\$2,279,219	(\$97,078)
Interest Income	\$1,500	\$875	\$35	(\$840)
<b>Total Revenues</b>	<b>\$2,377,797</b>	<b>\$2,377,172</b>	<b>\$2,279,254</b>	<b>(\$97,918)</b>
<b>Expenditures</b>				
<b>Series 2006</b>				
Interest-11/1	\$126,644	\$126,644	\$126,644	\$0
Interest-5/1	\$126,644	\$0	\$0	\$0
Principal-5/1	\$2,140,000	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$2,393,288</b>	<b>\$126,644</b>	<b>\$126,644</b>	<b>\$0</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$15,491)</b>		<b>\$2,152,610</b>	
<b>Beginning Fund Balance</b>	<b>\$522,357</b>		<b>\$475,238</b>	
<b>Ending Fund Balance</b>	<b>\$506,866</b>		<b>\$2,627,848</b>	



**Viera East**  
**Community Development District**  
 Debt Service Fund Series 2020  
 Statement of Revenues & Expenditures  
 For Period Ending April 30, 2021

	Adopted Budget	Prorated Budget 4/30/21	Actual 4/30/21	Variance
<b><u>Revenues</u></b>				
Interest Income	\$1,000	\$583	\$18	(\$566)
<b>Total Revenues</b>	<b>\$1,000</b>	<b>\$583</b>	<b>\$18</b>	<b>(\$566)</b>
<b><u>Expenditures</u></b>				
<b><u>Series 2020</u></b>				
Interest-11/1	\$52,679	\$52,679	\$52,679	\$0
Interest-5/1	\$90,308	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$142,987</b>	<b>\$52,679</b>	<b>\$52,679</b>	<b>\$0</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$141,987)</b>		<b>(\$52,662)</b>	
<b>Beginning Fund Balance</b>	<b>\$648,505</b>		<b>\$648,505</b>	
<b>Ending Fund Balance</b>	<b>\$506,518</b>		<b>\$595,843</b>	

**Viera East**  
**Community Development District**  
 Capital Projects Fund Series 2020  
 Statement of Revenues & Expenditures  
 For Period Ending April 30, 2021

	Actual 4/30/21
<u>Revenues</u>	
Interest Income	\$160
<b>Total Revenues</b>	<b>\$160</b>
<u>Expenditures</u>	
Capital Outlay	\$1,831,338
Cost of Issuance	\$0
<b>Total Expenditures</b>	<b>\$1,831,338</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$1,831,177)</b>
<b>Beginning Fund Balance</b>	<b>\$6,089,551</b>
<b>Ending Fund Balance</b>	<b>\$4,258,374</b>

**Viera East**  
**Community Development District**  
**Golf Course/Recreation Fund - Operations**  
**Statement of Revenues & Expenditures**  
**For Period Ending April 30, 2021**

	Adopted Budget	Actuals	Current Month Budget	Variance	Actuals	Year-to-Date Budget	Variance
<i>Number of Rounds</i>							
Paid Rounds	35,250	4,299	3,627	672	26,199	19,349	6,850
Member Rounds	10,000	854	1,029	(175)	6,473	5,489	984
Comp Rounds	3,000	143	309	(166)	1,383	1,647	(264)
EZ Links	3,000	0	309	(309)	-	1,580	(1,580)
GolfNow	2,000	264	206	58	1,965	1,098	867
Total Memberships	60	8	-	8	57	60	(3)
<i>Revenue per Round</i>							
Paid Rounds	\$40	\$39	\$42	(\$4)	\$40	\$43	(\$3)
<i>Revenues</i>							
Greens Fees/Cart Fees	\$1,426,357	\$165,529	\$153,333	\$12,195	\$1,042,776	\$832,279	\$210,497
Gift Cards - Sales	\$25,000	\$862	\$2,688	(\$1,825)	\$7,307	\$14,588	(\$7,281)
Gift Cards - Usage	(\$25,000)	(\$2,108)	(\$2,688)	\$579	(\$13,068)	(\$14,588)	\$1,519
Season Advance/Trail Fees	\$210,000	\$18,207	\$22,575	(\$4,368)	\$144,430	\$122,535	\$21,895
Associate Memberships	\$42,000	\$3,160	\$4,515	(\$1,355)	\$33,101	\$24,507	\$8,594
Driving Range	\$80,000	\$7,463	\$8,600	(\$1,137)	\$54,013	\$46,680	\$7,333
Golf Lessons	\$2,100	\$175	\$226	(\$51)	\$1,225	\$1,225	(\$0)
Merchandise Sales	\$115,000	\$11,856	\$12,363	(\$506)	\$71,450	\$67,103	\$4,348
Restaurant	\$20,000	\$3,225	\$2,150	\$1,075	\$23,122	\$11,670	\$11,452
Special Assessments - Operations	\$18,239	\$1,519	\$1,519	\$0	\$10,635	\$9,116	\$1,519
Miscellaneous Income	\$15,000	\$113	\$1,250	(\$1,137)	\$3,520	\$7,497	(\$3,977)
<b>Total Revenues</b>	<b>\$1,928,696</b>	<b>\$210,000</b>	<b>\$206,530</b>	<b>\$3,470</b>	<b>\$1,378,510</b>	<b>\$1,122,612</b>	<b>\$255,898</b>
<i>Golf Course Expenditures</i>							
Other Contractual Services	\$15,000	\$2,278	\$1,250	(\$1,028)	\$9,337	\$8,747	(\$591)
Telephone/Internet	\$5,500	\$106	\$458	\$352	\$742	\$3,207	\$2,465
Postage	\$2,000	\$87	\$167	\$80	\$1,623	\$1,166	(\$456)
Printing & Binding	\$1,000	\$0	\$83	\$83	\$0	\$583	\$583
Utilities	\$15,900	\$1,322	\$1,324	\$2	\$8,703	\$9,271	\$568
Repairs & Maintenance	\$8,000	\$554	\$666	\$112	\$7,361	\$4,665	(\$2,697)
Advertising	\$45,000	\$830	\$3,749	\$2,919	\$9,617	\$26,240	\$16,622
Bank Charges	\$35,000	\$5,601	\$2,916	(\$2,686)	\$27,282	\$20,409	(\$6,874)
Office Supplies	\$4,000	\$324	\$333	\$9	\$1,441	\$2,332	\$891
Operating Supplies	\$5,000	\$289	\$417	\$127	\$2,832	\$2,916	\$83
Dues, Licenses & Subscriptions	\$8,000	\$793	\$666	(\$127)	\$3,211	\$4,665	\$1,454
Drug Testing - All Departments	\$500	\$292	\$42	(\$250)	\$486	\$292	(\$195)
Training, Education & Employee Relations	\$3,000	\$130	\$250	\$120	\$1,237	\$1,749	\$512
Contractual Security	\$3,000	\$382	\$250	(\$132)	\$2,820	\$1,749	(\$1,071)
IT Services	\$3,000	\$95	\$250	\$155	\$530	\$1,749	\$1,219
<b>Total Golf Course Expenditures</b>	<b>\$153,900</b>	<b>\$13,083</b>	<b>\$12,820</b>	<b>(\$263)</b>	<b>\$77,224</b>	<b>\$89,739</b>	<b>\$12,516</b>

Viera East  
**Community Development District**  
 Golf Course/Recreation Fund - Operations  
 Statement of Revenues & Expenditures  
 For Period Ending April 30, 2021

	Adopted Budget	Actuals	Current Month Budget	Variance	Actuals	Year-to-Date Budget	Variance
<i>Restaurant Expenditures</i>							
Pest Control	\$1,200	\$95	\$123	\$28	\$666	\$782	\$116
Equipment Lease	\$1,100	\$124	\$113	(\$11)	\$769	\$717	(\$52)
<b>Total Restaurant Expenditures</b>	<b>\$2,300</b>	<b>\$219</b>	<b>\$237</b>	<b>\$17</b>	<b>\$1,435</b>	<b>\$1,499</b>	<b>\$64</b>
<i>Golf Operation Expenditures</i>							
Salaries	\$210,900	\$15,775	\$17,574	\$1,799	\$116,733	\$123,020	\$6,287
Administrative Fee	\$19,957	\$1,236	\$1,663	\$427	\$10,075	\$11,641	\$1,566
FICA Expense	\$16,547	\$1,207	\$1,379	\$172	\$8,930	\$9,652	\$722
Health Insurance	\$707	\$33	\$59	\$26	\$218	\$412	\$194
Workers Compensation	\$4,239	\$431	\$353	(\$78)	\$3,188	\$2,473	(\$715)
Unemployment	\$12,786	\$790	\$1,065	\$276	\$5,254	\$7,458	\$2,204
Golf Printing	\$2,200	\$0	\$183	\$183	\$1,200	\$1,283	\$83
Utilities	\$22,500	\$1,676	\$1,875	\$199	\$11,429	\$13,125	\$1,696
Repairs	\$250	\$0	\$21	\$21	\$355	\$146	(\$209)
Pest Control	\$1,200	\$95	\$100	\$5	\$666	\$700	\$34
Supplies	\$10,000	\$1,255	\$833	(\$422)	\$7,802	\$5,833	(\$1,969)
Uniforms	\$1,500	\$0	\$125	\$125	\$0	\$875	\$875
Training, Education & Employee Relations	\$2,000	\$0	\$167	\$167	\$0	\$1,167	\$1,167
Fuel	\$500	\$0	\$42	\$42	\$0	\$292	\$292
Cart Lease	\$99,000	\$7,555	\$8,250	\$695	\$53,771	\$57,750	\$3,979
Cart Maintenance	\$4,000	\$435	\$333	(\$102)	\$4,815	\$2,333	(\$2,482)
Driving Range	\$10,000	\$0	\$833	\$833	\$1,548	\$5,833	\$4,286
<b>Total Golf Operation Expenditures</b>	<b>\$418,286</b>	<b>\$30,488</b>	<b>\$34,856</b>	<b>\$4,368</b>	<b>\$225,985</b>	<b>\$243,994</b>	<b>\$18,009</b>
<i>Merchandise Sales</i>							
Cost of Goods Sold	\$77,000	\$6,058	\$6,417	\$358	\$49,004	\$44,917	(\$4,087)
<b>Total Merchandise Sales</b>	<b>\$77,000</b>	<b>\$6,058</b>	<b>\$6,417</b>	<b>\$358</b>	<b>\$49,004</b>	<b>\$44,917</b>	<b>(\$4,087)</b>

Viera East  
**Community Development District**  
 Golf Course/Recreation Fund - Operations  
 Statement of Revenues & Expenditures  
 For Period Ending April 30, 2021

	Adopted Budget	Actuals	Current Month Budget	Variance	Actuals	Year-to-Date Budget	Variance
<i>Golf Course Maintenance</i>							
Salaries	\$452,632	\$29,500	\$37,719	\$8,219	\$229,833	\$264,035	\$34,202
Administrative Fees	\$11,919	\$935	\$993	\$59	\$6,408	\$6,953	\$545
FICA Expense	\$3,756	\$2,206	\$313	(\$1,893)	\$16,838	\$2,191	(\$14,647)
Employee Insurance	\$49,336	\$2,737	\$4,111	\$1,374	\$23,617	\$28,779	\$5,162
Workers Compensation	\$11,023	\$806	\$919	\$113	\$6,267	\$6,430	\$163
Unemployment	\$8,170	\$320	\$681	\$361	\$5,679	\$4,766	(\$913)
Consulting Fees	\$6,000	\$0	\$500	\$500	\$2,000	\$3,500	\$1,500
Fire Alarm System	\$4,000	\$0	\$333	\$333	\$557	\$2,333	\$1,777
Utilities/Water	\$26,200	\$2,733	\$2,183	(\$550)	\$15,473	\$15,283	(\$190)
Repairs	\$48,000	\$909	\$4,000	\$3,091	\$25,414	\$28,000	\$2,586
Fuel & Oil	\$40,000	\$2,377	\$3,333	\$956	\$13,537	\$23,333	\$9,796
Pest Control	\$1,000	\$88	\$83	(\$4)	\$614	\$583	(\$30)
Irrigation/Drainage	\$30,000	\$1,047	\$2,500	\$1,453	\$7,194	\$17,500	\$10,306
Sand and Topsoil	\$26,500	\$1,457	\$2,208	\$752	\$3,359	\$15,458	\$12,100
Flower/Mulch	\$7,000	\$0	\$583	\$583	\$3,180	\$4,083	\$904
Fertilizer	\$139,000	\$10,200	\$11,583	\$1,383	\$33,953	\$81,083	\$47,130
Seed/Sod	\$16,500	\$0	\$1,375	\$1,375	\$1,681	\$9,625	\$7,944
Trash Removal	\$2,000	\$402	\$167	(\$235)	\$1,646	\$1,167	(\$479)
Contingency	\$6,000	\$345	\$500	\$155	\$1,579	\$3,500	\$1,921
First Aid	\$800	\$0	\$67	\$67	\$121	\$467	\$345
Office Supplies	\$1,000	\$0	\$83	\$83	\$0	\$583	\$583
Operating Supplies	\$15,000	\$565	\$1,250	\$685	\$3,450	\$8,750	\$5,300
Training	\$1,000	\$314	\$83	(\$230)	\$865	\$583	(\$282)
Janitorial Supplies	\$1,000	\$0	\$83	\$83	\$172	\$583	\$411
Soil & Water Testing	\$1,000	\$0	\$83	\$83	\$0	\$583	\$583
Uniforms	\$8,500	\$806	\$708	(\$97)	\$4,992	\$4,958	(\$34)
Equipment Rental	\$2,000	\$31	\$167	\$136	\$31	\$1,167	\$1,136
Equipment Lease	\$165,000	\$10,009	\$13,750	\$3,741	\$83,682	\$96,250	\$12,568
Small Tools	\$500	\$0	\$42	\$42	\$0	\$292	\$292
<b>Total Golf Course Maintenance</b>	<b>\$1,084,836</b>	<b>\$67,785</b>	<b>\$90,403</b>	<b>\$22,618</b>	<b>\$492,143</b>	<b>\$632,821</b>	<b>\$140,678</b>

Viera East  
Community Development District  
Golf Course/Recreation Fund - Operations  
Statement of Revenues & Expenditures  
For Period Ending April 30, 2021

	Adopted Budget		Current Month		Year-to-Date	
	Budget	Actuals	Budget	Variance	Budget	Variance
<i>Administrative Expenditures</i>						
Legal Fees	\$1,500	\$0	\$125	\$125	\$0	\$875
Arbitrage	\$600	\$20	\$30	\$30	\$140	\$210
Dissemination	\$1,000	\$83	\$83	\$0	\$583	\$0
Trustee Fees	\$4,100	\$342	\$342	(\$0)	\$2,392	(\$0)
Annual Audit	\$1,500	\$125	\$125	\$0	\$875	\$0
Golf Course Administrative Services	\$56,280	\$4,690	\$4,690	\$0	\$32,830	\$0
Insurance	\$77,000	\$7,241	\$6,417	(\$824)	\$44,917	(\$872)
Property Taxes	\$15,000	\$1,622	\$1,250	(\$372)	\$8,750	(\$3,308)
<b>Total Administrative Expenditures</b>	<b>\$156,980</b>	<b>\$14,123</b>	<b>\$13,082</b>	<b>(\$1,041)</b>	<b>\$94,666</b>	<b>(\$3,094)</b>
<b>Total Revenues</b>	<b>\$1,928,696</b>	<b>\$210,000</b>	<b>\$206,530</b>	<b>\$3,470</b>	<b>\$1,122,612</b>	<b>\$255,898</b>
<b>Total Expenditures</b>	<b>\$1,893,302</b>	<b>\$131,756</b>	<b>\$157,814</b>	<b>\$26,058</b>	<b>\$1,104,542</b>	<b>\$164,086</b>
<b>Operating Income (Loss)</b>	<b>\$35,394</b>	<b>\$78,244</b>	<b>\$48,716</b>	<b>\$29,527</b>	<b>\$18,070</b>	<b>\$419,984</b>
<i>Non Operating Revenues/(Expenditures)</i>						
Special Assessments	\$560,250	\$46,688	\$46,688	(\$0)	\$326,813	(\$0)
Interest Income	\$1,000	\$2	\$83	(\$81)	\$7	(\$576)
Gain on Sale of Asset	\$0	\$0	\$0	\$0	\$45	\$45
Reserve Funding- Transfer Out (Capital Reserve)	(\$31,219)	(\$5,203)	(\$5,203)	\$0	(\$10,406)	\$0
Interest Expense	(\$140,425)	(\$11,702)	(\$11,702)	\$0	(\$81,915)	\$0
Principal Expense	(\$425,000)	(\$35,417)	(\$35,417)	(\$0)	(\$247,917)	(\$0)
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>(\$35,394)</b>	<b>(\$5,632)</b>	<b>(\$5,551)</b>	<b>(\$81)</b>	<b>(\$12,842)</b>	<b>(\$531)</b>
<b>Change in Net Assets</b>	<b>\$0</b>	<b>\$72,611</b>	<b>\$43,165</b>	<b>\$29,446</b>	<b>\$424,681</b>	<b>\$419,453</b>
<b>Beginning Net Assets</b>	<b>\$0</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>
<b>Ending Net Assets</b>	<b>\$0</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>

# Viera East Community Development District

ProShop  
Statement of Revenues & Expenditures

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Revenues</i>													
Merchandise Sales	\$9,238	\$9,725	\$10,462	\$8,683	\$9,199	\$12,288	\$11,856	\$0	\$0	\$0	\$0	\$0	\$71,450
<b>Total Revenues</b>	<b>\$9,238</b>	<b>\$9,725</b>	<b>\$10,462</b>	<b>\$8,683</b>	<b>\$9,199</b>	<b>\$12,288</b>	<b>\$11,856</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$71,450</b>
<i>Expenditures</i>													
Cost of Goods Sold	\$6,482	\$4,241	\$8,630	\$7,219	\$3,007	\$13,366	\$6,058	\$0	\$0	\$0	\$0	\$0	\$49,004
<b>Total Expenditures</b>	<b>\$6,482</b>	<b>\$4,241</b>	<b>\$8,630</b>	<b>\$7,219</b>	<b>\$3,007</b>	<b>\$13,366</b>	<b>\$6,058</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,004</b>
<b>Operating Income (Loss)</b>	<b>\$2,756</b>	<b>\$5,484</b>	<b>\$1,832</b>	<b>\$1,464</b>	<b>\$6,191</b>	<b>(\$1,078)</b>	<b>\$5,798</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,447</b>

Viera East General Fund  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues</b>													
Maintenance Assessments	\$0	\$196,793	\$503,121	\$38,045	\$7,380	\$7,988	\$21,815	\$0	\$0	\$0	\$0	\$0	\$775,142
Golf Course Administrative Services	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$0	\$0	\$0	\$0	\$0	\$32,830
Donations for Park Material	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$2,000
Interest Income	\$0	\$0	\$0	\$3	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4
<b>Total Revenues</b>	<b>\$4,690</b>	<b>\$201,483</b>	<b>\$507,811</b>	<b>\$42,738</b>	<b>\$12,071</b>	<b>\$13,678</b>	<b>\$27,505</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$809,975</b>

*Administrative Expenditures*

Supervisors Fees	\$2,678	\$2,384	\$2,900	\$1,415	\$2,328	\$2,561	\$3,841	\$0	\$0	\$0	\$0	\$0	\$18,107
Engineering Fees	\$0	\$0	\$475	\$150	\$0	\$615	\$150	\$0	\$0	\$0	\$0	\$0	\$1,390
Attorney's Fees	\$0	\$0	\$1,524	\$0	\$4,785	\$580	\$0	\$0	\$0	\$0	\$0	\$0	\$6,889
Dissemination	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$583
Trustee Fees	\$467	\$467	\$467	\$467	\$467	\$467	\$467	\$0	\$0	\$0	\$0	\$0	\$3,267
Annual Audit	\$275	\$275	\$275	\$275	\$275	\$275	\$275	\$0	\$0	\$0	\$0	\$0	\$1,925
Collection Agent	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$0	\$0	\$0	\$0	\$0	\$1,459
Management Fees	\$8,370	\$8,370	\$8,370	\$8,370	\$8,370	\$8,370	\$8,370	\$0	\$0	\$0	\$0	\$0	\$58,590
Postage	\$364	\$198	\$138	\$324	\$52	\$585	\$35	\$0	\$0	\$0	\$0	\$0	\$1,697
Printing & Binding	\$206	\$70	\$125	\$50	\$212	\$87	\$121	\$0	\$0	\$0	\$0	\$0	\$870
Insurance- Liability	\$608	\$608	\$608	\$1,358	\$608	\$1,075	\$608	\$0	\$0	\$0	\$0	\$0	\$5,475
Legal Advertising	\$296	\$0	\$0	\$271	\$271	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$839
Other Current Changes	\$78	\$29	\$59	\$17	\$17	\$49	\$33	\$0	\$0	\$0	\$0	\$0	\$281
Office Supplies	\$20	\$20	\$20	\$20	\$0	\$12	\$10	\$0	\$0	\$0	\$0	\$0	\$102
Dues & Licenses	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$0	\$0	\$0	\$0	\$0	\$102
Information Technology	\$283	\$283	\$283	\$283	\$283	\$283	\$283	\$0	\$0	\$0	\$0	\$0	\$1,983
<b>Total Administrative</b>	<b>\$13,953</b>	<b>\$13,011</b>	<b>\$15,550</b>	<b>\$13,307</b>	<b>\$17,974</b>	<b>\$15,265</b>	<b>\$14,499</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,558</b>

*Operating Expenditures*

Salaries	\$11,153	\$13,540	\$12,302	\$12,301	\$11,077	\$11,947	\$11,129	\$0	\$0	\$0	\$0	\$0	\$83,448
Administration Fee	\$556	\$157	\$143	\$143	\$129	\$139	\$129	\$0	\$0	\$0	\$0	\$0	\$1,398
FICA Expense	\$382	\$928	\$843	\$845	\$563	\$788	\$808	\$0	\$0	\$0	\$0	\$0	\$5,156
Health Insurance	\$1,281	\$1,281	\$1,281	\$1,359	\$1,319	\$1,319	\$1,319	\$0	\$0	\$0	\$0	\$0	\$9,160
Workers Compensation	\$305	\$218	\$336	\$336	\$500	\$359	\$304	\$0	\$0	\$0	\$0	\$0	\$2,357
Unemployment	\$0	\$152	\$191	\$374	\$100	\$112	\$63	\$0	\$0	\$0	\$0	\$0	\$992
Other Contractual	\$462	\$1,225	\$903	\$462	\$341	\$462	\$619	\$0	\$0	\$0	\$0	\$0	\$4,473
Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Operating</b>	<b>\$14,139</b>	<b>\$17,501</b>	<b>\$16,000</b>	<b>\$15,820</b>	<b>\$14,030</b>	<b>\$15,126</b>	<b>\$14,371</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$106,985</b>



Viera East General Fund  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Maintenance Expenditures</b>													
Canal Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lake Bank Restoration	\$17,100	\$39,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$57,000
Environmental Services	\$123	\$310	\$965	\$514	\$387	\$83	\$430	\$0	\$0	\$0	\$0	\$0	\$2,812
Water Management System	\$7,887	\$8,087	\$13,107	\$8,087	\$7,883	\$9,341	\$7,887	\$0	\$0	\$0	\$0	\$0	\$62,230
Control Burns	\$0	\$0	\$0	\$0	\$652	\$2,138	\$0	\$0	\$0	\$0	\$0	\$0	\$2,790
Contingencies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Line Maintenance	\$0	\$0	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800
Basin Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Maintenance</b>	<b>\$25,110</b>	<b>\$48,297</b>	<b>\$14,072</b>	<b>\$9,401</b>	<b>\$8,873</b>	<b>\$11,562</b>	<b>\$8,317</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,633</b>
<b>Grounds Maintenance Expenditures</b>													
Salaries	\$10,364	\$12,255	\$11,279	\$11,316	\$9,888	\$10,604	\$9,665	\$0	\$0	\$0	\$0	\$0	\$75,371
Administrative Fees	\$288	\$409	\$318	\$298	\$241	\$258	\$241	\$0	\$0	\$0	\$0	\$0	\$2,053
FICA	\$780	\$907	\$832	\$829	\$723	\$775	\$723	\$0	\$0	\$0	\$0	\$0	\$5,568
Health Insurance	\$1,452	\$1,428	\$1,265	\$1,344	\$1,404	\$1,357	\$1,380	\$0	\$0	\$0	\$0	\$0	\$9,630
Workers Compensation	\$283	\$335	\$308	\$309	\$270	\$290	\$264	\$0	\$0	\$0	\$0	\$0	\$2,058
Unemployment	\$21	\$25	\$202	\$650	\$401	\$272	\$64	\$0	\$0	\$0	\$0	\$0	\$1,636
Telephone	\$633	\$544	\$554	\$551	\$563	\$563	\$572	\$0	\$0	\$0	\$0	\$0	\$3,979
Utilities	\$506	\$780	\$534	\$536	\$594	\$699	\$543	\$0	\$0	\$0	\$0	\$0	\$4,192
Property Appraiser	\$0	\$0	\$1,989	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,989
Insurance-Property	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$0	\$0	\$0	\$0	\$0	\$874
Repairs	\$3,081	\$837	\$1,593	\$1,696	\$724	\$2,634	\$3,079	\$0	\$0	\$0	\$0	\$0	\$13,644
Fuel	\$1,442	\$531	\$511	\$158	\$1,837	\$1,064	\$1,026	\$0	\$0	\$0	\$0	\$0	\$6,569
Park Maintenance	\$0	\$0	\$480	\$280	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$760
Sidewalk Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Chemicals	\$0	\$0	\$0	\$759	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$759
Contingencies	\$215	\$0	\$935	\$3,013	\$592	\$230	(\$230)	\$0	\$0	\$0	\$0	\$0	\$4,755
Refuse	\$480	\$240	\$240	\$240	\$960	\$480	\$240	\$0	\$0	\$0	\$0	\$0	\$2,880
Office Supplies	\$512	\$212	\$0	\$0	\$0	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$743
Uniforms	\$199	\$247	\$245	\$196	\$196	\$245	\$196	\$0	\$0	\$0	\$0	\$0	\$1,525
Fire Alarm System	\$512	\$588	\$512	\$512	\$512	\$512	\$1,611	\$0	\$0	\$0	\$0	\$0	\$4,758
Rain Bird Pump System	\$2,298	\$2,298	\$2,528	\$2,298	\$2,298	\$2,298	\$2,298	\$0	\$0	\$0	\$0	\$0	\$16,319
Park Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$2,347	\$0	\$0	\$0	\$0	\$0	\$2,347
<b>Total Grounds Maintenance</b>	<b>\$23,190</b>	<b>\$21,762</b>	<b>\$24,450</b>	<b>\$24,829</b>	<b>\$21,608</b>	<b>\$27,426</b>	<b>\$24,146</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$162,409</b>
<b>Total Expenditures</b>	<b>\$76,391</b>	<b>\$100,571</b>	<b>\$70,072</b>	<b>\$63,156</b>	<b>\$62,484</b>	<b>\$64,378</b>	<b>\$61,333</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$498,585</b>
<b>Operating Income (Loss)</b>	<b>(\$71,701)</b>	<b>\$100,912</b>	<b>\$437,739</b>	<b>(\$20,619)</b>	<b>(\$50,413)</b>	<b>(\$50,701)</b>	<b>(\$31,027)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$311,390</b>
<b>Non-Operating Revenues/Expenditures</b>													
Reserve Funding-Transfer Out (Capital Reserve)	\$0	\$0	\$0	\$0	\$0	(\$202)	(\$202)	\$0	\$0	\$0	\$0	\$0	(\$404)
Reserve Funding-Transfer Out (Excess)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Non Operating Revenues/Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$202)</b>	<b>(\$202)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$404)</b>
<b>Excess Revenue/(Expenditures)</b>	<b>(\$71,701)</b>	<b>\$100,912</b>	<b>\$437,739</b>	<b>(\$20,619)</b>	<b>(\$50,413)</b>	<b>(\$50,902)</b>	<b>(\$34,029)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$310,987</b>

Viera East Golf Course  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Number of Rounds</i>													
Paid Rounds	3,263	2,946	3,532	3,840	3,564	4,755	4,299	0	0	0	0	0	26,199
Member Rounds	701	666	816	1,012	836	1,008	854	0	0	0	0	580	6,473
Comp Rounds	237	152	234	239	182	196	143	0	0	0	0	0	1,383
EZ Links	0	0	0	0	0	0	0	0	0	0	0	0	0
GolfTow	285	256	293	313	250	304	264	0	0	0	0	0	1,965
<i>Revenue per Round</i>													
Paid Rounds	\$33	\$37	\$37	\$43	\$45	\$43	\$39	\$0	\$0	\$0	\$0	\$0	\$276

**Revenues:**

Greens Fees	\$107,375	\$107,634	\$130,099	\$165,174	\$161,835	\$205,130	\$165,529	\$0	\$0	\$0	\$0	\$0	\$1,042,776
Gift Cards - Sales	\$458	\$636	\$3,462	\$433	\$398	\$1,059	\$862	\$0	\$0	\$0	\$0	\$0	\$7,307
Gift Cards - Usage	(\$803)	(\$482)	(\$2,812)	(\$3,031)	(\$1,817)	(\$2,014)	(\$2,108)	\$0	\$0	\$0	\$0	\$0	(\$13,068)
Season Advances/Trial Fees	\$18,051	\$20,606	\$22,572	\$21,363	\$21,645	\$21,986	\$18,207	\$0	\$0	\$0	\$0	\$0	\$144,430
Associate Memberships	\$3,950	\$3,081	\$4,661	\$7,900	\$5,767	\$4,582	\$3,760	\$0	\$0	\$0	\$0	\$0	\$33,101
Driving Range	\$5,963	\$6,015	\$8,358	\$8,857	\$7,544	\$9,812	\$7,463	\$0	\$0	\$0	\$0	\$0	\$54,013
Golf Lessons	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$1,225
Merchandise Sales	\$9,238	\$9,725	\$10,462	\$8,663	\$9,199	\$12,288	\$11,856	\$0	\$0	\$0	\$0	\$0	\$71,450
Restaurant	\$2,359	\$3,141	\$4,837	\$3,029	\$2,377	\$4,154	\$3,225	\$0	\$0	\$0	\$0	\$0	\$23,122
Special Assessments - Operations	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$0	\$0	\$0	\$0	\$0	\$10,635
Miscellaneous Income	\$2,867	\$145	\$189	\$95	\$105	\$6	\$113	\$0	\$0	\$0	\$0	\$0	\$3,520
<b>Total Revenues</b>	<b>\$151,152</b>	<b>\$152,194</b>	<b>\$183,522</b>	<b>\$214,197</b>	<b>\$208,747</b>	<b>\$258,697</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,378,510</b>

**Golf Course Expenditures:**

Other Contractual Services	\$710	\$1,035	\$1,035	\$1,635	\$1,847	\$798	\$2,278	\$0	\$0	\$0	\$0	\$0	\$9,337
Telephone/Internet	\$106	\$106	\$106	\$106	\$106	\$106	\$106	\$0	\$0	\$0	\$0	\$0	\$742
Postage	\$0	\$41	\$1,495	\$0	\$0	\$0	\$87	\$0	\$0	\$0	\$0	\$0	\$1,623
Printing & Binding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$1,217	\$1,288	\$1,201	\$1,262	\$1,262	\$1,151	\$1,322	\$0	\$0	\$0	\$0	\$0	\$8,703
Repairs & Maintenance	\$419	\$250	\$0	\$1,661	\$2,396	\$1,881	\$554	\$0	\$0	\$0	\$0	\$0	\$7,361
Advertising	(\$350)	\$2,099	\$4,117	\$665	\$1,364	\$894	\$830	\$0	\$0	\$0	\$0	\$0	\$9,617
Bank Charges	\$2,332	\$3,112	\$3,184	\$3,636	\$4,992	\$4,426	\$5,601	\$0	\$0	\$0	\$0	\$0	\$27,282
Office Supplies	\$78	\$327	\$115	\$19	\$263	\$315	\$324	\$0	\$0	\$0	\$0	\$0	\$1,441
Operating Supplies	\$442	\$345	\$566	\$822	\$110	\$258	\$289	\$0	\$0	\$0	\$0	\$0	\$2,832
Dues, Licenses & Subscriptions	\$180	\$0	\$293	\$0	\$943	\$1,002	\$793	\$0	\$0	\$0	\$0	\$0	\$3,211
Drug Testing - All Departments	\$0	\$0	\$49	\$49	\$0	\$97	\$292	\$0	\$0	\$0	\$0	\$0	\$486
Training, Education & Employee Relations	\$51	\$381	\$0	\$0	\$675	\$0	\$130	\$0	\$0	\$0	\$0	\$0	\$1,237
Contractual Security	\$482	\$519	\$662	\$197	\$196	\$382	\$382	\$0	\$0	\$0	\$0	\$0	\$2,820
IT Services	\$0	\$435	\$0	\$0	\$0	\$0	\$95	\$0	\$0	\$0	\$0	\$0	\$530
<b>Total Golf Course Expenditures</b>	<b>\$5,667</b>	<b>\$9,938</b>	<b>\$12,822</b>	<b>\$10,052</b>	<b>\$14,353</b>	<b>\$11,309</b>	<b>\$13,083</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$77,224</b>

**Restaurant Expenditures:**

Post Control	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$0	\$0	\$0	\$0	\$0	\$666
Equipment Lease	\$100	\$147	\$100	\$100	\$99	\$99	\$124	\$0	\$0	\$0	\$0	\$0	\$769
<b>Total Restaurant Expenditures</b>	<b>\$195</b>	<b>\$242</b>	<b>\$195</b>	<b>\$195</b>	<b>\$194</b>	<b>\$194</b>	<b>\$219</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,435</b>

Viera East Golf Course  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Golf Operations:</b>													
Salaries	\$16,087	\$18,232	\$16,814	\$17,038	\$15,326	\$17,461	\$15,775	\$0	\$0	\$0	\$0	\$0	\$116,733
Administrative Fee	\$1,586	\$1,816	\$1,511	\$1,434	\$1,193	\$1,299	\$1,236	\$0	\$0	\$0	\$0	\$0	\$10,075
FICA Expense	\$1,231	\$1,395	\$1,286	\$1,304	\$1,172	\$1,336	\$1,207	\$0	\$0	\$0	\$0	\$0	\$8,930
Health Insurance	\$43	\$43	\$33	\$0	\$33	\$33	\$33	\$0	\$0	\$0	\$0	\$0	\$218
Workers Compensation	\$439	\$498	\$459	\$465	\$419	\$477	\$431	\$0	\$0	\$0	\$0	\$0	\$3,188
Unemployment	\$521	\$515	\$569	\$1,022	\$920	\$918	\$790	\$0	\$0	\$0	\$0	\$0	\$5,254
Golf Printing	\$1,686	\$1,629	\$1,517	\$1,655	\$1,586	\$1,660	\$1,676	\$0	\$0	\$0	\$0	\$0	\$11,429
Utilities	\$0	\$0	\$0	\$355	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$355
Repairs	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$0	\$0	\$0	\$0	\$0	\$666
Pest Control	\$1,410	\$1,019	\$876	\$1,205	\$719	\$1,318	\$1,255	\$0	\$0	\$0	\$0	\$0	\$7,802
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training, Education & Employee Relations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fuel	\$7,683	\$7,179	\$7,776	\$8,573	\$7,971	\$7,033	\$7,555	\$0	\$0	\$0	\$0	\$0	\$53,771
Cart Lease	\$251	\$272	\$1,275	\$604	\$711	\$1,268	\$435	\$0	\$0	\$0	\$0	\$0	\$4,815
Cart Maintenance	\$32	\$0	\$733	\$556	\$227	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,548
Driving Range													
<b>Total Golf Operation Expenditures</b>	<b>\$31,062</b>	<b>\$32,692</b>	<b>\$34,144</b>	<b>\$34,307</b>	<b>\$30,372</b>	<b>\$32,920</b>	<b>\$30,488</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$225,985</b>

**Merchandise Sales:**

Cost of Goods Sold	\$6,482	\$4,241	\$8,630	\$7,219	\$3,007	\$13,366	\$6,058	\$0	\$0	\$0	\$0	\$0	\$49,004
<b>Total Merchandise Sales</b>	<b>\$6,482</b>	<b>\$4,241</b>	<b>\$8,630</b>	<b>\$7,219</b>	<b>\$3,007</b>	<b>\$13,366</b>	<b>\$6,058</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,004</b>

**Golf Course Maintenance:**

Salaries	\$32,200	\$38,863	\$31,368	\$38,115	\$26,216	\$33,570	\$29,500	\$0	\$0	\$0	\$0	\$0	\$229,833
Administrative Fees	\$852	\$1,035	\$822	\$1,037	\$815	\$913	\$935	\$0	\$0	\$0	\$0	\$0	\$6,408
FICA Expense	\$2,400	\$2,819	\$2,279	\$2,776	\$1,901	\$2,456	\$2,206	\$0	\$0	\$0	\$0	\$0	\$16,838
Employee Insurance	\$6,053	\$3,786	\$2,834	\$3,671	\$1,751	\$2,785	\$2,737	\$0	\$0	\$0	\$0	\$0	\$23,617
Workers Compensation	\$877	\$1,061	\$856	\$1,039	\$714	\$914	\$806	\$0	\$0	\$0	\$0	\$0	\$6,267
Unemployment	\$500	\$500	\$500	\$500	\$500	\$1,393	\$320	\$0	\$0	\$0	\$0	\$0	\$5,679
Fire Alarm System	\$512	\$0	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000
Utilities/Water	\$2,072	\$2,322	\$1,885	\$2,066	\$2,301	\$2,094	\$2,733	\$0	\$0	\$0	\$0	\$0	\$15,473
Repairs	\$4,341	\$7,770	\$817	\$6,763	\$1,613	\$3,201	\$909	\$0	\$0	\$0	\$0	\$0	\$25,414
Fuel & Oil	\$2,720	\$1,078	\$1,038	\$320	\$3,513	\$2,491	\$2,377	\$0	\$0	\$0	\$0	\$0	\$13,537
Pest Control	\$88	\$88	\$88	\$88	\$88	\$88	\$88	\$0	\$0	\$0	\$0	\$0	\$614
Irrigation/Drainage	\$1,150	\$1,525	\$1,527	\$736	\$736	\$473	\$1,047	\$0	\$0	\$0	\$0	\$0	\$7,194
Sand and Topsoil	\$321	\$321	\$0	\$641	\$0	\$618	\$1,457	\$0	\$0	\$0	\$0	\$0	\$3,359
Flower/Mulch	\$296	\$0	\$337	\$1,496	\$296	\$754	\$754	\$0	\$0	\$0	\$0	\$0	\$3,180
Fertilizer	\$7,254	\$3,173	\$3,618	\$2,497	\$2,360	\$4,851	\$10,200	\$0	\$0	\$0	\$0	\$0	\$33,953
Seed/Sod	\$0	\$1,681	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,681
Trash Removal	\$240	\$402	\$0	\$201	\$402	\$0	\$402	\$0	\$0	\$0	\$0	\$0	\$1,646
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,579
First Aid	\$0	\$71	\$0	\$0	\$0	\$1,234	\$345	\$0	\$0	\$0	\$0	\$0	\$1,211
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Supplies	\$743	\$1,487	\$144	\$0	\$485	\$26	\$565	\$0	\$0	\$0	\$0	\$0	\$3,450
Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Janitorial Supplies	\$17	\$155	\$0	\$0	\$0	\$552	\$314	\$0	\$0	\$0	\$0	\$0	\$865
Soil & Water Testing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$172
Uniforms	\$592	\$797	\$777	\$622	\$622	\$777	\$806	\$0	\$0	\$0	\$0	\$0	\$4,992
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$31
Equipment Lease	\$12,688	\$11,952	\$13,484	\$9,219	\$13,229	\$13,100	\$10,009	\$0	\$0	\$0	\$0	\$0	\$83,682
Small Tools	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Golf Course Maintenance</b>	<b>\$75,915</b>	<b>\$80,884</b>	<b>\$62,755</b>	<b>\$73,966</b>	<b>\$58,497</b>	<b>\$72,340</b>	<b>\$67,785</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$492,143</b>

Viera East Golf Course  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Administrative Expenditures:</b>													
Legal Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$0	\$0	\$0	\$0	\$140
Dissemination	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$583
Trustee Fees	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$0	\$0	\$0	\$0	\$2,392
Annual Audit	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$0	\$0	\$0	\$0	\$875
Golf Course Administrative Services	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$0	\$0	\$0	\$0	\$32,830
Insurance	\$6,127	\$6,127	\$6,127	\$6,365	\$6,127	\$7,673	\$7,241	\$0	\$0	\$0	\$0	\$0	\$45,788
Property Taxes	\$1,250	\$1,250	\$1,126	\$1,757	\$1,621	\$3,431	\$1,622	\$0	\$0	\$0	\$0	\$0	\$12,058
<b>Total Administrative Expenditures</b>	<b>\$12,637</b>	<b>\$12,514</b>	<b>\$12,514</b>	<b>\$13,382</b>	<b>\$13,009</b>	<b>\$16,364</b>	<b>\$14,123</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$94,666</b>
<b>Total Revenues</b>	<b>\$151,152</b>	<b>\$152,194</b>	<b>\$183,522</b>	<b>\$214,197</b>	<b>\$208,747</b>	<b>\$258,697</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,378,510</b>
<b>Total Expenditures</b>	<b>\$131,958</b>	<b>\$140,634</b>	<b>\$131,059</b>	<b>\$139,121</b>	<b>\$119,433</b>	<b>\$146,493</b>	<b>\$131,756</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$940,456</b>
<b>Operating Income (Loss)</b>	<b>\$19,193</b>	<b>\$11,560</b>	<b>\$52,463</b>	<b>\$75,076</b>	<b>\$89,314</b>	<b>\$112,204</b>	<b>\$78,244</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$438,054</b>
<b>Non Operating Revenues/(Expenditures):</b>													
Special Assessments - Debt Service	\$46,688	\$46,688	\$46,688	\$46,688	\$46,688	\$46,688	\$46,688	\$0	\$0	\$0	\$0	\$0	\$326,813
Interest Income	\$1	\$1	\$1	\$1	\$1	\$1	\$2	\$0	\$0	\$0	\$0	\$0	\$7
Gain on Sale of Asset	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45
Reserve Funding - Transfer Out (Capital Reserve)	\$0	\$0	\$0	\$0	\$0	(\$5,203)	(\$5,203)	\$0	\$0	\$0	\$0	\$0	(\$10,406)
Interest Expense	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	\$0	\$0	\$0	\$0	\$0	(\$81,915)
Principal Expense	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	\$0	\$0	\$0	\$0	\$0	(\$247,917)
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>(\$305)</b>	<b>(\$431)</b>	<b>(\$430)</b>	<b>(\$430)</b>	<b>(\$430)</b>	<b>(\$5,634)</b>	<b>(\$5,632)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$13,373)</b>
<b>Net Non Operating Income / (Loss)</b>	<b>\$18,808</b>	<b>\$11,129</b>	<b>\$52,033</b>	<b>\$74,646</b>	<b>\$88,883</b>	<b>\$106,570</b>	<b>\$72,611</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$424,681</b>

**Viera East  
Community Development District  
Special Assessment Receipts - FY2021**

Date	Net	Gen Fund	Debt Svc 2006	Rec Fund	Total
11/13/19	\$ 72,600.70	\$ 15,592.25	\$ 45,847.31	\$ 11,161.14	\$ 72,600.70
11/20/20	\$ 843,706.63	\$ 181,200.57	\$ 532,800.40	\$ 129,705.66	\$ 843,706.63
12/4/20	\$ 1,899,535.57	\$ 407,958.07	\$ 1,199,555.95	\$ 292,021.55	\$ 1,899,535.57
12/16/20	\$ 443,096.08	\$ 95,162.54	\$ 279,815.00	\$ 68,118.54	\$ 443,096.08
1/12/21	\$ 177,142.96	\$ 38,044.51	\$ 111,865.71	\$ 27,232.74	\$ 177,142.96
2/9/21	\$ 34,365	\$ 7,380	\$ 21,701	\$ 5,283	\$ 34,364.84
3/9/21	\$ 37,193	\$ 7,988	\$ 23,487	\$ 5,718	\$ 37,193
4/9/21	\$ 101,577	\$ 21,815	\$ 64,146	\$ 15,616	\$ 101,577
	\$ 3,609,216	\$ 775,142	\$ 2,279,219	\$ 554,856	\$ 3,609,216

	Net Assessed	Percentage	Assessments Collected	Assessments Transferred	Balance to Transfer
Debt Service Fund	\$ 2,376,297	63.15%	\$ 2,279,219	\$ (2,191,586)	\$ 87,633
General Fund	\$ 808,157	21.48%	\$ 775,142	\$ (775,142)	\$ -
Recreation Fund	\$ 578,489	15.37%	\$ 554,856	\$ (533,523)	\$ 21,333
	\$ 3,762,943	100.00%	\$ 3,609,216	\$ (3,500,250)	\$ 108,966

<b>Percentage Collected</b>	<b>95.91%</b>
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**Viera East**  
**Community Development District**  
**Golf Course/Recreation Fund - Operations**  
**Prior Month/Year Comparison**

	Actuals		Actuals		Year to Date		Year to Date		Variance
	4/30/20	4/30/21	4/30/21	Variance	4/30/20	4/30/21	4/30/21	Variance	
<i>Revenues:</i>									
Greens Fees	\$ 104,181	\$ 165,529	\$ 61,347	\$ 191,975	\$ 850,801	\$ 1,042,776	\$ 191,975		
Gift Cards - Sales	\$ 213	\$ 862	\$ 650	\$ 2,286	\$ 5,021	\$ 7,307	\$ 2,286		
Gift Cards - Usage	\$ (795)	\$ (2,108)	\$ (1,314)	\$ (3,434)	\$ (9,634)	\$ (13,068)	\$ (3,434)		
Season Advance/Trail Fees	\$ 18,542	\$ 18,207	\$ (335)	\$ 15,779	\$ 128,651	\$ 144,430	\$ 15,779		
Associate Memberships	\$ 2,133	\$ 3,160	\$ 1,027	\$ 6,794	\$ 26,307	\$ 33,101	\$ 6,794		
Driving Range	\$ 8,212	\$ 7,463	\$ (749)	\$ 9,356	\$ 44,657	\$ 54,013	\$ 9,356		
Golf Lessons	\$ 175	\$ 175	\$ -	\$ -	\$ 1,225	\$ 1,225	\$ -		
Merchandise Sales	\$ 10,715	\$ 11,856	\$ 1,141	\$ 4,451	\$ 67,000	\$ 71,450	\$ 4,451		
Restaurant	\$ 3,061	\$ 3,225	\$ 164	\$ 6,282	\$ 16,839	\$ 23,122	\$ 6,282		
Special Assessments - Operations	\$ 1,877	\$ 1,519	\$ (358)	\$ (2,506)	\$ 13,141	\$ 10,635	\$ (2,506)		
Miscellaneous Income	\$ 1,983	\$ 113	\$ (1,870)	\$ (13,294)	\$ 16,813	\$ 3,520	\$ (13,294)		
<b>Total Revenues</b>	<b>\$ 150,298</b>	<b>\$ 210,000</b>	<b>\$ 59,702</b>	<b>\$ 217,689</b>	<b>\$ 1,160,821</b>	<b>\$ 1,378,510</b>	<b>\$ 217,689</b>		
<i>Expenditures:</i>									
Golf Course Expenditures	\$ 9,646	\$ 13,083	\$ (3,437)	\$ 4,772	\$ 81,995	\$ 77,224	\$ 4,772		
Restaurant	\$ 193	\$ 219	\$ (27)	\$ (85)	\$ 1,350	\$ 1,435	\$ (85)		
Golf Operations	\$ 41,343	\$ 30,488	\$ 10,855	\$ 10,224	\$ 236,209	\$ 225,985	\$ 10,224		
Merchandise Sales	\$ 8,297	\$ 6,058	\$ 2,239	\$ (4,983)	\$ 44,021	\$ 49,004	\$ (4,983)		
Golf Course Maintenance	\$ 85,909	\$ 67,785	\$ 18,124	\$ 91,965	\$ 584,107	\$ 492,143	\$ 91,965		
Administrative	\$ 12,325	\$ 14,123	\$ (1,797)	\$ (8,162)	\$ 86,504	\$ 94,666	\$ (8,162)		
<b>Total Expenditures</b>	<b>\$ 157,713</b>	<b>\$ 131,756</b>	<b>\$ 25,957</b>	<b>\$ 93,730</b>	<b>\$ 1,034,186</b>	<b>\$ 940,456</b>	<b>\$ 93,730</b>		
<b>Operating Income/(Loss)</b>	<b>\$ (7,415)</b>	<b>\$ 78,244</b>	<b>\$ 85,659</b>	<b>\$ 311,419</b>	<b>\$ 126,635</b>	<b>\$ 438,054</b>	<b>\$ 311,419</b>		



**Viera East  
Community Development District  
Detailed Rounds of Golf Report  
Apr-21**

<b>Rounds of Golf</b>				
	Monthly		Year to Date	
<b><u>Paid Rounds</u></b>				
Rounds of Golf- Associate Member	820	15%	5,540	16%
Rounds of Golf- CDD Resident	901	16%	4,931	14%
Rounds of Golf- Public	1,998	36%	11,353	32%
Rounds of Golf- Golf Now / EZ Links	619	11%	4,761	14%
Rounds of Golf- Tournaments	78	1%	80	0%
Rounds of Golf- Misc	-	0%	-	0%
Rain Check Issued	(104)	-2%	(557)	-2%
<b>Total Paid Rounds</b>	<b>4,312</b>		<b>26,108</b>	
<b><u>Member Rounds</u></b>				
Rounds of Golf- Members	854	15%	5,909	17%
<b>Total Member Rounds</b>	<b>854</b>		<b>5,909</b>	
<b><u>Comp Rounds</u></b>				
Rounds of Golf- Staff/Comp	78	1%	597	2%
Rounds of Golf- Other Comp	70	1%	667	2%
<b>Total Comp Rounds</b>	<b>148</b>		<b>1,264</b>	
Rounds of Golf- GolfNow/EZ Links	264	5%	1,965	6%
<b>TOTAL ROUNDS OF GOLF</b>	<b>5,578</b>	<b>100%</b>	<b>35,246</b>	<b>100%</b>

PY - PREVIOUS YEAR			
PY Monthly	PY Year to Date	Vs. PY Monthly	Vs. PY Year to Date
448	3,538	372	2,002
840	5,664	61	(733)
1,543	11,493	455	(140)
284	1,625	335	3,136
0	0	78	80
0	0	0	0
(36)	(405)	(68)	(152)
<b>3,079</b>	<b>21,915</b>	<b>1,233</b>	<b>4,193</b>
950	5,508	(96)	401
<b>950</b>	<b>5,508</b>	<b>(96)</b>	<b>401</b>
147	1,066	(69)	(469)
105	928	(35)	(261)
<b>252</b>	<b>1,994</b>	<b>(104)</b>	<b>(730)</b>
246	1,775	18	190
<b>4,527</b>	<b>31,192</b>	<b>1,051</b>	<b>4,054</b>

<b>Revenues</b>				
	Monthly		Year to Date	
<b><u>Greens Fee Revenue</u></b>				
Rounds of Golf- Associate Member	\$33,322	21%	\$188,934	18%
Rounds of Golf- CDD Resident	\$28,574	18%	\$207,529	20%
Rounds of Golf- Public	\$75,083	47%	\$546,333	53%
Rounds of Golf- Golf Now / EZ Links	\$22,867	14%	\$96,466	9%
Rounds of Golf- Tournaments	\$2,613	2%	\$2,679	0%
Rounds of Golf- Misc	\$0	0%	\$0	0%
Rain Check Issued	(\$3,386)	-2%	(\$17,674)	-2%
<b>TOTAL GREENS FEE REVENUE</b>	<b>\$159,073</b>	<b>100%</b>	<b>\$1,024,267</b>	<b>100%</b>

PY Monthly	PY Year to Date	Vs. PY Monthly	Vs. PY Year to Date
\$17,474	\$150,919	\$15,848	\$38,015
\$24,167	\$195,794	\$4,407	\$11,735
\$50,006	\$408,503	\$25,077	\$137,830
\$10,469	\$64,875	\$12,398	\$31,591
\$0	\$0	\$2,613	\$2,679
\$0	\$0	\$0	\$0
(\$824)	(\$11,307)	(\$2,562)	(\$6,367)
<b>\$101,292</b>	<b>\$808,784</b>	<b>\$57,781</b>	<b>\$215,483</b>

<b>Average \$ per Round of Golf</b>		
	Monthly	Year to Date
<b><u>Average \$ per round of Golf</u></b>		
Rounds of Golf- Associate Member	\$40.64	\$34.10
Rounds of Golf- CDD Resident	\$31.71	\$42.09
Rounds of Golf- Public	\$37.58	\$48.12
Rounds of Golf- Golf Now / EZ Links	\$36.94	\$20.26
Rounds of Golf- Tournaments	\$33.50	\$33.49
Rounds of Golf- Misc	\$0.00	\$0.00
Rain Check Issued	\$32.56	\$31.73
<b>TOTAL - Average \$ per round of Golf</b>	<b>\$36.89</b>	<b>\$39.23</b>

PY Monthly	PY Year to Date	Vs. PY Monthly	Vs. PY Year to Date
\$39.00	\$42.66	\$1.63	(\$8.55)
\$28.77	\$34.57	\$2.94	\$7.52
\$32.41	\$35.54	\$5.17	\$12.58
\$36.86	\$39.92	\$0.08	(\$19.66)
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\$22.89	\$27.92	\$9.67	\$3.81
<b>\$32.90</b>	<b>\$36.91</b>	<b>\$3.99</b>	<b>\$2.33</b>

	Monthly	Year to Date
<b>Membership Revenue</b>	<b>\$18,206</b>	<b>\$144,428</b>
Average \$ per round of Golf	\$21.32	\$24.44

PY Monthly	PY Year to Date	Vs. PY Monthly	Vs. PY Year to Date
\$18,542	\$128,647	(\$336)	\$15,781
\$19.52	\$23.36	\$1.80	\$1.09



# AUDIT COMMITTEE MEETING

## SECTION III

# SECTION A

**VIERA EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**Annual Audit Services for Fiscal Year 2021  
Brevard County, Florida**

**INSTRUCTIONS TO PROPOSE**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than **Friday, August 13, 2021, at 2:00 P.M.**, at the offices of District Manager, located 219 East Livingston Street, Orlando, FL 32801. Proposals will be publicly opened at that time.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Submit seven (7) copies and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services - Viera East Community Development District" on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for Fiscal Year 2021, 2022, 2023, 2024, 2025. The District intends to enter into five (5) separate one-year agreements.
- E. Provide a proposed schedule for performance of the audit.

**SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

## **AUDITOR SELECTION EVALUATION CRITERIA**

**1. *Ability of Personnel.* (20 Points)**

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

**2. *Proposer's Experience.* (20 Points)**

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

**3. *Understanding of Scope of Work.* (20 Points)**

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

**4. *Ability to Furnish the Required Services.* (20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

**5. *Price.* (20 Points)**

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

# SECTION B

**VIERA EAST  
COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Viera East Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the **Fiscal Year ending September 30, 2021, with an option for four additional annual renewals.** The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in **Brevard** County and has a general administrative operating fund, a recreation operating fund and a debt service fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 219 East Livingston Street, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside "**Auditing Services - Viera East Community Development District.**" Proposals must be received by **Friday, August 13, 2021, 2:00 P.M.**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

Jason Showe  
Governmental Management Services - Central Florida, LLC  
District Manager