

Heron Isles

Community Development District

5385 N. Nob Hill Road, Sunrise, Florida 33351 ~ Phone: (954) 721-8681 ~ Fax: (954) 721-9202

May 12, 2015

Mr. Michael Mahaney
Nassau County Administrator
96160 Nassau Place
Yulee, Florida 32097

Re: Heron Isles CDD
Proposed Budget Fiscal Year 2016

Dear Mr. Mahaney:

In accordance with chapter 190.008 (2) (b), Florida Statutes, enclosed please find one copy of the District's proposed budget for Fiscal Year 2016 for purposes of disclosure and information only. The District will schedule a public hearing not less than 60 days from the date of this letter for adoption of the same. Should you have any questions regarding the enclosed, please feel free to contact me.

Sincerely,



Maggie Phillips
District Accountant

MP/

enclosure

15 MAY 18 AM 8:17

RECEIVED
COUNTY MANAGER'S
OFFICE

***Proposed Budget
Fiscal Year 2016***

***Heron Isles Community
Development District***

May 7, 2015



**Heron Isles
Community Development District**

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Heron Isles
Community Development District

General Fund

Description	Adopted Budget FY 2015	Actual Thru 3/31/2015	Projected Next 6 Months	Total Projected 9/30/2015	Proposed Budget FY 2016
Revenues					
Assessments - On Roll	\$174,058	\$163,573	\$10,485	\$174,058	\$174,058
Assessments - Direct	\$85,104	\$49,994	\$35,460	\$85,454	\$85,104
Interest Income	\$0	\$26	\$0	\$26	\$0
Fund Balance	\$37,395	\$127,486	\$0	\$127,486	\$51,398
TOTAL REVENUES	\$296,557	\$341,078	\$45,946	\$387,024	\$310,560
Expenditures					
Administrative					
Supervisor Fees	\$4,000	\$1,800	\$2,000	\$3,800	\$4,000
FICA Expense	\$306	\$138	\$153	\$291	\$306
Engineering	\$1,800	\$0	\$1,800	\$1,800	\$1,800
Assessment Roll	\$7,500	\$7,500	\$0	\$7,500	\$9,000
Dissemination	\$500	\$500	\$0	\$500	\$500
Attorney	\$15,000	\$2,417	\$12,583	\$15,000	\$15,000
Annual Audit	\$3,300	\$3,300	\$0	\$3,300	\$3,600
Trustee Fees	\$4,500	\$4,337	\$0	\$4,337	\$4,500
Management Fees	\$43,260	\$21,630	\$21,630	\$43,260	\$43,260
Computer Time	\$1,000	\$500	\$500	\$1,000	\$1,000
Website Compliance	\$0	\$0	\$0	\$0	\$500
Telephone	\$50	\$30	\$20	\$50	\$50
Postage	\$500	\$144	\$356	\$500	\$500
Printing & Binding	\$500	\$508	\$292	\$800	\$800
Insurance	\$6,038	\$5,923	\$0	\$5,923	\$6,663
Legal Advertising	\$1,500	\$0	\$1,500	\$1,500	\$1,500
Other Current Charges	\$1,500	\$390	\$476	\$867	\$1,000
Office Supplies	\$100	\$31	\$31	\$61	\$100
Meeting Room Rental	\$400	\$200	\$200	\$400	\$400
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Capital Outlay	\$250	\$0	\$250	\$250	\$250
TOTAL ADMINISTRATIVE EXPENDITURES	\$92,179	\$49,522	\$41,792	\$91,314	\$94,904
UTILITIES:					
Electric	\$15,000	\$9,531	\$9,531	\$19,062	\$19,135
Water & Sewer	\$25,000	\$8,212	\$16,788	\$25,000	\$25,000
SUBTOTAL UTILITIES	\$40,000	\$17,743	\$26,319	\$44,062	\$44,135
CONTRACT SERVICES					
Landscape Maintenance	\$56,724	\$24,508	\$33,089	\$57,597	\$65,000
Irrigation Maintenance	\$8,276	\$15,461	\$0	\$15,461	\$3,000
Lake Maintenance	\$9,912	\$5,898	\$5,898	\$11,796	\$11,796
Janitorial Services	\$7,200	\$2,400	\$4,800	\$7,200	\$7,200
Trash Removal Services	\$6,000	\$2,000	\$4,000	\$6,000	\$6,000
Management Company	\$9,000	\$4,500	\$4,500	\$9,000	\$9,000
SUBTOTAL CONTRACT SERVICES	\$97,112	\$54,767	\$52,287	\$107,054	\$101,996
REPAIRS & MAINTENANCE					
Repairs & Maintenance	\$10,000	\$9,059	\$2,941	\$12,000	\$12,000
SUBTOTAL REPAIRS & MAINTENANCE	\$10,000	\$9,059	\$2,941	\$12,000	\$12,000
RESERVES					
Road Maintenance	\$40,000	\$0	\$20,000	\$20,000	\$40,000
Capital Improvements	\$20,000	\$7,163	\$0	\$7,163	\$20,000
SUBTOTAL RESERVES	\$60,000	\$7,163	\$20,000	\$27,163	\$60,000
TOTAL FIELD EXPENDITURES	\$207,112	\$88,732	\$101,547	\$190,279	\$218,131
TOTAL EXPENDITURES	\$299,291	\$138,253	\$143,339	\$281,592	\$313,035
OTHER SOURCES/(USES)					
Interfund Transfers In/(Out)	\$2,734	\$6,002	\$0	\$6,002	\$2,475
TOTAL OHER SOURCES/(USES)	\$2,734	\$6,002	\$0	\$6,002	\$2,475
Excess Revenues	\$0	\$208,826	(\$97,393)	\$111,433	\$0

	FY 2014	FY 2015	FY 2016
NET ASSESSMENTS	\$189,785	\$259,162	\$259,162
PLUS COLLECTION FEES (7%)	\$12,108	\$19,507	\$19,507
GROSS ASSESSMENTS	\$201,893	\$278,669	\$278,669
NO. OF UNITS	740	740	740
PER UNIT ASSESSMENT	\$273	\$377	\$377

Heron Isles
Community Development District
General Fund

Exhibit "A"

Allocation of Operating Reserves

Estimated Funds Available

Beginning Fund Balance - Fiscal Year 2015	\$127,486
Estimated Excess Revenues - Fiscal Year 2015	(\$16,053)
Total Estimated Funds Available - 9/30/15	<u>\$111,433</u>

Allocation of Funds Available

⁽¹⁾ Operating Reserve - First Quarter Operating Capital	\$60,035
Capital Reserve/Renewal & Replacement	\$0
Total Allocation of Funds	<u>\$60,035</u>
Total Undesignated Cash	<u><u>\$51,398</u></u>

⁽¹⁾ Represents approximately (3) three months of operating expenditures

HERON ISLES COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND BUDGET FISCAL YEAR 2016

REVENUES:

Maintenance Assessments

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the General Operating Expenditures for the fiscal year.

EXPENDITURES:

Administrative:

Supervisor Fees

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount for the fiscal year is based upon all five supervisors attending the estimated 12 annual meetings.

FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

Engineering Fees

The District's engineer will be providing general engineering services to the District including attendance and preparation for board meetings, etc.

Assessment Roll

Governmental Management Services serves as the District's collection agent and certifies the District's non-ad valorem assessments with the county tax collector.

Dissemination Agent

The District is required by the Security and Exchange Commission to comply with Rule 15(c) (2)-12(b) (5), which relates to additional reporting requirements for un-rated bond issues.

Attorney

The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for monthly meetings, review operating and maintenance contracts.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.

Trustee Fees

The District issued Series 2005 Capital Improvement Revenue Bonds, which are held with a Trustee at US Bank. The amount of the trustee fees is based on the agreement between US Bank and the District.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services. These services are further outlined in Exhibit "A" of the Management Agreement.

HERON ISLES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2016

Computer Time

The District processes all of its financial activities, i.e., accounts payable, financial statements, etc. on a mainframe computer leased by Governmental Management Services.

Website Compliance

Per Chapter 2014-22, Laws of Florida, all Districts must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS, LLC and updated monthly.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. Florida Insurance Alliance specializes in providing insurance coverage to governmental agencies.

Legal Advertising

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

Other Current Charges

Bank charges and any other miscellaneous expenses that are incurred during the year.

Office Supplies

Miscellaneous office supplies.

Meeting Room Rental

This item includes the cost to rent a boardroom for the Heron Isles Community Development District monthly supervisor meetings. The rental fees are based on the quarterly meetings.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Capital Outlay

Represents any minor capital expenditures the District may need to make during the Fiscal Year such as a file cabinet for District files.

HERON ISLES COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND BUDGET
FISCAL YEAR 2016

Utilities:

Electric

This item includes the cost of electricity for Heron Isles CDD that will be provided by FPL.

Location	Account #	Amounts
34119 - 100 Heron Isles Pkwy	55251-34119	\$1,500
06030 - 96103 Heron Isles Pkwy	79367-06030	\$12
18034 - 96116 Heron Isles Pkwy	15371-18034	\$9
82129 - 961164 Heron Isles Pkwy #IR	17007-82129	\$8
73059 - 96139 Heron Isles Pkwy	89411-73059	\$29
27030 - 96148 Heron Isles Pkwy	59739-27030	\$9
51129 - 96443 Heron Isles Pkwy #IRR	62356-51129	\$9
83129 - 96638 Heron Isles Pkwy #IR	62602-83129	\$9
92496 - 96331 Starfish Dr entwall	39110-92496	\$9
Total Monthly Charges		\$1,595

Water & Sewer

This item includes the cost of water and/or sewer from JEA.

Location	Meter #	Amounts
96059 Heron Isles PY	74759485	\$1000
96059 Heron Isles PY	74759485	\$250
96259 Heron Isles PY	64534301	\$150
96320 Starfish Dr	67059090	\$30
96416 Heron Isles PY	67133229	\$250
96572 Heron Isles PY	67133293	\$400
Total Monthly Charges		\$2,080

Contract Services:

Landscape Maintenance

Landscape services are to maintain the common areas within the District. The District has contracted with Valleycrest Landscape for these services pertaining to entryway maintenance. The contract provides for a 30 day termination.

<u>Vendor</u>	<u>Monthly</u>	<u>Yearly</u>
Landscape Maintenance	\$4,727.	\$56,724.00
Landscape Contingency		<u>\$ 8,276.00</u>
Total		\$65,000.00

HERON ISLES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2016

Irrigation Repairs

Irrigation services are to maintain the common areas within the District. The District has contracted with Valleycrest Landscape for these services pertaining to entryway maintenance. The contract provides for a 30 day termination.

Lake Maintenance

The District has a contract with The Lake Doctors who provide monthly water management services to all the lakes throughout the District.

Janitorial Services

The District has a contract with All Repairs & Maintenance for Janitorial services for the District.

Trash Removal Service

The District has a contract with All Repairs & Maintenance for Trash Removal Services.

Management Company

Management Fees include managing, supervising and coordinating the management, operation and maintenance. The District has a contract with Leland Management Inc. to provide these services, the monthly charge is \$750.00 and the contract can be terminated by either party within 30 days notice.

Repairs & Maintenance:

Repairs & Maintenance

Unscheduled repairs and maintenance to the District's facilities through the community

Reserves:

Road Maintenance

The District will contract with a company for maintenance to the District's roadways

Capital Improvements

Represents any Capital expenditures the District may need outside of the regular maintenance.

Heron Isles

Community Development District

Debt Service Fund

Series 2005

Description	Adopted Budget FY 2015	Actual Thru 3/31/2015	Projected Next 6 Months	Total Projected 9/30/2015	Proposed Budget FY 2016
Revenues					
⁽¹⁾ Special Assessments - On Roll	\$170,148	\$159,897	\$10,251	\$170,148	\$166,380
Special Assessments - Off Roll	\$114,210	\$470	\$114,210	\$114,680	\$114,210
Interest Income	\$0	\$27	\$0	\$27	\$0
Prepayments	\$0	\$26,223	\$10,807	\$37,030	\$0
⁽²⁾ Carry Forward Surplus	\$165,736	\$174,526	\$0	\$174,526	\$111,141
TOTAL REVENUES	\$450,094	\$361,143	\$135,268	\$496,411	\$391,731
Expenditures					
<i>Series 2005</i>					
Interest - 11/1	\$103,069	\$103,069	\$0	\$103,069	\$98,900
Special Call - 11/1	\$55,000	\$65,000	\$0	\$65,000	\$10,000
Interest - 5/1	\$103,069	\$0	\$101,200	\$101,200	\$98,900
Principal - 5/1	\$85,000	\$0	\$80,000	\$80,000	\$85,000
Special Call - 5/1	\$0	\$0	\$30,000	\$30,000	\$0
TOTAL EXPENDITURES	\$346,138	\$168,069	\$211,200	\$379,269	\$292,800
Other Sources/(Uses)					
⁽³⁾ Interfund Transfer In/Out	(\$2,734)	(\$6,002)	\$0	(\$6,002)	(\$2,475)
TOTAL OTHER SOURCES/USES	(\$2,734)	(\$6,002)	\$0	(\$6,002)	(\$2,475)
EXCESS REVENUES	\$101,222	\$187,073	(\$75,932)	\$111,141	\$96,456

11/1/2016

\$96,456

⁽¹⁾ Maximum Annual Debt Service

⁽²⁾ Carry forward surplus is net of the reserve requirement

⁽³⁾ Represents excess funds in DS after Nov. 1 payments

Heron Isles

Community Development District

Amortization Schedule

Series 2005, Capital Improvement Revenue Bonds

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
05/01/15	\$3,520,000.00	5.75%	\$80,000.00	\$101,200.00	
11/01/15	\$3,440,000.00	5.75%	\$0.00	\$98,900.00	\$280,100.00
05/01/16	\$3,440,000.00	5.75%	\$85,000.00	\$98,900.00	
11/01/16	\$3,355,000.00	5.75%	\$0.00	\$96,456.25	\$280,356.25
05/01/17	\$3,355,000.00	5.75%	\$90,000.00	\$96,456.25	
11/01/17	\$3,265,000.00	5.75%	\$0.00	\$93,868.75	\$280,325.00
05/01/18	\$3,265,000.00	5.75%	\$95,000.00	\$93,868.75	
11/01/18	\$3,170,000.00	5.75%	\$0.00	\$91,137.50	\$280,006.25
05/01/19	\$3,170,000.00	5.75%	\$105,000.00	\$91,137.50	
11/01/19	\$3,065,000.00	5.75%	\$0.00	\$88,118.75	\$284,256.25
05/01/20	\$3,065,000.00	5.75%	\$110,000.00	\$88,118.75	
11/01/20	\$2,955,000.00	5.75%	\$0.00	\$84,956.25	\$283,075.00
05/01/21	\$2,955,000.00	5.75%	\$115,000.00	\$84,956.25	
11/01/21	\$2,840,000.00	5.75%	\$0.00	\$81,650.00	\$281,606.25
05/01/22	\$2,840,000.00	5.75%	\$120,000.00	\$81,650.00	
11/01/22	\$2,720,000.00	5.75%	\$0.00	\$78,200.00	\$279,850.00
05/01/23	\$2,720,000.00	5.75%	\$130,000.00	\$78,200.00	
11/01/23	\$2,590,000.00	5.75%	\$0.00	\$74,462.50	\$282,662.50
05/01/24	\$2,590,000.00	5.75%	\$135,000.00	\$74,462.50	
11/01/24	\$2,455,000.00	5.75%	\$0.00	\$70,581.25	\$280,043.75
05/01/25	\$2,455,000.00	5.75%	\$145,000.00	\$70,581.25	
11/01/25	\$2,310,000.00	5.75%	\$0.00	\$66,412.50	\$281,993.75
05/01/26	\$2,310,000.00	5.75%	\$155,000.00	\$66,412.50	
11/01/26	\$2,155,000.00	5.75%	\$0.00	\$61,956.25	\$283,368.75
05/01/27	\$2,155,000.00	5.75%	\$165,000.00	\$61,956.25	
11/01/27	\$1,990,000.00	5.75%	\$0.00	\$57,212.50	\$284,168.75
05/01/28	\$1,990,000.00	5.75%	\$175,000.00	\$57,212.50	
11/01/28	\$1,815,000.00	5.75%	\$0.00	\$52,181.25	\$284,393.75
05/01/29	\$1,815,000.00	5.75%	\$185,000.00	\$52,181.25	
11/01/29	\$1,630,000.00	5.75%	\$0.00	\$46,862.50	\$284,043.75
05/01/30	\$1,630,000.00	5.75%	\$195,000.00	\$46,862.50	
11/01/30	\$1,435,000.00	5.75%	\$0.00	\$41,256.25	\$283,118.75
05/01/31	\$1,435,000.00	5.75%	\$205,000.00	\$41,256.25	
11/01/31	\$1,230,000.00	5.75%	\$0.00	\$35,362.50	\$281,618.75
05/01/32	\$1,230,000.00	5.75%	\$220,000.00	\$35,362.50	
11/01/32	\$1,010,000.00	5.75%	\$0.00	\$29,037.50	\$284,400.00
05/01/33	\$1,010,000.00	5.75%	\$230,000.00	\$29,037.50	
11/01/33	\$780,000.00	5.75%	\$0.00	\$22,425.00	\$281,462.50
05/01/34	\$780,000.00	5.75%	\$245,000.00	\$22,425.00	
11/01/34	\$535,000.00	5.75%	\$0.00	\$15,381.25	\$282,806.25
05/01/35	\$535,000.00	5.75%	\$260,000.00	\$15,381.25	
11/01/35	\$275,000.00	5.75%	\$0.00	\$7,906.25	\$283,287.50
05/01/36	\$275,000.00	5.75%	\$275,000.00	\$7,906.25	\$282,906.25
TOTAL			\$3,520,000.00	\$2,689,850.00	\$6,209,850.00