

# **SPICEWOOD**

Community Development District

## ***Annual Operating and Debt Service Budget*** **Fiscal Year 2019**

Version 1 - Approved Tentative Budget  
(Approved at 4/25/2018 Meeting)

Prepared by:



**SPICEWOOD**

Community Development District

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# **SPICEWOOD**

Community Development District

## **Operating Budget**

Fiscal Year 2019

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU FEB-2018	PROJECTED JUNE SEPT-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
<b>REVENUES</b>						
Interest - Investments	\$ 1,447	\$ -	\$ 824	\$ 1,154	\$ 1,978	\$ -
Interest - Tax Collector	49	-	129	-	129	-
Special Assmnts- Tax Collector	154,601	154,603	139,473	15,130	154,603	154,603
Special Assmnts- Discounts	(5,250)	(6,184)	(5,477)	(151)	(5,628)	(6,184)
<b>TOTAL REVENUES</b>	<b>150,847</b>	<b>148,419</b>	<b>134,949</b>	<b>16,132</b>	<b>151,081</b>	<b>148,419</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
P/R-Board of Supervisors	3,200	7,000	1,200	1,800	3,000	7,000
FICA Taxes	245	536	92	138	230	536
ProfServ-Engineering	1,275	3,435	887	-	887	1,500
ProfServ-Legal Services	8,584	9,000	2,433	5,298	7,731	8,600
ProfServ-Mgmt Consulting Serv	20,450	21,064	8,777	12,287	21,064	21,696
ProfServ-Special Assessment	2,653	2,733	2,733	-	2,733	2,815
Auditing Services	4,773	4,750	-	4,750	4,750	4,750
Postage and Freight	29	205	15	35	50	50
Rental - Meeting Room	560	981	100	300	400	700
Insurance - General Liability	4,355	4,791	4,566	-	4,566	4,794
Printing and Binding	267	405	20	250	270	270
Legal Advertising	220	600	84	166	250	250
Misc-Assessmnt Collection Cost	1,494	1,546	1,337	151	1,488	1,546
Misc-Contingency	100	37,470	-	-	-	40,226
Misc-Web Hosting	1,000	1,030	429	601	1,030	1,061
Office Supplies	-	248	-	-	-	-
Annual District Filing Fee	175	175	175	-	175	175
<b>Total Administrative</b>	<b>49,380</b>	<b>95,969</b>	<b>22,848</b>	<b>25,776</b>	<b>48,624</b>	<b>95,969</b>
<i>Field</i>						
R&M-Grounds	-	12,500	-	-	-	12,500
Misc-Contingency	-	2,450	-	-	-	2,450
Misc-Security	23,729	36,500	12,493	24,007	36,500	36,500
Reserve - Playground	-	1,000	-	-	-	1,000
<b>Total Field</b>	<b>23,729</b>	<b>52,450</b>	<b>12,493</b>	<b>24,007</b>	<b>36,500</b>	<b>52,450</b>
<b>TOTAL EXPENDITURES</b>	<b>73,109</b>	<b>148,419</b>	<b>35,341</b>	<b>49,783</b>	<b>85,124</b>	<b>148,419</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2019 Proposed Budget

<u>ACCOUNT DESCRIPTION</u>	<u>ACTUAL FY 2017</u>	<u>ADOPTED BUDGET FY 2018</u>	<u>ACTUAL THRU FEB-2018</u>	<u>PROJECTED JUNE SEPT-2018</u>	<u>TOTAL PROJECTED FY 2018</u>	<u>ANNUAL BUDGET FY 2019</u>
Excess (deficiency) of revenues						
Over (under) expenditures	77,738	-	99,608	(33,650)	65,958	-
Net change in fund balance	<u>77,738</u>	<u>-</u>	<u>99,608</u>	<u>(33,650)</u>	<u>65,958</u>	<u>-</u>
<b>FUND BALANCE, BEGINNING</b>	233,165	310,903	310,903	-	310,903	376,861
<b>FUND BALANCE, ENDING</b>	<b><u>\$ 310,903</u></b>	<b><u>\$ 310,903</u></b>	<b><u>\$ 410,511</u></b>	<b><u>\$ (33,650)</u></b>	<b><u>\$ 376,861</u></b>	<b><u>\$ 376,861</u></b>

**Budget Narrative**  
Fiscal Year 2019**REVENUES****Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES****Administrative****P/R-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 is based upon all supervisors attending all the meetings. Seven meetings are scheduled.

**FICA Taxes**

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

**Professional Services-Engineering**

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments. Annual engineer's report as required by the bond indenture.

**Professional Services-Legal Services**

The District's Attorney, Billing, Cochran, Lyles provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

**Professional Services-Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services, Inc. Also includes cost of Information Technology (GASB 54 Compliant Software System), transcription services, records management and long term offsite records storage. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement, with a moderate 3% proposed increase.

**Professional Services-Special Assessments**

Administrative services to maintain the District's Assessments Roll including estoppels letters and reports to applicable agencies. A moderate 3% increase is proposed.

**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter.

**Budget Narrative**  
Fiscal Year 2019**EXPENDITURES****Administrative** (continued)**Postage and Freight**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

**Rental-Meeting Room**

Meetings are held at Somerset Academy Silver Palms. Rental fee per meeting. Seven meetings are scheduled.

**Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Florida Municipal Insurance Trust. They specialize in providing insurance coverage to governmental agencies. The budgeted amount allows for a projected increase in the premium.

**Printing and Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Legal Advertising**

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

**Miscellaneous-Assessment Collection Costs**

The District reimburses the Miami-Dade County Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 1% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 1% of the anticipated assessment collections.

**Miscellaneous-Contingency**

Unexpected expenditures that the District may incur.

**Miscellaneous-Web Hosting**

Web hosting of minutes to comply with new State Statutes. A moderate 3% increase is proposed.

**Office Supplies**

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

**Annual District Filing Fee**

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity.

**Budget Narrative**  
Fiscal Year 2019

<b>EXPENDITURES</b>
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**Field**

**R&M-Grounds**

For maintenance of areas District is responsible for but work is performed by Homeowners' Association.

**Miscellaneous-Contingency**

Unexpected expenditures that the District may incur.

**Miscellaneous-Security**

Security services for District paid to the Homeowners' Association, per HOA and Easement agreements.

**Reserve-Playground**

Reserve for future park equipment.



**Exhibit "A"**  
Allocation of Fund Balances

**AVAILABLE FUNDS**

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2019	\$ 376,861
Net Change in Fund Balance - Fiscal Year 2019	-
Reserves - Fiscal Year 2019 Additions	1,000
<b>Total Funds Available (Estimated) - 9/30/19</b>	<b>377,861</b>

**ALLOCATION OF AVAILABLE FUNDS**

***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital	36,855	(1)
Reserve - Playground		
Prior Years Funding	7,000	
FY 2019 Reserve	1,000	8,000

<b>Total Allocation of Available Funds</b>	<b>44,855</b>
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<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 333,006</b>
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**Notes**

(1) Represents approximately 3 months of operating expenditures, net reserves.

**SPICEWOOD**

Community Development District

**Debt Service Budget**

Fiscal Year 2019

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU FEB-2018	PROJECTED JUNE SEPT-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
<b>REVENUES</b>						
Interest - Investments	\$ 1,333	\$ -	\$ 145	\$ 203	\$ 348	\$ -
Special Assmnts- Tax Collector	228,118	228,118	205,795	22,323	228,118	228,118
Special Assmnts- Discounts	(7,746)	(9,125)	(8,081)	(223)	(8,304)	(9,125)
<b>TOTAL REVENUES</b>	<b>221,705</b>	<b>218,993</b>	<b>197,859</b>	<b>22,303</b>	<b>220,162</b>	<b>218,994</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
ProfServ-Dissemination Agent	-	1,000	-	-	-	-
ProfServ-Trustee	4,041	5,408	-	2,694	2,694	2,963
Misc-Assessmnt Collection Cost	2,204	2,281	1,973	223	2,196	2,281
<b>Total Administrative</b>	<b>6,245</b>	<b>8,689</b>	<b>1,973</b>	<b>2,917</b>	<b>4,890</b>	<b>5,245</b>
<i>Debt Service</i>						
Principal Debt Retirement	110,000	110,000	-	110,000	110,000	115,000
Interest Expense	101,169	98,694	49,347	49,347	98,694	95,944
<b>Total Debt Service</b>	<b>211,169</b>	<b>208,694</b>	<b>49,347</b>	<b>159,347</b>	<b>208,694</b>	<b>210,944</b>
<b>TOTAL EXPENDITURES</b>	<b>217,414</b>	<b>217,383</b>	<b>51,320</b>	<b>162,264</b>	<b>213,584</b>	<b>216,188</b>
Excess (deficiency) of revenues Over (under) expenditures	4,291	1,610	146,539	(139,961)	6,578	2,805
<b>OTHER FINANCING SOURCES (USES)</b>						
Interfund Transfer - In	-	-	-	-	-	-
Proceeds of Refunding Bonds	-	-	-	-	-	-
Operating Transfers-Out	(166)	-	(90)	-	(90)	-
Pymt to Escrow Acct-Refunding	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	1,610	-	-	-	2,805
<b>TOTAL OTHER SOURCES (USES)</b>	<b>(166)</b>	<b>1,610</b>	<b>(90)</b>	<b>-</b>	<b>(90)</b>	<b>2,805</b>
Net change in fund balance	4,125	1,610	146,449	(139,961)	6,488	2,805
<b>FUND BALANCE, BEGINNING</b>	<b>196,086</b>	<b>200,211</b>	<b>200,211</b>	<b>-</b>	<b>200,211</b>	<b>206,699</b>
<b>FUND BALANCE, ENDING</b>	<b>\$200,211</b>	<b>\$201,821</b>	<b>\$ 346,660</b>	<b>\$(139,961)</b>	<b>\$ 206,699</b>	<b>\$ 209,504</b>

**Amortization Schedule  
Series 2013**

<u>Date</u>	<u>Principal Retirement</u>	<u>Interest Expense</u>	<u>Principal Balance</u>
11/1/2018		\$ 47,972	\$ 2,440,000
5/1/2019	\$ 115,000	\$ 47,972	\$ 2,325,000
11/1/2019		\$ 46,319	\$ 2,325,000
5/1/2020	\$ 120,000	\$ 46,319	\$ 2,205,000
11/1/2020		\$ 44,519	\$ 2,205,000
5/1/2021	\$ 120,000	\$ 44,519	\$ 2,085,000
11/1/2021		\$ 42,644	\$ 2,085,000
5/1/2022	\$ 125,000	\$ 42,644	\$ 1,960,000
11/1/2022		\$ 40,456	\$ 1,960,000
5/1/2023	\$ 130,000	\$ 40,456	\$ 1,830,000
11/1/2023		\$ 38,100	\$ 1,830,000
5/1/2024	\$ 135,000	\$ 38,100	\$ 1,695,000
11/1/2024		\$ 35,569	\$ 1,695,000
5/1/2025	\$ 140,000	\$ 35,569	\$ 1,555,000
11/1/2025		\$ 32,856	\$ 1,555,000
5/1/2026	\$ 150,000	\$ 32,856	\$ 1,405,000
11/1/2026		\$ 29,856	\$ 1,405,000
5/1/2027	\$ 155,000	\$ 29,856	\$ 1,250,000
11/1/2027		\$ 26,563	\$ 1,250,000
5/1/2028	\$ 160,000	\$ 26,563	\$ 1,090,000
11/1/2028		\$ 23,163	\$ 1,090,000
5/1/2029	\$ 165,000	\$ 23,163	\$ 925,000
11/1/2029		\$ 19,656	\$ 925,000
5/1/2030	\$ 175,000	\$ 19,656	\$ 750,000
11/1/2030		\$ 15,938	\$ 750,000
5/1/2031	\$ 180,000	\$ 15,938	\$ 570,000
11/1/2031		\$ 12,113	\$ 570,000
5/1/2032	\$ 180,000	\$ 12,113	\$ 390,000
11/1/2032		\$ 8,288	\$ 390,000
5/1/2033	\$ 190,000	\$ 8,288	\$ 200,000
11/1/2033		\$ 4,250	\$ 200,000
5/1/2034	\$ 200,000	\$ 4,250	\$ -
11/1/2034			
	<b>\$ 2,440,000</b>	<b>\$ 936,519</b>	

**Budget Narrative**  
Fiscal Year 2019**REVENUES****Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the debt service expenditures during the Fiscal Year.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES****Administrative****Professional Services-Dissemination Agent**

The District is required by the Securities and Exchange Commission to comply with Rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

**Professional Services-Trustee**

The District issued this Series of 2013 Special Assessment Bonds that are deposited with a Trustee to handle all trustee matters. The annual trustee fee is based on standard fees charged plus any out-of-pocket expenses. There will be a 10% increase.

**Miscellaneous-Assessment Collection Cost**

The District reimburses the Miami-Dade County Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 1% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 1% of the anticipated assessment collections.

**Debt Service****Principal Debt Retirement**

The District pays regular principal payments annually in order to pay down/retire the debt.

**Interest Expense**

The District pays interest expense on the debt twice during the year.

**SPICEWOOD**

Community Development District

**Supporting Budget Schedule**

Fiscal Year 2019

**SPICEWOOD**

Community Development District

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**Comparison of Assessment Rates  
Fiscal Year 2019 vs. Fiscal Year 2018**

Product	General Fund 001			Series 2013 Debt Service Fund			Total Assessments per Unit			Units	Prepaid
	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change		
Townhome SF 50'	\$308.15	\$308.15	0%	\$423.71	\$423.71	0%	\$731.86	\$731.86	0%	222	1
	\$338.01	\$338.01	0%	\$529.44	\$529.44	0%	\$867.45	\$867.45	0%	255	1
										<b>477</b>	<b>2</b>