

# Myrtle Creek Improvement District

12051 Corporate Boulevard Orlando, FL 32817; 407-723-5900

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

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The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Myrtle Creek Improvement District ("District"), scheduled to be held at **5:00 p.m. on Tuesday, March 16, 2021 at Courtyard Orlando Lake Nona, 6955 Tavistock Lakes Blvd, Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

Please use the following information to join via the computer or the conference line:

Phone: 1-844-621-3956

Computer: pfmgroup.webex.com

Participant Code: 796 580 192#

## BOARD OF SUPERVISORS' MEETING AGENDA

### Organizational Matters

- Roll Call to Confirm a Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the February 16, 2021 Board of Supervisors' Meeting**

### Business Matters

- 2. **Review of Fiscal Year 2022 Operations and Maintenance Budget**
- 3. **Consideration of Agreement with Bryant Miller Olive for Bond Counsel Services**
- 4. **Ratification of Operation and Maintenance Expenditures Paid in February 2021 in an amount totaling \$64,919.89**
- 5. **Recommendation of Work Authorization/Proposed Services *(if applicable)***
- 6. **Review of District's Financial Position and Budget to Actual YTD**

### Other Business

- A. Staff Reports
  - 1. District Counsel
  - 2. District Manager
  - 3. District Engineer
  - 4. Construction Supervisor
  - 5. Landscape Supervisor – *Introduction of New Supervisor*
  - 6. Irrigation Supervisor
- B. Supervisor Requests

### Adjournment



# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Minutes of the February 16, 2021  
Board of Supervisors' Meeting**

# **MYRTLE CREEK IMPROVEMENT DISTRICT BOARD OF SUPERVISORS' MEETING MINUTES**

## **FIRST ORDER OF BUSINESS**

The Board of Supervisors' Meeting for the Myrtle Creek Improvement District was called to order on Tuesday, February 16, 2021, at 5:00 p.m. at Courtyard Orlando Lake Nona, 6955 Tavistock Lakes Blvd, Orlando, FL 32827.

Present:

Bob da Silva	Chairman	
Kyle Scholl	Assistant Secretary	(via phone @ 5:01 p.m.)
John Lynaugh	Assistant Secretary	
Marsha Leed	Assistant Secretary	

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Tucker Mackie	Hopping Green & Sams	(via phone)
Deb Sier	Hopping Green & Sams	(via phone)
Jeff Newton	Donald W. McIntosh Associates	(via phone)
Larry Kaufmann	Construction Supervisor & Construction Committee Member	(via phone)
Scott Thacker	District Landscape Supervisor	(via phone @ 5:03 p.m.)

## **SECOND ORDER OF BUSINESS**

### **Public Comment Period**

Ms. Walden noted for the record there were no public comments at this time.

## **THIRD ORDER OF BUSINESS**

### **Consideration of the Minutes of the January 19, 2021, Board of Supervisors' Meeting**

Mr. Scholl joined the meeting via phone at 5:01 p.m.

Board Members reviewed the minutes from the January 19, 2021, Board of Supervisors' Meeting.

On Motion by Mr. da Silva, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the January 19, 2021, Board of Supervisors' Meeting.

#### **FOURTH ORDER OF BUSINESS**

#### **Ratification of Operation and Maintenance Expenditures Paid in January 2021 in an amount totaling \$40,798.41**

Board Members reviewed Operation and Maintenance Expenditures Paid in January 2021 in an amount totaling \$40,798.41. These have already been approved and just need to be ratified by the Board.

On Motion by Ms. Leed, second by Mr. da Silva with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures Paid in January 2021 in an amount totaling \$40,798.41.

#### **FIFTH ORDER OF BUSINESS**

#### **Recommendation of Work Authorization/Proposed Services**

There were no work authorizations for the Board.

#### **SIXTH ORDER OF BUSINESS**

#### **Review of District's Financial Position and Budget to Actual YTD**

Board Members reviewed the Statement of Financial Position and Budget to Actual through January. The District has total expenses of \$208,500.00 vs a budget of \$919,000.00. No action is required by the Board.

District staff is continuing to keep an eye on the irrigation repairs line item as it is trending over budget.

#### **SEVENTH ORDER OF BUSINESS**

#### **Staff Reports**

District Counsel –

Mr. Lynaugh asked Ms. Mackie if she knew if the Governor is going to extend the State of Emergency past the end of February. Ms. Mackie replied she does not have any additional information regarding the State of Emergency. A prior Executive Order waived the requirements that the District hold a physical quorum for purposes of conducting its meetings but that is no longer in place. Ms. Mackie does not expect it to be reinstated.

District Manager –

Ms. Walden noted the next meeting is scheduled for Tuesday, March 16, 2021, which is Spring Break week. Mr. Scholl will email Ms. Walden and let her know if he will be in town or if he will need to call in to the meeting.

Ms. Walden noted there are excess funds in the Myrtle Creek ID 2016 Reserve Account in the amount of \$1,835.77. Per the second

Supplemental Trust Indenture, excess funds due to income earnings can be applied as directed by the District. Back in October 2019, the District directed the Trustee to remit those funds to be held with the District's Reserve monies. She asked for direction from the Board. The Board directed the Trustee to leave the excess funds in the Myrtle Creek ID 2016 Reserve Account to accrue more interest.

District Engineer –

No Report

Construction Supervisor –

A Board Member asked Mr. Kauffmann for an update on the School District's plan for the sidewalk on the Village Walk side of Lake Nona Boulevard. Mr. Kaufmann answered he spoke with the School District who sent him a site plan and they will be putting in a sidewalk. Mr. Kaufmann will send the site plan to Ms. Walden who will send it to Mr. Lynaugh.

District Landscape Supervisor- No Report

#### **EIGHTH ORDER OF BUSINESS**

#### **Supervisor and Audience Comments & Adjournment**

There were no Supervisor requests or audience comments, so Ms. Walden requested a motion to adjourn.

On Motion by Mr. Lynaugh, second by Mr. da Silva, with all in favor, the February 16, 2021, meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

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**Secretary/Assistant Secretary**

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**Chair/Vice Chair**

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Fiscal Year 2022 Operations & Maintenance Budget**

**Myrtle Creek Improvement District**  
FY 2022 Proposed O&M Budget

	Actual Through 02/28/2021	Anticipated 03/2021 - 09/2021	Anticipated FY 2021 Total	FY 2021 Adopted Budget	FY 2022 Proposed Budget
<b><u>Revenues</u></b>					
On-Roll Assessments	\$ 560,990.45	\$ 297,811.35	\$ 858,801.80	\$ 858,801.80	\$ 858,801.80
Developer Contributions	17,264.14	32,444.41	49,708.55	52,496.00	60,319.50
Carryforward Revenue	-	-	-	-	152,707.58
<b>Net Revenues</b>	<b>\$ 578,254.59</b>	<b>\$ 330,255.76</b>	<b>\$ 908,510.35</b>	<b>\$ 911,297.80</b>	<b>\$ 1,071,828.88</b>
<b><u>General &amp; Administrative Expenses</u></b>					
<b>Legislative</b>					
Supervisor Fees	\$ 3,800.00	\$ 7,000.00	\$ 10,800.00	\$ 12,000.00	\$ 12,000.00
<b>Financial &amp; Administrative</b>					
Public Officials' Liability Insurance	3,498.00	-	3,498.00	4,000.00	4,000.00
Trustee Services	7,436.91	-	7,436.91	10,000.00	10,000.00
Management	16,666.65	23,333.35	40,000.00	40,000.00	40,000.00
District Engineering	2,910.50	4,074.70	6,985.20	10,000.00	10,000.00
Dissemination Agent	-	7,000.00	7,000.00	7,000.00	7,000.00
Property Appraiser	1,443.00	-	1,443.00	2,000.00	2,000.00
District Counsel	5,704.30	7,986.02	13,690.32	25,000.00	25,000.00
Assessment Administration	7,500.00	-	7,500.00	7,500.00	7,500.00
Reamortization Schedules	-	250.00	250.00	250.00	250.00
Audit	-	3,625.00	3,625.00	4,000.00	4,000.00
Arbitrage Calculation	-	900.00	900.00	900.00	900.00
Travel and Per Diem	13.94	19.52	33.46	300.00	300.00
Telephone	-	29.17	29.17	50.00	50.00
Postage & Shipping	57.79	80.91	138.70	1,000.00	1,000.00
Copies	-	1,166.67	1,166.67	2,000.00	2,000.00
Legal Advertising	1,388.76	1,944.26	3,333.02	6,500.00	6,500.00
Bank Fees	-	-	-	-	360.00
Miscellaneous	53.22	74.51	127.73	12,000.00	12,000.00
Office Supplies	-	-	-	-	250.00
Property Taxes	2,147.39	-	2,147.39	150.00	2,500.00
Web Site Maintenance	925.00	1,775.00	2,700.00	2,700.00	2,700.00
Holiday Decorations	500.00	-	500.00	1,250.00	1,250.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 54,220.46</b>	<b>\$ 59,259.10</b>	<b>\$ 113,479.56</b>	<b>\$ 148,775.00</b>	<b>\$ 151,735.00</b>

**Myrtle Creek Improvement District**  
FY 2022 Proposed O&M Budget

	Actual Through 02/28/2021	Anticipated 03/2021 - 09/2021	Anticipated FY 2021 Total	FY 2021 Adopted Budget	FY 2022 Proposed Budget
<b><u>Field Operations</u></b>					
<b>Electric Utility Services</b>					
Electric	\$ 354.08	\$ 495.71	\$ 849.79	\$ 1,500.00	\$ 1,500.00
Entry Lighting	85.04	119.06	204.10	500.00	500.00
<b>Water-Sewer Combination Services</b>					
Water Reclaimed	8,014.32	11,220.05	19,234.37	25,000.00	20,000.00
<b>Stormwater Control</b>					
Aquatic Contract	1,625.00	2,275.00	3,900.00	4,000.00	4,000.00
Lake/Pond Repair Reserve	-	5,000.00	5,000.00	5,000.00	5,000.00
<b>Other Physical Environment</b>					
General Liability Insurance	4,007.00	-	4,007.00	4,500.00	4,500.00
Property & Casualty Insurance	-	-	-	1,700.00	1,700.00
Auto Insurance	-	-	-	500.00	500.00
Irrigation Repairs					
District Irrigation Repairs	24,327.94	34,059.12	58,387.06	30,000.00	45,000.00
Wellspring Irrigation Repairs	2,979.71	4,171.59	7,151.30	5,000.00	10,000.00
Landscaping Maintenance & Material					
District Landscaping	85,687.50	119,962.50	205,650.00	205,650.00	214,025.50
Gateway Road Landscaping	197.45	276.43	473.88	473.88	473.88
Wellspring Landscaping	13,540.00	18,956.00	32,496.00	32,496.00	33,819.50
Tree Trimming	-	23,333.33	23,333.33	40,000.00	40,000.00
Flower & Plant Replacement					
District Flower & Plant Replacement	3,150.00	29,166.67	32,316.67	50,000.00	50,000.00
Wellspring Flower & Plant	-	5,833.33	5,833.33	10,000.00	10,000.00
Contingency	4,899.99	6,859.99	11,759.98	103,372.90	221,782.98
Pest Control	-	1,639.17	1,639.17	2,810.00	2,810.00
Hurricane Cleanup	-	50,000.00	50,000.00	50,000.00	50,000.00
<b>Wellspring Blvd./Performance Drive Expenses</b>					
WSPD - Lighting	127.79	178.91	306.70	500.00	500.00
WSPD - Miscellaneous	694.44	972.22	1,666.66	3,500.00	3,500.00
WSPD - Water Reclaimed	939.40	1,315.16	2,254.56	1,000.00	2,500.00



**Myrtle Creek Improvement District**  
FY 2022 Proposed O&M Budget

	Actual Through 02/28/2021	Anticipated 03/2021 - 09/2021	Anticipated FY 2021 Total	FY 2021 Adopted Budget	FY 2022 Proposed Budget
<b>Interchange Maintenance Expenses</b>					
IME - Aquatics Maintenance	1,315.15	1,841.21	3,156.36	3,339.00	3,339.00
IME - Irrigation Repairs	900.50	1,260.70	2,161.20	9,450.00	9,450.00
IME - Landscaping	31,879.05	44,630.67	76,509.72	76,358.52	76,295.52
IME - Lighting	240.55	336.77	577.32	1,575.00	1,575.00
IME - Miscellaneous	3,134.47	4,388.26	7,522.73	1,575.00	13,387.50
IME - Water Reclaimed	118.88	166.43	285.31	2,362.50	1,575.00
<b>New Operational Field Expenses</b>					
Trail Repair	-	15,000.00	15,000.00	15,000.00	15,000.00
<b>Road &amp; Street Facilities</b>					
Entry and Wall Maintenance	-	10,000.00	10,000.00	10,000.00	10,000.00
Streetlights	4,286.12	6,000.57	10,286.69	15,000.00	15,000.00
<b>Parks &amp; Recreation</b>					
Personnel Leasing Agreement	15,000.05	20,999.95	36,000.00	36,000.00	36,000.00
<b>Reserves</b>					
Infrastructure Capital Reserve	-	20,000.00	20,000.00	20,000.00	20,000.00
Interchange Maintenance Reserve	-	2,360.00	2,360.00	2,360.00	2,360.00
<b>Total Field Operations Expenses</b>	<b>\$ 207,504.43</b>	<b>\$ 442,818.78</b>	<b>\$ 650,323.21</b>	<b>\$ 770,522.80</b>	<b>\$ 926,093.88</b>
<b>Total Expenses</b>	<b>\$ 261,724.89</b>	<b>\$ 502,077.88</b>	<b>\$ 763,802.77</b>	<b>\$ 919,297.80</b>	<b>\$ 1,077,828.88</b>
<b>Income (Loss) from Operations</b>	<b>\$ 316,529.70</b>	<b>\$ (171,822.12)</b>	<b>\$ 144,707.58</b>	<b>\$ (8,000.00)</b>	<b>\$ (6,000.00)</b>
<b>Other Income (Expense)</b>					
Interest Income	\$ 197.37	\$ 7,802.63	\$ 8,000.00	\$ 8,000.00	\$ 6,000.00
<b>Total Other Income (Expense)</b>	<b>\$ 197.37</b>	<b>\$ 7,802.63</b>	<b>\$ 8,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ 6,000.00</b>
<b>Net Income (Loss)</b>	<b>\$ 316,727.07</b>	<b>\$ (164,019.49)</b>	<b>\$ 152,707.58</b>	<b>\$ -</b>	<b>\$ -</b>

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Agreement with Bryant Miller Olive  
for Bond Counsel Services**

## BOND COUNSEL AGREEMENT

This Bond Counsel Agreement is entered into this \_\_\_\_ day of March, 2021, by and between **MYRTLE CREEK IMPROVEMENT DISTRICT**, a local unit of special purpose government created under Florida law and established by ordinance of the City of Orlando, Florida (the "District"), and **BRYANT MILLER OLIVE P.A.**, a Florida professional service corporation ("BMO").

### W I T N E S S E T H:

**WHEREAS**, the District plans to issue its revenue bonds (the "Bonds") to finance or refinance the acquisition, construction and equipping of certain assessable improvements benefiting residents of the District; and

**WHEREAS**, the District desires to engage BMO as bond counsel in connection with the issuance and sale of the Bonds, on the terms and conditions hereinafter set forth; and

**WHEREAS**, BMO desires to accept engagement as bond counsel for the District in connection with the issuance and sale of the Bonds, on the terms and conditions hereinafter set forth.

**NOW, THEREFORE**, in consideration of the premises, which shall be deemed an integral part of this Agreement, and of the covenants and agreements herein contained, the District and BMO, both intending to be legally bound hereby, agree as follows:

#### 1. BOND COUNSEL

**1.1. Duties of Bond Counsel.** BMO shall serve as bond counsel to the District in connection with the issuance of the Bonds. It is anticipated that such Bonds will be sold through a negotiated sale or private placement. The duties of BMO as bond counsel shall include the following:

1.1.1. Prepare all indentures (including a Master Indenture and Supplemental Indenture) with respect to the Bonds, and other documents relating to the Bonds, said duty to be performed in cooperation with the financial advisors and/or underwriters/placement agents engaged by the District.

1.1.2. Review all disclosure documents, including official statements, prepared or authorized by the District insofar as such documents contain descriptions of the Bonds and summaries of contracts or other documents relevant to the Bonds; provided, however, that BMO shall have no responsibility for the disclosure documents insofar as such documents describe the financial circumstances of the offering or any other statistical projects or data, and provided further, that BMO shall have no responsibility to the purchasers of the Bonds for state or federal securities law compliance in connection with the offering of the Bonds.

1.1.3. Review all underwriters' proposals as requested by the District, prepare all closing documents, and attend and be responsible for the closing, as well as attending drafting and informational meetings regarding the Bonds.

1.1.4. Render opinions in written form at the time the Bonds are to be authenticated and delivered, which opinions shall cover the legality of the Bonds and the exemption of the interest to be paid with respect to the Bonds from federal income taxation.

**1.2 *Duties of Bond Counsel under this engagement are limited to those expressly set forth above. Among other things, Bond Counsel's duties do not include:***

1.2.1 Assisting in the preparation or review of an official statement or any other disclosure document with respect to the public offering of tax exempt debt obligations, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document or rendering advice that the official statement or other disclosure document does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading.

1.2.2 Preparing blue sky or investment surveys with respect to the debt instrument.

1.2.3 Drafting state constitutional or legislative amendments.

1.2.4 Pursuing test cases or other litigation (such as validation proceedings).

1.2.5 Making an investigation or expressing any view as to the creditworthiness of the District, any credit enhancement provider, liquidity provider or the debt instrument.

1.2.6 Assisting in the preparation of, or opining on, a continuing disclosure undertaking pertaining to any publicly offered debt or, after Closing, providing advice concerning any actions necessary to assure compliance with any continuing disclosure undertaking.

1.2.7 Representing the District in Internal Revenue Service examinations or inquiries, or Securities and Exchange Commission investigations.

1.2.8 After Closing, providing continuing advice to the District or any other party concerning any actions necessary to assure that interest paid on any tax exempt debt instrument will continue to be excludable from gross income for federal income tax

purposes (e.g., this engagement does not include rebate calculations for any tax exempt debt).

1.2.9 Providing any advice or opinions on bankruptcy matters.

1.2.10 Providing advice or opinions on interest rate swap agreements.

1.2.11 Addressing any other matter not specifically set forth above that is not required to render BMO's legal opinions.

**1.3. Fees and Expenses for Services Rendered as Bond Counsel.** Based upon (i) our understanding of the terms, structure, size and schedule of the financing represented by each Series of Bonds; (ii) the duties we will undertake pursuant to this agreement; (iii) the time we anticipate devoting to the financing; and (iv) the responsibilities we will assume in connection therewith, we will submit a fee for your approval prior to the issuance of each series of Bonds. Our fee may vary: (a) if the principal amount of Bonds actually issued differs significantly from the amount originally anticipated; (b) if material changes in the structure or schedule of the financing occur; or (c) if unusual or unforeseen circumstances arise which require a significant increase in our time or responsibility. If, at any time, we believe that circumstances require an adjustment of our original fee, we will advise you and request your prior approval. All fees will be inclusive of expenses incurred and expenses will not be separately billed. Our fee is usually paid at the closing for a Bond issue, and we customarily do not submit any statement until the closing unless there is a substantial delay in completing the financing. We may submit an additional statement for client charges following the closing.

If for any reason the financing represented by an issue of Bonds is not consummated or is completed without the delivery of our bond opinion as Bond Counsel, or our services are otherwise terminated, we will expect to be compensated at our normal hourly rates (currently ranging from \$150 to \$350, depending on personnel) for time actually spent on your behalf plus client charges, as described above.

**1.4 Limitations on Engagement:** Unless otherwise expressly stated herein, it is understood and agreed that the District is not relying upon Bond Counsel for investment or accounting advice or decisions, or to investigate the character or credit of any persons with whom you are or may be dealing in connection with this matter.

**1.5 Waiver of Future Conflicts:** It is a condition of BMO's acceptance of this engagement that the District understand and agree that BMO may continue to represent, or may undertake in the future to represent, any existing or future client(s) in any matter which is not substantially related to the particular matter that BMO is handling for the District in this engagement.

**1.6 Applicability to Future Engagements:** Unless a different engagement letter is executed in the future, the terms of this engagement letter will also be applicable to and govern

our professional relationship on all subsequent matters on or in which we may become involved or engaged on the District's behalf.

**2. TERMINATION.** This Agreement may be terminated by the District, or by BMO, with or without cause, upon fifteen (15) days prior written notice to the other. If the District terminates BMO for reasonable cause related to the District's dissatisfaction with the quality of the services rendered by BMO (such as, for example, BMO's failure to meet reasonable deadlines imposed by the District, BMO's neglect of its duties hereunder, or BMO's improper performance of its duties hereunder), then no compensation shall be paid to BMO for any services theretofore rendered pursuant to Section 1 of this Agreement. If the District terminates BMO for any other reason, but nevertheless sells the Bonds, then compensation to be paid by the District shall be an amount equal to the number of hours devoted by BMO to its services as bond counsel pursuant to Section 1 above through the termination date multiplied by \$350.00.

**3. CONSTRUCTION.** This Agreement shall be governed by, and construed in accordance with, the laws of the State of Florida.

**4. CONFLICTS.** The rules regulating The Florida Bar provide that common representation of multiple parties is permissible where the clients are generally aligned in interest, even though there is some difference in interest among them. BMO is disclosing to the District that it has, and may in the future, serve as bond or disclosure counsel to other local governments or otherwise act as underwriter's counsel or trustee's counsel on public finance matters in Florida. From time to time, BMO may represent the firms which may underwrite the District's bonds, notes or other obligations (and other financial institutions hired by the District) on financings for other governmental entities in Florida on unrelated matters. In either case, such representations are standard and customary within the industry and BMO can effectively represent the District and the discharge of BMO's professional responsibilities to the District will not be prejudiced as a result, either because such engagements will be sufficiently different or because the potential for such prejudice is remote and minor and outweighed by consideration that it is unlikely that advice given to the other client will be relevant in any respect to the subject matter, and the District expressly consents to such other representations consistent with the circumstances herein described. The District acknowledges and agrees that BMO's role as bond counsel, disclosure counsel, or counsel to any local governmental entity or financial institution or in conjunction with public finance transactions is not likely to create or cause any actual conflict, and service as disclosure, bond, or counsel to other clients of BMO will not per se be construed as a conflict or be objectionable to the District.

Please understand that while we cannot, and do not, guarantee the outcome or success of this or any other engagement or professional undertaking, we will earnestly strive to represent and serve the District's interests in this engagement effectively, efficiently and responsively while endeavoring to accomplish its objectives in this engagement.

IN WITNESS WHEREOF, the District and BMO have executed this Agreement as of the \_\_\_\_ day of March, 2021.

**MYRTLE CREEK IMPROVEMENT DISTRICT**

By: \_\_\_\_\_

Name: Bob da Silva

Its: Chair, Board of Supervisors

**BRYANT MILLER OLIVE P.A.**



By: \_\_\_\_\_

Name: Misty W. Taylor, Shareholder

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Operation and Maintenance Expenditures Paid in  
February 2021 in an amount totaling \$64,919.89**



# MYRTLE CREEK IMPROVEMENT DISTRICT

DISTRICT OFFICE • 12051 CORPORATE BLVD • ORLANDO, FL 32817  
PHONE: (407) 723-5900 • FAX: (407) 723-5901

## **Operation and Maintenance Expenditures For Board Approval**

Attached please find the check register listing Operations and Maintenance expenditures paid from February 1, 2021 through February 28, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$64,919.89**

Approval of Expenditures:

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\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

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

**Myrtle Creek Improvement District**  
**AP Check Register (Current by Bank)**  
 Check Dates: 2/1/2021 to 2/28/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: SUN - CITY NATIONAL BANK</b>					<b>001-101-0000-00-01</b>
3887	02/01/21	P	CEPRA	Cepra Landscape	\$2,895.80
3888	02/01/21	P	ORLSEN	Orlando Sentinel	\$346.25
3889	02/01/21	P	PFMGC	PFM Group Consulting	\$3,341.32
3890	02/04/21	P	TRUSTE	US Bank as Trustee for Myrtle	\$88,432.49
3891	02/11 1	P	AWC	Aquatic Weed Control, Inc.	\$325.00
3892	02/11 1	P	CEPRA	Cepra Landscape	\$5,189.80
3893	02/17/21	P	BERMAN	Berman Construction	\$49.99
3894	02/17/21	P	BCID	Boggy Creek Improv. District	\$92.19
3895	02/17/21	P	CEPRA	Cepra Landscape	\$4,525.00
3896	02/17/21	P	HGS	Hopping Green & Sams	\$826.80
3897	02/17/21	P	PFMGC	PFM Group Consulting	\$24.03
3898	02/17/21	P	VGLOBA	VGlobalTech	\$125.00
3899	02/23/21	P	BERMAN	Berman Construction	\$3,374.41
3900	02/23/21	P	CEPRA	Cepra Landscape	\$19,845.50
3901	02/23/21	P	DONMC	Donald W. McIntosh ssociates	\$687.50
3902	02/23/21	P	JLYNAU	John Peter L. naugh	\$200.00
3903	02/23/21	P	KSCHOL	Kyle Scholl	\$200.00
3904	02/23/21	P	LDASIL	Lionel R. Dasilva	\$200.00
3905	02/23/21	P	MLEED	Marsha Leed	\$200.00
3906	02/23/21	P	PFMGC	PFM Group Consulting	\$3,333.33
<b>BANK SUN REGISTER TOTAL:</b>					<b>\$134,214.41</b>
<b>GRAND TOTAL :</b>					<b>\$134,214.41</b>

45,781.92	Checks 3887-3889, 3891-3906
88,432.49	Check 3890 - Debt Service
5,521.85	PA 478 - OUC paid online
13,616.12	PA 478 - January ICM paid to Boggy Creek
153,352.38	Total cash spent
64,919.89	O&M cash spent

\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Vid Date ) ; "A" - Application ; "E" - EFT  
 \*\* Denotes broken check sequence.

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Funding Request #079

1/15/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b>		
	Wellspring June Repairs	17091	\$ 367.00
	Wellspring Clock A Repairs	17092	\$ 1,008.00
<b>TOTAL</b>			<b>\$ 1,375.00</b>

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Funding Request #080

1/22/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 185	OSC30806687	\$ 92.19
TOTAL			\$ 92.19

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #477

1/29/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b> January MI and Repairs	22340	\$ 2,895.80
2	<b>Orlando Sentinel</b> Legal Advertising (Ad: 6857187)	OSC31108828	\$ 346.25
3	<b>PFM Group Consulting</b> DM Fee: January 2021 Reimbursables: December 2020	DM-01-2021-0031 OE-EXP-01-30	\$ 3,333.33 \$ 7.99
TOTAL			\$ 6,583.37

Jennifer L. Walden  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson

*Jan K...*  
2/1/21

**RECEIVED**

By Amanda Lane at 10:03 am, Feb 01, 2021

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Payment Authorization #478

2/5/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> February Waterway Service	55702	\$ 325.00
2	<b>Berman Construction</b> February Administrator and Irrigation Specialist	10619	\$ 3,000.01
3	<b>Boggy Creek Improvement District</b> January 2021 Interchange Maintenance	ICM2021-04	\$ 13,616.12
4	<b>Cepira Landscape</b> January Irrigation Repairs February Landscaping: Section 1	22419 22754	\$ 5,189.80 \$ 17,137.50
5	<b>OUC</b> Acct: 4782400001 ; Service 01/04/2021 - 02/01/2021	--	\$ 5,521.85
TOTAL			\$ 44,790.28



Secretary/Assistant Secretary

Chairperson

 2/8/21

**RECEIVED**

By Amanda Lane at 4:25 pm, Feb 08, 2021

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Funding Request #081

2/5/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Berman Construction</b> Wellspring Reinstall Road Sign	10407	\$ 49.99
2	<b>Cepira Landscape</b> Wellspring February Landscaping	22754	\$ 2,708.00
TOTAL			\$ 2,757.99

## Amanda Lane

---

**From:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Sent:** Monday, February 8, 2021 12:29 PM  
**To:** Amanda Lane; Damon Ventura; AccountsPayable  
**Subject:** RE: Myrtle Creek - FR #81

**EXTERNAL EMAIL:** Use care with links and attachments.

FR#81 is approved for processing.

KDS

Kaufmann Development Services, LLC  
Larry Kaufmann  
(407) 448-6592  
LKaufmann@tavistock.com

---

**From:** Amanda Lane <lanea@pfm.com>  
**Sent:** Friday, February 5, 2021 6:49 PM  
**To:** Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>  
**Cc:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Subject:** Myrtle Creek - FR #81

### EXTERNAL E-MAIL

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Please see attached for Myrtle Creek FR #81 for \$2,757.99.

Amanda Lane  
Assistant Chief District Accountant

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PFM Group Consulting LLC  
[LaneA@pfm.com](mailto:LaneA@pfm.com) | web pfm.com  
phone 407.723.5900 (**direct phone 407.723.5925**) | fax 407.723.5901  
12051 Corporate Blvd. | Orlando, FL 32817



## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #479

2/12/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b> Sod Replacements	22955	\$ 3,150.00
2	<b>Hopping Green &amp; Sams</b> General Counsel Through 12/31/2020	120148	\$ 826.80
3	<b>PFM Group Consulting</b> January Reimbursables	OE-EXP-02-32	\$ 24.03
4	<b>VGlobaITech</b> February Website Maintenance	2382	\$ 125.00
TOTAL			\$ 4,125.83

  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson

  
2/13/21

**RECEIVED**

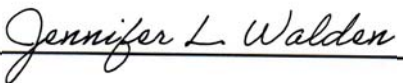
By Amanda Lane at 10:53 am, Feb 16, 2021

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #480

2/19/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Berman Construction</b> Controller 9 Repairs	10749	\$ 374.40
2	<b>Donald W McIntosh Associates</b> Engineering Services Through 01/29/2021	40753	\$ 687.50
3	<b>PFM Group Consulting</b> DM Fee: February 2021	DM-02-2021-0031	\$ 3,333.33
4	<b>Supervisor Fees - 02/16/2021 Meeting</b> Marsha Leed John Lynaugh Kyle Scholl Bob daSilva	-- -- -- --	\$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00
TOTAL			\$ 5,195.23



Secretary/Assistant Secretary

\_\_\_\_\_

Chairperson

  
2/22/21

**RECEIVED**

By Amanda Lane at 2:57 pm, Feb 22, 2021

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Work Authorization/Proposed Services  
*(if applicable)***

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Recommendation for Work Authorization / Proposed Services

Project Name: Deer Crossing Signs

Brief Description: Purchase and installation of six (6) Deer Crossing Signs along Lake Nona Blvd. in  
the Myrtle Creek CDD.

Name of Consultant / Vendor: Berman Construction LLC

Is this work pursuant to an existing Agreement? ✓ Yes        No

If so, name and date of Agreement: \_\_\_\_\_

Is this project included in the District Capital Improvement Plan?        Yes ✓ No

Are the services required contemplated in the Capital Improvement Plan?        Yes ✓ No

Is this a continuation of previously authorized work?        Yes ✓ No

Proposal attached: ✓ Yes        No

Form of Agreement Utilized: Proposal

Amount of Services: \$ 4,939.39

Recommendation: ✓ Approve        Deny

By:

Larry Kaufmann 3/13/21

Larry Kaufmann, Chairman

Myrtle Creek Improvement District Construction Committee

c: Jennifer Walden  
Tucker Mackie  
Jeffrey Newton  
Lynne Mullins

## WORK AUTHORIZATION FOR MAINTENANCE SERVICES

**This Work Authorization** (the “**Work Authorization**”), dated February 9, 2021, authorizes certain work in accordance with that certain *AGREEMENT BETWEEN THE MYRTLE CREEK IMPROVEMENT DISTRICT AND BERMAN CONSTRUCTION, LLC FOR GENERAL MAINTENANCE SERVICES* (the “**Agreement**”), dated August, 2020, by and between:

**Myrtle Creek Improvement District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in the City of Orlando, Florida, and whose mailing address is 12051 Corporate Boulevard, Orlando, Florida 32817 (the “**District**”); and

**Berman Construction, LLC**, a Florida limited liability company, with a mailing address of 9801 Lake Nona Club Drive, Orlando, Florida 32827 (hereinafter “**Contractor**”, together with District the “**Parties**”).

**Section 1. Scope of Services.** Contractor shall provide hardscape maintenance services, as set forth in the attached **Exhibit A**, which is incorporated herein by reference, all in accordance with the terms of the Agreement (collectively, the “**Services**”).

**Section 2. Compensation and Term.** It is understood and agreed that the payment of compensation for the Services under this Work Authorization shall be in the amount and for the term set forth in the attached **Exhibit A**, and in the manner set forth in the Agreement.

**Section 3. Acceptance.** Acceptance of this Work Authorization will authorize the Contractor to complete the Services as outlined above and is indicated by the signature of the authorized representative of the District and the Contractor in the spaces provided below. Contractor shall commence the aforesaid Services as provided herein and shall perform the same in accordance with the terms and conditions of the Agreement, which, except to the extent expressly altered or changed in this Work Authorization, remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Work Authorization to be executed the day and year first above written.

### MYRTLE CREEK IMPROVEMENT DISTRICT

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

### BERMAN CONSTRUCTION, LLC

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**Exhibit A:** Proposal/Scope of Services



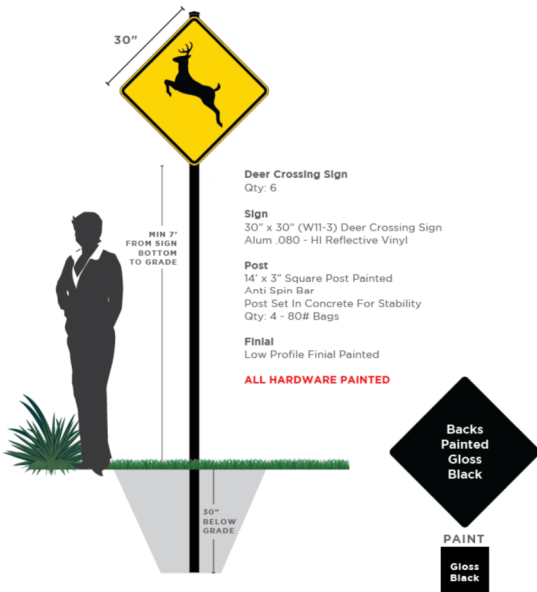
# BERMAN

**Date: January 20, 2021**

**Client: PFM, agent for Myrtle Creek Improvement District**

**Project: Deer Crossing Signs**

Berman proposes to furnish and install six (6) 'deer crossing' signs along Lake Nona Blvd. in the Myrtle Creek Improvement District.



**Total Cost: \$4,939.39**

### **Additional Notes:**

Berman Construction State of Florida CGC # 1518721

**Revision and Approval Policy:** Please contact our office upon receipt and approval of this contract, and any questions you might have. Should you accept the terms outlined above please sign below and return. We can then schedule your services at that time.

---

**Agent for Owner**

**Date**

---

**Berman Construction LLC**

**Date**

**By: Samantha Sharenow, Senior VP**

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**District's Financial Position and  
Budget to Actual YTD**

**Myrtle Creek Improvement District**  
Statement of Financial Position  
As of 2/28/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Assets</u></b>					
<b><u>Current Assets</u></b>					
General Checking Account	\$596,642.28				\$596,642.28
Money Market Account	68,764.32				68,764.32
State Board of Administration	3,996.24				3,996.24
Accounts Receivable - Due from Developer	1,080.25				1,080.25
Assessments Receivable	296,287.13				296,287.13
Deposits	4,300.00				4,300.00
General Reserve	168,466.65				168,466.65
Assessments Receivable		\$461,873.64			461,873.64
Debt Service Reserve		335,035.77			335,035.77
Revenue		1,450,131.70			1,450,131.70
Prepayment		33.82			33.82
Sinking Fund A2 Bond		20,000.03			20,000.03
Accounts Receivable - Due from Developer			\$67.81		67.81
Acquisition/Construction			401,911.67		401,911.67
Total Current Assets	<u>\$1,139,536.87</u>	<u>\$2,267,074.96</u>	<u>\$401,979.48</u>	<u>\$0.00</u>	<u>\$3,808,591.31</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$1,805,201.32	\$1,805,201.32
Amount To Be Provided				15,449,798.68	15,449,798.68
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$17,255,000.00</u>	<u>\$17,255,000.00</u>
<b>Total Assets</b>	<u><u>\$1,139,536.87</u></u>	<u><u>\$2,267,074.96</u></u>	<u><u>\$401,979.48</u></u>	<u><u>\$17,255,000.00</u></u>	<u><u>\$21,063,591.31</u></u>
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Accounts Payable	\$356.90				\$356.90
Due To Other Governmental Units	7,327.11				7,327.11
Deferred Revenue	297,367.38				297,367.38
Deferred Revenue		\$461,873.64			461,873.64
Accounts Payable			\$67.81		67.81
Deferred Revenue			67.81		67.81
Total Current Liabilities	<u>\$305,051.39</u>	<u>\$461,873.64</u>	<u>\$135.62</u>	<u>\$0.00</u>	<u>\$767,060.65</u>
<b><u>Long Term Liabilities</u></b>					
Revenue Bonds Payable - Long-Term				\$17,255,000.00	\$17,255,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$17,255,000.00</u>	<u>\$17,255,000.00</u>
<b>Total Liabilities</b>	<u><u>\$305,051.39</u></u>	<u><u>\$461,873.64</u></u>	<u><u>\$135.62</u></u>	<u><u>\$17,255,000.00</u></u>	<u><u>\$18,022,060.65</u></u>



**Myrtle Creek Improvement District**  
Statement of Financial Position  
As of 2/28/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Net Assets</u></b>					
Net Assets, Unrestricted	\$1,283,864.48				\$1,283,864.48
Net Assets - General Government	(766,106.07)				(766,106.07)
Current Year Net Assets - General Government	316,727.07				316,727.07
Net Assets, Unrestricted		\$1,219,165.38			1,219,165.38
Current Year Net Assets, Unrestricted		586,035.94			586,035.94
Net Assets, Unrestricted			(\$417,951.06)		(417,951.06)
Net Assets, Unrestricted			819,854.15		819,854.15
Current Year Net Assets, Unrestricted			(59.23)		(59.23)
<b>Total Net Assets</b>	<u>\$834,485.48</u>	<u>\$1,805,201.32</u>	<u>\$401,843.86</u>	<u>\$0.00</u>	<u>\$3,041,530.66</u>
<b>Total Liabilities and Net Assets</b>	<u><u>\$1,139,536.87</u></u>	<u><u>\$2,267,074.96</u></u>	<u><u>\$401,979.48</u></u>	<u><u>\$17,255,000.00</u></u>	<u><u>\$21,063,591.31</u></u>

# Myrtle Creek Improvement District

## Statement of Activities

As of 2/28/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Revenues</u></b>					
On-Roll Assessments	\$560,990.45				\$560,990.45
Developer Contributions	17,264.14				17,264.14
On-Roll Assessments		\$874,512.27			874,512.27
Developer Contributions			\$441.26		441.26
Total Revenues	<u>\$578,254.59</u>	<u>\$874,512.27</u>	<u>\$441.26</u>	<u>\$0.00</u>	<u>\$1,453,208.12</u>
<b><u>Expenses</u></b>					
Supervisor Fees	\$3,800.00				\$3,800.00
Public Officials' Liability Insurance	3,498.00				3,498.00
Trustee Services	7,436.91				7,436.91
Management	16,666.65				16,666.65
Engineering	2,910.50				2,910.50
Property Appraiser	1,443.00				1,443.00
District Counsel	5,704.30				5,704.30
Assessment Administration	7,500.00				7,500.00
Travel and Per Diem	13.94				13.94
Postage & Shipping	57.79				57.79
Legal Advertising	1,388.76				1,388.76
Miscellaneous	53.22				53.22
Property Taxes	2,147.39				2,147.39
Web Site Maintenance	925.00				925.00
Holiday Decorations	500.00				500.00
Dues, Licenses, and Fees	175.00				175.00
Electric	481.87				481.87
Entry Lighting	85.04				85.04
Water Reclaimed	8,953.72				8,953.72
Aquatic Contract	1,625.00				1,625.00
General Liability Insurance	4,007.00				4,007.00
Irrigation	27,307.65				27,307.65
Landscaping Maintenance & Material	99,424.95				99,424.95
Flower & Plant Replacement	3,150.00				3,150.00
Contingency	5,594.43				5,594.43
IME - Aquatics Maintenance	1,315.15				1,315.15
IME - Irrigation	900.50				900.50
IME - Landscaping	31,879.05				31,879.05
IME - Lighting	240.55				240.55
IME - Miscellaneous	3,134.47				3,134.47
IME - Water Reclaimed	118.88				118.88
Streetlights	4,286.12				4,286.12
Personnel Leasing Agreement	15,000.05				15,000.05

# Myrtle Creek Improvement District

## Statement of Activities

As of 2/28/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
Interest Payments		\$288,500.00			288,500.00
Legal Advertising			\$509.07		509.07
Total Expenses	<u>\$261,724.89</u>	<u>\$288,500.00</u>	<u>\$509.07</u>	<u>\$0.00</u>	<u>\$550,733.96</u>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income	\$197.37				\$197.37
Interest Income		\$22.47			22.47
Dividends Income		1.20			1.20
Interest Income			\$8.11		8.11
Dividends Income			0.47		0.47
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$197.37</u>	<u>\$23.67</u>	<u>\$8.58</u>	<u>\$0.00</u>	<u>\$229.62</u>
<b>Change In Net Assets</b>	\$316,727.07	\$586,035.94	(\$59.23)	\$0.00	\$902,703.78
<b>Net Assets At Beginning Of Year</b>	<u>\$517,758.41</u>	<u>\$1,219,165.38</u>	<u>\$401,903.09</u>	<u>\$0.00</u>	<u>\$2,138,826.88</u>
<b>Net Assets At End Of Year</b>	<u><u>\$834,485.48</u></u>	<u><u>\$1,805,201.32</u></u>	<u><u>\$401,843.86</u></u>	<u><u>\$0.00</u></u>	<u><u>\$3,041,530.66</u></u>

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 02/28/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<b><u>Revenues</u></b>				
On-Roll Assessments	\$ 560,990.45	\$ 357,834.08	\$ 203,156.37	\$ 858,801.80
Developer Contributions	17,264.14	21,873.33	(4,609.19)	52,496.00
<b>Net Revenues</b>	<b>\$ 578,254.59</b>	<b>\$ 379,707.41</b>	<b>\$ 198,547.18</b>	<b>\$ 911,297.80</b>
<b><u>General &amp; Administrative Expenses</u></b>				
<b>Legislative</b>				
Supervisor Fees	\$ 3,800.00	\$ 5,000.00	\$ (1,200.00)	\$ 12,000.00
<b>Financial &amp; Administrative</b>				
Public Officials' Liability Insurance	3,498.00	1,666.67	1,831.33	4,000.00
Trustee Services	7,436.91	4,166.67	3,270.24	10,000.00
Management	16,666.65	16,666.67	(0.02)	40,000.00
District Engineering	2,910.50	4,166.67	(1,256.17)	10,000.00
Dissemination Agent	-	2,916.67	(2,916.67)	7,000.00
Property Appraiser	1,443.00	833.33	609.67	2,000.00
District Counsel	5,704.30	10,416.67	(4,712.37)	25,000.00
Assessment Administration	7,500.00	3,125.00	4,375.00	7,500.00
Reamortization Schedules	-	104.17	(104.17)	250.00
Audit	-	1,666.67	(1,666.67)	4,000.00
Arbitrage Calculation	-	375.00	(375.00)	900.00
Travel and Per Diem	13.94	125.00	(111.06)	300.00
Telephone	-	20.83	(20.83)	50.00
Postage & Shipping	57.79	416.67	(358.88)	1,000.00
Copies	-	833.33	(833.33)	2,000.00
Legal Advertising	1,388.76	2,708.33	(1,319.57)	6,500.00
Miscellaneous	53.22	4,999.99	(4,946.77)	12,000.00
Property Taxes	2,147.39	62.50	2,084.89	150.00
Web Site Maintenance	925.00	1,125.00	(200.00)	2,700.00
Holiday Decorations	500.00	520.83	(20.83)	1,250.00
Dues, Licenses, and Fees	175.00	72.92	102.08	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 54,220.46</b>	<b>\$ 61,989.59</b>	<b>\$ (7,769.13)</b>	<b>\$ 148,775.00</b>

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 02/28/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<b>Field Operations</b>				
<b>Electric Utility Services</b>				
Electric	\$ 354.08	\$ 625.00	\$ (270.92)	\$ 1,500.00
Entry Lighting	85.04	208.33	(123.29)	500.00
<b>Water-Sewer Combination Services</b>				
Water Reclaimed	8,014.32	10,416.67	(2,402.35)	25,000.00
<b>Stormwater Control</b>				
Aquatic Contract	1,625.00	1,666.67	(41.67)	4,000.00
Lake/Pond Repair Reserve	-	2,083.33	(2,083.33)	5,000.00
<b>Other Physical Environment</b>				
General Liability Insurance	4,007.00	1,875.00	2,132.00	4,500.00
Property & Casualty Insurance	-	708.33	(708.33)	1,700.00
Auto Insurance	-	208.33	(208.33)	500.00
Irrigation Repairs				
District Irrigation Repairs	24,327.94	12,500.00	11,827.94	30,000.00
Wellspring Irrigation Repairs	2,979.71	2,083.33	896.38	5,000.00
Landscaping Maintenance & Material				
District Landscaping	85,687.50	85,687.50	-	205,650.00
Gateway Road Landscaping	197.45	197.45	-	473.88
Wellspring Landscaping	13,540.00	13,540.00	-	32,496.00
Tree Trimming	-	16,666.67	(16,666.67)	40,000.00
Flower & Plant Replacement				
District Flower & Plant Replacement	3,150.00	20,833.33	(17,683.33)	50,000.00
Wellspring Flower & Plant Replacement	-	4,166.67	(4,166.67)	10,000.00
Contingency	4,899.99	43,072.04	(38,172.05)	103,372.90
Pest Control	-	1,170.83	(1,170.83)	2,810.00
Hurricane Cleanup	-	20,833.33	(20,833.33)	50,000.00
<b>Wellspring Blvd./Performance Drive Expenses</b>				
WSPD - Lighting	127.79	208.33	(80.54)	500.00
WSPD - Miscellaneous	694.44	1,458.33	(763.89)	3,500.00
WSPD - Water Reclaimed	939.40	416.67	522.73	1,000.00

**Myrtle Creek Improvement District**

Budget to Actual  
For the Month Ending 02/28/2021

	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>FY 2021 Adopted Budget</b>
<b>Interchange Maintenance Expenses</b>				
IME - Aquatics Maintenance	1,315.15	1,391.25	(76.10)	3,339.00
IME - Irrigation Repairs	900.50	3,937.50	(3,037.00)	9,450.00
IME - Landscaping	31,879.05	31,816.05	63.00	76,358.52
IME - Lighting	240.55	656.25	(415.70)	1,575.00
IME - Miscellaneous	3,134.47	656.25	2,478.22	1,575.00
IME - Water Reclaimed	118.88	984.38	(865.50)	2,362.50
<b>New Operational Field Expenses</b>				
Trail Repair	-	6,250.00	(6,250.00)	15,000.00
<b>Road &amp; Street Facilities</b>				
Entry and Wall Maintenance	-	4,166.67	(4,166.67)	10,000.00
Streetlights	4,286.12	6,250.00	(1,963.88)	15,000.00
<b>Parks &amp; Recreation</b>				
Personnel Leasing Agreement	15,000.05	15,000.00	0.05	36,000.00
<b>Reserves</b>				
Infrastructure Capital Reserve	-	8,333.33	(8,333.33)	20,000.00
Interchange Maintenance Reserve	-	983.33	(983.33)	2,360.00
<b>Total Field Operations Expenses</b>	<b>\$ 207,504.43</b>	<b>\$ 321,051.15</b>	<b>\$ (113,546.72)</b>	<b>\$ 770,522.80</b>
<b>Total Expenses</b>	<b>\$ 261,724.89</b>	<b>\$ 383,040.74</b>	<b>\$ (121,315.85)</b>	<b>\$ 919,297.80</b>
<b>Income (Loss) from Operations</b>	<b>\$ 316,529.70</b>	<b>\$ (3,333.33)</b>	<b>\$ 319,863.03</b>	<b>\$ (8,000.00)</b>
<b>Other Income (Expense)</b>				
Interest Income	\$ 197.37	\$ 3,333.33	\$ (3,135.96)	\$ 8,000.00
<b>Total Other Income (Expense)</b>	<b>\$ 197.37</b>	<b>\$ 3,333.33</b>	<b>\$ (3,135.96)</b>	<b>\$ 8,000.00</b>
<b>Net Income (Loss)</b>	<b>\$ 316,727.07</b>	<b>\$ -</b>	<b>\$ 316,727.07</b>	<b>\$ -</b>

**Myrtle Creek Improvement District**  
 Budget to Actual  
 For the Month Ending 02/28/2021

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	YTD Actual
<b><u>Revenues</u></b>						
On-Roll Assessments	\$ -	\$ 57,604.37	\$ 204,538.37	\$ 242,119.20	\$ 56,728.51	\$ 560,990.45
Developer Contributions	2,708.00	685.71	6,419.44	3,318.00	4,132.99	17,264.14
<b>Net Revenues</b>	<b>\$ 2,708.00</b>	<b>\$ 58,290.08</b>	<b>\$ 210,957.81</b>	<b>\$ 245,437.20</b>	<b>\$ 60,861.50</b>	<b>\$ 578,254.59</b>
<b><u>General &amp; Administrative Expenses</u></b>						
<b>Legislative</b>						
Supervisor Fees	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 800.00	\$ 3,800.00
<b>Financial &amp; Administrative</b>						
Public Officials' Liability Insurance	3,498.00	-	-	-	-	3,498.00
Trustee Services	-	7,436.91	-	-	-	7,436.91
Management	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	16,666.65
Engineering	-	1,723.00	250.00	250.00	687.50	2,910.50
Dissemination Agent	-	-	-	-	-	-
Property Appraiser	-	-	1,443.00	-	-	1,443.00
District Counsel	-	-	2,690.00	2,187.50	826.80	5,704.30
Assessment Administration	7,500.00	-	-	-	-	7,500.00
Reamortization Schedules	-	-	-	-	-	-
Audit	-	-	-	-	-	-
Arbitrage Calculation	-	-	-	-	-	-
Travel and Per Diem	-	-	7.04	-	6.90	13.94
Telephone	-	-	-	-	-	-
Postage & Shipping	-	18.77	7.00	7.99	24.03	57.79
Copies	-	-	-	-	-	-
Legal Advertising	327.50	365.01	-	346.25	350.00	1,388.76
Miscellaneous	-	-	46.71	3.28	3.23	53.22
Property Taxes	-	-	-	-	2,147.39	2,147.39
Web Site Maintenance	125.00	125.00	125.00	425.00	125.00	925.00
Holiday Decorations	500.00	-	-	-	-	500.00
Dues, Licenses, and Fees	175.00	-	-	-	-	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 16,458.83</b>	<b>\$ 14,002.02</b>	<b>\$ 7,902.08</b>	<b>\$ 7,553.35</b>	<b>\$ 8,304.18</b>	<b>\$ 54,220.46</b>
<b><u>Field Operations</u></b>						
<b>Electric Utility Services</b>						
Electric	\$ -	\$ 88.94	\$ 88.21	\$ 89.46	\$ 87.47	\$ 354.08
Entry Lighting	-	21.26	21.26	21.50	21.02	85.04
<b>Water-Sewer Combination Services</b>						
Water Reclaimed	-	1,463.23	1,036.86	1,398.48	4,115.75	8,014.32
<b>Stormwater Control</b>						
Aquatic Contract	325.00	325.00	325.00	325.00	325.00	1,625.00
Lake/Pond Repair Reserve	-	-	-	-	-	-
<b>Other Physical Environment</b>						
General Liability Insurance	4,007.00	-	-	-	-	4,007.00
Property & Casualty Insurance	-	-	-	-	-	-
Auto Insurance	-	-	-	-	-	-
Irrigation						
District Irrigation	839.24	2,918.20	9,296.90	5,709.40	5,564.20	24,327.94
Wellspring Irrigation	685.71	-	309.00	1,985.00	-	2,979.71

**Myrtle Creek Improvement District**

Budget to Actual

For the Month Ending 02/28/2021

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	YTD Actual
<b>Landscaping Maintenance &amp; Material</b>						
District Landscaping	17,137.50	17,137.50	17,137.50	17,137.50	17,137.50	85,687.50
Gateway Road Landscaping	39.49	39.49	39.49	39.49	39.49	197.45
Wellspring Landscaping	2,708.00	2,708.00	2,708.00	2,708.00	2,708.00	13,540.00
Tree Trimming	-	-	-	-	-	-
<b>Flower &amp; Plant Replacement</b>						
District Flower & Plant Replacement	-	-	-	-	3,150.00	3,150.00
Wellspring Flower & Plant Replacement	-	-	-	-	-	-
Contingency	-	-	4,850.00	-	49.99	4,899.99
Pest Control	-	-	-	-	-	-
Hurricane Cleanup	-	-	-	-	-	-
<b>Wellspring Blvd./Performance Drive Expenses</b>						
WSPD - Lighting	-	32.05	31.95	32.15	31.64	127.79
WSPD - Miscellaneous	-	697.72	(3.28)	-	-	694.44
WSPD - Water Reclaimed	-	257.17	257.73	241.01	183.49	939.40
<b>Interchange Maintenance Expenses</b>						
IME - Aquatics Maintenance	263.03	263.03	263.03	263.03	263.03	1,315.15
IME - Irrigation	-	94.90	289.55	308.70	207.35	900.50
IME - Landscaping	6,363.21	6,363.21	-	12,726.42	6,426.21	31,879.05
IME - Lighting	-	57.97	59.35	65.96	57.27	240.55
IME - Miscellaneous	1,134.00	-	1,512.00	190.57	297.90	3,134.47
IME - Water Reclaimed	-	26.95	34.12	21.95	35.86	118.88
<b>New Operational Field Expenses</b>						
Trail Repair	-	-	-	-	-	-
<b>Road &amp; Street Facilities</b>						
Entry and Wall Maintenance	-	-	-	-	-	-
Streetlights	-	1,063.81	1,063.81	1,079.25	1,079.25	4,286.12
<b>Parks &amp; Recreation</b>						
Personnel Leasing Agreement	3,000.01	3,000.01	3,000.01	3,000.01	3,000.01	15,000.05
<b>Contingency</b>						
Infrastructure Capital Reserve	-	-	-	-	-	-
Interchange Maintenance Reserve	-	-	-	-	-	-
<b>Total Field Operations Expenses</b>	<b>\$ 36,502.19</b>	<b>\$ 36,558.44</b>	<b>\$ 42,320.49</b>	<b>\$ 47,342.88</b>	<b>\$ 44,780.43</b>	<b>\$ 207,504.43</b>
<b>Total Expenses</b>	<b>\$ 52,961.02</b>	<b>\$ 50,560.46</b>	<b>\$ 50,222.57</b>	<b>\$ 54,896.23</b>	<b>\$ 53,084.61</b>	<b>\$ 261,724.89</b>
<b>Income (Loss) from Operations</b>	<b>\$ (50,253.02)</b>	<b>\$ 7,729.62</b>	<b>\$ 160,735.24</b>	<b>\$ 190,540.97</b>	<b>\$ 7,776.89</b>	<b>\$ 316,529.70</b>
<b><u>Other Income (Expense)</u></b>						
Interest Income	\$ 22.90	\$ 23.59	\$ 96.66	\$ 28.62	\$ 25.60	\$ 197.37
<b>Total Other Income (Expense)</b>	<b>\$ 22.90</b>	<b>\$ 23.59</b>	<b>\$ 96.66</b>	<b>\$ 28.62</b>	<b>\$ 25.60</b>	<b>\$ 197.37</b>
<b>Net Income (Loss)</b>	<b>\$ (50,230.12)</b>	<b>\$ 7,753.21</b>	<b>\$ 160,831.90</b>	<b>\$ 190,569.59</b>	<b>\$ 7,802.49</b>	<b>\$ 316,727.07</b>



Myrtle Creek Improvement District  
Cash Flow

Beg. Cash		FY20 Inflows	FY20 Outflows	FY21 Inflows	FY21 Outflows	End. Cash
10/1/2019	2,681.76	27,950.70	(37,128.30)	-	-	169.16
11/1/2019	169.16	208,651.64	(6,696.58)	-	-	202,124.22
12/1/2019	202,124.22	970,566.18	(503,270.11)	-	-	667,658.20
1/1/2020	667,658.20	632,702.33	(689,983.21)	-	-	610,377.32
2/1/2020	610,377.32	83,178.07	(124,798.94)	-	-	568,756.45
3/1/2020	568,756.45	301,145.63	(86,667.64)	-	-	783,234.44
4/1/2020	783,234.44	46,912.16	(255,014.26)	-	-	575,132.34
5/1/2020	575,132.34	22,085.63	(87,262.26)	-	-	509,955.71
6/1/2020	509,955.71	44,952.52	(88,163.16)	-	-	466,745.07
7/1/2020	466,745.07	28,435.00	(56,456.85)	-	-	438,723.22
8/1/2020	438,723.22	14,415.58	(77,498.40)	-	-	375,640.40
9/1/2020	375,640.40	9,759.82	(101,431.07)	-	(15,005.00)	268,964.15
10/1/2020	268,964.15	26,870.86	(35,036.78)	6,033.88	(34,720.04)	232,112.07
11/1/2020	232,112.07	-	(2,285.24)	148,827.20	(71,989.11)	306,664.92
12/1/2020	306,664.92	312.50	(312.50)	529,976.03	(438,634.98)	398,005.97
1/1/2021	398,005.97	-	-	622,973.27	(418,231.22)	602,748.02
2/1/2021	602,748.02	-	-	147,246.64	(153,352.38)	596,642.28
3/1/2021	596,642.28	-	-	349,641.90	(213,066.47)	733,217.71 as of 03/09/2021
FY 20 Totals		2,417,938.62	(2,159,152.30)	1,804,698.92	(1,344,999.20)	

**Myrtle Creek Improvement District  
Construction Tracking - early March**

	Amount
<b>Series 2016 Bond Issue</b>	
Original Construction Fund	\$ 513,425.32
Additions (Interest, Transfers from DSR, etc.)	219,875.78
Cumulative Draws Through Prior Month	(331,389.43)
	=====
<b>Construction Funds Available</b>	<b>\$ 401,911.67</b>
<b>Requisitions This Month</b>	
	=====
<b>Total Requisitions This Month</b>	<b>\$ -</b>
	=====
Funds Remaining	\$ 401,911.67
Committed Funding	
Performance Drive Phase 3 - August bid and October NTP	\$ -
	=====
Total Committed	\$ -
	=====
<b>Net Uncommitted</b>	<b>401,911.67</b>