

RESOLUTION NO. 19-02

**A RESOLUTION OF THE MILLERS CREEK SPECIAL DISTRICT,
DUVAL COUNTY, FLORIDA, ADOPTING ITS BUDGET FOR FISCAL
YEAR 2019-2020; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, as provided in Ordinance No. 2014-700-E ("Ordinance"), the Millers Creek Special District's ("MCSD") fiscal year begins on July 1 and ends on June 30; and

WHEREAS, pursuant to the Ordinance, the MCSD must submit its proposed budget for the ensuing fiscal year to the City Council of the City of Jacksonville for its review each year by April 1; and

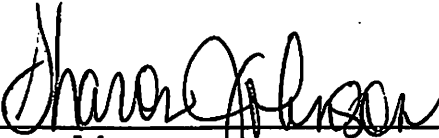
WHEREAS, having reviewed its potential revenues and expenses for fiscal year 2019-2020, the Board of Supervisors ("Board") of the MCSD is now prepared to adopt its budget for fiscal year 2019-2020.

NOW THEREFORE, Be it resolved by the Board of the MCSD that:

Section 1. The budget attached hereto as Exhibit "A" is adopted as the budget for the MCSD for fiscal year 2019-2020.

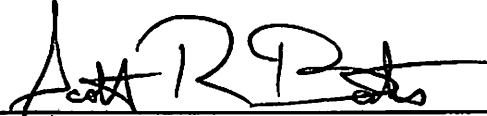
Section 2. This Resolution shall become effective upon adoption.

Adopted this 25th day of March, 2019.



Sharon Johnson
Chair, Board of Supervisors

Attest:



Board Secretary

Exhibit "A"
The Millers Creek Special District
Ordinance 2014-700-E
Proposed Budget for the 2019/2020 Fiscal Year

REVENUES

Category	Subject	Projected Revenue
160.100	Projected Assessment Revenue by 6/30/2020	\$78,231.00
	\$3000 per homeowner X 28 homeowners = \$84,000 \$84,000 - 3.5% (City of Jacksonville Collection of Assessments) = \$81,060.00 Discount if assessment is received early discount 4.0%, 3.0%, 2.0% Average collection from 2017, 2018 = \$78,231.00	
160.101	Interest Income	\$100.00
160.104	Bank Financing/Loan (TBD)	\$600,000.00
160.105	City Of Jacksonville - Capital Improvement Program (12.5% of project cost)	\$98,756.87
		\$777,087.87

EXPENDITURES

Category	Subject	Projected Cost
160.200	Promotional & Legal Advertising - Publication fees	\$3,000.00
160.300	Accounting and Audit Fees	\$4,000.00
160.500	Engineering Fees - Engineering Consultant & Testing Fees	\$20,000.00
160.700	Insurance Expense	\$2,663.76
160.800	Intuit Software	\$240.00
160.900	Laboratory Sampling Analysis	\$0.00
160.110	Legal Fees/Service	\$5,836.00
160.120	Office Supplies	\$200.00
160.130	Other Expense	\$200.00
160.140	P.O. Box	\$120.00
160.150	Postage & Freight Services	\$100.00
160.160	Printing	\$150.00
160.210	Administrative Services - Public Hearing	\$400.00
160.180	Communication services and Website Fees	\$1,200.00
160.190	Dredging/Marine Contractor Expense (TBD) Target - Start Date - 2/1/2020	\$700,000.00
160.300	Rentals and Leases	\$0.00
160.501	Dredging Permits	\$0.00
160.170	Publications & Memberships Fees	\$175.00
	Total Expenditures	\$738,284.76

RESERVE

Category	Subject	Projected Reserve
160.102	Reserve (Carry over)	\$38,803.11

Exhibit "A"

**The Millers Creek Special District
Ordinance 2014-700-E
Budget Supplement
Fiscal Year 2019/2020**

REVENUES

160.100 Assessment

The District will levy a non ad-valorem assessment in the amount of \$3,000 for each residential unit and each parcel with a canal access easement. From the Gross amount of the non ad-valorem assessment the following amounts are deducted: (1) Duval County Tax Collector and Property Assessor charges a fee for services rendered in the amount of 2.0% and 1.5%.

Revenue Notes

\$3000/residential unit X 28 residential units = Total collected \$84,000. Apply 3.5% charge for collections \$84,000 X 3.5% = \$2,940 fees. Give a revenue of \$84,000 - \$2,940 = \$81,060. There is also a discount if the funds are received early, the discount is 4.0% in November, 3.0% in December, 2.0% in January. The average collection has been \$78,231.00.

160.101 Interest income

Excess Funds will be invested in a non-interest bearing checking account at Bank of America.

160.102 Reserve

Reserves that carry over from FY 2019/2020.

160.104 Bank Loan

Bank loan to pay off the Dredging/Marine Contractor

160.105 City of Jacksonville

Capital Improvement Program – Approved and Adopted that COJ will pay 12.5% of the project cost up to \$275,000.

EXPENDITURES

PROFESSIONAL

160.110 Legal Services

The District's legal Counsel Lewis, Longman & Walker P.A. will provide general legal services to the District, including attendance of monthly meetings, review of agreements, contracts and resolutions.

160.210 Administrative Services

Other Administrative Expenses include fees charged to the District to record, document, and publish all Board of Supervisor meetings and public hearings held by the District.

160.300 Accounting and Audit Services

The District is required by Florida Statutes to conduct an independent audit of its Financial records by an Independent Certified Public Accounting Firm. The District has Contracted Robert Thaggard CPA to conduct the annual financial audit.

ADMINISTRATIVE

160.800 Intuit Software – Accounting Software

The District has chosen to use Intuit Software to keep up with invoices and revenues for accounting purposes.

160.180 Communication Services

Communication Services include fees required to host, develop and maintain the savemillerscreek.org website which provides online access to the District's official documents, including meeting minutes, agendas, reports, resolutions, etc.

160.150 Postage & Freight Services

Postage includes mailing of notices to the District, overnight deliveries, correspondence, etc.

160.140 P.O. BOX

The District decided to get a P.O. Box to receive mail and have an official mailing address for the bank.

160.300 Rentals and Leases

Rentals are fees associated with renting public meeting rooms to hold public hearings, committee meetings, and general meetings as required by the District. The District is currently meeting at First Korean Baptist Church.

160.700 Insurance – General Liability

The District's General Liability & Public Officials Errors and Omission Liability Insurance policy is with The Holmes Organisation of Florida, Inc.

160.160 Printing and Binding

Printing and Binding include fees to print and bind the District's official documents, including meeting minutes, agendas, reports, resolutions, contracts, etc.

160.200 Promotional & Legal Advertising

The District is required to advertise monthly Board of Supervisor Meetings, public hearings, and any services required to be advertised for public bidding, i.e. dredging contracts and other advertising that may be required in a newspaper of general circulation.

160.130 Other Expense and Charges

This item includes any expenses not included in the other categories including Bank Fees & Charges

160.170 Publications & Memberships

Other Expenses include membership fees, dues and registration for government agencies, ie.

Florida Department of Economic Development.

160.120 Office Supplies

The District will need supplies for meetings including paper, pens and presentation information.

CANAL DREDGING OPERATIONS

160.190 Dredging/Marine Contractor

The District has current plans to perform dredging operations for the fiscal year 2019/2020.

160.400 Bathymetric/Marine Surveyor

Completed

160.900 Laboratory Sampling Analysis

Completed

160.501 Dredging Permits

Completed

160.502 Spoil Site Fees

The Millers Creek Special District has not chosen a spoil site so no cost will be included at this time.

160.503 Navigational Aids & Markers

The Millers Creek Special District will maintain the channel markers for boaters once the dredging is completed. There is no expense at this time.

160.500 Dredging/Marine Engineering Consultant

The District utilizes consultants to advise the Board on dredging services, dredging technology, and marine construction for bulkheads and breakwaters.