RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2024/2025; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors ("Board") of the Chaparral of Palm Bay Community Development District ("District") prior to June 15, 2024 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("Proposed Budget"); and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT:

- 1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, 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**. The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE:

August 19, 2024

HOUR:

8:30 a.m.

LOCATION:

Fairfield Inn & Suites 4355 W. New Haven Ave. Melbourne, Florida 32904

- 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 City of Palm Bay 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 Proposed Budget on the District's website at least 2 days before the budget hearing date 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 by Florida law.
- 6. **EFFECTIVE DATE**. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON MAY 20, 2024.

Attest:

Chaparral of Palm Bay Community Development District

Print Name: Long B Vunce In.
Secretary / Assistant Secretary

Print Name: My Chawl Gwoon
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2024/2025

CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT FY 2025 PROPOSED BUDGET - GENERAL FUND (O&M)

I.	REVENUE	FY 2020 ACTUAL		FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	FY 2024 ACTUAL 03.31,2024	FY 2025 PROPOSED	VARIANCE
**	GENERAL FUND REVENUE - ASSESSMENTS	s .		678	S 51,815	e s	\$ 510,877	\$ 241,520	\$ 658,978	\$ 148,101
	DEVELOPER FUNDING & BUILDER LOT CLOSING PROPATIONS	37,884	1 -	128,073	201,880	353,684	3 510,677	58,637	3 038,978	3 140,101
	INTEREST	37,004		120,075	201,000	333,004		54,057		
	TOTAL REVENUE	37,884	†	128,751	253,695	353,684	510.877	300,157	658,978	148,101
II.	EXPENDITURES	218001	T	120(7.0.1	2001030	DED(GG 1	270877	Buolin.	02,042,74	240,102
	GENERAL ADMINISTRATIVE		T							
	SUPERVISORS COMPENSATION (3 Supervisors- 8 Meetings)	1,298		204	2,385	370	4,800	-	4,800	
	PAYROLL TAXES	92		-	300	164	367.2		367	
	PAYROLL PROCESSING	-		42	230	150	490		490	2.
	MANAGEMENT CONSULTING SERVICES	3,500		21,000	21,000	19,875	48,000	24,342	48,000	
	CONSTRUCTION ACCOUNTING SERVICES	4,500		3,500	3,500	3,312	50			
	PLANNING, COORDINATING & CONTRACT SERVICES	6,000		36,000	36,000	34,071				
	ADMINISTRATIVE SERVICES	600	1	3,600	3,600	3,407	3,600	1,500	3,600	
	BANK FEES	54	1	158			300		300	
	AUDITING SERVICES			29	3,465	3,500	3,600		3,800	200
	TRAVEL PER DIEM	172	1	336	263	2,005	500	1,167	2,000	1,500
	INSURANCE (increase for amneity going live - do we have any hardscape to add policy)	5,100	1	64	2,902	4,354	24,300	7,816	13,811	(10,489)
	REGULATORY AND PERMIT FEES	175	1	175	200	175	175	175	175	*3
	LEGAL ADVERTISEMENTS	2,904	1	3,768	2,914	4,190	3,500	29	3,500	- 3
	ENGINEERING SERVICES	2,178	1	3,771	1,168	915	5,500		5,500	
	LEGAL SERVICES	2,162	1	9,581	8,968	11,754	7,000	1,940	7,000	•5
	PERFORMANCE & WARRANTY BOND PREMIUM			35						
	WEBSITE HOSTING	326	1	2,015	2,015	2,488	2,015	1,723	2,015	- 6
	MEETING ROOM RENTAL	75	1	300	246	750	800	-	800	
	ADMINISTRATIVE CONTINGENCY			32	645	343	2,500	1,581	17,500	15,000
	TOTAL GENERAL ADMINISTRATIVE	29,135		84,408	89,801	91,823	107,447	40,293	113,658	6,211

CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT FY 2025 PROPOSED BUDGET - GENERAL FUND (O&M)

DEBT ADMINISTRATION: DISSEMINATION AGENT TRUSTEE FEES ARBITRAGE TOTAL DEBT ADMINISTRATION PHYSICAL ENVIRONMENT EXPENDITURES COMPREHENSIVE FIELD SERVICES STREETPOLE LIGHTING ELECTRICITY (IRRIGATION & POND PUMPS) WATER LANDSCAPING MAINTENANCE LANDSCAPE REPLINISHMENT IRRIGATION MAINTENANCE POND MAINTENANCE ENTRY FEATURES GATE & CAMERA MONITORING GATE REPAIRS AND MAINTENANCE PET WASTE REMOVAL CONTINGENCY FOR PHYSICAL ENVIRONMENT

TOTAL PHYSICAL ENVIRONMENT EXPENDITURES

FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	FY 2024 ACTUAL 03.31.2024	FY 2025 PROPOSED	VARIANCE
30	5,000	5,000	5,066	6,000		6,000	
	3,574	6,752	7,004	7,004	12	7,004	- 5
150			475	750		750	
150	8,574	11,752	12,545	13,754	E E	13,754	
35	2,312	7,804	8,013	8,016	4,006	8,016	
3.83	847	21,351	29,400	99,400	20,375	158,650	59,250
39		2,205	6,854	16,100	6,099	18,000	1,900
· ·	- 4	3,947	8,912	8,600	55	8,600	
- 4	32,585	102,014	152,813	166,560	95,813	210,000	43,440
	-	1 4	-	10,000		10,000	
		545	2,810	6,000	806	10,000	4,000
-	-		75	25,880		30,000	4,120
:31	:=			3,000		15,000	12,000
2	-		27	1,320	2,455	3,500	2,180
39		*		10,000		10,000	
(3)	(3)		74	4,800	9	4,800	
1,860		1,090	5,971	10,000	2	25,000	15,000
1,860	35,744	138,956	214,773	369,676	129,609	511,566	141,890

CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT FY 2025 PROPOSED BUDGET - GENERAL FUND (O&M)

AMENITY CENTER OPERATIONS

POOL MAINENANCE
AMENITY CENTER INTERNET
AMENITY CENTER ELECTRIC
AMENITY CENTER WATER
JANITORIAL MAINTENANCE
SECURITY ACCESS CONTROL
PEST CONTROL
POOL PERMITS
AMENITY CONTINGENCY

TOTAL AMENTIY CENTER OPERATIONS

TOTAL EXPENDITURES

III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES

FUND BALANCE - BEGINNING

FUND BALANCE - ENDING

FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	FY 2024 ACTUAL 03.31.2024	FY 2025 PROPOSED	VARIANCE
1.00							- 3
	- 3		18			1.0	
		5≆	1,339			- 2	
1.2	3,193	===	14	27	2	120	
72			54	- 6	3		- 5
	3	8,610	14,685			3	
	15						
	2,031		137	20,000		20,000	
	5,224	8,610	16,161	20,000		20,000	
31,145	133,950	249,119	335,302	510,877	169,902	658,978	148,101
6,739	(5,199) 6,739	4,576 1,540	18,382 6,116	24,498	130,255	24,498	24,498
6,739		S 6,116					S 24,498

STATEMENT 2

Chaparral of Palm Bay Community Development District - Contract Summary

FINANCIAL STATEMENT CATEGORY	VENDOR	COMMENTS/SCOPE OF SERVICE	Å	NNUAL	
ENERAL ADMINISTRATIVE:					
SUPERVISORS COMPENSATION	Board of Supervisors	Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year assumes - 3 Board Members per Meeting , 8 Meetings Considered Chairman waives compensation as the fourth Supervisor	s	4,80	
PAYROLL TAXES	Payroll	Amount is for employer taxes related to the payrol calculated at 7.65% Of BOS Payroll	s	36	
PAYROLL PROCESSING	Innovative	Amount is assessed at \$55 Per Payroll Plus Year End Processing of \$50 for the processing of payroll related to Supervisor compensation	s	49	
MANAGEMENT CONSULTING SERVICES	BREEZE	The District received Management, Accounting and Assessment services as part of a Management Agreement	s	48,00	
CONSTRUCTION ACCOUNTING SERVICES	BREEZE	Construction accounting services are provided for the processing of requisitons and funding request for the District.	5	(2)	
PLANNING & COORDINATING SERVICES	BREEZE	Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with the maintenance & construction of District infrastructure	s	S#8	
ADMINISTRATIVE SERVICES	BREEZE	Pursuant to District Management Contract for services related to administration functions of the District such as agenda processing, public records request, etc.	s	3,60	
BANK FEES	Bank United	Fees associated with maintaining the District's bank accounts and the ordering of cheeks	s	30	
AUDITING	DIBARTOLOMEO	Florida Statute mandates an audit of its financial records to be performed on an annual basis by an independent Certified Public Accounting firm.	s	3,80	
TRAVEL PER DEIM	Misc	Estimated for Supervisor travel to and from District meetings			
INSURANCE	EGIS	The Districts General Liability, Public Officials and Property insurance is with EGIS Insurance and Risk Advisors. They specialize in providing insurance coverage to governmental agencies. The budgeted amount is based on estimates received fro EGIS.			
REGULATORY AND PERMIT FEES	Florida Dept of Economic Opportunity	The District is required to pay an annual fee of \$175 to the Department of Community Affairs	s	17	
LEGAL ADVERTISEMENTS	Local Newspaper	The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation	s	3,50	
ENGINEERING SERVICES	Stantec	The District Engineer provides general engineering services to the District; i.e. attendance and preparation for monthly board meetings, review of contractor plans and invoices, and other specifically requested assignments.	s	5,50	
LEGAL SERVICES	Strayley, Robin Vericker	The District's attoriey provides general legal services to the District; i.e. attendance and preparation for monthly Board meetings, teview of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Superviros and the District Manager	s	7,00	
WEBSITE HOSTING	The District is mandated to post on the internet the approved and adopted budgets as well as agendas and other items in accordance with State requirements. Campus Suite -\$1,515 includes website compliance and remediation of 750 documents as well as \$500 for District Manager upload and oversight		\$	2,01	
MEETING ROOM RENTAL	Mariott	In accordance with Florida Statute 190.006, the District is required to host meetings where the District is located. The District reserve rental in a facility accessible to residents and residing within the County	\$	800	

STATEMENT 2

Chaparral of Palm Bay Community Development District - Contract Summary

FINANCIAL STATEMENT CATEGORY	VENDOR	COMMENTS/SCOPE OF SERVICE		ANNUAL
ADMINISTRATIVE CONTINGENCY		Estimated for items not known and considered in the addministrative allocations	s	17,50
DEBT SERVICE ADMINISTRATION:				
DISSEMINATING AGENT	LERNER	The District is required by the Securities & Exchange Commission to comply with Rule 15c2-12(b)-(5) which relates to additional reporting requirements for bond issues. The budgeted amount is based on standard fees charged for this service.	s	6,00
TRUSTEE FEES	US BANK	The District deposits amounts related to a Bond Series with a Trustee stipulated in the trust indenture. The annual trustee fees are based on fees estimated by the Trustee for the 2021 A1 and A2	s	7,00
ARBITRAGE	LLS	The District receives services from an indepdendent specialist to calculate the District's Arbitrage Rebate Liability on respective bond issuances. Confirmed with LLS for arbitrage related to the 2017A Bonds - rebate is calcualted by end of July	s	75
HYSICAL ENVIRONMENT:				
COMPREHENSIVE FIELD SERVICES	BREEZE	Directs day to day operations and oversees field services technician. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security, manage of RFP for ongoing maintenance, prepare written monthly reports to the Board, including travel for field technician.	s	8,01
STREETPOLE LIGHTING	Gig Fiber, LLC	It is anticipated that be the end of FY 2024 there will be a total 104 streetlights installed with a total installed of 104 by 12/30/2024 as well. It is further anticipated that an additional 175 streetlights will be installed by 09/30/2025. The Deposit for the additional 175 is \$100 per streetlight.	s	158,65
ELECTRICITY (IRRIGATION & POND PUMPS)	FPL	Estimated for electrical services related to the irrigation and pond pumps. There is one meter locate at 1694 Mahabar at an average cost of \$925 morthly, Included an additional \$5,000 for any additional landscape that may be coming on	s	18,00
WATER	City of Palm Bay	Estimated water utility services related to the operations of the District for the meter located at 90 Abiliere Dr The average monthly cost is \$300 for this meter. It is anticipated that costs will increase due to any additional landscape added	s	8,60
LANDSCAPING MAINTENANCE	Brightview Landscape	The landscape professional provides monthly services that include mowing, edging, line trimming, pruning, blowing and small debris pickup, as well as bed weed control as well as chemical and horticultural maintenance. Also included are monthly irrigation maintenance checks.	s	210,00
LANDSCAPE REPLINISHMENT	Brightview Landscape	Landscape replinishment as needed	S	10,00
IRRIGATION MAINTENANCE	Brightview Landscape	The maintenance and repair of the irrigation system as needed	s	10,00
		The District is contracting with the vendor to provide maintenance of the 11 ponds in the District. Additional pond treatments may be needed to address midge flies and possible fish stocking	s	30,00
ENTRY FEATURES		Estimated for The maintenance and repair of the entry features as needed	s	15,000
GATE & CAMERA MONITORING	DC Integrations	Basic programming and monitoring of the camera system	s	3,50
GATE REPAIRS & MAINTENANCE		Estimated for the repairs and maintenance associated with gate repairs and monitoring	s	10,00

STATEMENT 2

Chaparral of Palm Bay Community Development District - Contract Summary

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL		
PET WASTE REMOVAL	Brightview	The contractor will provide for the servicing of 2 pet waste stations in the District as well as the provision of waste removal bags. The District will be considering the addition of 3 stations at an increased amount of \$200 per morth. Additional stations approximate \$400 each to purchase and is reflected in the overall budgeted amount.	s	4,800
PHYSICAL ENVIRONMENT CONTINGENCY	Contimgency	Additional maintenance added with new areas coming online and maintenance of such items	s	25,000
AMENITY:				
POOL MAINTENANCE		Maintenance program for pool expected in FY '24/25	s	©
AMENITY CENTER INTERNET		Internet is estimated to be approximately \$175 per month	s	**
AMENTIY CENTER ELECTRIC		Electric estimated to be \$475 pe rmonth	s	
AMENITY CENTER WATER		Water is estimated to be \$375 per month	s	31
JANITORIAL MAINTENANCE		Maintenance program for pool expected in FY '24/25	s	- 1
SECURITY ACCESS CONTROL		COST FOR CAMERAS, ACCESS SYSTEM MANAGEMENT OF AMENITY CENTER	s	396
AMENITY PEST CONTROL		Pest control estimated for the amenity center	s	3.58
POOL PERMITS			s	3
Amenity Contingency		As needed for any amenity features	s	20,000

STATEMENT 2 CHAPARRAL OF PALM BAY CDD FY 2025 PROPOSED GENERAL FUND BUDGET O&M ASSESSMENT ALLOCATION

A. ERU Assignment

Approx Lot Width	Assigned ERU	Lot Count	Total ERU	% ERU
40'	0.80	195	156.00	36.2%
50'	1.00	275	275.00	63.8%
total		470	431.00	100.0%

B. Expenditures (O&M Assessment)

Total Expenditures (net) \$ 658,978.20

County collection charges & early pmt. Disc. \$ 42,062.44

Total O&M Assessment, if all ON Roll (gross) \$ 716,280.65

Total ERUs in District 431.00

O&M Assessment per ERU (Gross) \$ 1,661.90

O&M Assessment per ERU (Net) \$ 1,528.95

C. Assessment Allocation

Table 1 - Proposed FY 2025 Allocation of AR (as if all On-Roll)

			Net	14	otal Net		Gross	To	tal Gross
Approx Lot Width	Assigned ERU	A	ssmt/Lot		Assmt	z)	ssmt/Lot		Assmt
40'	0.80	\$	1,223	\$	238,516	\$	1,329.52	\$	259,257
50'	1.00	\$	1,529	\$	420,462	\$	1,661.90	\$	457,024
total				\$	658,978			\$	716,281

Table 2 - Adopted FY 2024 Allocation of AR (as if all On-Roll)

Approx Lot Width	Assigned ERU	Net Assmt/Lot	Total Net Assmt	Gross Assmt/Lot	Total Gross Assmt
40'	0.80	\$ 948	\$ 184,911	\$ 1,030.72	\$ 200,991
50'	1.00	\$ 1,185	\$ 325,966	\$ 1,288.40	\$ 354,311
total			\$ 510,877		\$ 555,301

3. Difference between Proposed O&M FY 2025 and Current FY 2024

 FY 2025
 Current FY
 % Change
 \$ Change

 TOTAL EXPENDITURES - NET:
 \$ 658,978.20
 \$510,877
 28.99%
 \$ 148,101

	FY 2024 Net	Proposed FY 2025 Net	27.27		
Lot Width	Assmt/Unit			V 55 10 10	9
40'	\$ 948	\$ 1,223	\$274.90	\$22.91	28.99%
50'	\$ 1,185	\$ 1,529	\$343.62	\$28.64	28.99%

FOOTNOTE:

Developer will enter into an O&M deficit funding agreement for the FY 2024/2025 budget to cover any shortfalls in the budget. Developer will fund budget deficits based on actual expenditures that exceed actual revenues as needed

STATEMENT 3 CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE SCHEDULES

	SERIES			TOTAL
		2020A-1	FY	24 BUDGET
REVENUE				
SPECIAL ASSESSMENTS - ON ROLL - GROSS	\$	264,742	\$	264,742
SPECIAL ASSESSMENTS - OFF ROLL - NET		9	\$	
LESS: EARLY PAYMENT DISCOUNT		(10,590)		(10,590)
TOTAL REVENUE		254,152		254,152
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES		10,590		10,590
INTEREST EXPENSE				
May 1, 2025		75,444		75,444
November 1, 2025		74,094		74,094
PRINCIPAL RETIREMENT				
May 1, 2025		90,000		90,000
TOTAL EXPENDITURES		250,127		250,127
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES		4,025		4,025
FUND BALANCE - ENDING (REVENUE TRUST ACCOUNT	\$	4,025	\$	4,025

Table 1. Series 2020A-1 Allocation of Maximum Annual Debt Service (GROSS MADS)

LOT WIDTH	LOTS	ERU	Total ERU	% ERU	TOTAL ASSMTS	ASSMT / LOT
40'	147	0.80	118.1	48.8%	\$129,123	\$878.39
50'	124	1.00	124.0	51.2%	\$135,619	\$1,093.70
Total	271		242.1	100.0%	\$264,742	

Soudakoff, Boris

From:

Hayes, Jill J

Sent:

Monday, June 3, 2024 8:22 AM

To:

Soudakoff, Boris

Subject:

Soudakon, Bons

Attachments:

FW: Chaparral of Palm Bay Approved Preliminary Budget FY 2024-2025 Chaparral of Palm Bay Approved Preliminary Budget FY 2024-2025.pdf

From: Airra llagan <airra@breezehome.com>

Sent: Friday, May 31, 2024 4:14 PM

To: Hayes, Jill J < Jill. Hayes@brevardfl.gov>

Cc: Kaylee Roach <Kaylee@breezehome.com>; Larry Krause <larry@breezehome.com>; Patricia Comings-Thibault

<Patricia@breezehome.com>

Subject: Chaparral of Palm Bay Approved Preliminary Budget FY 2024-2025

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hi Ms. Hayes,

Please see the attached adopted preliminary FY 2024-2025 Chaparral of Palm Bay budget for your records.

Let me know if you have any questions.

Thank you,

Airra Ilagan

Coordinator

813.565.4663

Airra@BreezeHome.com

www.BreezeHome.com