

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT
District Office · Riverview, Florida · (813) 533-2950
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

June 13, 2023

Clerk of the Board of County Commissioners
Manatee County
1112 Manatee Ave. West
Bradenton, FL 34205

Re: Harrison Ranch Community Development District
Proposed Fiscal Year 2023/2024 Budget

Dear Sir/Madam:

Enclosed please find the Fiscal Year 2023/2024 budget ("Proposed Budget") approved by the Board of Supervisors (the "Board") of the Harrison Ranch Community Development District for the purpose of setting a hearing to consider public comment and testimony on same.

The public hearing on the Proposed Budget has been scheduled for August 14, 2023 at 6:30 PM at the Harrison Ranch Clubhouse located at 5755 Harrison Ranch Boulevard, Parrish, Florida 34219. Transmittal of the enclosed Proposed Budget is being made for purposes of disclosure and information, in accordance with the requirement set forth in Section 190.008(b), *Florida Statutes*.

Should you have any questions, please do not hesitate to contact me at your earliest convenience at 813-933-5571.

Sincerely,

Taylor Nielsen

Taylor Nielsen
District Manager

Enclosure

Approved Proposed Budget
Harrison Ranch Community Development District
General Fund
Fiscal Year 2023/2024

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	Chart of Accounts Classification	Actual YTD through 03/31/23	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	2022/23 Budget Comments
1								
2	REVENUES							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 1,777	\$ 3,554	\$ -	\$ 3,554	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ 1,606,148	\$ 1,606,148	\$ 1,598,059	\$ 8,089	\$ 1,595,135	\$ (2,924)	
8	Other Miscellaneous Revenues							
9	Miscellaneous Revenues	\$ 43,825	\$ 43,825	\$ 2,250	\$ 41,575	\$ 5,000	\$ 2,750	37k from HOA for marquee sign and security camera cost share
10	Guest Fees	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ (500)	
11	Clubhouse Rentals	\$ 3,134	\$ 6,268	\$ 5,000	\$ 1,268	\$ 5,000	\$ -	
12	Key/Access Revenue	\$ 1,189	\$ 2,378	\$ 1,000	\$ 1,378	\$ 1,000	\$ -	
13	Lease Revenue	\$ 1,378	\$ 2,756	\$ 1,200	\$ 1,556	\$ 1,200	\$ -	
14	Community Activity Revenues	\$ 3,616	\$ 7,232	\$ 1,800	\$ 5,432	\$ 4,000	\$ 2,200	
15								
16	TOTAL REVENUES	\$ 1,661,067	\$ 1,672,161	\$ 1,609,809	\$ 62,852	\$ 1,611,335	\$ 1,526	
17								
18	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ 43,005	\$ 43,005	
19								
20	TOTAL REVENUES AND BALANCE FORWARD	\$ 1,661,067	\$ 1,672,161	\$ 1,609,809	\$ 62,852	\$ 1,654,340	\$ 44,531	
21								
22								
23	EXPENDITURES - ADMINISTRATIVE							
24								
25	Legislative							
26	Supervisor Fees	\$ 8,535	\$ 16,000	\$ 16,000	\$ -	\$ 14,000	\$ (2,000)	14 meetings annually budgeted
27	Financial & Administrative							
28	Administrative Services	\$ 3,106	\$ 6,212	\$ 6,212	\$ -	\$ 6,212	\$ -	contract price
29	District Management	\$ 11,879	\$ 23,757	\$ 23,757	\$ -	\$ 28,850	\$ 5,093	contract price
30	District Engineer	\$ 8,516	\$ 17,032	\$ 20,000	\$ 2,968	\$ 20,000	\$ -	\$26,336 spent last FY
31	Trustees Fees	\$ 3,457	\$ 3,457	\$ 3,750	\$ 293	\$ 3,750	\$ -	\$3,772 spent last FY
32	Assessment Roll	\$ 5,624	\$ 5,624	\$ 5,624	\$ -	\$ 5,624	\$ -	contract price
33	Financial & Revenue Collections	\$ 2,812	\$ 5,624	\$ 5,624	\$ -	\$ 5,624	\$ -	contract price
34	Accounting Services	\$ 10,712	\$ 21,424	\$ 21,424	\$ -	\$ 21,424	\$ -	contract price
35	Auditing Services	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ 3,195	\$ (305)	contract price \$3,195 for FY23
36	Public Officials Liability Insurance	\$ 3,038	\$ 3,038	\$ 3,391	\$ 353	\$ 3,342	\$ (49)	EGIS 23-24 Proposal
37	Legal Advertising	\$ 431	\$ 862	\$ 2,500	\$ 1,638	\$ 1,200	\$ (1,300)	\$972 spent last FY
38	Bank Fees	\$ 199	\$ 199	\$ -	\$ (199)	\$ 250	\$ 250	new line item
39	Dues, Licenses & Fees	\$ 1,758	\$ 1,758	\$ 1,700	\$ (58)	\$ 2,100	\$ 400	DEO-\$175/yr, Motion Pic-\$1,582.98/yr, &Pool permit \$250/yr
40	Property Taxes	\$ -	\$ -	\$ 1,300	\$ 1,300	\$ -	\$ (1,300)	no taxes paid
41	Website Hosting, Maintenance, Backup (and Email)	\$ 1,819	\$ 3,638	\$ 4,000	\$ 362	\$ 3,638	\$ (362)	contract price - Campus suites and RTS
42	Legal Counsel							
43	District Counsel	\$ 15,032	\$ 30,064	\$ 30,000	\$ (64)	\$ 30,000	\$ -	\$33,119 spent last FY
44								
45	Administrative Subtotal	\$ 76,918	\$ 142,189	\$ 148,782	\$ 6,593	\$ 149,209	\$ 427	
46								
47	EXPENDITURES - FIELD OPERATIONS							
48								
49	Electric Utility Services							
50	Utility Services	\$ 2,159	\$ 4,318	\$ 2,750	\$ (1,568)	\$ 5,000	\$ 2,250	\$3,717 spent last FY
51	Utility - Recreation Facilities	\$ 17,962	\$ 35,924	\$ 32,250	\$ (3,674)	\$ 37,000	\$ 4,750	\$34,081 spent last FY
52	Street Lights	\$ 19,713	\$ 39,426	\$ 31,500	\$ (7,926)	\$ 30,000	\$ (1,500)	\$35,462 spent last FY
53	Water-Sewer Combination Services							
54	Utility Services	\$ 18,595	\$ 37,190	\$ 43,000	\$ 5,810	\$ 43,000	\$ -	\$43,480 spent last FY
55	Stormwater Control							
56	Lake/Pond Bank Repairs/Maintenance	\$ 31,172	\$ 62,344	\$ 120,000	\$ 57,656	\$ 176,000	\$ 56,000	phase two of bank project
57	Mitigation Area Monitoring & Maint	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no contract
58	Aerator Maintenance	\$ 619	\$ 1,238	\$ 1,200	\$ (38)	\$ 1,200	\$ -	contract price (\$300/qtr.)
59	Fish Stocking	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 4,000	\$ (1,000)	\$0 spent last FY
60	Aquatic Maintenance	\$ 29,358	\$ 58,716	\$ 46,380	\$ (12,336)	\$ 67,968	\$ 21,588	contract price (\$5,664/mo.)
61	Aquatic Plant Replacement	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 36,000	\$ 24,000	33-39k budget for perimeter planting project if desired
62	Catfish removal	\$ -	\$ -	\$ 4,152	\$ 4,152	\$ 2,152	\$ (2,000)	
63	Stormwater System Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	one time report required
64	Midge Fly Treatment	\$ 2,214	\$ 4,428	\$ 26,568	\$ 22,140	\$ 20,526	\$ (6,042)	contract price
65	Other Physical Environment							
66	Property Insurance/General Liability	\$ 22,698	\$ 45,396	\$ 21,611	\$ (23,785)	\$ 32,711	\$ 11,100	EGIS 23-24 Proposal
67	Entry & Walls Maintenance	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$0 spent last FY
68	Landscape Maintenance	\$ 168,860	\$ 337,720	\$ 319,000	\$ (18,720)	\$ 319,000	\$ -	contract price
69	Irrigation Repairs	\$ 16,389	\$ 32,778	\$ 26,600	\$ (6,178)	\$ 40,000	\$ 13,400	\$41,715 spent last FY
70	Landscape - Mulch	\$ 4,969	\$ 9,938	\$ 58,000	\$ 48,062	\$ 58,000	\$ -	budget price in contract
71	Annual Flower Program	\$ 11,109	\$ 22,218	\$ 25,000	\$ 2,782	\$ 15,000	\$ (10,000)	move 10k to plant replacements to replace annuals with perennials
72	Irrigation Maintenance	\$ 21,600	\$ 43,200	\$ 43,200	\$ -	\$ 43,200	\$ -	contract price
73	Tree Trimming Services	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 35,000	\$ (40,000)	for over 15ft, 15ft and under in maintenance contract
74	Trail Maintenance	\$ 7,250	\$ 14,500	\$ -	\$ (14,500)	\$ 25,000	\$ 25,000	moved 20k from tree trimming/demossing
75	Fire Ant Treatment	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 10,000	\$ 5,500	\$8,367 spent this year on Top Choice Treatment, not yet in financials
76	Conservation Area Maintenance	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 32,000	\$ 2,000	phase two price is ~32k for conservation cutback project
77	Landscape Fertilization	\$ 29,100	\$ 58,200	\$ 41,520	\$ (16,680)	\$ 41,520	\$ -	contract price
78	Landscape Pest Control	\$ 4,350	\$ 8,700	\$ 8,700	\$ -	\$ 8,700	\$ -	contract price
79	Landscape Replacement Plants, Shrubs, Trees	\$ 3,310	\$ 6,620	\$ 35,000	\$ 28,380	\$ 45,000	\$ 10,000	\$48,029 spent last FY + 10k from annual budget to convert to perennials
80	Holiday Decorations	\$ 15,419	\$ 15,419	\$ 15,000	\$ (419)	\$ 15,000	\$ -	\$14,954.40 spent last FY - presidential electric proposal \$7,500
81	Hurricane Related Expenses	\$ 61,094	\$ 61,094	\$ -	\$ (61,094)	\$ -	\$ -	should be accounted for in Reserve Fund
82	Road & Street Facilities							
83	Street & Decorative Light Maint. & Repairs	\$ 33,100	\$ 66,200	\$ 75,000	\$ 8,800	\$ 65,000	\$ (10,000)	\$67,452 spent last FY - replace all bollard lights at amenity? (29k)
84	Sidewalk Repair & Maintenance	\$ 790	\$ 1,580	\$ 500	\$ (1,080)	\$ 2,500	\$ 2,000	\$5,525 spent last FY
85	Parking Lot Repair & Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$0 spent last FY
86	Street Sign Repair & Maintenance	\$ 1,175	\$ 2,350	\$ 500	\$ (1,850)	\$ 2,000	\$ 1,500	\$62 spent last FY
87	Parks & Recreation							
88	Staff - Salaries	\$ 64,435	\$ 128,870	\$ 143,595	\$ 14,725	\$ 141,500	\$ (2,095)	contract price

Approved Proposed Budget
Harrison Ranch Community Development District
General Fund
Fiscal Year 2023/2024

	Chart of Accounts Classification	Actual YTD through 03/31/23	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	2022/23 Budget Comments
89	Pool Repairs	\$ 5,506	\$ 11,012	\$ 10,000	\$ (1,012)	\$ 10,000	\$ -	\$13,153 spent last FY
90	Wildlife Management Services	\$ 5,000	\$ 10,000	\$ 11,000	\$ 1,000	\$ 12,000	\$ 1,000	contract price (\$1,000/mo.)
91	Pool Service Contract	\$ 9,998	\$ 19,996	\$ 19,728	\$ (268)	\$ 19,596	\$ (132)	contract price (\$1,633/mo.)
92	Facility A/C & Heating Maintenance & Repair	\$ 1,372	\$ 2,744	\$ 2,808	\$ 64	\$ 2,808	\$ -	\$4,216 spent last FY
93	Telephone Fax, Internet	\$ 6,848	\$ 13,696	\$ 11,150	\$ (2,546)	\$ 12,000	\$ 850	\$12,728 spent last FY
94	Clubhouse - Facility Janitorial Service	\$ 5,100	\$ 10,200	\$ 10,200	\$ -	\$ 10,200	\$ -	contract price (\$850/mo.)
95	Office Supplies	\$ 531	\$ 1,062	\$ 1,000	\$ (62)	\$ 1,000	\$ -	\$112 spent last FY
96	Clubhouse - Facility Janitorial Supplies	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 1,400	\$ (1,000)	\$1,278 spent last FY
97	Exterior Clubhouse Maintenance & Repair	\$ 9,664	\$ 9,664	\$ 10,000	\$ 336	\$ 10,000	\$ -	Pressure washing
98	Security System Monitoring & Maintenance	\$ 9,479	\$ 18,958	\$ 12,000	\$ (6,958)	\$ 10,000	\$ (2,000)	\$11,874 spent last FY
99	Fire System Inspection/Maintenance	\$ 754	\$ 754	\$ 725	\$ (29)	\$ 1,000	\$ 275	Current year is first for this line item
100	Management Contract	\$ 5,156	\$ 9,000	\$ 9,000	\$ -	\$ 12,000	\$ 3,000	contract price
101	Clubhouse Programs/Events	\$ 14,428	\$ 28,856	\$ 30,000	\$ 1,144	\$ 30,000	\$ -	\$31,012 spent last FY
102	Pool/Patio Furniture	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$7,749 spent last FY
103	Pest Control	\$ 320	\$ 640	\$ 1,440	\$ 800	\$ 700	\$ (740)	contract price - Pure Green (600/yr plus possible inc)
104	Interior Clubhouse Maintenance & Repairs	\$ 1,804	\$ 3,608	\$ 2,500	\$ (1,108)	\$ 4,000	\$ 1,500	\$3,978 spent last FY
105	Furniture Repair/Replacement	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	\$1,547 spent last FY
106	Access Control Maintenance & Repair	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 3,500	\$ (1,500)	\$3,301 spent last FY
107	Athletic Field Maintenance & Repair	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$0 spent last FY
108	Computer Support, Maint & Repair	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$505 spent last FY
109	Fitness Equipment Maint & Repair	\$ 559	\$ 1,118	\$ 1,000	\$ (118)	\$ 1,000	\$ -	\$971 spent last FY
110	Playground Equipment and Maintenance	\$ 2,000	\$ 2,000	\$ 500	\$ (1,500)	\$ 1,000	\$ 500	\$749 spent last FY
111	Tennis Court Maintenance & Supplies	\$ 288	\$ 576	\$ 1,250	\$ 674	\$ 1,250	\$ -	\$604 spent last FY
112	Contingency							
113	Miscellaneous Contingency	\$ -	\$ -	\$ 1,100	\$ 1,100	\$ 2,000	\$ 900	\$14,920 spent last FY
114	Capital Outlay	\$ 6,156	\$ 12,312	\$ 10,000	\$ (2,312)	\$ -	\$ (10,000)	\$13,631 spent last FY
115								
116	Field Operations Subtotal	\$ 672,403	\$ 1,254,563	\$ 1,461,027	\$ 206,464	\$ 1,505,131	\$ 44,104	
117								
118	Contingency for County TRIM Notice							
119								
120	TOTAL EXPENDITURES	\$ 749,321	\$ 1,396,752	\$ 1,609,809	\$ 213,057	\$ 1,654,340	\$ 44,531	
121								
122	EXCESS OF REVENUES OVER EXPENDITURES	\$ 911,746	\$ 275,409	\$ 0	\$ 275,909	\$ -	\$ (0)	
123								

Approved Proposed Budget
Harrison Ranch Community Development District
Reserve Fund
Fiscal Year 2023/2024

Chart of Accounts Classification	Actual YTD through 03/31/23	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	Comments
REVENUES							
Special Assessments							
Tax Roll*	\$ 116,900	\$ 116,900	\$ 116,900	\$ -	\$ 119,823	\$ 2,923	
Interest Earnings							
Interest Earnings	\$ 2,475	\$ 2,475	\$ -	\$ 2,475	\$ -	\$ -	
TOTAL REVENUES	\$ 119,375	\$ 119,375	\$ 116,900	\$ 2,475	\$ 119,823	\$ 2,923	
TOTAL REVENUES AND BALANCE FORWARD	\$ 119,375	\$ 119,375	\$ 116,900	\$ 2,475	\$ 119,823	\$ 2,923	
EXPENDITURES							
Contingency							
Capital Reserves	\$ 2,960	\$ 2,960	\$ 116,900	\$ 113,940	\$ 119,823	\$ 2,923	goal inv. According to reserve study
TOTAL EXPENDITURES	\$ 2,960	\$ 2,960	\$ 116,900	\$ 113,940	\$ 119,823	\$ 2,923	
EXCESS OF REVENUES OVER EXPENDITURES	\$ 116,415	\$ 116,415	\$ -	\$ 116,415	\$ -	\$ -	

Harrison Ranch Community Development District
Debt Service
Fiscal Year 2023/2024

Chart of Accounts Classification	Series 2017	Budget for 2023/2024
REVENUES		
Special Assessments		
Net Special Assessments	\$283,172.33	\$283,172.33
TOTAL REVENUES	\$283,172.33	\$283,172.33
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$283,172.33	\$283,172.33
Administrative Subtotal	\$283,172.33	\$283,172.33
TOTAL EXPENDITURES	\$283,172.33	\$283,172.33
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Manatee Co. Collection Costs (3%) & Early Payment Discounts (4%):

7.0%

Gross Assessments

\$304,094.00

Notes:

Tax Roll Collection Costs and Early Payment Discounts are 7.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.