



**AGENDA REQUEST**

**TO:** Board of Supervisors  
Brownwood Community Development District

**FROM:** Brandy L. Cook, Budget Director

**DATE:** 9/12/2022

**SUBJECT:** Adoption of Resolution 2022-12: FY2022-23 Final Budget

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**ISSUE:**

Adoption of Resolution 2022-12 to approve the Fiscal Year 2022-23 Final Budget.

**ANALYSIS/INFORMATION:**

The District Manager prepared and submitted the Fiscal Year 2022-23 Proposed Budget to the Board of Supervisors at the June 13, 2022 meeting. Resolution 2022-11 was adopted at that time which approved the Fiscal Year 2022-23 Proposed Budget, proposed maintenance assessment rates and setting a public hearing for September 12, 2022 to approve the Fiscal Year 2022-23 Final Budget.

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

The Fiscal Year 2022-23 Final Budget is \$2,094,285, an increase of \$4,276 from the Proposed Budget approved in June. The accounts with changes since the Proposed Budget are highlighted and explained within the packet. The increases include \$3,941 for electricity and \$335 for Project Wide Fees account due to final cost allocation adjustments.

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

**STAFF RECOMMENDATION:**

Staff recommends the Board adopt Resolution 2022-12 to approve the Fiscal Year 2022-23 Final Budget in the amount of \$2,094,285.

**MOTION:**

Move to adopt Resolution 2022-12 to approve the Fiscal Year 2022-23 Final Budget in the amount of \$2,094,285.

**ATTACHMENTS:**

Description	Type
<input type="checkbox"/> <a href="#">Resolution 2022-12: FY2022-23 Final Budget</a>	Cover Memo

**RESOLUTION 2022-12**

**A RESOLUTION TO APPROPRIATE FUNDS AND ADOPT THE FINAL BUDGET OF THE BROWNWOOD COMMUNITY DEVELOPMENT DISTRICT FOR FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023**

**WHEREAS**, the District Manager has prepared and submitted to the Board of Supervisors Proposed Budget for the forthcoming Fiscal Year 2022-23; and,

**WHEREAS**, the Board of Supervisors approved the Fiscal Year 2022-23 Proposed Budget at a public meeting on June 13, 2022 and set September 12, 2022 as the date for a public hearing with notice of the budget hearing published pursuant to section 190.008(2) (a), Florida Statutes; and,

**WHEREAS**, the District Board of Supervisors submitted to the local governing authorities, for purposes of disclosure and information only, the Fiscal Year 2022-23 Proposed Budget at least 60 days prior to adoption; and,

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

**WHEREAS**, a public hearing has been held on this 12<sup>th</sup> day of September, 2022 at which members of the general public were accorded the opportunity to speak prior to the approval of the final budget.

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

1. The operating budget proposed by the District Manager for Fiscal Year 2022-23 Is hereby approved for the amount as listed below:

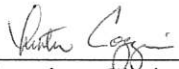
**Brownwood \$ 2,094,285**

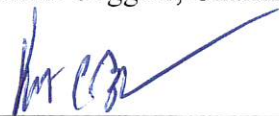
2. The Maintenance Assessments shall be levied at a rate based on the schedule attached as an exhibit to this resolution in the District's "Official Record of Proceedings." The annual Maintenance Assessment is based on square footage.

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

Adopted this 12<sup>th</sup> day of September, 2022.

BROWNWOOD COMMUNITY  
DEVELOPMENT DISTRICT

  
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Lester Coggins, Chairman

  
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Kenneth C. Blocker, Secretary

FISCAL YEAR 2022-23 BUDGET REPORT

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 07/31/22	2022-23 FINAL BUDGET
Fund: 50.151 BROWNWOOD						
ESTIMATED REVENUES						
325.214	CAM & ROAD MAINTENANCE ASSESSM	1,663,219	1,351,790	1,351,790	1,351,790	1,510,274
341.910	SALES TAX COLLECTION ALLOWANCE	14	0	0	28	0
341.917	INSURANCE REIMBURSEMENT	10,000	0	0	0	0
341.999	MISCELLANEOUS REVENUE	2,493	0	0	794	2,500
361.101	INT INCOME - CFB	3	0	0	108	0
361.102	INT INCOME - CASH EQUIV	3,114	4,400	4,400	10,406	0
361.306	FLGIT-UNREALIZED GAIN/LOSS	618	500	500	(8,657)	0
361.307	LTP UNREALIZED GAIN/LOSS	32,163	60,000	60,000	(110,634)	0
361.309	FLFIT-UNREALIZED GAIN/LOSS	(188)	0	0	(1,972)	0
361.310	VANGUARD-UNREALIZED GAIN/LOSS	(2,107)	0	0	0	0
361.407	LTP REALIZED GAIN/LOSS	36,304	0	0	40,618	0
361.409	FLFIT-REALIZED GAIN/LOSS	1,089	600	600	1,329	0
361.410	VANGUARD-REALIZED GAIN/LOSS	817	0	0	(4,701)	0
362.003	GROUND LEASE (T)	0	858	858	1,750	892
362.012	RENTS & LEASES/T-S	20,650	21,125	21,125	20,700	21,125
669.901	(ADD)/USE-WORKING CAPITAL	0	68,047	182,047	0	559,494
	TOTAL ESTIMATED REVENUES	1,768,189	1,507,320	1,621,320	1,301,559	2,094,285
APPROPRIATIONS						
311	MANAGEMENT FEES	198,369	198,369	198,369	165,309	207,448
312	ENGINEERING SERVICES	6,814	10,938	16,545	8,710	8,600
313	LEGAL SERVICES	3,199	4,000	4,000	4,370	5,000
319	OTHER PROFESSIONAL SVCS	12,071	18,912	18,912	9,734	19,494
322	AUDITING SERVICES	4,000	4,000	4,000	3,000	4,000
341	JANITORIAL SVCS	78,714	75,000	86,500	69,249	106,300
343	SYSTEMS MGMT SUPPORT	5,572	6,562	6,562	3,991	5,364
431	ELECTRICITY	33,995	39,571	39,571	31,928	44,139
433	WATER & SEWER	7,805	8,065	8,065	7,028	8,309
434	IRRIGATION WATER	24,860	27,877	27,877	25,354	28,124
436	SOLID WASTE	3,686	3,535	3,535	3,196	4,039
444	STORAGE UNIT RENTAL	1,150	1,307	1,307	941	1,442
451	CASUALTY & LIABILITY INSUR	57,730	63,275	63,275	53,001	55,936
461	EQUIPMENT MAINTENANCE	0	250	250	0	0
462	BUILDING/STRUCTURE MAINT	149,731	111,819	107,896	90,659	471,339
463	LANDSCAPE MAINT-RECURRING	310,736	319,433	311,933	269,571	341,751
464	LANDSCAPE MAINT-NON RECURRING	32,652	75,700	75,700	74,581	87,400
468	IRRIGATION REPAIR	13,666	8,365	15,865	9,958	20,166
469	OTHER MAINTENANCE	152,150	155,640	253,956	193,456	232,639
493	PERMITS & LICENSES	175	175	175	175	175
497	LEGAL ADVERTISING	1,005	1,500	1,500	592	1,500
498	PROJECT WIDE FEES	225,730	224,638	224,638	187,200	257,207
499	MISC CURRENT CHARGES	12,611	16,000	18,500	18,500	28,500
522	OPERATING SUPPLIES	92	600	600	413	328
524	NON CAPITAL FF&E	5,445	38,800	38,800	22,568	58,000
912	TRANS TO OTHER ROADS	92,989	92,989	92,989	77,491	97,085
	TOTAL APPROPRIATIONS	1,434,947	1,507,320	1,621,320	1,330,975	2,094,285
	NET OF REVENUES/APPROPRIATIONS - FUND 50.151	333,242	0	0	(29,416)	0

**BROWNWOOD**  
**Combined Assessment Allocation Worksheet**  
**for the Year Ending September 30, 2023**

Building Name	Owner	SF Bldg	% Brownwood	FY 22-23 CAM Assessment (Main Square area only)	FY 22-23 ROAD Assessment (All BW)	% Project Wide Portion (All BW)	FY 22-23 Estimated Project Wide Allocation	FY 22-23 TOTAL CAM/PW & Road Assessment
				100%				
				3.00000	0.10000		\$ 256,872	
Palace Hotel	VOC	29,454	7.6417%	88,362.00	2,945.40	3.0338%	7,793.08	99,100.48
Manly Building	VOC	7,290	1.8913%	21,870.00	729.00	0.7509%	1,928.82	24,527.82
Rose Building	VOC	10,415	2.7021%	31,245.00	1,041.50	1.0728%	2,755.65	35,042.15
Wiechens Building	VOC	6,192	1.6065%	18,576.00	619.20	0.6378%	1,638.31	20,833.51
Schmid House	VOC	5,246	1.3610%	15,738.00	524.60	0.5404%	1,388.01	17,650.61
Bunk House	VOC	18,376	4.7676%	55,128.00	1,837.60	1.8928%	4,862.01	61,827.61
Barnstorm Theater	VOC	53,278	13.8227%	159,834.00	5,327.80	5.4878%	14,096.56	179,258.36
Parr Building	VOC	6,254	1.6226%	18,762.00	625.40	0.6442%	1,654.71	21,042.11
Keller Building	VOC	12,276	3.1849%	36,828.00	1,227.60	1.2645%	3,248.04	41,303.64
Berning Building	VOC	5,553	1.4407%	16,659.00	555.30	0.5720%	1,469.24	18,683.54
Ruby Building	VOC	14,822	3.8455%	44,466.00	1,482.20	1.5267%	3,921.68	49,869.88
Haroldson Building	VOC	13,147	3.4109%	39,441.00	1,314.70	1.3542%	3,478.50	44,234.20
Reyes Cigar Factory	VOC	30,459	7.9024%	91,377.00	3,045.90	3.1374%	8,058.99	102,481.89
Brownwood Building	VOC	22,955	5.9555%	68,865.00	2,295.50	2.3644%	6,073.55	77,234.05
Sumter Building	VOC	18,952	4.9170%	56,856.00	1,895.20	1.9521%	5,014.41	63,765.61
Thompson Building	VOC	12,120	3.1445%	36,360.00	1,212.00	1.2484%	3,206.77	40,778.77
Public Works Building	VOC	6,673	1.7313%	20,019.00	667.30	0.6873%	1,765.58	22,451.88
Goedken's Garage	VOC	10,500	2.7242%	31,500.00	1,050.00	1.0815%	2,778.14	35,328.14
Lester's Balt & Tackle	VOC	5,679	1.4734%	17,037.00	567.90	0.5850%	1,502.58	19,107.48
Estabrook Building	VOC	29,787	7.7281%	89,361.00	2,978.70	3.0681%	7,881.19	100,220.89
Brownwood Train Station	VOC	7,384	1.9157%	22,152.00	738.40	0.7606%	1,953.70	24,844.10
Sebald Saloon	VOC	5,145	1.3348%	15,435.00	514.50	0.5299%	1,361.29	17,310.79
Sandspur Ice Plant	VOC	7,332	1.9022%	21,996.00	733.20	0.7552%	1,939.94	24,669.14
St. Johns Courthouse	VOC	5,190	1.3465%	15,570.00	519.00	0.5346%	1,373.20	17,462.20
Hanson & Scott Furniture	VOC	40,960	10.6268%	122,880.00	4,096.00	4.2190%	10,837.40	137,813.40
<b>VOC Subtotal</b>		<b>385,439</b>	<b>100.0000%</b>	<b>1,156,317.00</b>	<b>38,543.90</b>	<b>39.7012%</b>	<b>101,981.34</b>	<b>1,296,842.24</b>
Grand Traverse Plaza	VSP	66,200		-	6,620.00	6.8188%	17,515.52	24,135.52
Brownwood Health Center	VSP	19,155		-	1,915.50	1.9730%	5,068.12	6,983.62
Center for Advanced Healthcare	VSP	234,987		-	23,498.70	24.2043%	62,174.02	85,672.72
The Brownwood Hotel & Spa	VSP	265,068		-	26,506.80	27.3027%	70,132.99	96,639.79
<b>TOTALS</b>	<b>CAM</b>	<b>385,439</b>	<b>100%</b>	<b>1,156,317</b>	<b>97,085</b>	<b>100.0000%</b>	<b>256,872</b>	<b>1,510,274</b>
	<b>ROAD/PW</b>	<b>970,849</b>						