



Rizzetta & Company

# **Harbourage at Braden River Community Development District**

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**Board of Supervisors' Budget  
Workshop  
April 19, 2023**

[www.harbouragecdd.org](http://www.harbouragecdd.org)

## **HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT**

Harbourage Recreation Center, 5705 Key West Place, Bradenton, FL 34203

<b>Board of Supervisors</b>	Mike Malik	Chair
	Michael Monti	Vice Chair
	James Burke	Assistant Secretary
	Brenda Landers	Assistant Secretary
	Denice Rogers	Assistant Secretary
<b>District Manager</b>	Christina Newsome Rizzetta & Company, Inc.	
<b>District Counsel</b>	John Vericker	Straley Robin & Vericker
<b>District Engineer</b>	Rick Schappacher	Schappacher Engineering

### **All Cellular phones and pagers must be turned off while in the meeting room.**

The Audience Comments portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT  
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578**

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**Board of Supervisors  
Harbourage at Braden River Community  
Development District**

April 12, 2023

**FINAL AGENDA**

Dear Board Members:

The Budget Workshop of the Board of Supervisors of the Harbourage at Braden River Community Development District will be held on **Wednesday, April 19, 2023, at 1:00 p.m.** at the Harbourage Recreation Center located at 5705 Key West Place Bradenton, FL. The following is the final agenda for the meeting.

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
  - A. Review of Proposed Budget for FY 23/24 ..... Tab 1
- 4. SUPERVISOR REQUESTS**
- 5. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, or to obtain a copy of the full agenda, please do not hesitate to contact me at (813) 533-2950, or Kristee Cole at [kcole@rizzetta.com](mailto:kcole@rizzetta.com).

Sincerely,

*Christina Newsome*

Christina Newsome  
District Manager

## **Tab 1**



Rizzetta & Company

# Harbourage at Braden River Community Development District

[www.harbouragecdd.org](http://www.harbouragecdd.org)

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## **Proposed Budget for Fiscal Year 2023/2024**

**Proposed Budget**  
**Harbourage at Braden River Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 02/28/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs	Comments
1								
2	<b>REVENUES</b>							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 253	\$ 607	\$ -	\$ 607	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll	\$ 385,150	\$ 385,150	\$ 382,779	\$ 2,371	\$ 382,779	\$ 0	
8	Other Miscellaneous Revenues							
9	Miscellaneous Revenues	\$ 178	\$ 427	\$ -	\$ 427	\$ -	\$ -	
10	Marina Rental Revenues	\$ 15,514	\$ 19,500	\$ 18,000	\$ 1,500	\$ 18,000	\$ -	
11								
12	<b>TOTAL REVENUES</b>	<b>\$ 401,095</b>	<b>\$ 405,684</b>	<b>\$ 400,779</b>	<b>\$ 4,905</b>	<b>\$ 400,779</b>	<b>\$ 0</b>	
13								
14	Balance Forward from Prior Year	\$ -	\$ -	\$ 12,098	\$ (12,098)	\$ 32,292	\$ 20,194	
15								
16	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 401,095</b>	<b>\$ 405,684</b>	<b>\$ 412,877</b>	<b>\$ (7,193)</b>	<b>\$ 433,071</b>	<b>\$ 20,194</b>	
17								
18	<b>EXPENDITURES - ADMINISTRATIVE</b>							
19								
20	Legislative							
21	Supervisor Fees	\$ 5,000	\$ 13,000	\$ 13,000	\$ -	\$ 13,000	\$ -	12 meetings + budget workshop
22	Financial & Administrative							
23	Administrative Services	\$ 1,679	\$ 4,030	\$ 4,031	\$ 2	\$ 4,152	\$ 121	3% COLA
24	District Management	\$ 7,108	\$ 17,059	\$ 17,058	\$ (1)	\$ 17,570	\$ 512	3% COLA
25	District Engineer	\$ 1,520	\$ 3,648	\$ 10,000	\$ 6,352	\$ 10,000	\$ -	
26	Trustees Fees	\$ 5,324	\$ 5,324	\$ 5,300	\$ (24)	\$ 5,350	\$ 50	
27	Assessment Roll	\$ 5,569	\$ 5,569	\$ 5,569	\$ 1	\$ 5,569	\$ -	3% COLA
28	Financial & Revenue Collections	\$ 1,671	\$ 4,010	\$ 4,010	\$ (2)	\$ 4,130	\$ 120	3% COLA
29	Accounting Services	\$ 6,895	\$ 16,548	\$ 16,548	\$ -	\$ 17,044	\$ 496	3% COLA
30	Auditing Services	\$ -	\$ 3,600	\$ 3,600	\$ -	\$ 3,700	\$ 100	Estimate. Need an RFP or extend
31	Property Taxes	\$ 1,100	\$ 1,100	\$ 1,500	\$ 400	\$ 1,200	\$ (300)	
32	Public Officials Liability Insurance	\$ 2,733	\$ 2,733	\$ 3,050	\$ 317	\$ 2,870	\$ (180)	EGIS
33	Legal Advertising	\$ 97	\$ 500	\$ 1,000	\$ 500	\$ 750	\$ (250)	
34	Bank Fees	\$ 45	\$ 108	\$ -	\$ (108)	\$ 150	\$ 150	
35	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	annual state filing fee
36	Miscellaneous Fees	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	
37	Website Hosting, Maintenance, Backup	\$ 2,038	\$ 2,737	\$ 3,000	\$ 263	\$ 3,000	\$ -	Campus Suites \$1537.50 plus RTS \$1200 no longer billing for extra
38	Legal Counsel						\$ -	
39	District Counsel	\$ 2,411	\$ 5,786	\$ 13,000	\$ 7,214	\$ 13,000	\$ -	
40								
41	<b>Administrative Subtotal</b>	<b>\$ 43,365</b>	<b>\$ 85,928</b>	<b>\$ 101,141</b>	<b>\$ 15,213</b>	<b>\$ 101,960</b>	<b>\$ 819</b>	

**Proposed Budget**  
**Harbourage at Braden River Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 02/28/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs	Comments
42								
43	<b>EXPENDITURES - FIELD OPERATIONS</b>							
44								
45	Security Operations							
46	Security Monitoring Services	\$ 21,655	\$ 51,972	\$ 46,000	\$ (5,972)	\$ 55,000	\$ 9,000	This cost has widely varied
47	Utility-Water	\$ 158	\$ 379	\$ 500	\$ 121	\$ 500	\$ -	
48	Electricity-Entrance	\$ 352	\$ 845	\$ 1,000	\$ 155	\$ 1,000	\$ -	
49	Utility-Cameras	\$ -	\$ 1,000	\$ 1,800	\$ 800	\$ 1,800	\$ -	
50	Guard & Gate Facility Maintenance	\$ 250	\$ 600	\$ 5,000	\$ 4,400	\$ 5,000	\$ -	Envera contract increases 3% each
51	Electric Utility Services							
52	Utility - Recreation Facilities	\$ 4,876	\$ 11,702	\$ 11,500	\$ (202)	\$ 12,000	\$ 500	
53	Street Lights	\$ 288	\$ 691	\$ 600	\$ (91)	\$ 750	\$ 150	
54	Utility-Irrigation	\$ 5,159	\$ 12,382	\$ 12,300	\$ (82)	\$ 12,300	\$ -	
55	Utility-Boat Dock	\$ 159	\$ 382	\$ 700	\$ 318	\$ 500	\$ (200)	
56	Utility-Fountains	\$ 1,069	\$ 2,566	\$ 3,500	\$ 934	\$ 3,500	\$ -	
57	Gas Utility Services						\$ -	
58	Utility Services	\$ 4,862	\$ 11,669	\$ 13,500	\$ 1,831	\$ 10,000	\$ (3,500)	
59	Water-Sewer Combination Services						\$ -	
60	Utility Services	\$ 1,354	\$ 3,250	\$ 3,500	\$ 250	\$ 3,500	\$ -	
61	Utility-Water Docks	\$ 112	\$ 269	\$ 400	\$ 131	\$ 400	\$ -	
62	Stormwater Control							
63	Aquatic Maintenance	\$ 2,350	\$ 5,640	\$ 5,418	\$ (222)	\$ 5,640	\$ 222	check contract
64	Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
65	Wetland Monitoring & Maintenance	\$ 1,903	\$ 4,567	\$ 7,320	\$ 2,753	\$ 7,320	\$ -	
66	Fountain Service Repairs & Maintenance	\$ 186	\$ 446	\$ 715	\$ 269	\$ 715	\$ -	
67	Aquatic Plant Replacement	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
68	Stormwater System Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	This could be lowered
69	Other Physical Environment							
70	Property Insurance	\$ 6,374	\$ 6,374	\$ 6,720	\$ 346	\$ 6,700	\$ (20)	EGIS
71	General Liability Insurance	\$ 2,733	\$ 2,733	\$ 3,050	\$ 317	\$ 2,870	\$ (180)	EGIS
72	Entry & Walls Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
73	Landscape Maintenance	\$ 34,185	\$ 82,044	\$ 65,268	\$ (16,776)	\$ 81,648	\$ 16,380	New contract price beginning
74	Irrigation Repairs	\$ 3,084	\$ 7,402	\$ 5,000	\$ (2,402)	\$ 5,000	\$ -	
75	Tree Trimming Services	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	
76	Landscape Replacement Plants, Shrubs, Trees	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	Board requested this be lowered in
77	Holiday Decorations	\$ 246	\$ 590	\$ 850	\$ 260	\$ 850	\$ -	
78	Landscape - Mulch	\$ 3,480	\$ 8,352	\$ 500	\$ (7,852)	\$ 1,500	\$ 1,000	have not come close to spending
79	Miscellaneous Expense	\$ -	\$ -	\$ 150	\$ 150	\$ 150	\$ -	backflow testing
80	Road & Street Facilities							
81	Sidewalk Repair & Maintenance	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	This varies
82	Street Sign Repair & Replacement	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
83	Roadway Repair & Maintenance	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	
84	Street Light Decorative Light Maintenance	\$ 774	\$ 1,858	\$ 1,000	\$ (858)	\$ 1,000	\$ -	

**Proposed Budget**  
**Harbourage at Braden River Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 02/28/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs	Comments
85	Parks & Recreation							
86	Management Contract	\$ 13,907	\$ 33,377	\$ 40,545	\$ 7,168	\$ 32,769	\$ (7,776)	check contract
87	Telephone	\$ 999	\$ 2,398	\$ 2,300	\$ (98)	\$ 2,500	\$ 200	
88	Pool Service Contract	\$ 4,836	\$ 11,606	\$ 10,000	\$ (1,606)	\$ 10,000	\$ -	
89	Pressure Washing	\$ 5,975	\$ 14,340	\$ 6,000	\$ (8,340)	\$ 7,500	\$ 1,500	
90	Boat Lift Sling Repairs & Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
91	Maintenance & Repair	\$ 2,221	\$ 5,330	\$ 12,000	\$ 6,670	\$ 12,000	\$ -	
92	Vehicle Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
93	Computer Support, Maintenance & Repair	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	
94	Security System Monitoring & Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
95	Trail/Bike Path Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
96	Dock Repairs and Maintenance	\$ 30	\$ 72	\$ 500	\$ 428	\$ 500	\$ -	
97	Cable Television & Internet	\$ 1,994	\$ 4,786	\$ 3,400	\$ (1,386)	\$ 5,000	\$ 1,600	
98	Fitness Equipment Maintenance & Repairs	\$ 165	\$ 396	\$ 950	\$ 554	\$ 950	\$ -	
99	Office Supplies	\$ 485	\$ 1,164	\$ 1,000	\$ (164)	\$ 1,500	\$ 500	
100	Boardwalk and Bridge Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
101	Contingency							
102	Miscellaneous Contingency	\$ 4,598	\$ 11,035	\$ 5,000	\$ (6,035)	\$ 5,000	\$ -	Capital Outlay and replace w/ Misc
103								
104	<b>Field Operations Subtotal</b>	<b>\$ 130,819</b>	<b>\$ 302,216</b>	<b>\$ 311,736</b>	<b>\$ 9,520</b>	<b>\$ 331,111</b>	<b>\$ 19,375</b>	
105								
106	<b>TOTAL EXPENDITURES</b>	<b>\$ 174,184</b>	<b>\$ 388,143</b>	<b>\$ 412,877</b>	<b>\$ 24,734</b>	<b>\$ 433,071</b>	<b>\$ 20,194</b>	
107								
108	<b>EXCESS OF REVENUES OVER</b>	<b>\$ 226,911</b>	<b>\$ 17,541</b>	<b>\$ -</b>	<b>\$ 17,541</b>	<b>\$ -</b>	<b>\$ -</b>	
109								



**Proposed Budget  
Harbourage at Braden River Community Development District  
Reserve Fund  
Fiscal Year 2023/2024**

Chart of Accounts Classification	Actual YTD through 02/28/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023
<b>REVENUES</b>						
Special Assessments						
Tax Roll	\$ 64,596	\$ 64,596	\$ 64,596	\$ 64,596	\$ 64,596	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ -</b>
Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES AND BALANCE</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ 64,596</b>	<b>\$ -</b>
<b>EXPENDITURES</b>						
Contingency						
Capital Reserves	\$ 28,405	\$ 28,405	\$ 64,596	\$ 36,191	\$ 64,596	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 28,405</b>	<b>\$ 28,405</b>	<b>\$ 64,596</b>	<b>\$ 36,191</b>	<b>\$ 64,596</b>	<b>\$ -</b>
<b>EXCESS OF REVENUES OVER</b>	<b>\$ 36,191</b>	<b>\$ 36,191</b>	<b>\$ -</b>	<b>\$ 28,405</b>	<b>\$ -</b>	<b>\$ -</b>

**Harbourage at Braden River Community Development District**  
**Debt Service**  
**Fiscal Year 2023/2024**

<b>Chart of Accounts Classification</b>	<b>Series 2014</b>	<b>Budget for 2023/2024</b>
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments <sup>(1)</sup>	\$179,772.98	\$179,772.98
<b>TOTAL REVENUES</b>	<b>\$179,772.98</b>	<b>\$179,772.98</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Debt Service Obligation	\$179,772.98	\$179,772.98
<b>Administrative Subtotal</b>	<b>\$179,772.98</b>	<b>\$179,772.98</b>
<b>TOTAL EXPENDITURES</b>	<b>\$179,772.98</b>	<b>\$179,772.98</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>

Manatee County Collection Costs (3%) and Early Payment Discounts (4%): 7.0%

**Gross assessments** **\$193,304.28**

**Notes:**

Tax Roll County Collection Costs and Early Payment Discount is 7.0% of Tax Roll.  
Budgeted net of tax roll assessments. See Assessment Table.

<sup>(1)</sup> Maximum Annual Debt Service less prepaid assessments received.

**HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2023/2024 O&M Budget		\$447,375.41
Collection Cost @	3%	\$14,431.46
Early Payment Discount @	4%	\$19,241.95
2023/2024 Total		<u>\$481,048.83</u>

2022/2023 O&M Budget	\$447,375.41
2023/2024 O&M Budget	\$447,375.41
Total Difference	<u>\$0.00</u>

	<b><u>PER UNIT ANNUAL ASSESSMENT</u></b>		<b><u>Proposed Increase / Decrease</u></b>	
	<b><u>2022/2023</u></b>	<b><u>2023/2024</u></b>	<b><u>\$</u></b>	<b><u>%</u></b>
Debt Service - Townhome	\$871.18	\$871.18	\$0.00	0.00%
Operations/Maintenance - Townhome	\$2,064.59	\$2,064.59	\$0.00	0.00%
<b>Total</b>	<b>\$2,935.77</b>	<b>\$2,935.77</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - Condo	\$967.97	\$967.97	\$0.00	0.00%
Operations/Maintenance - Condo	\$2,064.59	\$2,064.59	\$0.00	0.00%
<b>Total</b>	<b>\$3,032.56</b>	<b>\$3,032.56</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF Detached	\$1,064.77	\$1,064.77	\$0.00	0.00%
Operations/Maintenance - SF Detached	\$2,064.59	\$2,064.59	\$0.00	0.00%
<b>Total</b>	<b>\$3,129.36</b>	<b>\$3,129.36</b>	<b>\$0.00</b>	<b>0.00%</b>

**HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

TOTAL O&M BUDGET		\$447,375.41
COLLECTION COSTS @	3.0%	\$14,431.46
EARLY PAYMENT DISCOUNT @	4.0%	\$19,241.95
TOTAL O&M ASSESSMENT		<u>\$481,048.83</u>

UNITS ASSESSED			ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT		
LOT SIZE	O&M	SERIES 2014	EAU FACTOR	TOTAL	% TOTAL	TOTAL	O&M	DEBT	TOTAL <sup>(3)</sup>
		DEBT SERVICE <sup>(1)</sup>		EAU's	EAU's	O&M BUDGET		SERVICE <sup>(2)</sup>	
Townhomes	87	77	1.00	87.00	37.34%	\$179,619.09	\$2,064.59	\$871.18	\$2,935.77
Condo	96	82	1.00	96.00	41.20%	\$198,200.38	\$2,064.59	\$967.97	\$3,032.56
SF Detached	50	44	1.00	50.00	21.46%	\$103,229.36	\$2,064.59	\$1,064.77	\$3,129.36
	<u>233</u>	<u>203</u>		<u>233.00</u>	<u>100.00%</u>	<u>\$481,048.83</u>			

LESS: Manatee County Collection Costs (3%) and Early Payment Discounts (4%)

(\$33,673.42)

Net Revenue to be Collected

\$447,375.41

<sup>(1)</sup> Reflects the number of total lots with Series 2014 debt outstanding. The Series 2003A bonds were refunded and defeased with the Series 2014 bonds.

<sup>(2)</sup> Annual debt service assessment per lot adopted in connection with the Series 2014 bond issue. Annual assessment includes principal, interest, Manatee County collection costs and early payment discount costs.

<sup>(3)</sup> Annual assessment that will appear on November 2023 Manatee County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early).