

# 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, May 18, 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 April 20, 2021 Board of Supervisors' Meeting**
- 2. **Letter from Supervisor of Elections – Orange County**

### Business Matters

- 3. **Consideration of District Management Fee Increase Letter for Fiscal Year 2021 & 2022**
- 4. **Consideration of Resolution 2021-04, Approving a Preliminary Budget for Fiscal Year 2022 and Setting a Public Hearing Date [suggested date of August 17, 2021 at 5:00 p.m.]**
- 5. **Ratification of Operation and Maintenance Expenditures Paid in April 2021 in an amount totaling \$16,823.02**
- 6. **Recommendation of Work Authorization/Proposed Services (if applicable)**
- 7. **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
  - 6. Irrigation Supervisor
- B. Supervisor Requests

### Adjournment



# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Minutes of the April 20, 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, April 20, 2021, at 5:01 p.m. at Courtyard Orlando Lake Nona, 6955 Tavistock Lakes Blvd, Orlando, FL 32827.

Present:

|              |                     |             |
|--------------|---------------------|-------------|
| Bob da Silva | Chairman            |             |
| Kam Shenai   | Vice Chairman       |             |
| John Lynaugh | Assistant Secretary |             |
| Marsha Leed  | Assistant Secretary |             |
| Kyle Scholl  | Assistant Secretary | (via phone) |

Also attending:

|                 |   |             |
|-----------------|---|-------------|
| Jennifer Walden | PFM   |             |
| Lynne Mullins   | PFM   | (via phone) |
| Tucker Mackie   | Hopping Green & Sams                                    | (via phone) |
| Deborah Sier    | Hopping Green & Sams                                    | (via phone) |
| Jeff Newton     | Donald W. McIntosh Associates, Inc.                     |             |
| Larry Kaufmann  | Construction Supervisor & Construction Committee Member | (via phone) |
| Matt McDermott  | Construction Committee Member                           |             |
| Scott Thacker   | District Landscape Supervisor                           |             |

## **SECOND ORDER OF BUSINESS**

### **Public Comment Period**

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

## **THIRD ORDER OF BUSINESS**

### **Consideration of the Minutes of the March 16, 2021 Board of Supervisors' Meeting**

Board Members reviewed the minutes from the March 16, 2021 Board of Supervisors' Meeting.

On Motion by Mr. Shenai, second by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of March 16, 2021 Board of Supervisors' Meeting.

## **FOURTH ORDER OF BUSINESS**

### **Review of Fiscal Year 2022 Operations and Maintenance Budget**

Ms. Walden explained the proposed budget was brought before the Board again this month for further input. The preliminary budget is slated for approval at the May meeting, with the final budget adoption at a public hearing in August. No action is required today other than to see if the Board had any additional input.

Ms. Walden noted that once the preliminary budget is approved, the Board may reduce the budget but may not increase it. She directed the Board's attention to the budget item description, which was included this year. The Board discussed various line items in terms of what has been spent in prior years, what has been spent so far this year, and what has been budgeted for the upcoming year.

Mr. Thacker explained that since the last Board meeting, District staff took a closer look at what the District will spend between now and the end of the Fiscal Year, which is September 30, 2021. Historically, the District has spent roughly \$75,000.00 per year on plant replacement. Because of the Orange County construction project along Lake Nona Boulevard, the Board decided not to budget for the plant replacement over the last few years. Now that the construction is completing, plant replacement is again included in the budget. When looking at the anticipated 2021 total expenditures, the two items that changed dramatically from last month's presentation are the plant replacement increasing and the contingency decreasing. Overall, anticipated expenditures are still coming in under budget. Mr. Lynaugh asked what is happening with the contingency line item. Mr. da Silva stated that it was revenue that was unspent. Mr. Lynaugh asked if it is a floating number that moves between years. Mr. da Silva said yes. Ms. Walden clarified that at the end of Fiscal Year 2020, while the District did not expend all the funds budgeted as contingency, there were other line items where the District was over budget. The contingency funds were used to prevent a budget shortfall. Mr. Lynaugh asked if the District anticipated spending \$128,000.00 between now and September 30, 2021 on flowers and plants. Mr. Thacker stated that Mr. McDermott has a presentation on the landscape enhancements for the Board's consideration today. Staff recommends about \$250,000.00 in enhancements over the next two years, with \$125,000.00 allocated to this year and \$125,000.00 for next year.

Mr. Scholl thanked District staff for their efforts to keep costs down. He wanted to note that there are two ways the District can add value to the community. First, by offering the homeowner a lesser fee by reducing the budget and second, by beautifying the neighborhood with landscaping enhancements. He thinks the District should spend some money on flower and plant enhancement since Lake Nona Boulevard has been under construction for quite some time.

A question was raised about the planting plan. Mr. McDermott stated he spoke with Cepra and told them what the District wants to do. They gave a plan to him and Mr. Thacker, who reviewed it yesterday. The plan is not complete, but it allowed Mr. Thacker to estimate \$250,000.00 over the next two years for flower and plant replacement in the District.

Mr. McDermott presented a landscape enhancement plan (Minutes Exhibit A) to take place over the next two years. There are 40 proposed enhancements, some of which still need to be refined in consultation with Cepra, so he selected 10 or so of those for the meeting today. Proposal No. 1 is enhancing the entrance as individuals come off the bridge on the south side of Lake Nona. The three main points he and Mr. Thacker looked at were safety, color, and maintenance. Over the next month, he and Mr. Thacker will seek approval from the Board to spend the money they are requesting from the Board today. Ms. Leed asked if included in each proposal were irrigation items. Mr. McDermott replied that in each proposal, there is an irrigation modification number. So, if areas are going from plants to sod, they will need to change out irrigation heads and visa-versa. The proposals are inclusive of installing the landscape and making any necessary changes



to keep it healthy. These landscape enhancements all fall under the plant and flower replacement budgeted line item and will not affect the irrigation repair line item. A discussion ensued regarding specific plant and tree types that would be best in the community.

Mr. Shenai discussed the contingency line item. He stated the Board may want to decide on what amount should be in the District's reserve. For example, replacement of the trail may be needed. He suggested that a set amount be put in the reserve for various enhancements every year. Discussion ensued.

Mr. McDermott will refine the landscape enhancement proposals over the next five months. He will present a complete package with the locations and maps. Mr. Lynaugh liked the Cepra plan and wants District staff to move forward.

On Motion by Mr. Lynaugh, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved Mr. McDermott to move ahead and refine the details of the Cepra Flower and Plant Replacement Enhancement plan.

Mr. da Silva asked Mr. McDermott to review the plants proposed in light of their survival rates. Mr. McDermott agreed to address survival rates while refining the enhancement plans.

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

#### **Ratification of Operation and Maintenance Expenditures Paid in March 2021 in an amount totaling \$42,109.99**

The Board reviewed Operation and Maintenance Expenditures Paid in March 2021 in an amount totaling \$42,109.99. These have already been approved and need to be ratified by the Board.

On Motion by Mr. Lynaugh, second by Mr. da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Operation and Maintenance Expenditures Paid in March 2021 in an amount totaling \$42,109.99.

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

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

This item was brought back before the Board after having been tabled at the last meeting. A discussion took place about installing six new deer crossing signs.

On Motion by Mr. da Silva, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District chose not to authorize the work for the deer crossing signs.

## SEVENTH ORDER OF BUSINESS

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

Ms. Walden noted through March 31, 2021, the District has total expenses of \$296,500.00 versus a budget of \$919,000.00. No action is required by the Board.

## EIGHTH ORDER OF BUSINESS

### Staff Reports

District Counsel –

No Report

District Manager –

Ms. Walden noted the next meeting is scheduled for Tuesday, May 18, 2021, at the Courtyard Orlando Lake Nona. The proposed budget will be considered at that meeting, so at least three Board Members are needed to be present in person. The public hearing date will be set at that meeting.

Discussion ensued regarding how to communicate with the residents about the budget. Mr. Lynaugh stated the HOA is starting a monthly newsletter to be published around May 1, 2021 which does include a link to the website. Information about the CDD can be put in that newsletter to keep the residents informed.

Mr. Shenai asked Ms. Walden about the website traffic study. Ms. Walden sent a follow-up to the website vendor to see where the District stands with that request. She is hopeful to hear something soon.

District Engineer –

No Report

Construction Supervisor –

No Report

District Landscape Supervisor – No Report

Irrigation Supervisor –

No Report

## NINTH ORDER OF BUSINESS

### Supervisor Requests & Adjournment

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

On Motion by Mr. Shenai, second by Mr. Lynaugh, with all in favor, the April 20, 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**

## EXHIBIT A

# Lake Nona Boulevard and Wellspring Drive Landscape Enhancements

April 15<sup>th</sup>, 2021  
CEPRA Landscape



*Entrance median near  
overpass - add color*

## Proposal 1

(Top Left)  
Existing Schilling and  
Magnolias



(Top Right)  
Remove existing  
Schilling and install  
Bougainvillea 'Helen  
Johnson', Crinum  
Lilies, and St.  
Augustine sod



(Bottom Middle)  
No rendering provided -  
photo is for location  
reference only



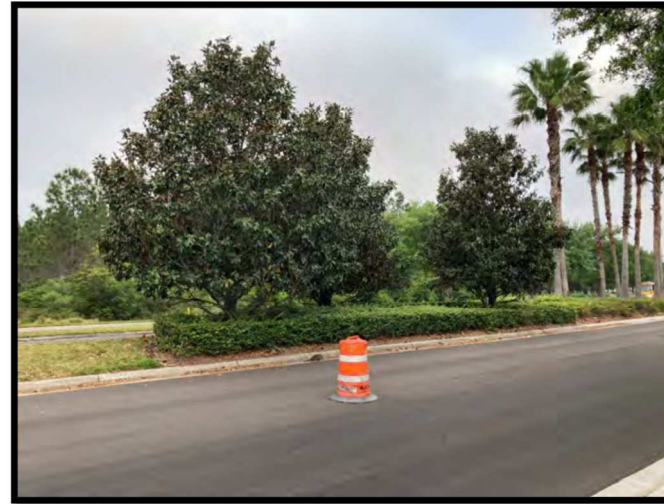
Create rounded plant  
bed and install  
Bougainvillea 'Helen  
Johnson'

*Remove fast growing plants,  
install turf collar and color*

## Proposal 5

(Top Middle)

No rendering provided -  
photo is for location  
reference only; remove  
existing Jasmine  
beneath Magnolias and  
install St. Augustine sod  
between plant bed and  
curb



(Bottom Left)

Existing Plumbago  
beneath Washingtonia  
Palms



(Bottom Right)

Remove existing  
Plumbago beneath  
Washingtonia Palms and  
install Schefflera  
'Trinette' and St.  
Augustine sod





*This is a good median  
tip planting, but not the  
right location*

## Proposal 9

(Top Left)  
Existing Liriope in  
bullnose



(Top Right)  
Remove existing Liriope  
and install perennial  
planting in bullnose



(Bottom Left)  
Existing Liriope in  
bullnose



(Bottom Right)  
Remove existing Liriope  
and install perennial  
planting in bullnose





# Proposal 11

*Add screening to all  
utilities along roadway*



(Left) Existing utility to be screened



(Right) Install Podocarpus to screen utility; install St. Augustine sod to cover empty mulched area

## Proposal 12

(Top Middle)  
No rendering provided -  
photo is for location  
reference only; install  
St. Augustine sod  
beneath Magnolias



(Bottom Left)  
Existing Crape Myrtles  
and Jasmine in  
boulevard



(Bottom Right)  
Remove existing  
Jasmine and install  
Panama Rose and St.  
Augustine sod



*Remove fast growing  
plants, and add turf  
collar and color*

*Decrease mulch areas  
and add turf*



## Proposal 14

*Pops of color and  
interest along road*



(Left) Existing Oleander and Crape Myrtles



(Right) Remove existing Oleander and install perennial planting

*Remove*

## Proposal 17

(Top Left)  
Existing bullnose



(Top Right)  
Remove Oleander and  
install annuals in  
bullnose



(Bottom Left)  
Existing bullnose



(Bottom Right)  
Remove Oleander and  
install annuals in  
bullnose





# Proposal 18

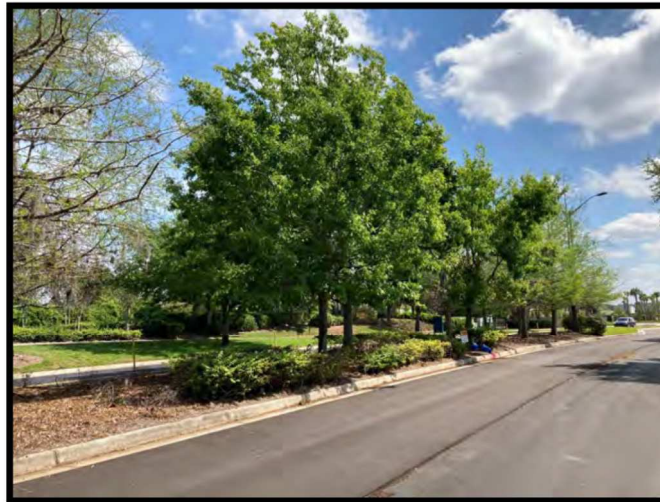
(Top Left)  
Existing Bald Cypress



(Top Right)  
Install Xanadu and St.  
Augustine sod



(Bottom Left)  
Existing Shumard Oaks  
and Jasmine



(Bottom Right)  
Remove existing  
Jasmine and install  
Variegated Shell  
Jasmine and St.  
Augustine sod

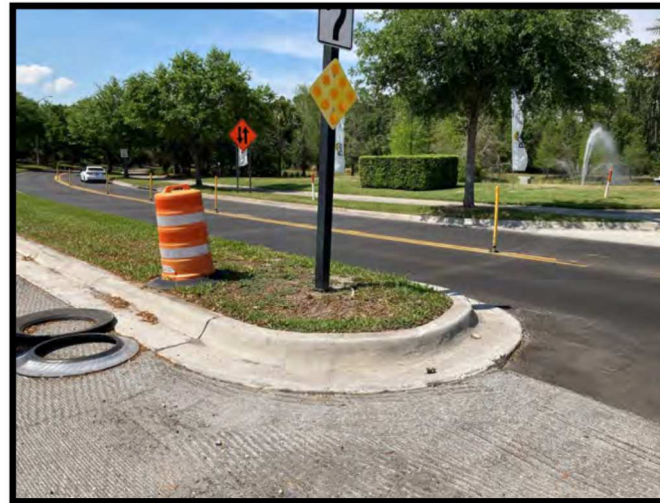


*Add plants to empty  
beds, add color*



## Proposal 25

(Top Left)  
Existing bullnose



(Top Right)  
Install annuals in  
bullnose



(Bottom Left)  
Existing bullnose



(Bottom Right)  
Install annuals in  
bullnose



## Proposal 28

*Add palms to areas  
without any canopy*



No rendering provided - photo is for  
location reference only; install Cabbage  
Palms on both sides of Light Post

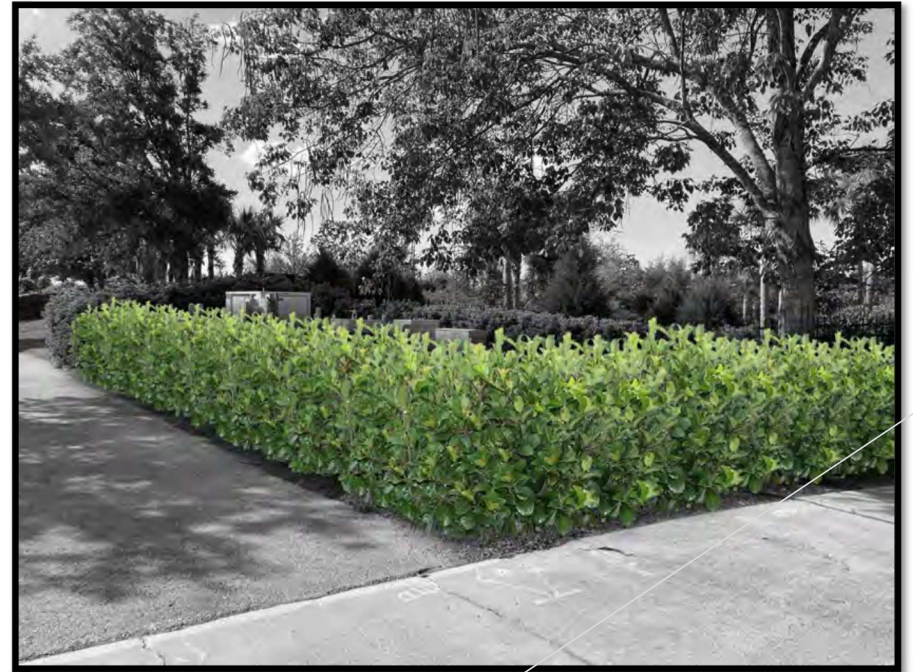


*Remove*

## Proposal 34



(Left) Existing utilities



(Right) Screen utilities with Sweet Viburnum

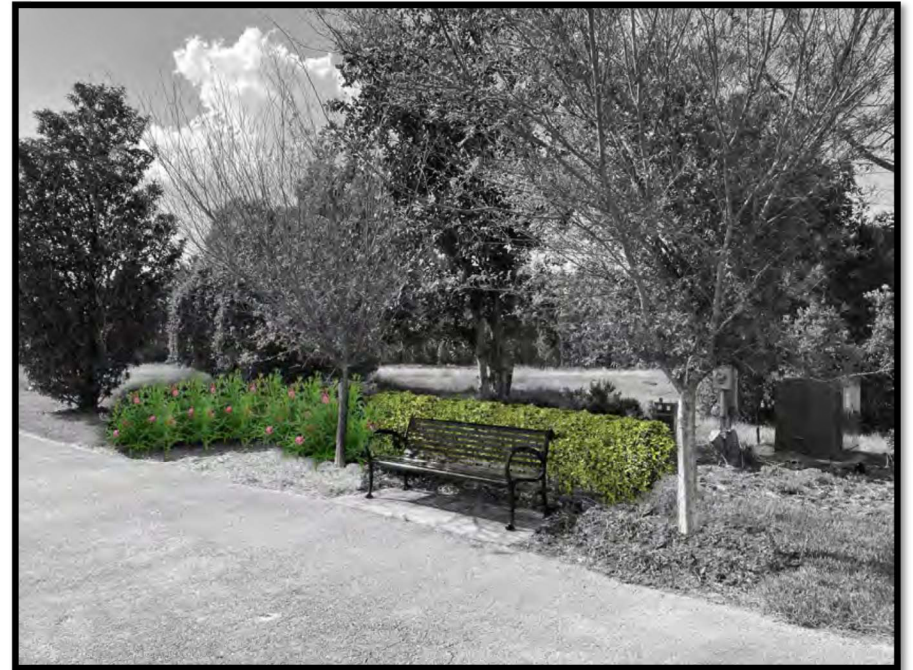


# Proposal 36

*Rehab seating areas.  
add color and fragrance*



(Left) Existing bench areas (three total)



(Right) Remove existing Muhly Grass, Anise, and Viburnum and install Tea Olive and Panama Rose (three total bench areas)

*Add color and  
importance to  
Wellspring Intersection*

## Proposal 37

(Top Left)  
Existing bullnose



(Top Right)  
Install annuals in  
bullnose



(Bottom Left) Existing  
bullnose



(Bottom Right) Install  
annuals in bullnose





## Proposal 37, CONT.

*Improvements to  
Wellspring - Color and  
interest*



(Left) Existing bullnose and boulevard



(Right) Remove existing Society Garlic and Flax Lily and install annuals, Schefflera 'Trinette', Bougainvillea 'TRL', and Zoysia sod

## Proposal 39

*Wellspring - rehab  
failing beds with color,  
low maintenance*



(Left) Existing Flax Lily



(Right) Remove Flax Lily and install  
Bottlebrush 'Little John'

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Letter from Supervisor of Elections  
-Orange County**

Date 4/15/2021

**Bill Cowles**  
**Supervisor of Elections**

Time 12:39 PM

**District List Report**

| <u>District</u> | <u>Nbr</u> | <u>DistrictType</u> | <u>Description</u> | <u>Registered Voters</u> |             |             |            |              |              |
|-----------------|------------|---------------------|--------------------|--------------------------|-------------|-------------|------------|--------------|--------------|
|                 |            |                     |                    | <u>Total</u>             | <u>Dems</u> | <u>Reps</u> | <u>NPA</u> | <u>Other</u> | <u>Total</u> |
| ALL             |            | 1                   | ALL OF COUNTY      | 880,897                  | 380,117     | 222,684     | 263,402    | 14,694       | 45,305       |
|                 |            |                     |                    | 880,897                  | 380,117     | 222,684     | 263,402    | 14,694       | 45,305       |
| SPC             |            | 9                   | BOGGY CREEK        | 0                        | 0           | 0           | 0          | 0            | 0            |
| SPC             |            | 10                  | GREENEWAY          | 4,529                    | 1,563       | 1,309       | 1,546      | 111          | 112          |
| SPC             |            | 11                  | MYRTLE CREEK       | 2,342                    | 782         | 679         | 829        | 52           | 129          |
| SPC             |            | 25                  | POITRAS EAST       | 10                       | 5           | 2           | 3          | 0            | 0            |

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**District Management Fee Increase  
Letter for Fiscal Year 2021 & 2022**





May 17, 2021

Mr. Bob da Silva  
Chairman of the Board of Supervisors  
Myrtle Creek Improvement District  
12051 Corporate Boulevard  
Orlando, FL 32817

Dear Mr. da Silva:

**pfm**

12051 Corporate Blvd.  
Orlando, FL 32817  
407.723.5900

pfm.com

Thank you for the opportunity to continue serving as District Manager to the Myrtle Creek Improvement District (the "District"). The agreement in place between our firm and the District dated January 15, 2019 provides for the review and adjustment annually of our fees pursuant to the District's annual budget process. As discussed at the August 18, 2020 Board Meeting, the fee increase from \$40,000 to \$42,500 was put on hold and the amount was shifted to the administrative miscellaneous expense line item for future consideration later in the Fiscal Year. We are respectfully requesting for a proportionate amount of the annual fee increase become effective as of June 1, 2021. We propose the same \$42,500 annual fee for Fiscal Year 2022 as well.

Please note this change would not impact fees paid year to date and would be reflected on the June billing statement. For the avoidance of doubt, the District Management fees will be in the revised amount of \$3,541.67 each month.

Provided the changes are acceptable, please have an authorized official of the District sign and return a copy of this letter to us to acknowledge the increase.

Sincerely,

**PFM GROUP CONSULTING LLC**

  
Senior District Manager

Accepted by:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Date)



# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Resolution 2021-04,  
Approving a Preliminary Budget for Fiscal Year  
2022 and Setting a Public Hearing Date**

## RESOLUTION 2021-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MYRTLE CREEK IMPROVEMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Myrtle Creek Improvement District ("**District**") prior to June 15, 2021, proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("**Fiscal Year 2021/2022**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 17, 2021

HOUR: 5:00 p.m.

LOCATION: Courtyard by Marriott Orlando Lake Nona  
6955 Tavistock Lakes Blvd.  
Orlando, Florida 32827

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Orlando and Orange County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

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.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 18<sup>th</sup> DAY OF MAY, 2021.**

ATTEST:

**MYRTLE CREEK IMPROVEMENT DISTRICT**

\_\_\_\_\_  
Secretary

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

## EXHIBIT A

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

|   | Actual Through<br>04/30/2021 | Anticipated May<br>- Sep. | Anticipated FY<br>2021 Total | FY 2021 Adopted<br>Budget | FY 2022<br>Proposed Budget | Change in Year<br>Variance |
|---|------------------------------|---------------------------|------------------------------|---------------------------|----------------------------|----------------------------|
| <b><u>Revenues</u></b>                              |                              |                           |                              |                           |                            |                            |
| On-Roll Assessments                                 | \$ 812,216.14                | \$ 46,585.66              | \$ 858,801.80                | \$ 858,801.80             | \$ 858,801.80              | \$ -                       |
| Developer Contributions                             | 21,415.43                    | 24,976.67                 | 46,392.10                    | 52,496.00                 | 60,319.50                  | \$ 7,823.50                |
| Carryforward Revenue                                | -                            | -                         | -                            | -                         | 84,565.28                  | \$ 84,565.28               |
| <b>Net Revenues</b>                                 | <b>\$ 833,631.57</b>         | <b>\$ 71,562.33</b>       | <b>\$ 905,193.90</b>         | <b>\$ 911,297.80</b>      | <b>\$ 1,003,686.58</b>     | <b>\$ 92,388.78</b>        |
| <b><u>General &amp; Administrative Expenses</u></b> |                              |                           |                              |                           |                            |                            |
| <b>Legislative</b>                                  |                              |                           |                              |                           |                            |                            |
| Supervisor Fees                                     | \$ 5,800.00                  | \$ 5,000.00               | \$ 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  | 23,333.31                    | 16,666.69                 | 40,000.00                    | 40,000.00                 | 42,500.00                  | \$ 2,500.00                |
| District Engineering                                | 3,848.00                     | 2,748.57                  | 6,596.57                     | 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                                    | 9,536.26                     | 6,811.61                  | 16,347.87                    | 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                                 | 31.11                        | 22.22                     | 53.33                        | 300.00                    | 300.00                     | \$ -                       |
| Telephone   | -                            | 20.83                     | 20.83                        | 50.00                     | 50.00                      | \$ -                       |
| Postage & Shipping                                  | 96.27                        | 68.76                     | 165.03                       | 1,000.00                  | 1,000.00                   | \$ -                       |
| Copies  | -                            | 833.33                    | 833.33                       | 2,000.00                  | 2,000.00                   | \$ -                       |
| Legal Advertising                                   | 1,738.76                     | 1,241.97                  | 2,980.73                     | 6,500.00                  | 6,500.00                   | \$ -                       |
| Bank Fees   | -                            | -                         | -                            | -                         | 360.00                     | \$ 360.00                  |
| Miscellaneous                                       | 142.55                       | 101.82                    | 244.37                       | 12,000.00                 | 9,500.00                   | \$ (2,500.00)              |
| Office Supplies                                     | -                            | -                         | -                            | -                         | 250.00                     | \$ 250.00                  |
| Property Taxes                                      | 2,147.39                     | -                         | 2,147.39                     | 150.00                    | 2,500.00                   | \$ 2,350.00                |
| Web Site Maintenance                                | 1,475.00                     | 1,225.00                  | 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>\$ 68,701.56</b>          | <b>\$ 46,515.82</b>       | <b>\$ 115,217.38</b>         | <b>\$ 148,775.00</b>      | <b>\$ 151,735.00</b>       | <b>\$ 2,960.00</b>         |

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

|  | Actual Through<br>04/30/2021 | Anticipated May<br>- Sep. | Anticipated FY<br>2021 Total | FY 2021 Adopted<br>Budget | FY 2022<br>Proposed Budget | Change in Year<br>Variance |
|--|------------------------------|---------------------------|------------------------------|---------------------------|----------------------------|----------------------------|
| <b>Field Operations</b>                            |                              |                           |                              |                           |                            |                            |
| <b>Electric Utility Services</b>                   |                              |                           |                              |                           |                            |                            |
| Electric   | \$ 544.36                    | \$ 388.83                 | \$ 933.19                    | \$ 1,500.00               | \$ 1,500.00                | \$ -                       |
| Entry Lighting                                     | 131.82                       | 94.16                     | 225.98                       | 500.00                    | 500.00                     | \$ -                       |
| <b>Water-Sewer Combination Services</b>            |                              |                           |                              |                           |                            |                            |
| Water Reclaimed                                    | 10,503.70                    | 9,502.64                  | 20,006.34                    | 25,000.00                 | 20,000.00                  | \$ (5,000.00)              |
| <b>Stormwater Control</b>                          |                              |                           |                              |                           |                            |                            |
| Aquatic Contract                                   | 2,275.00                     | 1,625.00                  | 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                        | 27,957.14                    | 19,969.39                 | 47,926.53                    | 30,000.00                 | 45,000.00                  | \$ 15,000.00               |
| Wellspring Irrigation Repairs                      | 3,443.71                     | 2,459.79                  | 5,903.50                     | 5,000.00                  | 10,000.00                  | \$ 5,000.00                |
| <b>Landscaping Maintenance &amp; Material</b>      |                              |                           |                              |                           |                            |                            |
| District Landscaping                               | 102,825.00                   | 102,825.00                | 205,650.00                   | 205,650.00                | 214,025.50                 | \$ 8,375.50                |
| Gateway Road Landscaping                           | 276.43                       | 197.45                    | 473.88                       | 473.88                    | 473.88                     | \$ -                       |
| Wellspring Landscaping                             | 16,248.00                    | 16,248.00                 | 32,496.00                    | 32,496.00                 | 33,819.50                  | \$ 1,323.50                |
| Tree Trimming                                      | -                            | 40,000.00                 | 40,000.00                    | 40,000.00                 | 40,000.00                  | \$ -                       |
| <b>Flower &amp; Plant Replacement</b>              |                              |                           |                              |                           |                            |                            |
| District Flower & Plant Replacement                | 3,150.00                     | 125,000.00                | 128,150.00                   | 50,000.00                 | 125,000.00                 | \$ 75,000.00               |
| Wellspring Flower & Plant Replacement              | -                            | 4,166.67                  | 4,166.67                     | 10,000.00                 | 10,000.00                  | \$ -                       |
| Contingency  | 4,899.99                     | 3,499.99                  | 8,399.98                     | 103,372.90                | 85,665.18                  | \$ (17,707.72)             |
| Pest Control                                       | 1,405.00                     | 1,170.83                  | 2,575.83                     | 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                                    | 197.16                       | 140.83                    | 337.99                       | 500.00                    | 500.00                     | \$ -                       |
| WSPD - Miscellaneous                               | 694.44                       | 496.03                    | 1,190.47                     | 3,500.00                  | 3,500.00                   | \$ -                       |
| WSPD - Water Reclaimed                             | 1,340.19                     | 957.28                    | 2,297.47                     | 1,000.00                  | 2,500.00                   | \$ 1,500.00                |

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

|   | Actual Through<br>04/30/2021 | Anticipated May<br>- Sep. | Anticipated FY<br>2021 Total | FY 2021 Adopted<br>Budget | FY 2022<br>Proposed Budget | Change in Year<br>Variance |
|---|------------------------------|---------------------------|------------------------------|---------------------------|----------------------------|----------------------------|
| <b>Interchange Maintenance Expenses</b> |                              |                           |                              |                           |                            |                            |
| IME - Aquatics Maintenance              | 1,841.21                     | 1,315.15                  | 3,156.36                     | 3,339.00                  | 3,339.00                   | \$ -                       |
| IME - Irrigation Repairs                | 1,245.85                     | 889.89                    | 2,135.74                     | 9,450.00                  | 3,150.00                   | \$ (6,300.00)              |
| IME - Landscaping                       | 46,227.61                    | 33,019.72                 | 79,247.33                    | 76,358.52                 | 85,651.02                  | \$ 9,292.50                |
| IME - Lighting                          | 392.29                       | 280.21                    | 672.50                       | 1,575.00                  | 787.50                     | \$ (787.50)                |
| IME - Miscellaneous                     | 3,632.18                     | 2,594.41                  | 6,226.59                     | 1,575.00                  | 4,095.00                   | \$ 2,520.00                |
| IME - Water Reclaimed                   | 201.69                       | 144.06                    | 345.75                       | 2,362.50                  | 1,575.00                   | \$ (787.50)                |
| <b>New Operational Field Expenses</b>   |                              |                           |                              |                           |                            |                            |
| Trail Repair                            | 1,257.00                     | 15,000.00                 | 16,257.00                    | 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                            | 6,444.62                     | 4,603.30                  | 11,047.92                    | 15,000.00                 | 15,000.00                  | \$ -                       |
| <b>Parks &amp; Recreation</b>           |                              |                           |                              |                           |                            |                            |
| Personnel Leasing Agreement             | 21,000.07                    | 14,999.93                 | 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>\$ 262,141.46</b>         | <b>\$ 488,948.57</b>      | <b>\$ 751,090.03</b>         | <b>\$ 770,522.80</b>      | <b>\$ 857,951.58</b>       | <b>\$ 87,428.78</b>        |
| <b>Total Expenses</b>                   | <b>\$ 330,843.02</b>         | <b>\$ 535,464.39</b>      | <b>\$ 866,307.41</b>         | <b>\$ 919,297.80</b>      | <b>\$ 1,009,686.58</b>     | <b>\$ 90,388.78</b>        |
| <b>Income (Loss) from Operations</b>    | <b>\$ 502,788.55</b>         | <b>\$ (463,902.06)</b>    | <b>\$ 38,886.49</b>          | <b>\$ (8,000.00)</b>      | <b>\$ (6,000.00)</b>       | <b>\$ 2,000.00</b>         |
| <b>Other Income (Expense)</b>           |                              |                           |                              |                           |                            |                            |
| Interest Income                         | \$ 441.93                    | \$ 7,558.07               | \$ 8,000.00                  | \$ 8,000.00               | \$ 6,000.00                | \$ (2,000.00)              |
| <b>Total Other Income (Expense)</b>     | <b>\$ 441.93</b>             | <b>\$ 7,558.07</b>        | <b>\$ 8,000.00</b>           | <b>\$ 8,000.00</b>        | <b>\$ 6,000.00</b>         | <b>\$ (2,000.00)</b>       |
| <b>Net Income (Loss)</b>                | <b>\$ 503,230.48</b>         | <b>\$ (456,343.99)</b>    | <b>\$ 46,886.49</b>          | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                |

Myrtle Creek Improvement District  
FY 2022 Proposed Debt Service Budget  
Series 2016A Special Assessment Bonds

|                                     | FY 2022<br>Proposed<br>Budget |
|-------------------------------------|-------------------------------|
| REVENUES:                           |                               |
| Special Assessments Series 2016A    | \$ 1,584,900.00               |
| TOTAL REVENUES                      | <u>\$ 1,584,900.00</u>        |
| EXPENDITURES:                       |                               |
| Series 2016A - Interest 11/01/2021  | 273,500.00                    |
| Series 2016A - Principal 05/01/2022 | 780,000.00                    |
| Series 2016A - Interest 05/01/2022  | 273,500.00                    |
| TOTAL EXPENDITURES                  | <u>\$ 1,327,000.00</u>        |
| EXCESS REVENUES                     | <u>\$ 257,900.00</u>          |
| Series 2016A - Interest 11/01/2022  | \$ 257,900.00                 |



Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2021 – 2022

---

*Revenues*

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**On-Roll Assessments**

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected via the tax collector are referred to as “On-Roll Assessments.”

**Developer Contribution**

Funding from the Developer.

**Carryforward Revenue**

Unused income from a prior year which is available as cash for the current year.

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*General & Administrative Expenses*

---

**Supervisor Fees**

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

**Public Officials’ Liability Insurance**

Supervisors’ and Officers’ liability insurance.

**Trustee Services**

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the district trust accounts.

**Management**

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” of the Management Agreement.

# Myrtle Creek Improvement District

## Budget Item Descriptions

### FY 2021 – 2022

#### **District Engineering**

The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.

#### **Dissemination Agent**

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the dissemination agent provides to the trustee and bond holders.

#### **Property Appraiser**

Cost incurred for a copy of the annual parcel listing for parcels within the District from the county.

#### **District Counsel**

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

#### **Assessment Administration**

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

#### **Reamortization Schedules**

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

#### **Audit**

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

#### **Arbitrage Calculation**

Annual computations are necessary to calculate arbitrage rebate liability to ensure the District's compliance with all tax regulations.

#### **Travel and Per Diem**

Travel to and from meetings as related to the District.

#### **Telephone**

Telephone and fax machine services as related to the District.

Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2021 – 2022

**Postage & Shipping**

Mail, overnight deliveries, correspondence, etc.

**Copies**

Printing and binding Board agenda packages, letterhead, envelopes, and copies.

**Legal Advertising**

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

**Bank Fees**

Bank fees associated with the services the District uses with the bank (e.g. remote deposit capture, positive pay, wire transfers, ACH payments, monthly maintenance, etc.).

**Miscellaneous**

Other general & administrative expenses incurred throughout the year.

**Office Supplies**

General office supplies associated with the District.

**Property Taxes**

Ad Valorem taxes on District property that is not tax-exempt.

**Web Site Maintenance**

Website maintenance fee.

**Holiday Decorations**

District decorations for the holidays.

**Dues, Licenses & Fees**

The District is required to pay an annual fee to the Department of Economic Opportunity.

Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2021 – 2022

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*Field Operations Expenses*

---

*Electric Utility Services*

**Electric**

The District pays for electric meters used on District-owned roads.

**Entry Lighting**

Lighting charges for District entryways.

*Water-Sewer Combination Services*

**Water Reclaimed**

Water used for irrigation

*Stormwater Control*

**Aquatic Contract**

Contracted services for maintenance of aquatic areas within the District.

**Lake/Pond Repair Reserve**

Funds reserved for lake and pond repairs.

*Other Physical Environment*

**General Insurance**

General liability insurance.

**Property & Casualty Insurance**

Insurance to protect property and cover casualty.

**Auto Insurance**

Insurance to protect the automobiles owned by the District.

**District Irrigation Repairs**

Inspection and repair of irrigation systems.

Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2021 – 2022

**Wellspring Irrigation Repairs**

Inspection and repair of irrigation systems within Wellspring. These are funded by the Developer.

**District Landscaping Maintenance & Material**

Contracted landscaping within the boundaries of the District.

**Gateway Road Landscaping Maintenance & Material**

Contracted landscaping on Gateway Road.

**Wellspring Landscaping Maintenance & Material**

Contracted landscaping within Wellspring. These are funded by the Developer.

**Tree Trimming**

Trimming of trees on District property.

**District Flower & Plant Replacement**

Purchase of materials and labor to replace flowers and plants within the District.

**Wellspring Flower & Plant Replacement**

Purchase of materials and labor to replace flowers and plants within Wellspring. These are funded by the Developer.

**Contingency**

Other Field Operations expenses incurred throughout the year.

**Pest Control**

Pest control services.

**Hurricane Cleanup**

Funds set aside to assist with any cleanup needed from a hurricane or funds needed to pay a hurricane-related insurance deductible.

***Wellspring Blvd./Performance Drive Expenses***

**WSPD - Lighting**

Lighting expenses as related to Wellspring Boulevard or Performance Drive. These are funded by the Developer.

**WSPD - Miscellaneous**

Miscellaneous expenses as related to Wellspring Boulevard or Performance Drive. These are funded by the Developer.

# Myrtle Creek Improvement District

## Budget Item Descriptions

### FY 2021 – 2022

#### **WSPD – Water Reclaimed**

Reclaimed water expenses as related to Wellspring Boulevard or Performance Drive. These are funded by the Developer.

#### ***Interchange Maintenance Expenses***

##### **IME – Aquatics Maintenance**

Pond maintenance as it relates to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District and Greenway Improvement District each chip in for the remainder.

##### **IME – Irrigation Repair**

Irrigation repairs as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District and Greenway Improvement District each chip in for the remainder.

##### **IME – Landscaping**

Landscaping services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District and Greenway Improvement District each chip in for the remainder.

##### **IME – Lighting**

Lighting services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District and Greenway Improvement District each chip in for the remainder.

##### **IME – Miscellaneous**

Other interchange expenses as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District and Greenway Improvement District each chip in for the remainder.

##### **IME – Water Reclaimed**

Water reclaimed services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District and Greenway Improvement District each chip in for the remainder.

#### ***New Operational Field Expenses***

##### **Trail Repair**

Expenses related to repairing the trail within the District.

#### ***Road & Street Facilities***

##### **Entry and Wall Maintenance**

Maintenance of entrance(s) and walls within the District.

##### **Streetlights**

Streetlighting expenses within the District.

Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2021 – 2022

***Parks & Recreation***

**Personnel Leasing Agreement**

The lease of outside personnel per signed agreement.

***Reserves***

**Infrastructure Capital Reserve**

Funds reserved for infrastructure capital repairs/maintenance/replacement. These funds are kept in a separate bank account.

**Interchange Maintenance Reserve**

Funds reserved for interchange maintenance/repairs. These funds are kept in a separate bank account.

---

*Other Income (Expense)*

---

**Interest Income**

Income from interest earnings.

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Operation and Maintenance Expenditures Paid in  
March 2021 in an amount totaling \$16,823.02**



# 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 April 1, 2021 through April 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$16,823.02**

Approval of Expenditures:

---

\_\_\_\_\_ Chairman

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

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

**Myrtle Creek Improvement District**  
**AP Check Register (Current by Bank)**  
 Check Dates: 4/1/2021 to 4/30/2021

| Check No.                                | Date     | Status* | Vendor ID | Payee Name                    | Amount                    |
|--|----------|---------|-----------|-------------------------------|---------------------------|
| <b>BANK ID: SUN - CITY NATIONAL BANK</b> |          |         |           |                               | <b>001-101-0000-00-01</b> |
| 5  | 04/12/21 | P       | AWC       | Aquatic Weed Control, Inc.    | \$325.00                  |
|  | 04/12/21 | P       | CEPRA     | Cepra Landscape               | \$1,453.00                |
| 7  | 04/12/21 | P       | ORLSEN    | Orlando Sentinel              | \$350.00                  |
| 8  | 04/12/21 | P       | PFMGC     | PFM Group Consulting          | \$47.05                   |
|  | 04/12/21 | P       | VGLOBA    | VGlobalTech                   | \$425.00                  |
| 0  | 04/22/21 | P       | BCID      | Boggy Creek Improv. District  | \$67.81                   |
| 1  | 04/22/21 | P       | DONMC     | Donald W. McIntosh Associates | \$625.00                  |
|  | 04/22/21 | P       | HGS       | Hopping Green & Sams          | \$1,502.96                |
|  | 04/22/21 | P       | PFMGC     | PFM Group Consulting          | \$14.96                   |
| 4  | 04/22/21 | P       | TRUSTE    | US Bank as Trustee for Myrtle | \$179,436.90              |
| 5  | 04/26/21 | P       | BERMAN    | Berman Construction           | \$4,257.01                |
|  | 04/26/21 | P       | JLYNAU    | John Peter Lynaugh            | \$200.00                  |
| 7  | 04/26/21 | P       | KSHENA    | Kamalakar Shenai              | \$200.00                  |
| 8  | 04/26/21 | P       | KSCHOL    | Kyle Scholl                   | \$200.00                  |
|  | 04/26/21 | P       | LDASIL    | Lionel R. Dasilva             | \$200.00                  |
| 40                                       | 04/26/21 | P       | MLEED     | Marsha Leed                   | \$200.00                  |
| 41                                       | 04/26/21 | P       | PFMGC     | PFM Group Consulting          | \$3,333.33                |
| <b>BANK SUN REGISTER TOTAL:</b>          |          |         |           |                               | <b>\$192,838.02</b>       |
| <b>GRAND TOTAL :</b>                     |          |         |           |                               | <b>\$192,838.02</b>       |

|            |  |
|------------|--|
| 13,401.12  | Checks 3925-3933, 3935-3941            |
| 179,436.90 | Check 3934 - Debt Service              |
| 2,938.88   | PA 486 - OUC paid online               |
| 483.02     | PA 487 - March ICM paid to Boggy Creek |
| 196,259.92 | Total cash spent                       |
| 16,823.02  | 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 #084

3/19/2021

| Item<br>No. | Payee  | Invoice<br>Number | General<br>Fund |
|-------------|--|-------------------|-----------------|
| 1           | <b>Boggy Creek Improvement District</b><br>Reimbursement for Construction-Related Legal Advertising on Req 190 | OSC33338262       | \$ 67.81        |
| TOTAL       |  |                   | \$ 67.81        |

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #485

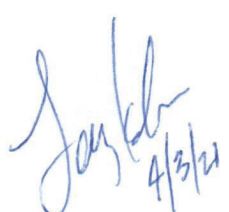
4/2/2021

| Item No. | Payee  | Invoice Number | General Fund |
|----------|--|----------------|--------------|
| 1        | <b>Aquatic Weed Control</b><br>April Waterway Service                              | 57622          | \$ 325.00    |
| 2        | <b>Berman Construction</b><br>April Administrator & Irrigation Specialist Services | 11881          | \$ 3,000.01  |
| 3        | <b>Orlando Sentinel</b><br>Legal Advertising on 03/09/2021 (Ad: 6898932)           | OSC33645418    | \$ 350.00    |
| 4        | <b>PFM Group Consulting</b><br>February Reimbursables                              | 114107         | \$ 47.05     |
| 5        | <b>VGlobalTech</b><br>April Website Maintenance                                    | 2595           | \$ 125.00    |
| TOTAL    |  |                | \$ 3,847.06  |



Secretary/Assistant Secretary

Chairperson

  
4/3/21

**RECEIVED**

By Amanda Lane at 8:49 am, Apr 06, 2021

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #486

4/9/2021

| Item No. | Payee   | Invoice Number | General Fund |
|----------|---|----------------|--------------|
| 1        | Cepira Landscape<br>March MI and Repairs                  | 23952          | \$ 1,453.00  |
| 2        | OUC<br>Acct: 4782400001 ; Service 03/02/2021 - 04/02/2021 | --             | \$ 2,938.88  |
| 3        | VGlobalTech<br>Quarter 1 ADA Audit                        | 2534           | \$ 300.00    |
| TOTAL    |   |                | \$ 4,691.88  |

Jennifer L. Walden

Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson

*Jayden*  
4/10/21

**RECEIVED**

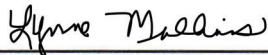
By Amanda Lane at 1:45 pm, Apr 12, 2021

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #487

4/16/2021

| Item No. | Payee  | Invoice Number | General Fund |
|----------|--|----------------|--------------|
| 1        | <b>Boggy Creek Improvement District</b><br>March ICM Expenses                  | ICM2021-06     | \$ 483.02    |
| 2        | <b>Donald W McIntosh Associates</b><br>Engineering Services Through 03/26/2021 | 40964          | \$ 625.00    |
| 3        | <b>Hopping Green &amp; Sams</b><br>General Counsel Through 02/28/2021          | 121487         | \$ 1,502.96  |
| 4        | <b>PFM Group Consulting</b><br>March Reimbursables                             | OE-EXP-04-26   | \$ 14.96     |
| TOTAL    |  |                | \$ 2,625.94  |



Secretary/Assistant Secretary

Chairperson

  
4/17/21

**RECEIVED**

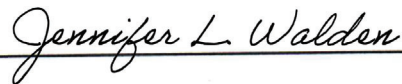
By Amanda Lane at 2:50 pm, Apr 20, 2021

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #488

4/23/2021

| Item No. | Payee   | Invoice Number  | General Fund |
|----------|---|-----------------|--------------|
| 1        | <b>Berman Construction</b><br>Asphalt Damage - Trail Repair | 12003           | \$ 1,257.00  |
| 2        | <b>PFM Group Consulting</b><br>DM Fee: April 2021           | DM-04-2021-0031 | \$ 3,333.33  |
| 3        | <b>Supervisor Fees - 04/20/2021 Meeting</b>                 |                 |              |
|          | Marsha Leed   | --              | \$ 200.00    |
|          | Kam Shenai  | --              | \$ 200.00    |
|          | John Lynaugh  | --              | \$ 200.00    |
|          | Kyle Scholl   | --              | \$ 200.00    |
|          | Bob da Silva  | --              | \$ 200.00    |
| TOTAL    |   |                 | \$ 5,590.33  |



Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson

**RECEIVED**

By Amanda Lane at 10:53 am, Apr 26, 2021





# **MYRTLE CREEK IMPROVEMENT DISTRICT**

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

February 9, 2021

August

hardscape



# 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.

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**Agent for Owner**

**Date**

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**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 4/30/2021

|  | General Fund                 | Debt Service                 | Capital<br>Projects Fund   | General Long-<br>Term Debt    | Total                         |
|--|------------------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|
| <b><u>Assets</u></b>                         |                              |                              |                            |                               |                               |
| <b><u>Current Assets</u></b>                 |                              |                              |                            |                               |                               |
| General Checking Account                     | \$793,426.64                 |                              |                            |                               | \$793,426.64                  |
| Money Market Account                         | 68,775.60                    |                              |                            |                               | 68,775.60                     |
| State Board of Administration                | 3,997.12                     |                              |                            |                               | 3,997.12                      |
| Accounts Receivable - Due from Developer     | 578.21                       |                              |                            |                               | 578.21                        |
| Assessments Receivable                       | 45,061.44                    |                              |                            |                               | 45,061.44                     |
| Deposits                                     | 4,300.00                     |                              |                            |                               | 4,300.00                      |
| General Reserve                              | 168,494.28                   |                              |                            |                               | 168,494.28                    |
| Assessments Receivable                       |                              | \$70,244.98                  |                            |                               | 70,244.98                     |
| Due From Other Funds                         |                              | 179,436.90                   |                            |                               | 179,436.90                    |
| Debt Service Reserve                         |                              | 335,039.03                   |                            |                               | 335,039.03                    |
| Revenue                                      |                              | 623,837.96                   |                            |                               | 623,837.96                    |
| Interest A2 Bond                             |                              | 288,500.00                   |                            |                               | 288,500.00                    |
| Prepayment                                   |                              | 33.82                        |                            |                               | 33.82                         |
| Sinking Fund A2 Bond                         |                              | 770,000.03                   |                            |                               | 770,000.03                    |
| Accounts Receivable - Due from Developer     |                              |                              | \$67.81                    |                               | 67.81                         |
| Acquisition/Construction                     |                              |                              | 401,915.58                 |                               | 401,915.58                    |
| Total Current Assets                         | <u>\$1,084,633.29</u>        | <u>\$2,267,092.72</u>        | <u>\$401,983.39</u>        | <u>\$0.00</u>                 | <u>\$3,753,709.40</u>         |
| <b><u>Investments</u></b>                    |                              |                              |                            |                               |                               |
| Amount Available in Debt Service Funds       |                              |                              |                            | \$2,017,410.84                | \$2,017,410.84                |
| Amount To Be Provided                        |                              |                              |                            | 15,237,589.16                 | 15,237,589.16                 |
| 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>\$1,084,633.29</u></u> | <u><u>\$2,267,092.72</u></u> | <u><u>\$401,983.39</u></u> | <u><u>\$17,255,000.00</u></u> | <u><u>\$21,008,709.40</u></u> |
| <b><u>Liabilities and Net Assets</u></b>     |                              |                              |                            |                               |                               |
| <b><u>Current Liabilities</u></b>            |                              |                              |                            |                               |                               |
| Accounts Payable                             | \$2,456.56                   |                              |                            |                               | \$2,456.56                    |
| Due To Other Governmental Units              | 15,548.19                    |                              |                            |                               | 15,548.19                     |
| Deferred Revenue                             | 45,639.65                    |                              |                            |                               | 45,639.65                     |
| Deferred Revenue                             |                              | \$70,244.98                  |                            |                               | 70,244.98                     |
| Accounts Payable                             |                              |                              | \$67.81                    |                               | 67.81                         |
| Deferred Revenue                             |                              |                              | 67.81                      |                               | 67.81                         |
| Total Current Liabilities                    | <u>\$63,644.40</u>           | <u>\$70,244.98</u>           | <u>\$135.62</u>            | <u>\$0.00</u>                 | <u>\$134,025.00</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>\$63,644.40</u></u>    | <u><u>\$70,244.98</u></u>    | <u><u>\$135.62</u></u>     | <u><u>\$17,255,000.00</u></u> | <u><u>\$17,389,025.00</u></u> |
| <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 | 503,230.48                   |                              |                            |                               | 503,230.48                    |
| Net Assets, Unrestricted                     |                              | \$1,219,165.38               |                            |                               | 1,219,165.38                  |
| Current Year Net Assets, Unrestricted        |                              | 977,682.36                   |                            |                               | 977,682.36                    |
| Net Assets, Unrestricted                     |                              |                              | (\$417,951.06)             |                               | (417,951.06)                  |
| Net Assets, Unrestricted                     |                              |                              | 819,854.15                 |                               | 819,854.15                    |
| Current Year Net Assets, Unrestricted        |                              |                              | (55.32)                    |                               | (55.32)                       |
| <b>Total Net Assets</b>                      | <u><u>\$1,020,988.89</u></u> | <u><u>\$2,196,847.74</u></u> | <u><u>\$401,847.77</u></u> | <u><u>\$0.00</u></u>          | <u><u>\$3,619,684.40</u></u>  |
| <b>Total Liabilities and Net Assets</b>      | <u><u>\$1,084,633.29</u></u> | <u><u>\$2,267,092.72</u></u> | <u><u>\$401,983.39</u></u> | <u><u>\$17,255,000.00</u></u> | <u><u>\$21,008,709.40</u></u> |



# Myrtle Creek Improvement District

## Statement of Activities

As of 4/30/2021

|                                       | General Fund        | Debt Service          | Capital<br>Projects Fund | General Long-<br>Term Debt | Total                 |
|---------------------------------------|---------------------|-----------------------|--------------------------|----------------------------|-----------------------|
| <b><u>Revenues</u></b>                |                     |                       |                          |                            |                       |
| On-Roll Assessments                   | \$812,216.14        |                       |                          |                            | \$812,216.14          |
| Developer Contributions               | 21,415.43           |                       |                          |                            | 21,415.43             |
| On-Roll Assessments                   |                     | \$1,266,140.93        |                          |                            | 1,266,140.93          |
| Contributions and Donations from PS   |                     |                       | \$67.81                  |                            | 67.81                 |
| Developer Contributions               |                     |                       | 509.07                   |                            | 509.07                |
| Total Revenues                        | <u>\$833,631.57</u> | <u>\$1,266,140.93</u> | <u>\$576.88</u>          | <u>\$0.00</u>              | <u>\$2,100,349.38</u> |
| <b><u>Expenses</u></b>                |                     |                       |                          |                            |                       |
| Supervisor Fees                       | \$5,800.00          |                       |                          |                            | \$5,800.00            |
| Public Officials' Liability Insurance | 3,498.00            |                       |                          |                            | 3,498.00              |
| Trustee Services                      | 7,436.91            |                       |                          |                            | 7,436.91              |
| Management                            | 23,333.31           |                       |                          |                            | 23,333.31             |
| Engineering                           | 3,848.00            |                       |                          |                            | 3,848.00              |
| Property Appraiser                    | 1,443.00            |                       |                          |                            | 1,443.00              |
| District Counsel                      | 9,536.26            |                       |                          |                            | 9,536.26              |
| Assessment Administration             | 7,500.00            |                       |                          |                            | 7,500.00              |
| Travel and Per Diem                   | 31.11               |                       |                          |                            | 31.11                 |
| Postage & Shipping                    | 96.27               |                       |                          |                            | 96.27                 |
| Legal Advertising                     | 1,738.76            |                       |                          |                            | 1,738.76              |
| Miscellaneous                         | 142.55              |                       |                          |                            | 142.55                |
| Property Taxes                        | 2,147.39            |                       |                          |                            | 2,147.39              |
| Web Site Maintenance                  | 1,475.00            |                       |                          |                            | 1,475.00              |
| Holiday Decorations                   | 500.00              |                       |                          |                            | 500.00                |
| Dues, Licenses, and Fees              | 175.00              |                       |                          |                            | 175.00                |
| Electric                              | 741.52              |                       |                          |                            | 741.52                |
| Entry Lighting                        | 131.82              |                       |                          |                            | 131.82                |
| Water Reclaimed                       | 11,843.89           |                       |                          |                            | 11,843.89             |
| Aquatic Contract                      | 2,275.00            |                       |                          |                            | 2,275.00              |
| General Liability Insurance           | 4,007.00            |                       |                          |                            | 4,007.00              |
| Irrigation                            | 31,400.85           |                       |                          |                            | 31,400.85             |
| Landscaping Maintenance & Material    | 119,349.43          |                       |                          |                            | 119,349.43            |
| Flower & Plant Replacement            | 3,150.00            |                       |                          |                            | 3,150.00              |
| Contingency                           | 5,594.43            |                       |                          |                            | 5,594.43              |
| IME - Aquatics Maintenance            | 1,841.21            |                       |                          |                            | 1,841.21              |
| IME - Irrigation                      | 1,245.85            |                       |                          |                            | 1,245.85              |
| IME - Landscaping                     | 46,227.61           |                       |                          |                            | 46,227.61             |
| IME - Lighting                        | 392.29              |                       |                          |                            | 392.29                |
| IME - Miscellaneous                   | 3,632.18            |                       |                          |                            | 3,632.18              |
| IME - Water Reclaimed                 | 201.69              |                       |                          |                            | 201.69                |

**Myrtle Creek Improvement District**  
**Statement of Activities**  
**As of 4/30/2021**

|  | <b>General Fund</b>                 | <b>Debt Service</b>                 | <b>Capital<br/>Projects Fund</b>  | <b>General Long-<br/>Term Debt</b> | <b>Total</b>                        |
|--|-------------------------------------|-------------------------------------|-----------------------------------|------------------------------------|-------------------------------------|
| Equipment Repair & Maintenance                               | 1,257.00                            |                                     |                                   |                                    | 1,257.00                            |
| Pest Control   | 1,405.00                            |                                     |                                   |                                    | 1,405.00                            |
| Streetlights   | 6,444.62                            |                                     |                                   |                                    | 6,444.62                            |
| Personnel Leasing Agreement                                  | 21,000.07                           |                                     |                                   |                                    | 21,000.07                           |
| Interest Payments  |                                     | \$288,500.00                        |                                   |                                    | 288,500.00                          |
| Legal Advertising  |                                     |                                     | \$644.69                          |                                    | 644.69                              |
| Total Expenses   | <u>\$330,843.02</u>                 | <u>\$288,500.00</u>                 | <u>\$644.69</u>                   | <u>\$0.00</u>                      | <u>\$619,987.71</u>                 |
| <b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b> |                                     |                                     |                                   |                                    |                                     |
| Interest Income  | \$441.93                            |                                     |                                   |                                    | \$441.93                            |
| Interest Income  |                                     | \$40.23                             |                                   |                                    | 40.23                               |
| Dividends Income   |                                     | 1.20                                |                                   |                                    | 1.20                                |
| Interest Income  |                                     |                                     | \$12.02                           |                                    | 12.02                               |
| Dividends Income   |                                     |                                     | 0.47                              |                                    | 0.47                                |
| Total Other Revenues (Expenses) & Gains (Losses)             | <u>\$441.93</u>                     | <u>\$41.43</u>                      | <u>\$12.49</u>                    | <u>\$0.00</u>                      | <u>\$495.85</u>                     |
| <b>Change In Net Assets</b>                                  | <b>\$503,230.48</b>                 | <b>\$977,682.36</b>                 | <b>(\$55.32)</b>                  | <b>\$0.00</b>                      | <b>\$1,480,857.52</b>               |
| <b>Net Assets At Beginning Of Year</b>                       | <u><b>\$517,758.41</b></u>          | <u><b>\$1,219,165.38</b></u>        | <u><b>\$401,903.09</b></u>        | <u><b>\$0.00</b></u>               | <u><b>\$2,138,826.88</b></u>        |
| <b>Net Assets At End Of Year</b>                             | <u><u><b>\$1,020,988.89</b></u></u> | <u><u><b>\$2,196,847.74</b></u></u> | <u><u><b>\$401,847.77</b></u></u> | <u><u><b>\$0.00</b></u></u>        | <u><u><b>\$3,619,684.40</b></u></u> |

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 04/30/2021

|   | Actual               | Budget               | Variance              | FY 2021<br>Adopted Budget |
|---|----------------------|----------------------|-----------------------|---------------------------|
| <b><u>Revenues</u></b>                              |                      |                      |                       |                           |
| On-Roll Assessments                                 | \$ 812,216.14        | \$ 500,967.72        | \$ 311,248.42         | \$ 858,801.80             |
| Developer Contributions                             | 21,415.43            | 30,622.67            | (9,207.24)            | 52,496.00                 |
| <b>Net Revenues</b>                                 | <b>\$ 833,631.57</b> | <b>\$ 531,590.39</b> | <b>\$ 302,041.18</b>  | <b>\$ 911,297.80</b>      |
| <b><u>General &amp; Administrative Expenses</u></b> |                      |                      |                       |                           |
| <b>Legislative</b>                                  |                      |                      |                       |                           |
| Supervisor Fees                                     | \$ 5,800.00          | \$ 7,000.00          | \$ (1,200.00)         | \$ 12,000.00              |
| <b>Financial &amp; Administrative</b>               |                      |                      |                       |                           |
| Public Officials' Liability Insurance               | 3,498.00             | 2,333.33             | 1,164.67              | 4,000.00                  |
| Trustee Services                                    | 7,436.91             | 5,833.33             | 1,603.58              | 10,000.00                 |
| Management  | 23,333.31            | 23,333.33            | (0.02)                | 40,000.00                 |
| District Engineering                                | 3,848.00             | 5,833.33             | (1,985.33)            | 10,000.00                 |
| Dissemination Agent                                 | -                    | 4,083.33             | (4,083.33)            | 7,000.00                  |
| Property Appraiser                                  | 1,443.00             | 1,166.67             | 276.33                | 2,000.00                  |
| District Counsel                                    | 9,536.26             | 14,583.33            | (5,047.07)            | 25,000.00                 |
| Assessment Administration                           | 7,500.00             | 4,375.00             | 3,125.00              | 7,500.00                  |
| Reamortization Schedules                            | -                    | 145.83               | (145.83)              | 250.00                    |
| Audit   | -                    | 2,333.33             | (2,333.33)            | 4,000.00                  |
| Arbitrage Calculation                               | -                    | 525.00               | (525.00)              | 900.00                    |
| Travel and Per Diem                                 | 31.11                | 175.00               | (143.89)              | 300.00                    |
| Telephone   | -                    | 29.17                | (29.17)               | 50.00                     |
| Postage & Shipping                                  | 96.27                | 583.33               | (487.06)              | 1,000.00                  |
| Copies  | -                    | 1,166.67             | (1,166.67)            | 2,000.00                  |
| Legal Advertising                                   | 1,738.76             | 3,791.67             | (2,052.91)            | 6,500.00                  |
| Miscellaneous                                       | 142.55               | 7,000.00             | (6,857.45)            | 12,000.00                 |
| Property Taxes                                      | 2,147.39             | 87.50                | 2,059.89              | 150.00                    |
| Web Site Maintenance                                | 1,475.00             | 1,575.00             | (100.00)              | 2,700.00                  |
| Holiday Decorations                                 | 500.00               | 729.17               | (229.17)              | 1,250.00                  |
| Dues, Licenses, and Fees                            | 175.00               | 102.08               | 72.92                 | 175.00                    |
| <b>Total General &amp; Administrative Expenses</b>  | <b>\$ 68,701.56</b>  | <b>\$ 86,785.40</b>  | <b>\$ (18,083.84)</b> | <b>\$ 148,775.00</b>      |

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 04/30/2021

|  | Actual     | Budget     | Variance    | FY 2021<br>Adopted Budget |
|--|------------|------------|-------------|---------------------------|
| <b><u>Field Operations</u></b>                     |            |            |             |                           |
| <b>Electric Utility Services</b>                   |            |            |             |                           |
| Electric   | \$ 544.36  | \$ 875.00  | \$ (330.64) | \$ 1,500.00               |
| Entry Lighting                                     | 131.82     | 291.67     | (159.85)    | 500.00                    |
| <b>Water-Sewer Combination Services</b>            |            |            |             |                           |
| Water Reclaimed                                    | 10,503.70  | 14,583.33  | (4,079.63)  | 25,000.00                 |
| <b>Stormwater Control</b>                          |            |            |             |                           |
| Aquatic Contract                                   | 2,275.00   | 2,333.33   | (58.33)     | 4,000.00                  |
| Lake/Pond Repair Reserve                           | -          | 2,916.67   | (2,916.67)  | 5,000.00                  |
| <b>Other Physical Environment</b>                  |            |            |             |                           |
| General Liability Insurance                        | 4,007.00   | 2,625.00   | 1,382.00    | 4,500.00                  |
| Property & Casualty Insurance                      | -          | 991.67     | (991.67)    | 1,700.00                  |
| Auto Insurance                                     | -          | 291.67     | (291.67)    | 500.00                    |
| Irrigation Repairs                                 |            |            |             |                           |
| District Irrigation Repairs                        | 27,957.14  | 17,500.00  | 10,457.14   | 30,000.00                 |
| Wellspring Irrigation Repairs                      | 3,443.71   | 2,916.67   | 527.04      | 5,000.00                  |
| Landscaping Maintenance & Material                 |            |            |             |                           |
| District Landscaping                               | 102,825.00 | 119,962.50 | (17,137.50) | 205,650.00                |
| Gateway Road Landscaping                           | 276.43     | 276.43     | -           | 473.88                    |
| Wellspring Landscaping                             | 16,248.00  | 18,956.00  | (2,708.00)  | 32,496.00                 |
| Tree Trimming                                      | -          | 23,333.33  | (23,333.33) | 40,000.00                 |
| Flower & Plant Replacement                         |            |            |             |                           |
| District Flower & Plant Replacement                | 3,150.00   | 29,166.67  | (26,016.67) | 50,000.00                 |
| Wellspring Flower & Plant Replacement              | -          | 5,833.33   | (5,833.33)  | 10,000.00                 |
| Contingency  | 4,899.99   | 60,300.86  | (55,400.87) | 103,372.90                |
| Pest Control                                       | 1,405.00   | 1,639.17   | (234.17)    | 2,810.00                  |
| Hurricane Cleanup                                  | -          | 29,166.67  | (29,166.67) | 50,000.00                 |
| <b>Wellspring Blvd./Performance Drive Expenses</b> |            |            |             |                           |
| WSPD - Lighting                                    | 197.16     | 291.67     | (94.51)     | 500.00                    |
| WSPD - Miscellaneous                               | 694.44     | 2,041.67   | (1,347.23)  | 3,500.00                  |
| WSPD - Water Reclaimed                             | 1,340.19   | 583.33     | 756.86      | 1,000.00                  |

**Myrtle Creek Improvement District**

Budget to Actual  
For the Month Ending 04/30/2021

|   | <b>Actual</b>        | <b>Budget</b>        | <b>Variance</b>        | <b>FY 2021<br/>Adopted Budget</b> |
|---|----------------------|----------------------|------------------------|-----------------------------------|
| <b>Interchange Maintenance Expenses</b> |                      |                      |                        |                                   |
| IME - Aquatics Maintenance              | 1,841.21             | 1,947.75             | (106.54)               | 3,339.00                          |
| IME - Irrigation Repairs                | 1,245.85             | 5,512.50             | (4,266.65)             | 9,450.00                          |
| IME - Landscaping                       | 46,227.61            | 44,542.47            | 1,685.14               | 76,358.52                         |
| IME - Lighting                          | 392.29               | 918.75               | (526.46)               | 1,575.00                          |
| IME - Miscellaneous                     | 3,632.18             | 918.75               | 2,713.43               | 1,575.00                          |
| IME - Water Reclaimed                   | 201.69               | 1,378.13             | (1,176.44)             | 2,362.50                          |
| <b>New Operational Field Expenses</b>   |                      |                      |                        |                                   |
| Trail Repair                            | 1,257.00             | 8,750.00             | (7,493.00)             | 15,000.00                         |
| <b>Road &amp; Street Facilities</b>     |                      |                      |                        |                                   |
| Entry and Wall Maintenance              | -                    | 5,833.33             | (5,833.33)             | 10,000.00                         |
| Streetlights                            | 6,444.62             | 8,750.00             | (2,305.38)             | 15,000.00                         |
| <b>Parks &amp; Recreation</b>           |                      |                      |                        |                                   |
| Personnel Leasing Agreement             | 21,000.07            | 21,000.00            | 0.07                   | 36,000.00                         |
| <b>Reserves</b>                         |                      |                      |                        |                                   |
| Infrastructure Capital Reserve          | -                    | 11,666.67            | (11,666.67)            | 20,000.00                         |
| Interchange Maintenance Reserve         | -                    | 1,376.67             | (1,376.67)             | 2,360.00                          |
| <b>Total Field Operations Expenses</b>  | <b>\$ 262,141.46</b> | <b>\$ 449,471.66</b> | <b>\$ (187,330.20)</b> | <b>\$ 770,522.80</b>              |
| <b>Total Expenses</b>                   | <b>\$ 330,843.02</b> | <b>\$ 536,257.06</b> | <b>\$ (205,414.04)</b> | <b>\$ 919,297.80</b>              |
| <b>Income (Loss) from Operations</b>    | <b>\$ 502,788.55</b> | <b>\$ (4,666.67)</b> | <b>\$ 507,455.22</b>   | <b>\$ (8,000.00)</b>              |
| <b>Other Income (Expense)</b>           |                      |                      |                        |                                   |
| Interest Income                         | \$ 441.93            | \$ 4,666.67          | \$ (4,224.74)          | \$ 8,000.00                       |
| <b>Total Other Income (Expense)</b>     | <b>\$ 441.93</b>     | <b>\$ 4,666.67</b>   | <b>\$ (4,224.74)</b>   | <b>\$ 8,000.00</b>                |
| <b>Net Income (Loss)</b>                | <b>\$ 503,230.48</b> | <b>\$ -</b>          | <b>\$ 503,230.48</b>   | <b>\$ -</b>                       |



**Myrtle Creek Improvement District**

Budget to Actual

For the Month Ending 04/30/2021

|   | Oct-20              | Nov-20              | Dec-20               | Jan-21               | Feb-21              | Mar-21               | Apr-21               | YTD Actual           |
|---|---------------------|---------------------|----------------------|----------------------|---------------------|----------------------|----------------------|----------------------|
| <b><u>Revenues</u></b>                              |                     |                     |                      |                      |                     |                      |                      |                      |
| On-Roll Assessments                                 | \$ -                | \$ 57,604.37        | \$ 204,538.37        | \$ 242,119.20        | \$ 56,728.51        | \$ 136,118.80        | \$ 115,106.89        | \$ 812,216.14        |
| Developer Contributions                             | 2,708.00            | 685.71              | 6,419.44             | 3,318.00             | 4,132.99            | 4,151.29             | -                    | 21,415.43            |
| <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>\$ 140,270.09</b> | <b>\$ 115,106.89</b> | <b>\$ 833,631.57</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           | \$ 1,000.00          | \$ 1,000.00          | \$ 5,800.00          |
| <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            | 3,333.33             | 3,333.33             | 23,333.31            |
| Engineering   | -                   | 1,723.00            | 250.00               | 250.00               | 687.50              | 312.50               | 625.00               | 3,848.00             |
| Dissemination Agent                                 | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| Property Appraiser                                  | -                   | -                   | 1,443.00             | -                    | -                   | -                    | -                    | 1,443.00             |
| District Counsel                                    | -                   | -                   | 2,690.00             | 2,187.50             | 826.80              | 2,329.00             | 1,502.96             | 9,536.26             |
| Assessment Administration                           | 7,500.00            | -                   | -                    | -                    | -                   | -                    | -                    | 7,500.00             |
| Reamortization Schedules                            | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| Audit   | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| Arbitrage Calculation                               | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| Travel and Per Diem                                 | -                   | -                   | 7.04                 | -                    | 6.90                | -                    | 17.17                | 31.11                |
| Telephone   | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| Postage & Shipping                                  | -                   | 18.77               | 7.00                 | 7.99                 | 24.03               | 23.52                | 14.96                | 96.27                |
| Copies  | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| Legal Advertising                                   | 327.50              | 365.01              | -                    | 346.25               | 350.00              | -                    | 350.00               | 1,738.76             |
| Miscellaneous                                       | -                   | -                   | 46.71                | 3.28                 | 3.23                | 3.25                 | 86.08                | 142.55               |
| Property Taxes                                      | -                   | -                   | -                    | -                    | 2,147.39            | -                    | -                    | 2,147.39             |
| Web Site Maintenance                                | 125.00              | 125.00              | 125.00               | 425.00               | 125.00              | 125.00               | 425.00               | 1,475.00             |
| 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>\$ 7,126.60</b>   | <b>\$ 7,354.50</b>   | <b>\$ 68,701.56</b>  |
| <b><u>Field Operations</u></b>                      |                     |                     |                      |                      |                     |                      |                      |                      |
| <b>Electric Utility Services</b>                    |                     |                     |                      |                      |                     |                      |                      |                      |
| Electric  | \$ -                | \$ 88.94            | \$ 88.21             | \$ 89.46             | \$ 87.47            | \$ 87.69             | \$ 102.59            | \$ 544.36            |
| Entry Lighting                                      | -                   | 21.26               | 21.26                | 21.50                | 21.02               | 21.63                | 25.15                | 131.82               |
| <b>Water-Sewer Combination Services</b>             |                     |                     |                      |                      |                     |                      |                      |                      |
| Water Reclaimed                                     | -                   | 1,463.23            | 1,036.86             | 1,398.48             | 4,115.75            | 1,107.70             | 1,381.68             | 10,503.70            |
| <b>Stormwater Control</b>                           |                     |                     |                      |                      |                     |                      |                      |                      |
| Aquatic Contract                                    | 325.00              | 325.00              | 325.00               | 325.00               | 325.00              | 325.00               | 325.00               | 2,275.00             |
| Lake/Pond Repair Reserve                            | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| <b>Other Physical Environment</b>                   |                     |                     |                      |                      |                     |                      |                      |                      |
| General Liability Insurance                         | 4,007.00            | -                   | -                    | -                    | -                   | -                    | -                    | 4,007.00             |
| Property & Casualty Insurance                       | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| Auto Insurance                                      | -                   | -                   | -                    | -                    | -                   | -                    | -                    | -                    |
| <b>Irrigation</b>                                   |                     |                     |                      |                      |                     |                      |                      |                      |
| District Irrigation                                 | 839.24              | 2,918.20            | 9,296.90             | 5,709.40             | 5,564.20            | -                    | 3,629.20             | 27,957.14            |
| Wellspring Irrigation                               | 685.71              | -                   | 309.00               | 1,985.00             | -                   | 236.00               | 228.00               | 3,443.71             |

**Myrtle Creek Improvement District**

Budget to Actual

For the Month Ending 04/30/2021

|  | Oct-20                | Nov-20              | Dec-20               | Jan-21               | Feb-21              | Mar-21               | Apr-21              | YTD Actual           |
|--|-----------------------|---------------------|----------------------|----------------------|---------------------|----------------------|---------------------|----------------------|
| Landscaping Maintenance & Material                 |                       |                     |                      |                      |                     |                      |                     |                      |
| District Landscaping                               | 17,137.50             | 17,137.50           | 17,137.50            | 17,137.50            | 17,137.50           | 17,137.50            | -                   | 102,825.00           |
| Gateway Road Landscaping                           | 39.49                 | 39.49               | 39.49                | 39.49                | 39.49               | 39.49                | 39.49               | 276.43               |
| Wellspring Landscaping                             | 2,708.00              | 2,708.00            | 2,708.00             | 2,708.00             | 2,708.00            | 2,708.00             | -                   | 16,248.00            |
| Tree Trimming                                      | -                     | -                   | -                    | -                    | -                   | -                    | -                   | -                    |
| Flower & Plant Replacement                         |                       |                     |                      |                      |                     |                      |                     |                      |
| 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                                       | -                     | -                   | -                    | -                    | -                   | 1,405.00             | -                   | 1,405.00             |
| Hurricane Cleanup                                  | -                     | -                   | -                    | -                    | -                   | -                    | -                   | -                    |
| <b>Wellspring Blvd./Performance Drive Expenses</b> |                       |                     |                      |                      |                     |                      |                     |                      |
| WSPD - Lighting                                    | -                     | 32.05               | 31.95                | 32.15                | 31.64               | 31.85                | 37.52               | 197.16               |
| WSPD - Miscellaneous                               | -                     | 697.72              | (3.28)               | -                    | -                   | -                    | -                   | 694.44               |
| WSPD - Water Reclaimed                             | -                     | 257.17              | 257.73               | 241.01               | 183.49              | 91.94                | 308.85              | 1,340.19             |
| <b>Interchange Maintenance Expenses</b>            |                       |                     |                      |                      |                     |                      |                     |                      |
| IME - Aquatics Maintenance                         | 263.03                | 263.03              | 263.03               | 263.03               | 263.03              | 263.03               | 263.03              | 1,841.21             |
| IME - Irrigation                                   | -                     | 94.90               | 289.55               | 308.70               | 207.35              | -                    | 345.35              | 1,245.85             |
| IME - Landscaping                                  | 6,363.21              | 6,363.21            | -                    | 12,726.42            | 6,426.21            | -                    | 14,348.56           | 46,227.61            |
| IME - Lighting                                     | -                     | 57.97               | 59.35                | 65.96                | 57.27               | 57.47                | 94.27               | 392.29               |
| IME - Miscellaneous                                | 1,134.00              | -                   | 1,512.00             | 190.57               | 297.90              | 96.08                | 401.63              | 3,632.18             |
| IME - Water Reclaimed                              | -                     | 26.95               | 34.12                | 21.95                | 35.86               | 26.95                | 55.86               | 201.69               |
| <b>New Operational Field Expenses</b>              |                       |                     |                      |                      |                     |                      |                     |                      |
| Trail Repair                                       | -                     | -                   | -                    | -                    | -                   | -                    | 1,257.00            | 1,257.00             |
| <b>Road &amp; Street Facilities</b>                |                       |                     |                      |                      |                     |                      |                     |                      |
| Entry and Wall Maintenance                         | -                     | -                   | -                    | -                    | -                   | -                    | -                   | -                    |
| Streetlights                                       | -                     | 1,063.81            | 1,063.81             | 1,079.25             | 1,079.25            | 1,079.25             | 1,079.25            | 6,444.62             |
| <b>Parks &amp; Recreation</b>                      |                       |                     |                      |                      |                     |                      |                     |                      |
| Personnel Leasing Agreement                        | 3,000.01              | 3,000.01            | 3,000.01             | 3,000.01             | 3,000.01            | 3,000.01             | 3,000.01            | 21,000.07            |
| <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>\$ 27,714.59</b>  | <b>\$ 26,922.44</b> | <b>\$ 262,141.46</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>\$ 34,841.19</b>  | <b>\$ 34,276.94</b> | <b>\$ 330,843.02</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>\$ 105,428.90</b> | <b>\$ 80,829.95</b> | <b>\$ 502,788.55</b> |
| <b>Other Income (Expense)</b>                      |                       |                     |                      |                      |                     |                      |                     |                      |
| Interest Income                                    | \$ 22.90              | \$ 23.59            | \$ 96.66             | \$ 28.62             | \$ 25.60            | \$ 215.57            | \$ 28.99            | \$ 441.93            |
| <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>\$ 215.57</b>     | <b>\$ 28.99</b>     | <b>\$ 441.93</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>\$ 105,644.47</b> | <b>\$ 80,858.94</b> | <b>\$ 503,230.48</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 | -            | -              | 352,724.38   | (254,301.75)   | 695,064.91                  |
| 4/1/2021     | 695,064.91 | -            | -              | 294,621.65   | (196,259.92)   | 793,426.64                  |
| 5/1/2021     | 793,426.64 | -            | -              | 578.21       | (2,456.56)     | 791,548.29 as of 05/11/2021 |
| FY 20 Totals |            | 2,417,938.62 | (2,159,152.30) | 2,102,981.26 | (1,584,950.96) |                             |

**Myrtle Creek Improvement District  
Construction Tracking - mid-May**

|  | Amount               |
|--|----------------------|
| <b>Series 2016 Bond Issue</b>                          |                      |
| Original Construction Fund                             | \$ 513,425.32        |
| Additions (Interest, Transfers from DSR, etc.)         | 219,879.69           |
| Cumulative Draws Through Prior Month                   | (331,389.43)         |
|  | =====                |
| <b>Construction Funds Available</b>                    | <b>\$ 401,915.58</b> |
| <b>Requisitions This Month</b>                         |                      |
|  | =====                |
| <b>Total Requisitions This Month</b>                   | <b>\$ -</b>          |
|  | =====                |
| Funds Remaining  | \$ 401,915.58        |
| <b>Committed Funding</b>                               |                      |
| Performance Drive Phase 3 - August bid and October NTP | \$ -                 |
|  | =====                |
| <b>Total Committed</b>                                 | <b>\$ -</b>          |
|  | =====                |
| <b>Net Uncommitted</b>                                 | <b>401,915.58</b>    |