

Myrtle Creek Improvement District

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

www.myrtlecreekid.org

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Myrtle Creek Improvement District which will be held **Monday, August 17, 2020 at 5:00 p.m.** using telephonic conferencing due to the COVID-19 Executive Order 20-179. The proposed agenda for this Board Meeting is found below.

Please use the following information to join the telephonic conferencing:

Phone: 1-844-621-3956

Participant Code: 796 580 192#

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Roll Call to Confirm a Quorum
- Public Comment Period
- 1. **Discussion regarding Executive Order 20-179**
- 2. **Consideration of the Minutes of the July 21, 2020 Board of Supervisors' Meeting**
- 3. **Consideration of Resolution 2020-10, Approving an Annual Meeting Schedule for Fiscal Year 2021**

Business Matters

- **Consideration of Appointment to Construction Committee**
- 4. **Consideration of Personnel Leasing Agreement with Berman (*provided under separate cover*)**
- 5. **Consideration of Berman Agreement (*provided under separate cover*)**
- 6. **Consideration of District Counsel Fee Increase Letter for Fiscal Year 2021**
- 7. **Public Hearing on the Adoption of the District's Annual Budget**
 - a) **Public Comments and Testimony**
 - b) **Board Comments**
 - c) **Consideration of Resolution 2020-11, Adopting the Fiscal Year 2021 Budget and Appropriating Funds**
- 8. **Consideration of Resolution 2020-12, Adopting an Assessment Roll for Fiscal Year 2021 and Certifying Special Assessments for Collection**
- 9. **Ratification of Operation and Maintenance Expenditures Paid in July 2020 in an amount totaling \$41,577.16**
- 10. **Recommendation of Work Authorization/Proposed Services (*if applicable*)**
- 11. **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
- B. Supervisor Requests
1. Guiding Principles Discussion

Adjournment



MYRTLE CREEK IMPROVEMENT DISTRICT

**Executive Order
20-179**

STATE OF FLORIDA

OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NUMBER 20-179

(Emergency Management – COVID-19 – Local Government Public Meetings)

WHEREAS, Executive Order 20-69, as extended by Executive Order 20-112, Executive Order 20-123, Executive Order 20-139 and Executive Order 20-150, expires on August 1, 2020, unless extended; and

WHEREAS, Executive Order 20-69 requires amendment to address foreseeable Truth in Millage (“TRIM”), non ad valorem assessment, and value adjustment board related issues.

NOW, THEREFORE, I, RON DESANTIS, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section (1)(a) of the Florida Constitution, Chapter 252, Florida Statutes, and all other applicable laws, promulgate the following Executive Order to take immediate effect:

Section 1.

Executive Order 20-69 is amended to include Section 5, as follows:

A. For any taxing authority holding a millage and budget hearing under Chapter 200, Florida Statutes, or a local governing board holding a hearing or meeting regarding a non ad valorem assessment, including, but not limited to, those under section 197.3632, Florida Statutes, I hereby suspend any Florida Statute that requires a quorum or supermajority of the membership to be present in person or requires the local government body to meet at a specific public place.

B. A taxing authority holding a millage and budget hearing under Chapter 200, Florida Statutes, or a local governing board holding a hearing or meeting regarding a non ad valorem

assessment including, but not limited to, those under section 197.3632, Florida Statutes, may utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes.

C. This Executive Order does not waive any other requirement under the Florida Constitution and “Florida’s Government in the Sunshine Laws,” including Chapter 286, Florida Statutes.

D. The provisions set forth in this section shall expire at 12:01 a.m. on October 15, 2020.

Section 2.

Executive Order 20-69 is amended to include Section 6, as follows:

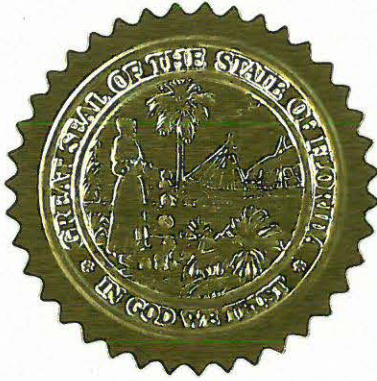
A. For any value adjustment board including, but not limited to, special magistrates, holding a hearing or meeting under Chapter 194, Florida Statutes, I hereby suspend any Florida Statute or rule that requires a quorum or individual to be present in person or requires the local government body or individual to meet at a specific public place.

B. A value adjustment board including, but not limited to, special magistrates, holding a hearing or meeting under Chapter 194, Florida Statutes, may utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes.

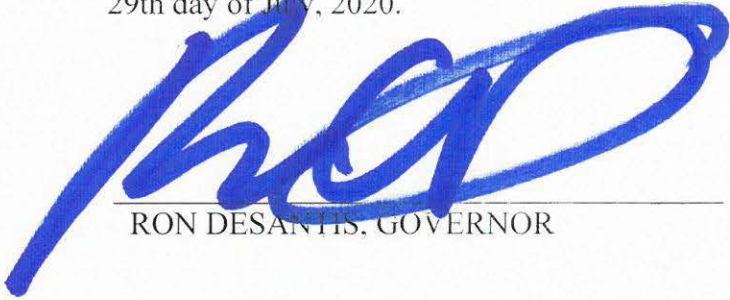
C. This Executive Order does not waive any other requirement under the Florida Constitution and “Florida’s Government in the Sunshine Laws,” including Chapter 286, Florida Statutes.

D. The provisions set forth in this section shall expire at 12:01 a.m. on December 15, 2020.

Section 3. Except as amended herein, I hereby extend Executive Order 20-69, as extended by Executive Orders 20-112, 20-123, 20-139 and 20-150, until 12:01 a.m. on September 1, 2020.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 29th day of July, 2020.



RON DESANTIS, GOVERNOR

ATTEST:



SECRETARY OF STATE

FILED
2020 JUL 29 AM 11:46
DEPARTMENT OF STATE
TALLAHASSEE, FLORIDA

MYRTLE CREEK IMPROVEMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2020/2021 BUDGETS; NOTICE OF POSSIBLE REMOTE PROCEDURES DURING PUBLIC HEALTH EMERGENCY DUE TO COVID-19; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("**Board**") of the Myrtle Creek Improvement District ("**District**") will hold a public hearing on August 17, 2020 at 5:00 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Boulevard, Orlando, Florida 32827, for the purpose of hearing comments and objections on the adoption of the proposed budgets ("**Proposed Budget**") of the District for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 12051 Corporate Blvd., Orlando, Florida 32817, (407) 723-5935 ("**District Manager's Office**"), during normal business hours, or by visiting the District's website at www.myrtlecreekid.org.

It is anticipated that the public hearing and meeting will take place at the Courtyard Orlando Lake Nona, 6955 Lake Nona Boulevard, Orlando, Florida 32827. In the event that the COVID-19 public health emergency prevents the hearing and meeting from occurring in-person, the District may conduct the public hearing by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52, 20-69, and 20-123 issued by Governor DeSantis, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

While it may be necessary to hold the above referenced public hearing and meeting utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. To that end, anyone wishing to listen to and/or participate in the meeting can do so telephonically at 1-844-621-3956, Participant Code: 796 580 192#. Participants are strongly encouraged to submit questions and comments to the District Manager's Office at 12051 Corporate Blvd., Orlando, Florida 32817 or by calling (407) 723-5935 by August 14, 2020 at 5:00 p.m. in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay

Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

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

Jennifer Walden
District Manager

[NOTE: PUBLISH TWICE, ONE WEEK APART WITH FIRST PUBLICATION AT LEAST 15 DAYS PRIOR TO THE PROPOSED BUDGET HEARING]

MYRTLE CREEK IMPROVEMENT DISTRICT

**Minutes of the July 21, 2020
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, July 21, 2020, at 5:00 p.m. via telephonic conferencing due to the COVID-19 Executive Orders 20-52, 20-69, & 20-123

Present via conference call:

Bob Da Silva	Chairman
Kam Shenai	Vice-Chair
Kyle Scholl	Assistant Secretary
John Lynaugh	Assistant Secretary
Marsha Leed	Assistant Secretary

Also, attending via phone:

Jennifer Walden	PFM
Lynne Mullins	PFM
Tucker Mackie	Hopping Green & Sams
Jeff Newton	Donald W. McIntosh Associates, Inc.
Larry Kaufmann	Construction Supervisor & Construction Committee Member
Scott Thacker	District Landscape Supervisor & Construction Committee Member
Chris Wilson	Construction Committee Member

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

Discussion Regarding Executive Orders 20-52, 20-69, & 20-123

Ms. Walden noted that included in the packet are Executive Orders 20-52, 20-69, 20-123 which state that the District can hold their meetings via telephonic conferencing due to the COVID-19 situation. Also, included is a proof of the ad that was placed for today's meeting which notes those executive orders as well as the telephonic conferencing information.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the June 16, 2020, Auditor Selection Committee Meeting

Board Members reviewed the minutes from the June 16, 2020, Auditor Selection Committee Meeting.

On Motion by Mr. Da Silva, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the June 16, 2020, Auditor Selection Committee Meeting.

FIFTH ORDER OF BUSINESS

Consideration of the Minutes of the June 16, 2020, Board of Supervisors' Meeting

Board Members reviewed the minutes from the June 16, 2020, Board of Supervisors' Meeting.

On Motion by Mr. Shenai, second by Mr. Da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the June 16, 2020, Board of Supervisors' Meeting.

Mr. Wilson joined the meeting via phone.

SIXTH ORDER OF BUSINESS

Consideration of Extending the Existing Lake Nona Central – Boulevard and Roadways Landscape and Irrigation Maintenance Services Agreement with Cepra

Mr. Thacker explained the District approved a landscape maintenance contract last year with Cepra and has the option to extend the contract for up to an additional two years. Based on Cepra's performance he recommended the Board authorize the District to extend the contract with Cepra.

On Motion by Mr. Da Silva, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District accepted the recommendation to extend Cepra's Contract another year.

SEVENTH ORDER OF BUSINESS

Review of Fiscal Year 2021 Operations & Maintenance Budget

Ms. Walden stated she did not have any changes but wanted to bring it to the Board in case there was anything the Board wanted to address today or have the District Staff address prior to the Budget adoption.

Mr. Shenai provided a summary of the Budget. There were no questions and no action required by the Board.

EIGHTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures paid in June 2020 in an amount totaling \$65,794.13

Board Members reviewed the Operation and Maintenance Expenditures paid in June 2020 in an amount totaling \$65,794.13.

On Motion by Mr. Shenai, second by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures paid in June 2020 in an amount totaling \$65,794.13.

NINTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Kaufmann stated that there were no work authorizations for this Board.

TENTH 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 June 30, 2020. The District has expenses of \$564,000.00 vs. an overall budget of just over \$1,000,000.00. No action is required by the Board.

Mr. Shenai updated the Board on the different line items.

Mr. Shenai asked for clarification on Construction Fund Tracking. Ms. Mackie clarified when the District issued the Series 2016 Bonds it recognized that the work contained in the CIP was largely completed as described in the Engineer's Report. The District's allocation for the acquisition of two storm water ponds associated with the interchange will likely move forward within the coming months and the amount remaining in the Construction Fund is reserved specifically for Myrtle's proportionate share of the acquisition of those ponds.

Ms. Leed requested an updated timeline of the completion of the Construction on Lake Nona Boulevard. Mr. Shenai replied the structural course should be completed this week and the work will begin on the friction course next week and should take no more than 3 weeks weather permitting.

ELEVENTH ORDER OF BUSINESS

Staff Reports

District Counsel –

Ms. Mackie explained the current Executive Order will expire on August 1, 2020, which provides for the waiver of the Sunshine Law of requirement allowing the District to conduct their meetings virtually.

Ms. Walden noted the meeting is scheduled for Monday, August 17, 2020, at 5:00 p.m. to be held in Village Walk. District Management booked the Courtyard Orlando Lake Nona as a backup.

Ms. Mackie suggested that if the District doesn't know if Village Walk is going to be available by a date determined by Ms. Mullins, that she goes ahead and advertise the meeting for the Marriott. Ms. Mullins will confirm a deadline date by tomorrow and let District staff know.

District Manager –

No Report

District Engineer –

No Report

Construction Supervisor –

Mr. Kaufmann stated staff reported a pedestrian crossing at Lake Nona Boulevard had been damaged by a vehicle and the City was alerted and started repairs a few days ago. Mr. Shenai stated the repairs has not been started. Mr. Kaufmann will confirm tomorrow and let District staff know the status of the repairs.

District Landscape Supervisor- No Report

TWELFTH ORDER OF BUSINESS

Supervisor and Audience Comments & Adjournment

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

On Motion by Mr. Shenai, second by Mr. Lynaugh, with all in favor, the July 21, 2020, meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair

MYRTLE CREEK IMPROVEMENT DISTRICT

**Resolution 2020-10,
Approving an Annual Meeting Schedule
for Fiscal Year 2021**

RESOLUTION 2020-10

**A RESOLUTION OF THE MYRTLE CREEK
IMPROVEMENT DISTRICT DESIGNATING DATES, TIMES
AND LOCATIONS FOR REGULAR MEETINGS OF THE
BOARD OF SUPERVISORS OF THE DISTRICT AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Myrtle Creek Improvement District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in City of Orlando, Florida; and

WHEREAS, the Board of Supervisors of the District ("Board") is statutorily authorized to exercise the powers granted to the District; and

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

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE MYRTLE CREEK
IMPROVEMENT DISTRICT:**

1. Regular meetings of the District's Board shall be held as provided on the schedule attached hereto as **Exhibit A**.
2. In accordance with Section 189.015(1), *Florida Statutes*, the District's Secretary is hereby directed to file annually with Orange County a schedule of the District's regular meetings.
3. This Resolution shall take effect immediately upon adoption.

Adopted this 17TH day of August, 2020.

ATTEST:

Myrtle Creek Improvement District

Secretary/Assistant Secretary

Chairman/Vice Chairman

EXHIBIT A

**Myrtle Creek Improvement District
Fiscal Year 2020-2021**

The Board of Supervisors of the Myrtle Creek Improvement District will hold its meetings for the Fiscal Year 2021 in the offices of Lake Nona Land Company located at 6900 Tavistock Lakes Blvd, Suite 200, Orlando, Florida 32827 at 5:00 p.m. on the third Tuesday of each month.

October 20, 2020
November 17, 2020
December 15, 2020
January 19, 2021
February 16, 2021
March 16, 2021
April 20, 2021
May 18, 2021
June 15, 2021
July 20, 2021
August 17, 2021
September 21, 2021

**Construction Committee of the Boggy Creek, Greeneway & Myrtle Creek
Improvement Districts and the Poitras East Community Development District
Fiscal Year 2020-2021**

The Construction Committee of the Boggy Creek, Greeneway and Myrtle Creek Improvement Districts and the Poitras East Community Development District will be meeting for the Fiscal Year 2021 in the office of Donald W. McIntosh Associates, Inc., 2200 Park Avenue North, Winter Park, FL 32789 at 3:30 p.m. every other week as follows:

October 8 & 22, 2020
November 5 & 19, 2020
December 3, 17 & 31, 2020
January 14 & 28, 2021
February 11 & 25, 2021
March 11 & 25, 2021
April 8 & 22, 2021
May 6 & 20, 2021
June 3 & 17, 2021
July 1, 15 & 29, 2021
August 12 & 26, 2021
September 9 & 23, 2021

MYRTLE CREEK IMPROVEMENT DISTRICT

**Personal Leasing Agreement with Berman
*(provided under separate cover)***

MYRTLE CREEK IMPROVEMENT DISTRICT

Berman Agreement
(provided under separate cover)

MYRTLE CREEK IMPROVEMENT DISTRICT

**District Counsel Fee Increase
Letter for Fiscal Year 2021**

Hopping Green & Sams

Attorneys and Counselors

May 19, 2020

Board of Supervisors
Myrtle Creek Community Development District
c/o Jennifer Walden, District Manager
PFM Group Consulting, LLC
12051 Corporate Blvd.
Orlando, Florida 32817

Re: Hopping Green & Sams Fiscal Year 2020 Rates

Dear Board Members:

Since our firm was retained, we have charged the Myrtle Creek Community Development District ("District") fees at an hourly rate for the provision of legal services. This letter sets forth our proposal for an adjustment in our legal fees charged to the District. The increases in billing rates for existing clients are based upon our costs of doing business, increases in the experience and expertise of our attorneys and market trends. We have enjoyed the opportunity to work with the District and appreciate this opportunity to address our rates.

Please note that we have not proposed annual rate increases contemplated by the Agreement between the District and our firm since 2014. With respect to fees for our services for fiscal year 2020-2021, my hourly rate is proposed to adjust to \$290, which represents an annual increase of approximately .5% in the rates charged for the supervising attorney providing the majority of legal services to the District. This reflects a 5% discount from my regular rate. Further, the rate for paralegal services is proposed to adjust from \$125 to \$135. I request these changes be made effective October 1, 2020.

As we have in the past, we will endeavor to keep our fees as low as possible to you, while maintaining our professional and ethical obligations to provide service. We do not expect these rates to negatively affect the District's budget.

We welcome the opportunity to discuss this proposal with you further. If you have any questions, please feel free to call.

Very truly yours,

HOPPING GREEN & SAMS, P.A.



Tucker F. Mackie

Accepted:

Bob daSilva
Chair, Board of Supervisors

Date: _____

MYRTLE CREEK IMPROVEMENT DISTRICT

**Resolution 2020-11,
Adopting the Fiscal Year 2021
Budget and Appropriating Funds
*(exhibits provided under separate cover)***

RESOLUTION 2020-11

THE ANNUAL APPROPRIATION RESOLUTION OF THE MYRTLE CREEK IMPROVEMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2020, submitted to the Board of Supervisors ("**Board**") of the Myrtle Creek Improvement District ("**District**") proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

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

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

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MYRTLE CREEK IMPROVEMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Myrtle Creek Improvement District for the Fiscal Year Ending September 30, 2021."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2020/2021, the sum of \$_____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND(S)	\$_____
TOTAL ALL FUNDS	\$_____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2020/2021 or within 60 days following the end of the Fiscal Year 2020/2021 may amend its Adopted Budget for that fiscal year as follows:

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

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

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 17th DAY OF AUGUST 2020.

ATTEST:

MYRTLE CREEK IMPROVEMENT DISTRICT

Secretary/Assistant Secretary

By: _____

Its: Chairman

MYRTLE CREEK IMPROVEMENT DISTRICT

**Resolution 2020-12,
Adopting an Assessment Roll for Fiscal Year 2021
and Certifying Special Assessments for Collection**
(exhibits provided under separate cover)

RESOLUTION 2020-12

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MYRTLE CREEK IMPROVEMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2020/2021; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Myrtle Creek Improvement District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Orange County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2020/2021; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Myrtle Creek Improvement District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE MYRTLE CREEK IMPROVEMENT DISTRICT:**

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as

Exhibit "B," is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 17th day of AUGUST, 2020.

ATTEST:

MYRTLE CREEK IMPROVEMENT DISTRICT

Secretary / Assistant Secretary

By:_____

Its: CHAIRMAN

Exhibit A: Budget
Exhibit B: Assessment Roll

MYRTLE CREEK IMPROVEMENT DISTRICT

**Operation and Maintenance Expenditures Paid in
July 2020 in an amount totaling \$41,577.16**

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 July 1, 2020 through July 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$41,577.16**

Approval of Expenditures:

____ Chairman

____ Vice Chairman

____ Assistant Secretary

Myrtle Creek Improvement District
AP Check Register (Current by Bank)
 Check Dates: 7/1/2020 to 7/31/2020

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: SUN - CITY NATIONAL BANK					001-101-0000-00-01
3762	07/13/20	P	BERMAN	Berman Construction	\$148.91
3763	07/20/20	P	TRUSTE	US Bank as Trustee for Myrtle	\$14,879.69
3764	07/27/20	P	AWC	Aquatic Weed Control, Inc.	\$325.00
3765	07/27/20	P	BERMAN	Berman Construction	\$775.00
3766	07/27/20	P	BCID	Boggy Creek Improv. District	\$186.25
3767	07/27/20	P	CEPRA	Cepira Landscape	\$23,405.50
3768	07/27/20	P	DONMC	Donald W. McIntosh Associates	\$375.00
3769	07/27/20	P	HGS	Hopping Green & Sams	\$1,503.00
3770	07/27/20	P	ORLSEN	Orlando Sentinel	\$357.50
3771	07/27/20	P	PFMGC	PFM Group Consulting	\$3,583.33
3772	07/27/20	P	TDM	Tavistock Development Mgmt Co	\$1,666.67
3773	07/27/20	P	VGLOBA	VGlobalTech	\$300.00
BANK SUN REGISTER TOTAL:					\$47,505.85
GRAND TOTAL :					\$47,505.85

32,626.16	Checks 3762, 3764-3773 cut
14,879.69	Check 3763 - Debt Service
2,022.19	PA 451 - OUC paid online
6,928.81	PA 452 - June ICM paid to Boggy Creek
56,456.85	Total cash spent
41,577.16	O&M cash spent

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

MYRTLE CREEK IMPROVEMENT DISTRICT

Funding Request #064

6/12/2020

Item No.	Payee	Invoice Number	General Fund
1	Berman Construction Wellspring Sign Reinforcement	7135	\$ 148.91
		TOTAL	\$ 148.91

Amanda Lane

From: Larry Kaufmann <lkaufmann@tavistock.com>
Sent: Monday, June 15, 2020 9:53 AM
To: Amanda Lane; AccountsPayable; Damon Ventura
Cc: Diana Garcia
Subject: RE: Myrtle Creek - FR #64
Attachments: MCID FR #064.pdf

EXTERNAL EMAIL: Use care with links and attachments.

MCID Funding Request #064 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, June 12, 2020 5:13 PM
To: AccountsPayable <accountspayable@tavistock.com>; Damon Ventura <dventura@tavistock.com>
Cc: Larry Kaufmann <lkaufmann@tavistock.com>
Subject: Myrtle Creek - FR #64

EXTERNAL E-MAIL

Please see attached for Myrtle Creek FR #64 for \$148.91.

Amanda Lane
Assistant Chief District Accountant

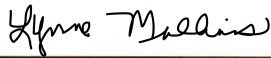
PFM Group Consulting LLC
LaneA@pfm.com | phone 407.723.5900 | fax 407.723.5901 | web pfm.com
12051 Corporate Blvd. | Orlando, FL 32817

MYRTLE CREEK IMPROVEMENT DISTRICT

Payment Authorization #450

7/2/2020

Item No.	Payee	Invoice Number	General Fund
1	Aquatic Weed Control July Waterway Service	48984	\$ 325.00
2	Cepira Landscape July Landscaping - Section 1	17590	\$ 17,137.50
3	Orlando Sentinel Legal Advertising Through 06/14/2020 (Ad: 6688625)	OSC21374451	\$ 357.50
4	VGlobalTech Quarterly ADA & WCAG Audit	1719	\$ 300.00
TOTAL			\$ 18,120.00

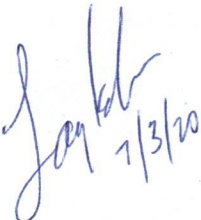


Secretary/Assistant Secretary

Chairperson

RECEIVED

By Amanda Lane at 11:30 am, Jul 24, 2020


7/3/20

MYRTLE CREEK IMPROVEMENT DISTRICT

Funding Request #065

7/3/2020

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District Reimbursement for Construction-Related Legal Advertising on Req 160	OSC21090309	\$ 94.06
2	Cepira Landscape Wellspring July Landscaping	17590	\$ 2,708.00
TOTAL			\$ 2,802.06

Amanda Lane

From: Larry Kaufmann <lkaufmann@tavistock.com>
Sent: Saturday, July 4, 2020 11:05 AM
To: Amanda Lane; AccountsPayable; Damon Ventura
Subject: RE: Myrtle Creek - FR #65
Attachments: MCID FR #065.pdf

EXTERNAL EMAIL: Use care with links and attachments.

Funding Req. #65 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, July 3, 2020 2:49 PM
To: AccountsPayable <accountspayable@tavistock.com>; Damon Ventura <dventura@tavistock.com>
Cc: Larry Kaufmann <lkaufmann@tavistock.com>
Subject: Myrtle Creek - FR #65

EXTERNAL E-MAIL

Please see attached for Myrtle Creek FR #65 for \$2,802.06.

Amanda Lane
Assistant Chief District Accountant

PFM Group Consulting LLC
LaneA@pfm.com | phone 407.723.5900 | fax 407.723.5901 | web pfm.com
12051 Corporate Blvd. | Orlando, FL 32817

MYRTLE CREEK IMPROVEMENT DISTRICT

Funding Request #066

7/10/2020

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District Reimbursement for Construction-Related Legal Advertising on Req 164	OSC21942649	\$ 92.19
TOTAL			\$ 92.19

Amanda Lane

From: Larry Kaufmann <lkaufmann@tavistock.com>
Sent: Monday, July 13, 2020 2:13 PM
To: Amanda Lane; AccountsPayable; Damon Ventura
Cc: Diana Garcia; Jeffrey Newton (jjnewton@dwma.com)
Subject: RE: Myrtle Creek - FR #66
Attachments: MCID FR #066.pdf

EXTERNAL EMAIL: Use care with links and attachments.

MCID Funding Req. #66 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, July 10, 2020 6:11 PM
To: AccountsPayable <accountspayable@tavistock.com>; Damon Ventura <dventura@tavistock.com>
Cc: Larry Kaufmann <lkaufmann@tavistock.com>
Subject: Myrtle Creek - FR #66

EXTERNAL E-MAIL

Please see attached for Myrtle Creek FR #66 for \$92.19.

Amanda Lane
Assistant Chief District Accountant

PFM Group Consulting LLC
LaneA@pfm.com | phone 407.723.5900 | fax 407.723.5901 | web pfm.com
12051 Corporate Blvd. | Orlando, FL 32817

MYRTLE CREEK IMPROVEMENT DISTRICT

Payment Authorization #451

7/10/2020

Item No.	Payee	Invoice Number	General Fund
1	Berman Construction Pressure Wash Wall & Monument Sign Pressure Wash Curbs	7412 7593	\$ 250.00 \$ 525.00
2	Hopping Green & Sams General Counsel Through 05/31/2020	115526	\$ 1,503.00
3	OUC Acct: 4782400001 ; Service 06/03/2020 - 07/01/2020	--	\$ 2,022.19
4	PFM Group Consulting Reamortization Svcs: Series 2016	M-000142	\$ 250.00
TOTAL			\$ 4,550.19

Lynne Mallis

Secretary/Assistant Secretary

Chairperson

RECEIVED

By Amanda Lane at 11:28 am, Jul 24, 2020

Jul 13/15

MYRTLE CREEK IMPROVEMENT DISTRICT

Payment Authorization #452

7/17/2020

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District June 2020 ICM Expenses	ICM2020-09	\$ 6,928.81
2	Cepira Landscape Clocks 3-7 Repairs	17735	\$ 3,560.00
3	Donald W McIntosh Associates Engineering Services Through 06/19/2020	38049	\$ 375.00
4	PFM Group Consulting DM Fee: July 2020	DM-07-2020-0036	\$ 3,333.33
5	Tavistock Development Management July Irrigation Specialist Services	M2020.07	\$ 1,666.67
TOTAL			\$ 15,863.81



Secretary/Assistant Secretary

Chairperson

RECEIVED

By Amanda Lane at 3:29 pm, Jul 22, 2020



MYRTLE CREEK IMPROVEMENT DISTRICT

Work Authorization/Proposed Services
(if applicable)

MYRTLE CREEK IMPROVEMENT DISTRICT

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

Myrtle Creek Improvement District
Statement of Financial Position
As of 7/31/2020

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$438,723.22				\$438,723.22
Money Market Account	68,726.73				68,726.73
State Board of Administration	3,990.39				3,990.39
Accounts Receivable - Due from Developer	1,005.05				1,005.05
Assessments Receivable	12,451.19				12,451.19
Deposits	4,300.00				4,300.00
General Reserve	155,849.72				155,849.72
Assessments Receivable		\$14,712.78			14,712.78
Debt Service Reserve		335,023.55			335,023.55
Revenue		846,975.80			846,975.80
Prepayment		33.82			33.82
Sinking Fund A2 Bond		20,000.00			20,000.00
Acquisition/Construction			\$401,897.01		401,897.01
Total Current Assets	<u>\$685,046.30</u>	<u>\$1,216,745.95</u>	<u>\$401,897.01</u>	<u>\$0.00</u>	<u>\$2,303,689.26</u>
<u>Investments</u>					
Amount Available in Debt Service Funds				\$1,202,033.17	\$1,202,033.17
Amount To Be Provided				16,052,966.83	16,052,966.83
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>
Total Assets	<u><u>\$685,046.30</u></u>	<u><u>\$1,216,745.95</u></u>	<u><u>\$401,897.01</u></u>	<u><u>\$17,255,000.00</u></u>	<u><u>\$19,558,689.26</u></u>
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$7,523.40				\$7,523.40
Due To Other Governmental Units	7,069.17				7,069.17
Deferred Revenue	13,456.24				13,456.24
Deferred Revenue		\$14,712.78			14,712.78
Total Current Liabilities	<u>\$28,048.81</u>	<u>\$14,712.78</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$42,761.59</u>
<u>Long Term Liabilities</u>					
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>
Total Liabilities	<u><u>\$28,048.81</u></u>	<u><u>\$14,712.78</u></u>	<u><u>\$0.00</u></u>	<u><u>\$17,255,000.00</u></u>	<u><u>\$17,297,761.59</u></u>
<u>Net Assets</u>					
Net Assets, Unrestricted	\$1,283,393.58				\$1,283,393.58
Current Year Net Assets, Unrestricted	470.90				470.90
Net Assets - General Government	(1,011,858.54)				(1,011,858.54)
Current Year Net Assets - General Government	384,991.55				384,991.55
Net Assets, Unrestricted		\$1,220,074.50			1,220,074.50
Current Year Net Assets, Unrestricted		(18,041.33)			(18,041.33)
Net Assets, Unrestricted			(\$417,951.06)		(417,951.06)
Net Assets, Unrestricted			816,043.10		816,043.10
Current Year Net Assets, Unrestricted			3,804.97		3,804.97
Total Net Assets	<u><u>\$656,997.49</u></u>	<u><u>\$1,202,033.17</u></u>	<u><u>\$401,897.01</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,260,927.67</u></u>
Total Liabilities and Net Assets	<u><u>\$685,046.30</u></u>	<u><u>\$1,216,745.95</u></u>	<u><u>\$401,897.01</u></u>	<u><u>\$17,255,000.00</u></u>	<u><u>\$19,558,689.26</u></u>

Myrtle Creek Improvement District
Statement of Activities
As of 7/31/2020

	General Fund	Debt Service	Capital Projects Fund	General Long- Term Debt	Total
<u>Revenues</u>					
On-Roll Assessments	\$934,263.51				\$934,263.51
Developer Contributions	59,280.15				59,280.15
Inter-Fund Transfers In	470.90				470.90
On-Roll Assessments		\$1,323,219.89			1,323,219.89
Other Assessments		19,671.84			19,671.84
Inter-Fund Group Transfers In		(1,946.31)			(1,946.31)
Developer Contributions			\$13,720.67		13,720.67
Inter-Fund Transfers In			1,475.41		1,475.41
Total Revenues	<u>\$994,014.56</u>	<u>\$1,340,945.42</u>	<u>\$15,196.08</u>	<u>\$0.00</u>	<u>\$2,350,156.06</u>
<u>Expenses</u>					
Supervisor Fees	\$8,200.00				\$8,200.00
Public Officials' Liability Insurance	3,331.00				3,331.00
Trustee Services	7,764.47				7,764.47
Management	33,333.30				33,333.30
Engineering	5,744.00				5,744.00
Dissemination Agent	1,500.00				1,500.00
Property Appraiser	1,443.00				1,443.00
District Counsel	15,518.87				15,518.87
Assessment Administration	7,500.00				7,500.00
Reamortization Schedules	250.00				250.00
Audit	4,000.00				4,000.00
Travel and Per Diem	61.24				61.24
Postage & Shipping	83.73				83.73
Legal Advertising	3,816.27				3,816.27
Miscellaneous	44.42				44.42
Property Taxes	123.22				123.22
Web Site Maintenance	3,580.00				3,580.00
Holiday Decorations	716.00				716.00
Dues, Licenses, and Fees	175.00				175.00
Electric	925.28				925.28
Entry Lighting	219.81				219.81
Water Reclaimed	15,063.82				15,063.82
Aquatic Contract	3,250.00				3,250.00
General Liability Insurance	3,816.00				3,816.00
Irrigation	69,472.46				69,472.46
Landscaping Maintenance & Material	202,232.71				202,232.71
Landscape Improvements	1,805.50				1,805.50
Tree Trimming	3,870.00				3,870.00
Flower & Plant Replacement	22,801.90				22,801.90
Contingency	3,505.91				3,505.91
IME - Aquatics Maintenance	2,630.30				2,630.30
IME - Irrigation	3,411.06				3,411.06
IME - Landscaping	66,203.52				66,203.52
IME - Lighting	16,132.38				16,132.38
IME - Miscellaneous	3,444.53				3,444.53
IME - Water Reclaimed	419.93				419.93
Equipment Repair & Maintenance	66,980.00				66,980.00
Entry and Wall Maintenance	3,623.43				3,623.43
Streetlights	9,625.06				9,625.06
Personnel Leasing Agreement	16,666.70				16,666.70
Principal Payments		\$760,000.00			760,000.00
Interest Payments		606,750.00			606,750.00
Legal Advertising			\$662.92		662.92
Contingency			13,057.75		13,057.75
Total Expenses	<u>\$613,284.82</u>	<u>\$1,366,750.00</u>	<u>\$13,720.67</u>	<u>\$0.00</u>	<u>\$1,993,755.49</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income	\$4,732.71				\$4,732.71
Interest Income		\$7,763.25			7,763.25
Interest Income			\$2,329.56		2,329.56
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$4,732.71</u>	<u>\$7,763.25</u>	<u>\$2,329.56</u>	<u>\$0.00</u>	<u>\$14,825.52</u>
Change In Net Assets	\$385,462.45	(\$18,041.33)	\$3,804.97	\$0.00	\$371,226.09
Net Assets At Beginning Of Year	<u>\$271,535.04</u>	<u>\$1,220,074.50</u>	<u>\$398,092.04</u>	<u>\$0.00</u>	<u>\$1,889,701.58</u>
Net Assets At End Of Year	<u>\$656,997.49</u>	<u>\$1,202,033.17</u>	<u>\$401,897.01</u>	<u>\$0.00</u>	<u>\$2,260,927.67</u>

Myrtle Creek Improvement District

Budget to Actual
For the Month Ending 07/31/2020

	Actual	Budget	Variance	FY 2020 Adopted Budget
<u>Revenues</u>				
On-Roll Assessments	\$ 934,263.51	\$ 788,928.92	\$ 145,334.59	\$ 946,714.70
Developer Contributions	59,280.15	39,963.33	19,316.82	47,956.00
Net Revenues	\$ 993,543.66	\$ 828,892.25	\$ 164,651.41	\$ 994,670.70
<u>General & Administrative Expenses</u>				
Legislative				
Supervisor Fees	\$ 8,200.00	\$ 10,000.00	\$ (1,800.00)	\$ 12,000.00
Financial & Administrative				
Public Officials' Liability Insurance	3,331.00	2,979.17	351.83	3,575.00
Trustee Services	7,764.47	8,333.33	(568.86)	10,000.00
Management	33,333.30	33,333.33	(0.03)	40,000.00
Engineering				
District Engineering	5,744.00	6,250.00	(506.00)	7,500.00
Wellspring Engineering	-	-	-	-
Dissemination Agent	1,500.00	5,833.33	(4,333.33)	7,000.00
Property Appraiser	1,443.00	1,666.67	(223.67)	2,000.00
District Counsel	15,518.87	20,833.33	(5,314.46)	25,000.00
Assessment Administration	7,500.00	6,250.00	1,250.00	7,500.00
Reamortization Schedules	250.00	208.33	41.67	250.00
Audit	4,000.00	3,333.33	666.67	4,000.00
Arbitrage Calculation	-	750.00	(750.00)	900.00
Travel and Per Diem	61.24	166.67	(105.43)	200.00
Telephone	-	416.67	(416.67)	500.00
Postage & Shipping	83.73	833.33	(749.60)	1,000.00
Copies	-	1,666.67	(1,666.67)	2,000.00
Legal Advertising	3,816.27	5,000.00	(1,183.73)	6,000.00
Miscellaneous	44.42	4,166.66	(4,122.24)	5,000.00
Property Taxes	123.22	125.00	(1.78)	150.00
Web Site Maintenance	3,580.00	2,250.00	1,330.00	2,700.00
Holiday Decorations	716.00	1,041.67	(325.67)	1,250.00
Dues, Licenses, and Fees	175.00	145.83	29.17	175.00
Total General & Administrative Expenses	\$ 97,184.52	\$ 115,583.32	\$ (18,398.80)	\$ 138,700.00

Myrtle Creek Improvement District

Budget to Actual
For the Month Ending 07/31/2020

	Actual	Budget	Variance	FY 2020 Adopted Budget
<u>Field Operations</u>				
Electric Utility Services				
Electric	\$ 813.02	\$ 833.33	\$ (20.31)	\$ 1,000.00
Entry Lighting	219.81	416.67	(196.86)	500.00
Water-Sewer Combination Services				
Water Reclaimed	14,182.47	20,833.33	(6,650.86)	25,000.00
Stormwater Control				
Aquatic Contract	3,250.00	4,300.00	(1,050.00)	5,160.00
Lake/Pond Repair Reserve	-	4,166.67	(4,166.67)	5,000.00
Other Physical Environment				
General Liability Insurance	3,816.00	3,541.67	274.33	4,250.00
Property & Casualty Insurance	-	1,250.00	(1,250.00)	1,500.00
Auto Insurance	-	625.00	(625.00)	750.00
Irrigation Repairs				
District Irrigation Repairs	61,009.90	25,000.00	36,009.90	30,000.00
Wellspring Irrigation Repairs	8,462.56	4,166.67	4,295.89	5,000.00
Landscaping Maintenance & Material				
District Landscaping	171,375.00	198,455.00	(27,080.00)	238,146.00
Gateway Road Landscaping	355.41	394.90	(39.49)	473.88
Wellspring Landscaping	30,502.30	31,630.00	(1,127.70)	37,956.00
Other Landscape Maintenance	1,805.50	53,178.83	(51,373.33)	63,814.60
Tree Trimming	3,870.00	33,333.33	(29,463.33)	40,000.00
Flower & Plant Replacement				
District Flower & Plant Replacement	9,310.00	91,666.67	(82,356.67)	110,000.00
Wellspring Flower & Plant Replacement	13,491.90	-	13,491.90	-
Contingency	1,930.00	8,333.33	(6,403.33)	10,000.00
Hurricane Cleanup	-	25,000.00	(25,000.00)	30,000.00
Wellspring Blvd./Performance Drive Expenses				
WSPD - Lighting	112.26	-	112.26	-
WSPD - Miscellaneous	1,575.91	4,166.67	(2,590.76)	5,000.00
WSPD - Water Reclaimed	881.35	-	881.35	-

Myrtle Creek Improvement District

Budget to Actual
For the Month Ending 07/31/2020

	Actual	Budget	Variance	FY 2020 Adopted Budget
Interchange Maintenance Expenses				
IME - Aquatics Maintenance	2,630.30	2,782.50	(152.20)	3,339.00
IME - Irrigation Repairs	3,411.06	7,875.00	(4,463.94)	9,450.00
IME - Landscaping	66,203.52	63,632.10	2,571.42	76,358.52
IME - Lighting	16,132.38	16,153.84	(21.46)	19,384.61
IME - Miscellaneous	3,444.53	1,211.44	2,233.09	1,453.73
IME - Water Reclaimed	419.93	2,423.08	(2,003.15)	2,907.69
New Operational Field Expenses				
Trail Repair	66,980.00	41,666.67	25,313.33	50,000.00
Crosswalk Improvements	-	25,000.00	(25,000.00)	30,000.00
Road & Street Facilities				
Entry and Wall Maintenance	3,623.43	8,333.33	(4,709.90)	10,000.00
Streetlights	9,625.06	12,500.00	(2,874.94)	15,000.00
Parks & Recreation				
Personnel Leasing Agreement	16,666.70	16,666.67	0.03	20,000.00
Reserves				
Infrastructure Capital Reserve	-	8,472.23	(8,472.23)	10,166.67
Interchange Maintenance Reserve	-	1,966.67	(1,966.67)	2,360.00
Total Field Operations Expenses	\$ 516,100.30	\$ 719,975.60	\$ (203,875.30)	\$ 863,970.70
Total Expenses	\$ 613,284.82	\$ 835,558.92	\$ (222,274.10)	\$ 1,002,670.70
Income (Loss) from Operations	\$ 380,258.84	\$ (6,666.67)	\$ 386,925.51	\$ (8,000.00)
Other Income (Expense)				
Interest Income	\$ 4,732.71	\$ 6,666.67	\$ (1,933.96)	\$ 8,000.00
Total Other Income (Expense)	\$ 4,732.71	\$ 6,666.67	\$ (1,933.96)	\$ 8,000.00
Net Income (Loss)	\$ 384,991.55	\$ -	\$ 384,991.55	\$ -

Myrtle Creek Improvement District
Budget to Actual
For the Month Ending 07/31/2020

	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	YTD Actual
Revenues											
On-Roll Assessments	\$ -	\$ 85,893.10	\$ 393,929.28	\$ 260,250.35	\$ 34,420.33	\$ 107,698.45	\$ 17,755.71	\$ 8,016.72	\$ 15,793.72	\$ 10,505.85	\$ 934,263.51
Developer Contributions	-	-	15,483.40	3,742.26	-	24,965.70	3,344.80	2,708.00	6,179.08	2,856.91	59,280.15
Net Revenues	\$ -	\$ 85,893.10	\$ 409,412.68	\$ 263,992.61	\$ 34,420.33	\$ 132,664.15	\$ 21,100.51	\$ 10,724.72	\$ 21,972.80	\$ 13,362.76	\$ 993,543.66
General & Administrative Expenses											
Legislative											
Supervisor Fees	\$ -	\$ 2,000.00	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ -	\$ 800.00	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 8,200.00
Financial & Administrative											
Public Officials' Liability Insurance	3,331.00	-	-	-	-	-	-	-	-	-	3,331.00
Trustee Services	-	7,764.47	-	-	-	-	-	-	-	-	7,764.47
Management	-	3,333.33	3,333.33	6,666.66	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	33,333.30
Engineering											
District Engineering	-	-	-	-	3,056.50	375.00	687.50	625.00	625.00	375.00	5,744.00
Wellspring Engineering	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	-	-	-	-	-	-	-	-	1,500.00	-	1,500.00
Property Appraiser	-	1,443.00	-	-	-	-	-	-	-	-	1,443.00
District Counsel	-	-	1,199.06	2,091.53	1,215.50	1,378.13	3,102.38	3,345.34	1,683.93	1,503.00	15,518.87
Assessment Administration	7,500.00	-	-	-	-	-	-	-	-	-	7,500.00
Reamortization Schedules	-	-	-	-	-	-	-	-	-	250.00	250.00
Audit	-	-	-	-	-	-	2,500.00	-	1,500.00	-	4,000.00
Arbitrage Calculation	-	-	-	-	-	-	-	-	-	-	-
Travel and Per Diem	-	-	-	-	54.15	7.09	-	-	-	-	61.24
Telephone	-	-	-	-	-	-	-	-	-	-	-
Postage & Shipping	-	-	14.00	-	27.97	-	-	25.36	-	16.40	83.73
Copies	-	-	-	-	-	-	-	-	-	-	-
Legal Advertising	-	200.00	448.75	866.26	181.25	196.25	-	1,065.01	166.25	692.50	3,816.27
Miscellaneous	-	-	-	-	-	-	-	2.39	38.79	3.24	44.42
Property Taxes	105.00	18.22	-	-	-	-	-	-	-	-	123.22
Web Site Maintenance	-	105.00	-	-	-	-	-	300.00	-	3,175.00	3,580.00
Holiday Decorations	-	716.00	-	-	-	-	-	-	-	-	716.00
Dues, Licenses, and Fees	175.00	-	-	-	-	-	-	-	-	-	175.00
Total General & Administrative Expenses	\$ 11,111.00	\$ 15,580.02	\$ 5,995.14	\$ 10,424.45	\$ 8,668.70	\$ 5,289.80	\$ 10,423.21	\$ 9,696.43	\$ 9,847.30	\$ 10,148.47	\$ 97,184.52
Field Operations											
Electric Utility Services											
Electric	\$ -	\$ 89.88	\$ 90.62	\$ 91.13	\$ 90.83	\$ 90.09	\$ 91.03	\$ 88.52	\$ 92.20	\$ 88.72	\$ 813.02
Entry Lighting	-	48.97	21.63	21.38	21.63	21.15	21.50	20.77	21.63	21.15	219.81
Water-Sewer Combination Services											
Water Reclaimed	-	2,003.82	1,427.45	1,626.20	322.23	1,070.75	2,143.78	2,376.45	2,495.17	716.62	14,182.47
Stormwater Control											
Aquatic Contract	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	3,250.00
Lake/Pond Repair Reserve	-	-	-	-	-	-	-	-	-	-	-
Other Physical Environment											
General Liability Insurance	3,816.00	-	-	-	-	-	-	-	-	-	3,816.00
Property & Casualty Insurance	-	-	-	-	-	-	-	-	-	-	-
Auto Insurance	-	-	-	-	-	-	-	-	-	-	-
Irrigation											
District Irrigation	2,362.80	2,130.00	1,635.00	5,940.68	3,014.10	20,175.20	4,152.80	5,720.00	11,801.32	4,078.00	61,009.90
Wellspring Irrigation	-	581.50	-	1,985.66	870.00	2,978.80	-	1,687.60	-	359.00	8,462.56
Landscaping Maintenance & Material											

Myrtle Creek Improvement District
Budget to Actual
For the Month Ending 07/31/2020

	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	YTD Actual
District Landscaping	17,137.50	17,137.50	17,137.50	-	34,275.00	17,137.50	17,137.50	17,137.50	17,137.50	17,137.50	171,375.00
Gateway Road Landscaping	-	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	355.41
Wellspring Landscaping	2,708.00	2,708.00	2,708.00	2,905.50	5,932.80	2,708.00	2,708.00	2,708.00	2,708.00	2,708.00	30,502.30
Other Landscape Maintenance	-	-	905.00	118.50	-	-	-	-	782.00	-	1,805.50
Tree Trimming	-	-	3,870.00	-	-	-	-	-	-	-	3,870.00
Flower & Plant Replacement											
District Flower & Plant Replacement	-	-	6,690.00	-	-	-	-	-	-	2,620.00	9,310.00
Wellspring Flower & Plant Replacement	-	10,991.90	2,500.00	-	-	-	-	-	-	-	13,491.90
Contingency	-	-	-	-	-	1,405.00	-	-	-	525.00	1,930.00
Hurricane Cleanup	-	-	-	-	-	-	-	-	-	-	-
Wellspring Blvd./Performance Drive Expenses											
WSPD - Lighting	-	-	-	-	-	-	-	48.26	32.26	31.74	112.26
WSPD - Miscellaneous	-	-	-	-	-	-	-	1,427.00	148.91	-	1,575.91
WSPD - Water Reclaimed	-	-	-	-	-	-	-	305.83	440.06	135.46	881.35
Interchange Maintenance Expenses											
IME - Aquatics Maintenance	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	2,630.30
IME - Irrigation	756.00	1,168.45	126.79	-	170.83	212.23	-	475.29	144.74	356.73	3,411.06
IME - Landscaping	6,363.21	6,363.21	6,661.83	6,363.21	8,636.01	6,363.21	-	12,726.42	6,363.21	6,363.21	66,203.52
IME - Lighting	51.98	73.55	65.63	13,175.93	51.13	54.74	2,534.86	39.62	45.19	39.75	16,132.38
IME - Miscellaneous	-	2,356.20	992.25	-	-	96.08	-	-	-	-	3,444.53
IME - Water Reclaimed	-	63.47	42.60	118.79	(77.93)	35.65	91.72	65.52	73.15	6.96	419.93
New Operational Field Expenses											
Trail Repair	-	-	-	-	66,980.00	-	-	-	-	-	66,980.00
Crosswalk Improvements	-	-	-	-	-	-	-	-	-	-	-
Road & Street Facilities											
Entry and Wall Maintenance	-	223.43	2,900.00	250.00	-	-	-	-	-	250.00	3,623.43
Streetlights	-	1,129.82	1,048.57	1,063.81	1,063.81	1,063.81	1,063.81	1,063.81	1,063.81	1,063.81	9,625.06
Parks & Recreation											
Personnel Leasing Agreement	-	-	5,000.01	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	16,666.70
Contingency											
Infrastructure Capital Reserve	-	-	-	-	-	-	-	-	-	-	-
Interchange Maintenance Reserve	-	-	-	-	-	-	-	-	-	-	-
Total Field Operations Expenses	\$ 33,783.52	\$ 47,697.22	\$ 54,450.40	\$ 35,954.98	\$ 123,644.63	\$ 55,706.40	\$ 32,239.19	\$ 48,184.78	\$ 45,643.34	\$ 38,795.84	\$ 516,100.30
Total Expenses	\$ 44,894.52	\$ 63,277.24	\$ 60,445.54	\$ 46,379.43	\$ 132,313.33	\$ 60,996.20	\$ 42,662.40	\$ 57,881.21	\$ 55,490.64	\$ 48,944.31	\$ 613,284.82
Income (Loss) from Operations	\$ (44,894.52)	\$ 22,615.86	\$ 348,967.14	\$ 217,613.18	\$ (97,893.00)	\$ 71,667.95	\$ (21,561.89)	\$ (47,156.49)	\$ (33,517.84)	\$ (35,581.55)	\$ 380,258.84
Other Income (Expense)											
Interest Income	\$ 28.18	\$ 23.75	\$ 505.44	\$ 36.68	\$ 29.31	\$ 3,451.12	\$ 29.45	\$ 26.21	\$ 538.13	\$ 64.44	\$ 4,732.71
Total Other Income (Expense)	\$ 28.18	\$ 23.75	\$ 505.44	\$ 36.68	\$ 29.31	\$ 3,451.12	\$ 29.45	\$ 26.21	\$ 538.13	\$ 64.44	\$ 4,732.71
Net Income (Loss)	\$ (44,866.34)	\$ 22,639.61	\$ 349,472.58	\$ 217,649.86	\$ (97,863.69)	\$ 75,119.07	\$ (21,532.44)	\$ (47,130.28)	\$ (32,979.71)	\$ (35,517.11)	\$ 384,991.55

Myrtle Creek Improvement District
FY 2020
Cash Reconciliation

	Beg. Cash	FY19 Inflows	FY19 Outflows	FY20 Inflows	FY20 Outflows	End. Cash
10/1/2018	3,335.47	23,126.74	(30,098.67)	-	-	2,001.07
11/1/2018	2,001.07	39,860.94	(38,823.21)	-	-	1,738.80
12/1/2018	1,738.80	1,259,899.65	(1,044,986.20)	-	-	208,492.36
1/1/2019	208,492.36	137,622.72	(99,820.09)	-	-	246,294.99
2/1/2019	246,294.99	287,376.97	(259,436.78)	-	-	274,235.18
3/1/2019	274,235.18	91,694.64	(133,530.93)	-	-	232,398.89
4/1/2019	232,398.89	65,297.59	(93,956.46)	-	-	203,740.02
5/1/2019	203,740.02	97,936.58	(115,563.37)	-	-	186,113.23
6/1/2019	186,113.23	32,015.11	(71,578.35)	-	-	146,549.99
7/1/2019	146,549.99	85,112.42	(108,261.92)	-	-	123,400.49
8/1/2019	123,400.49	44,871.70	(104,762.75)	-	-	63,509.44
9/1/2019	63,509.44	33,054.93	(86,735.61)	-	(7,147.00)	2,681.76
10/1/2019	2,681.76	59,329.46	(52,664.46)	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	-	(1,762.09)	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	-	-	-	(3,954.40)	434,768.82
						as of 08/04/2020
FY 20 Totals		2,257,199.45	(2,241,980.89)	2,366,579.86	(1,946,542.71)	

**Myrtle Creek Improvement District
Construction Tracking - August**

	Amount
Series 2016 Bond Issue	
Original Construction Fund	\$ 513,425.32
Additions (Interest, Transfers from DSR, etc.)	219,861.12
Cumulative Draws Through Prior Month	(331,389.43)
	=====
Construction Funds Available	\$ 401,897.01
Requisitions This Month	
	=====
Total Requisitions This Month	\$ -
	=====
Funds Remaining	\$ 401,897.01
Committed Funding	
Performance Drive Phase 3 - August bid and October NTP	\$ -
	=====
Total Committed	\$ -
	=====
Net Uncommitted	401,897.01