Tranquility Community Development District

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

May 13, 2024

Brevard County Manager

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

City of Titusville Manager

Mr. Scott Larese P.O. Box 2806 Titusville, FL 32781

Re:

Tranquility Community Development District

Proposed Budget Fiscal Year 2025

Dear Managers:

In accordance with chapter 190.008 (2)(b), Florida Statutes, enclosed please find one copy of the District's proposed budget for the Fiscal Year 2025 for purposes of disclosure and information only. The District will schedule a public hearing not less than 60 days from the date of this letter for adoption of the same. Should you have any questions regarding the enclosed, please feel free to contact me.

Sincerely,

Brittany Brookes Recording Secretary

Enclosures

RECEIVED

MAY 16 2024

County Manager's Office

Community Development District

Proposed Budget FY2025

GMS

Table of Contents

1	General Fund
2-4	General Fund Narrative

Community Development District

Proposed Budget General Fund

Description	Adopted Budget FY2024		Actuals Thru 3/31/24		Projected Next 6 Months		Total Thru 9/30/24		Proposed Budget FY2025	
Revenues										
Developer Contributions	\$	140,021	\$	22,905	\$	63,775	\$	86,680	\$	142,891
Total Revenues	\$	140,021	\$	22,905	\$	63,775	\$	86,680	\$	142,891
Expenditures										
General & Administrative										
Supervisor Fees	\$	12,000	\$	1,000	\$	2,200	\$	3,200	\$	12,000
FICA Expense	\$	900	\$	77	\$	168	\$	245	\$	900
Engineering	\$	15,000	\$	1,150	\$	7,500	\$	8,650	\$	15,000
Attorney	\$	25,000	\$		\$	12,500	\$	12,500	\$	25,000
Annual Audit	\$	6,000	\$	3,200	\$	3	\$	3,200	\$	6,000
Assessment Administration	\$	5,000	\$	*	\$	*	\$	2	\$	5,000
Arbitrage	\$	450	\$	*	\$		\$	*	\$	450
Dissemination	\$	5,000	\$:	\$	5	\$	9	\$	5,000
Trustee Fees	\$	4,071	\$		\$	-	\$	-	\$	4,071
Management Fees	\$	40,000	\$	20,000	\$	20,000	\$	40,000	\$	42,500
Information Technology	\$	1,800	\$	900	\$	900	\$	1,800	\$	1,890
Website Maintenance	\$	1,200	\$	600	\$	600	\$	1,200	\$	1,260
Telephone	\$	300	\$	×	\$	¥	\$	2	\$	300
Postage & Delivery	\$	1,000	\$	16	\$	500	\$	516	\$	1,000
Insurance	\$	5,500	\$	5,200	\$	€	\$	5,200	\$	5,720
Printing & Binding	\$	1,000	\$	3	\$	500	\$	503	\$	1,000
Legal Advertising	\$	10,000	\$	445	\$	6,000	\$	6,445	\$	10,000
Other Current Charges	\$	5,000	\$	233	\$	2,500	\$	2,733	\$	5,000
Office Supplies	\$	625	\$	1	\$	313	\$	313	\$	625
Dues, Licenses & Subscriptions	\$	175	\$	175	\$	<u></u>	\$	175	\$	175
Total Expenditures	\$	140,021	\$	33,000	\$	53,680	\$	86,680	\$	142,891
Excess Revenues/(Expenditures)	\$	YOU S	\$	(10,094)	\$	10,094	\$	E WEE	\$	

Community Development District

General Fund Budget

Revenues:

Developer Contributions

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

Expenditures:

General & Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

FICA Expense

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

Engineering

The District's engineer, Honeycutt & Associates, Inc provides general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

<u>Attorney</u>

The District's legal counsel, Cob Cole, provides general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

<u>Annual Audit</u>

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

Assessment Administration

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District. Governmental Management Services – Central Florida, LLC provides these services.

<u>Arbitrage</u>

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on an anticipated bond issuance.

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 unrated bond issues. This cost is based upon an anticipated bond issuance. Governmental Management Services – Central Florida, LLC provides these services.

Trustee Fees

The District will incur trustee related costs with the issuance of its' issued bonds.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services – Central Florida, LLC provides these services.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services – Central Florida, LLC provides these services.

Telephone

Telephone and fax machine.

Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

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

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

Community Development District

General Fund Budget

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Other Current Charges

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

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. Governmental Management Services – Central Florida, LLC provides these services.

Dues, Licenses & Subscriptions

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