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***CHAPARRAL OF PALM BAY  
COMMUNITY DEVELOPMENT DISTRICT***

***Regular Meeting Package***

***Monday, August 19<sup>th</sup>, 2019***

***10:00 a.m.***

***At:***

***Fairfield Inn  
4355 W. New Haven Drive  
Melbourne, FL 32904***

Note: The Advanced Meeting Package is a working document and thus all materials are considered **DRAFTS** prior to presentation and Board acceptance, approval or adoption.

# **Chaparral of Palm Bay Community Development District**

DPFG Management & Consulting LLC  
250 International Parkway, Suite 280, Lake Mary, FL 32746  
Phone: (321) 263-0132 Ext. 4205

Board of Supervisors  
**Chaparral of Palm Bay CDD**

Dear Board Members:

The Regular Meeting of the Chaparral of Palm Bay Community Development District is scheduled for **Monday, August 19, 2019 at 10:00 a.m.**, at the **Fairfield Inn, 4355 W. New Haven Drive, Melbourne, FL 32904**

*The advanced copy of the agenda for the meeting is attached along with associated documentation for your consideration. Any additional support material will be forwarded to you under separate cover or distributed at the meeting.*

In the meantime if you have any questions, please contact me.

Sincerely,

*Patricia Comings-Thibault*  
Patricia Comings-Thibault  
District Manager

District: **CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Monday, August 19, 2019

Time: 10:00 AM

Location: Fairfield Inn  
4355 W. New Haven Drive  
Melbourne, Florida 32904

Dial-in Number: 712-775-7031  
Guest Access Code: 109-516-380

### *Agenda*

#### **I. Roll Call**

#### **II. Audience Comments** – *(limited to 3 minutes per individual for agenda items-Supervisors will respond during agenda item presentation)*

#### **III. Administration Matters**

A. Approval of the July 8, 2019 Meeting Minutes Exhibit 1

B. Approval of the Unaudited July 2019 Financial Statements Exhibit 2

#### **IV. Business Items**

A. Consideration of **Resolution 2019-37**, Designating Meeting Dates, Times, & Locations Exhibit 3

##### **B. Fiscal Year 2019-2020 Budget Public Hearing**

- Open the Public Hearing
- Presentation of the FY 2019-2020 Budget Exhibit 4
- Public Comments
- Close the Public Hearing

C. Consideration of **Resolution 2019-38**, Adopting the Fiscal Year 2019-2020 Budget Exhibit 5

- Budget Funding Agreement

##### **D. Fiscal Year 2019-2020 Assessment Public Hearing**

- Open the Public Hearing
- Public Comment
- Close the Public Comment

**V. Staff Reports**

- A. District Manager
- B. District Attorney
- C. District Engineer

**VI. Supervisors Requests**

**VII. Audience Comments – New Business –** *(limited to 3 minutes per individual for non-agenda items)*

**VIII. Adjournment**

# EXHIBIT 1



36 On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board approved  
37 the opening of the Special Assessments hearing to the public for the Chaparral of Palm Bay Community  
38 Development District.

39 B. Public Comment

40 There being none, the next item followed.

41 C. Close the Public Hearing

42 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board  
43 approved the closure of the Special Assessments hearing to the public for the Chaparral of Palm Bay  
44 Community Development District.

45 D. Exhibit 3: Consideration & Adoption of Resolution 2019-36, Imposing & Levying Special  
46 Assessments

47 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted  
48 Resolution 2019-36 Imposing & Levying Special Assessments for the Chaparral of Palm Bay Community  
49 Development District.

50 **SIXTH ORDER OF BUSINESS – Staff Reports**

51 A. District Manager

52 The request was made to hold the next meeting at 9:00 a.m. as opposed to the previous time  
53 period. The Board approved the rescheduling of the next meeting.

54 B. District Attorney

55 There being none, the next item followed.

56 C. District Engineer

57 There being none, the next item followed.

58 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

59 There being none, the next item followed.

60 **EIGHTH ORDER OF BUSINESS – Adjournment**

61 Ms. Comings-Thibault asked for final questions, comments, or corrections before adjourning the  
62 meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.

63 On a MOTION by Mr. Lawson, SECONDED by Ms. Ray, WITH ALL IN FAVOR, the Board adjourned  
64 the meeting for the Chaparral of Palm Bay Community Development District.

65 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
66 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*  
67 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

68  
69  
70

71 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
72 meeting held on \_\_\_\_\_.

73

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

74

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

75

76 Title:  Secretary  Assistant Secretary

Title:  Chairman  Vice Chairman



# EXHIBIT 2

# Chaparral of Palm Bay Community Development District

Financial Statements  
Unaudited

Period ending  
July 31, 2019

**CHAPARRAL OF PALM BAY CDD**  
**BALANCE SHEET**  
**July 31, 2019**

	<u>GEN FUND</u>	<u>CONSOLIDATED TOTAL</u>
<b><u>ASSETS:</u></b>		
CASH	\$ 1,942	\$ 1,942
ACCOUNTS RECEIVABLE	-	-
DEPOSIT	-	-
<b>TOTAL ASSETS</b>	<u>\$ 1,942</u>	<u>\$ 1,942</u>
<b><u>LIABILITIES:</u></b>		
ACCOUNTS PAYABLE	\$ 236	\$ 236
<b><u>FUND BALANCE:</u></b>		
RESTRICTED FOR:		
ASSIGNED:	-	-
UNASSIGNED:	1,706	1,706
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u>\$ 1,942</u>	<u>\$ 1,942</u>

**CHAPARRAL OF PALM BAY CDD  
GENERAL FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
FOR PERIOD STARTING OCTOBER 1, 2018 ENDING JULY 31, 2019**

	<u>FY2019 ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>I. REVENUE</b>				
GENERAL FUND REVENUE	63,143	31,572	13,867	(17,705)
INTEREST	-	-	-	-
<b>TOTAL REVENUE</b>	<u><b>63,143</b></u>	<u><b>31,572</b></u>	<u><b>13,867</b></u>	<u><b>(17,705)</b></u>
<b>II. EXPENDITURES</b>				
<b>ADMINISTRATIVE:</b>				
SUPERVISORS COMPENSATION	4,200	2,100	1,821	279
PAYROLL TAXES	321	161	122	39
PAYROLL PROCESSING	385	193	-	-
MANAGEMENT CONSULTING SERVICES	14,000	7,000	-	7,000
CONSTRUCTION ACCOUNTING SERVICES	-	-	-	-
PLANNING, COORDINATING & CONTRACT SER.	24,000	12,000	-	12,000
ADMINISTRATIVE SERVICES	2,042	1,021	-	1,021
BANK FEES	300	150	23	127
MISCELLANEOUS	-	-	483	(483)
AUDITING SERVICES	2,500	1,250	-	1,250
TRAVEL PER DIEM	-	-	327	(327)
INSURANCE	5,500	2,750	-	2,750
REGULATORY AND PERMIT FEES	175	125	125	-
LEGAL ADVERTISEMENTS	3,500	1,750	720	1,030
ENGINEERING SERVICES	2,000	1,000	-	1,000
LEGAL SERVICES	3,500	3,500	6,670	(3,170)
PERFORMANCE & WARRANTY BOND PREM.	-	-	-	-
WEBSITE HOSTING	720	360	1,871	(1,511)
ADMINISTRATIVE CONTINGENCY	-	-	-	-
<b>TOTAL ADMINISTRATIVE</b>	<u><b>63,143</b></u>	<u><b>33,359</b></u>	<u><b>12,162</b></u>	<u><b>21,005</b></u>
<b>DEBT ADMINISTRATION:</b>				
DISSEMINATION AGENT	-	-	-	-
TRUSTEE FEES	-	-	-	-
ARBITRAGE	-	-	-	-
TRUST FUNDS ACCOUNTING	-	-	-	-
ARBITRAGE	-	-	-	-
<b>TOTAL DEBT SERVICE ADMINISTRATION</b>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>
<b>TOTAL EXPENDITURES</b>	<u><b>63,143</b></u>	<u><b>33,359</b></u>	<u><b>12,162</b></u>	<u><b>21,005</b></u>
<b>EXCESS REVENUE OVER (UNDER) EXPEND.</b>	-	(1,788)	1,705	3,300
FUND BALANCE - BEGINNING	-	-	-	-
FUND BALANCE - ENDING	<u><u><b>\$ -</b></u></u>	<u><u><b>-</b></u></u>	<u><u><b>1,705</b></u></u>	<u><u><b>3,300</b></u></u>

**CHAPARRAL OF PALM BAY CDD**  
**Cash Reconciliation - General Fund**  
**July 31, 2019**

<b>Balance Per Bank Statement</b>	\$	1,942.19
Less: Outstanding Checks		-
<b><i>Adjusted Bank Balance</i></b>	<b>\$</b>	<b><u>1,942.19</u></b>
<b>Beginning Cash Balance Per Books</b>	\$	1,796.91
Cash Receipts		1,023.64
Cash Disbursements		(878.36)
<b><i>Balance Per Books</i></b>	<b>\$</b>	<b><u>1,942.19</u></b>

**CHAPARRAL OF PALM BAY CDD**  
**Check Register**  
**FY 2019**

DATE	CHECK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSEMENT	BALANCE
<b>3/31/2019</b>		<b>FY19 BALANCE</b>				-
04/16/2019		Developer	Deposit	3,000.00		3,000.00
04/16/2019	9999	Doug Draper	Mileage BOS Mtg. 2/21/19		164.14	2,835.86
04/16/2019	9997	FLORIDA DEPT OF ECONOMIC C	DEO FY2018/2019		125.00	2,710.86
04/16/2019	9998	VenturesIn.com, Inc.	Web Hosting Feb-Apr		200.00	2,510.86
04/22/2019	ACH42219	Bank United	Purchase chcks		22.35	2,488.51
04/23/2019	9998	Fairfield Inn & Suites	VOID: Meeting Room Rental 4/23/19	0.00		2,488.51
04/23/2019	1001	Patricia Comings-Thibault	Reimbursement - Chaparral of PB Mtg 4/23/19		75.00	2,413.51
<b>4/30/2019</b>		<b>EOM BALANCE</b>		<b>3,000.00</b>	<b>586.49</b>	<b>2,413.51</b>
05/07/2019	1210	Chaparral Properties, LLC.	GF 2019-2	5,932.44		8,345.95
05/07/2019	1003	Straley Robin Vericker	Legal Services thru 4/15/19		5,932.44	2,413.51
05/09/2019	9003	VenturesIn.com, Inc.	May Web hosting		60.00	2,353.51
05/21/2019	1005	Fairfield Inn & Suites	Meeting Room Rental 5/24/19		150.00	2,203.51
<b>5/31/2019</b>		<b>EOM BALANCE</b>		<b>5,932.44</b>	<b>6,142.44</b>	<b>2,203.51</b>
06/04/2019	1007	Christie Ray	Mileage for Chaparral Mtg 5/24/19		171.68	2,031.83
06/04/2019	1008	Florida Today Communications	Legal Advertisement 4/12-4/19		720.00	1,311.83
06/04/2019	1009	Straley Robin Vericker	Legal Services thru 5/15/19		124.40	1,187.43
06/04/2019	1010	VenturesIn.com, Inc.	June Web hosting		60.00	1,127.43
06/10/2019	1224	Chaparral Properties, LLC.	Dveloper Funding	1,470.00		2,597.43
06/12/2019	1226	Chaparral Properties, LLC.	Dveloper Funding	2,441.08		5,038.51
06/21/2019	1012	Innersync	ADA compliant website		1,470.00	3,568.51
06/21/2019	659980DD	Christie Ray	BOS Mtg 4/23 & 5/24		369.40	3,199.11
06/21/2019	ACH062119	Innovative Employer Solutions	BOS Mtg 4/23 & 5/24		293.80	2,905.31
06/21/2019	1	Ira Draper	BOS Mtg 4/23 & 5/24		369.40	2,535.91
06/21/2019	659979	Lori K Price	BOS Mtg 4/23 & 5/24		361.07	2,174.84
06/21/2019	69979	Michael S Lawson	BOS Mtg 4/23 & 5/24		369.40	1,805.44
06/21/2019	ACH062119	Innovative Employer Solutions	BOS Mtg 4/23 & 5/24		8.33	1,797.11
06/30/2019		Bank United	Service Charge		0.20	1,796.91
<b>6/30/2019</b>		<b>EOM BALANCE</b>		<b>3,911.08</b>	<b>4,317.68</b>	<b>1,796.91</b>
07/01/2019		Cash transfer	Deposit	23.64		1,820.55
07/02/2019	1013	Straley Robin Vericker	Legal Services thru 6/15/19		398.05	1,422.50
07/03/2019	1014	Fairfield Inn & Suites	Meeting Room Rental 07/08/2019		85.50	1,337.00
07/08/2019	1015	VenturesIn.com, Inc.	July Web hosting		60.00	1,277.00
07/10/2019	1016	Christie Ray	Mileage for BOS Mtg 7/8/19		171.68	1,105.32
07/15/2019	1018	Doug Draper	Mileage BOS Mtg. 7/8/19		162.98	942.34
07/26/2019	1243	Chaparral Properties, LLC.	Dveloper Funding	1,000.00		1,942.34
07/31/2019		Bank United	Service Charge		0.15	1,942.19
<b>7/31/2019</b>		<b>EOM BALANCE</b>		<b>1,023.64</b>	<b>878.36</b>	<b>1,942.19</b>

# EXHIBIT 3

**RESOLUTION 2019-37**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Chaparral of Palm Bay Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Brevard County, Florida; and

**WHEREAS**, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

**WHEREAS**, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings.

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

**Section 1.** The annual public meeting schedule of the Board of Supervisors for the Fiscal Year 2019/2020 attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and will be published and filed in accordance with the requirements of Florida law.

**Section 2.** The District Manager is hereby directed to submit a copy of the Fiscal Year 2019/2020 annual public meeting schedule to Brevard County, FL.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 19<sup>th</sup> DAY OF AUGUST, 2018.**

**ATTEST:**

**CHAPARRAL OF PALM BAY  
COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/ Assistant Secretary  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Chair/ Vice Chair  
Print Name: \_\_\_\_\_



**Notice of Meetings  
Fiscal Year 2020  
Chaparral of Palm Bay  
Community Development District**

As required by Chapters 189 and 190 of Florida Statutes, notice is hereby given that the Fiscal Year 2020 regular meetings of the Board of Supervisors of the Chaparral of Palm Bay Community Development District are scheduled to be held on the third Monday of every month at 9:00 a.m. at the Fairfield Inn & Suites, 4355 W. New Haven Ave., Melbourne FL 32904. The meeting dates are as follows [exceptions are noted below]:

October 21, 2019  
November 18, 2019  
December 16 2019  
January 20, 2020 **MARTIN LUTHER KING JR. DAY**  
February 17, 2020 **PRESIDENT'S DAY**  
March 16, 2020  
April 20, 2020  
May 18, 2020  
June 15, 2020  
July 20, 2020  
August 17, 2020  
September 21, 2020

The meeting is open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meeting may be continued with no additional notice to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for the meetings listed above may be obtained from DPF Management and Consulting, LLC, 15310 Amberly Drive, Suite 175, Tampa, Florida 33647 at (813) 374-9105, one week prior to the meeting.

There may be occasions when one or more Supervisors will participate by telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District's Management Company, Development Planning & Financing Group at 813-374-9105. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office at least two (2) business days prior to the date of the hearing and meeting.

Each person who decides to appeal any action taken at these meetings 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 such appeal is to be based.

District Manager

# EXHIBIT 4

**STATEMENT 1  
CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT  
FY 2020 PROPOSED BUDGET - GENERAL FUND (O&M)**

	FY 2020
<b>I. REVENUE</b>	
GENERAL FUND REVENUE /(a)	\$ 153,643
INTEREST	
<b>TOTAL REVENUE</b>	<b>153,643</b>
<b>II. EXPENDITURES</b>	
<b>GENERAL ADMINISTRATIVE</b>	
SUPERVISORS COMPENSATION (3 Supervisors-12 Meetings)	7,200
PAYROLL TAXES	551
PAYROLL PROCESSING	660
MANAGEMENT CONSULTING SERVICES	21,000
CONSTRUCTION ACCOUNTING SERVICES	9,000
PLANNING, COORDINATING & CONTRACT SERVICES	36,000
ADMINISTRATIVE SERVICES	3,600
BANK FEES	300
MISCELLANEOUS	-
AUDITING SERVICES	2,800
TRAVEL PER DIEM	-
INSURANCE	5,500
REGULATORY AND PERMIT FEES	175
LEGAL ADVERTISEMENTS	4,000
ENGINEERING SERVICES	5,500
LEGAL SERVICES	5,500
PERFORMANCE & WARRANTY BOND PREMIUM	-
WEBSITE HOSTING	720
ADMINISTRATIVE CONTINGENCY	-
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>102,506</b>
<b>DEBT ADMINISTRATION:</b>	
DISSEMINATION AGENT	5,000
TRUSTEE FEES	5,387
ARBITRAGE	750
<b>TOTAL DEBT ADMINISTRATION</b>	<b>11,137</b>
<b>PHYSICAL ENVIRONMENT EXPENDITURES</b>	
COMPREHENSIVE FIELD SERVICES	15,000
STREETPOLE LIGHTING	-
ELECTRICITY (IRRIGATION & POND PUMPS)	-
WATER	-
LANDSCAPING MAINTENANCE	-
IRRIGATION MAINTENANCE	-
ELECTRICAL IRRIGATION PUMP	-
POND MAINTENANCE	-
CONTINGENCY FOR PHYSICAL ENVIRONMENT	25,000
<b>TOTAL PHYSICAL ENVIRONMENT EXPENDITURES</b>	<b>40,000</b>
<b>TOTAL EXPENDITURES</b>	<b>153,643</b>
<b>III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>
FUND BALANCE - BEGINNING	-
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>

**Footnote:**

(1) Revenue collections from County tax collector and/or budget funding agreement as needed only based on actual expenditures. Draws upon budget funding agreement can only be based on actual expenditures.

# EXHIBIT 5

## RESOLUTION 2019-38

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; APPROVING A BUDGET FUNDING AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2019, submitted to the Board of Supervisors (the “**Board**”) a proposed budget for the next ensuing budget year (the “**Proposed Budget**”), along with an explanatory and complete financial plan for each fund of the Chaparral of Palm Bay Community Development District (the “**District**”), pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set August 19, 2019, at 10:00 a.m. as the date and time for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the Proposed Budget projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year; and

**WHEREAS**, in order for the Developer to fund a portion of the Budget, the Board desires to approve a form of the Budget Funding Agreement.

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

#### **Section 1. Budget**

- a. That the Board of Supervisors has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown below.

- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2018/2019 and/or revised projections for fiscal year 2019/2020.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s Records Office and identified as “The Budget for the Chaparral of Palm Bay Community Development District for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020, as adopted by the Board of Supervisors on August 19, 2019.”
- d. The final adopted budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption.

**Section 2. Appropriations**

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2019, and ending September 30, 2020, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
TOTAL DEBT SERVICE FUNDS	\$_____
TOTAL ALL FUNDS	\$_____*

\*Not inclusive of any collection costs.

**Section 3. Budget Amendments**

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District’s website within 5 days after adoption.

**Section 4. Budget Funding Agreement**

The form of the Budget Funding Agreement, attached as **Exhibit B** hereto, is hereby approved in order to fund the Developer’s portion of the budget for Fiscal Year 2019/2020.

**Section 5. Effective Date.**

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED THIS 19TH DAY OF AUGUST, 2019.**

**ATTEST:**

**CHAPARRAL OF PALM BAY  
COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Mike Lawson  
Chair of the Board of Supervisors

**Exhibit A:** 2019/2020 Budget  
**Exhibit B:** Budget Funding Agreement

**STATEMENT 1  
CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT  
FY 2020 PROPOSED BUDGET - GENERAL FUND (O&M)**

	FY 2020
<b>I. REVENUE</b>	
GENERAL FUND REVENUE /(a)	\$ 153,643
INTEREST	
<b>TOTAL REVENUE</b>	<b>153,643</b>
<b>II. EXPENDITURES</b>	
<b>GENERAL ADMINISTRATIVE</b>	
SUPERVISORS COMPENSATION (3 Supervisors-12 Meetings)	7,200
PAYROLL TAXES	551
PAYROLL PROCESSING	660
MANAGEMENT CONSULTING SERVICES	21,000
CONSTRUCTION ACCOUNTING SERVICES	9,000
PLANNING, COORDINATING & CONTRACT SERVICES	36,000
ADMINISTRATIVE SERVICES	3,600
BANK FEES	300
MISCELLANEOUS	-
AUDITING SERVICES	2,800
TRAVEL PER DIEM	-
INSURANCE	5,500
REGULATORY AND PERMIT FEES	175
LEGAL ADVERTISEMENTS	4,000
ENGINEERING SERVICES	5,500
LEGAL SERVICES	5,500
PERFORMANCE & WARRANTY BOND PREMIUM	-
WEBSITE HOSTING	720
ADMINISTRATIVE CONTINGENCY	-
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>102,506</b>
<b>DEBT ADMINISTRATION:</b>	
DISSEMINATION AGENT	5,000
TRUSTEE FEES	5,387
ARBITRAGE	750
<b>TOTAL DEBT ADMINISTRATION</b>	<b>11,137</b>
<b>PHYSICAL ENVIRONMENT EXPENDITURES</b>	
COMPREHENSIVE FIELD SERVICES	15,000
STREETPOLE LIGHTING	-
ELECTRICITY (IRRIGATION & POND PUMPS)	-
WATER	-
LANDSCAPING MAINTENANCE	-
IRRIGATION MAINTENANCE	-
ELECTRICAL IRRIGATION PUMP	-
POND MAINTENANCE	-
CONTINGENCY FOR PHYSICAL ENVIRONMENT	25,000
<b>TOTAL PHYSICAL ENVIRONMENT EXPENDITURES</b>	<b>40,000</b>
<b>TOTAL EXPENDITURES</b>	<b>153,643</b>
<b>III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>
FUND BALANCE - BEGINNING	-
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>

**Footnote:**

(1) Revenue collections from County tax collector and/or budget funding agreement as needed only based on actual expenditures. Draws upon budget funding agreement can only be based on actual expenditures.



**Budget Funding Agreement**  
Fiscal Year 2019/2020

This Agreement is made and entered into this 19th day of August, 2019, by and between the **Chaparral of Palm Bay Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in the City of Palm Bay, Florida (hereinafter "**District**"), and **Chaparral Properties, LLC**, a Florida limited liability company (hereinafter "**Developer**").

**Recitals**

WHEREAS, the District is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes and located in the City of Palm Bay, in Brevard County, Florida, (the "**County**") for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer presently owns real property within the District, which property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for the Fiscal Year 2019/2020, which year commences on October 1, 2019 and concludes on September 30, 2020; and

WHEREAS, the District will need a funding mechanism to enable it to proceed with its operations and services during Fiscal Year 2019/2020 as described in **Exhibit "A"** attached hereto; and

WHEREAS, the Developer desires to provide such funds, as are necessary, to the District to proceed with its operations and services for Fiscal Year 2019/2020, as described in Exhibit "A," and as may be amended from time to time by the District.

**NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:**

1. The Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as Exhibit "A", as may be amended from time to time, within thirty (30) days of written request by the District. The monies to be funded by the Developer will be the difference between any actual on-roll and other non-off roll revenues received by the District minus the actual expenditures incurred by the District and will be provided on an "as needed" basis only. The funds shall be placed in the District's general checking account. These payments are made by the Developer in lieu of taxes, fees or assessments

which might otherwise be levied or imposed by the District. However, at the end of each fiscal year if it is determined there is a surplus that is related to the deficit funding provided by the Developer; the Developer will be entitled to a return of such funds up to the total amount deficit funded.

2. The parties hereto recognize that a portion of the aforereferenced operating expenses may be required in support of the District's effort to implement its capital improvements program which are to be financed in the form of note(s), bond(s) or future developer advances and as such may be considered to be reimbursable expenses. The District agrees that upon the issuance of its note(s) or bonds(s) that there will be included an amount sufficient to reimburse the Developer for a portion of the advances made pursuant to this agreement and such reimbursement will be made within thirty (30) days of receiving the proceeds of the note(s) or bond(s). The advances made pursuant to this agreement and reimbursement of same will not include any interest charge since it is anticipated that the District will proceed in a timely fashion to obtain its note(s) or bond(s).

3. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendment to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

4. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

5. This Agreement may be assigned, in whole or in part by either party only upon the written consent of the other. Any purported assignment without such written consent shall be void.

6. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages and specifically including the ability of the District to enforce any and all payment obligations under this Agreement through the imposition and enforcement of a contractual or other lien on property owned by the Developer.

7. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for, trial alternative dispute resolution, or appellate proceedings.

8. This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or

conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

9. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

10. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

11. The Agreement shall be effective after execution by both parties hereto.

IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

Attest:

**Chaparral of Palm Bay Community  
Development District**

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Michael Lawson  
Chair of the Board of Supervisors

\_\_\_\_\_  
Witness

**Chaparral Properties, LLC**  
a Florida limited liability company

By: Chaparral Properties Sub LLC  
a Delaware limited liability company

\_\_\_\_\_  
Witness

By: \_\_\_\_\_  
John M. Ryan  
Managing Member

**Exhibit "A" – Fiscal Year 2019/2020 General Fund Budget**

**STATEMENT 1  
CHAPARRAL OF PALM BAY COMMUNITY DEVELOPMENT DISTRICT  
FY 2020 PROPOSED BUDGET - GENERAL FUND (O&M)**

	FY 2020
<b>I. REVENUE</b>	
GENERAL FUND REVENUE /(a)	\$ 153,643
INTEREST	
<b>TOTAL REVENUE</b>	<b>153,643</b>
<b>II. EXPENDITURES</b>	
<b>GENERAL ADMINISTRATIVE</b>	
SUPERVISORS COMPENSATION (3 Supervisors-12 Meetings)	7,200
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WATER	-
LANDSCAPING MAINTENANCE	-
IRRIGATION MAINTENANCE	-
ELECTRICAL IRRIGATION PUMP	-
POND MAINTENANCE	-
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<b>TOTAL PHYSICAL ENVIRONMENT EXPENDITURES</b>	<b>40,000</b>
<b>TOTAL EXPENDITURES</b>	<b>153,643</b>
<b>III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>
FUND BALANCE - BEGINNING	-
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>

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