

# Myrtle Creek Improvement District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 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, September 21, 2021 at Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

District Staff, 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 August 17, 2021 Board of Supervisors' Meeting**
- 2. **Consideration of Resolution 2021-08, Designating Registered Agent**
- 3. **Consideration of Resolution 2021-09, Designating Primary Administrative Office and Local Records Office**

### Business Matters

- 4. **Discussion regarding Receipt of Funds in connection with Conveyance of Interchange Pond Acreage**
- 5. **Discussion regarding Recommendation on District Reserves**
- 6. **Ratification of Operation and Maintenance Expenditures Paid in August 2021 in an amount totaling \$202,981.42**
- 7. **Recommendation of Work Authorization/Proposed Services (if applicable)**
- 8. **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 August 17, 2021  
Board of Supervisors' Meeting**

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

## **FIRST ORDER OF BUSINESS**

## **Roll Call to Confirm a Quorum**

The Board of Supervisors' Meeting for the Myrtle Creek Improvement District was called to order on Tuesday, August 17, 2021, at 5:00 p.m. at the 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	
Amanda Lane	PFM	(via phone)
Tucker Mackie	Hopping Green & Sams	
Jeff Newton	Donald W. McIntosh Associates, Inc.	
Larry Kaufmann	Construction Supervisor & Construction Committee Member	(via phone)
Scott Thacker	District Landscape Supervisor	
Chris Wilson	Construction Committee Member	
Matt McDermott	Construction Committee Member	

## **SECOND ORDER OF BUSINESS**

## **Public Comment Period**

Ms. Walden called for public comments. There were no public comments at this time.

## **THIRD ORDER OF BUSINESS**

## **Consideration of the Minutes of the July 20, 2021, Board of Supervisors' Meeting**

Board Members reviewed the minutes from the July 20, 2021, Board of Supervisors' Meeting.

On Motion by Mr. da Silva, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the July 20, 2021, Board of Supervisors' Meeting.

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

#### **Consideration of Resolution 2021-05, Approving an Annual Meeting Schedule for Fiscal Year 2022**

Ms. Walden recommended the same schedule as 2021, which is the third Tuesday of every month at the Courtyard Orlando Lake Nona at 5:00 p.m. She noted District staff is recommending moving the December meeting up one week because the third week is the week of Christmas.

On Motion by Mr. Shenai, second by Mr. da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved Resolution 2021-05, Approving an Annual Meeting Schedule for Fiscal Year 2022.

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

#### **Consideration of Construction Committee Recommendations for Request for Qualifications from Contractors Interested in Providing Construction Services for Master Infrastructure Improvements**

Mr. Kaufmann noted a memo is attached to the agenda package that was written by the Construction Committee for the RFQ that was sent out for all five Lake Nona Districts. The Districts received 10 responses to the RFQ. After analysis of the responses, it is the recommendation of the Construction Committee that all 10 be prequalified for Master Infrastructure Improvements with the condition that Garney Companies, Inc. be approved only for utilities and Phillips & Jordan, Inc. only be approved for earthwork since their responses to the RFQ demonstrated experience in primarily in those areas.

(per the graphic attached to these minutes)

Mr. Lynaugh asked about the deficiencies for some of the companies related to their surety rating and insurance certificates. Ms. Mackie stated District staff is following up with those Contractors and those items are a matter of fact and something that can be verified, such as whether or not their surety company is authorized to do business in the state of Florida.

On Motion by Mr. Shenai, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District accepted the Construction Committee's recommendation to prequalify for Master Infrastructure Improvements all 10 Contractors with the condition that Garney Companies, Inc. be prequalified only for utilities and Phillips & Jordan, Inc only be prequalified for earthwork, waiving the minor deficiencies and subject to District Staff contacting Contractors to resolve deficiencies.

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

#### **Public Hearing on the Adoption of the District's Annual Budget a) Public Comments and Testimony b) Board Comments**

**c) Consideration of  
Resolution 2021-06,  
Adopting the Fiscal  
Year 2022 Budget and  
Appropriating Funds**

Ms. Walden noted the District noticed the public hearing pursuant to Florida Statutes and requested a motion to open the public hearing.

On Motion by Mr. da Silva, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District opened the Public Hearing.

Ms. Walden stated the budget is an exhibit to the Resolution and it is the same overall budget that the Board approved in preliminary form back in May. There were no questions or comments on the budget so, Ms. Walden requested a motion to close the public hearing.

On Motion by Mr. da Silva, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District closed the Public Hearing.

Ms. Walden requested a motion to approve Resolution 2021-06.

On Motion by Mr. Lynaugh, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved Resolution 2021-06, Adopting the Fiscal Year 2022 Budget and Appropriating Funds.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution  
2021-07, Adopting an  
Assessment Roll for Fiscal  
Year 2022 and Certifying  
Special Assessments for  
Collection**

Ms. Walden explained the Resolution will impose the Special Assessments for Fiscal Year 2022 based on the budgets that were just adopted. She noted that the residential parcels came down a couple of dollars over last year depending on the lot type.

Ms. Walden requested a motion to approve Resolution 2021-07.

On Motion by Mr. da Silva, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved Resolution 2021-07, Adopting an Assessment Roll for Fiscal Year 2022 and Certifying Special Assessments for Collection.

## **EIGHTH ORDER OF BUSINESS**

### **Ratification of Operation and Maintenance Expenditures Paid in July 2021 in an amount totaling \$41,401.30**

The Board reviewed Operations and Maintenance Expenditures paid in July 2021 in an amount totaling \$41,401.30. Ms. Walden noted that these have already been approved and need to be ratified by the Board.

On Motion by Mr. da Silva, second by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified Operations and Maintenance Expenditures paid in July 2021 in an amount totaling \$41,401.30.

## **NINTH ORDER OF BUSINESS**

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

There were no Work Authorizations for this District.

## **TENTH ORDER OF BUSINESS**

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

The Board reviewed the District Financial Statements through July 31, 2021. The total expenses for the District are \$501,000.00 vs. an overall budget of \$919,000.00. The District is under budget and tracking to stay under budget. No action is required by the Board.

Mr. Shenai stated it looks like the District irrigation is under control. Mr. Thacker stated that construction is done in that area and things are back to normal. Mr. Shenai noted the District set aside \$121,000.00 for two months of landscaping and asked Mr. Thacker if the District was on track. Mr. Thacker said yes.

Mr. Da Silva asked if the District recently installed the palm trees at Lake Nona Blvd. from Village Walk to the Enclave crossing. Mr. McDermott said yes. Mr. Da Silva asked if the Sable Palms were salvaged. Mr. McDermott stated they are always salvaged.

Mr. Shenai commented for Fiscal Year 2021 and Fiscal Year 2022 the District budgeted \$125,000.00 for flower and plant replacement and on average the District has spent \$50,000.00. He asked if the District will be back to spending \$50,000.00 for that line item. Mr. McDermott stated the District is catching up and getting ahead so in 2023 the District is likely to spend under \$50,000.00.

Ms. Leed asked about the cashflow which the District has substantially more than one year ago. She asked if there are large expenses coming in the next two months. Ms. Walden stated the amount the District had cash on hand a year ago was carry forward to offset the first two months of the next Fiscal Year because assessments do not come in until December. There are some significant things that are estimated to hit the budget before the end of Fiscal Year 2021.

## **ELEVENTH ORDER OF BUSINESS**

### **Staff Reports**

District Counsel –

Ms. Mackie noted that she was able to speak to Felix. They have indicated they achieved substantial completion and are still holding firm they are still waiting for their change orders to be approved by the County before payment. Ms. Mackie suggested the Board prepare a complaint to send to Orange County and they can apply pressure to Felix to the extent possible and that ultimately it would be Orange County who would be responsible for making those payments. They can seek reimbursement or indemnification through their Construction Contract with Felix. Mr. da Silva asked what the cost is to move forward. Ms. Mackie replied that \$37,000.00 is the outstanding irrigation amount and the cost to prepare the complaint could be limited to a not-to-exceed amount of \$5,000.00. The Board discussed whether or not to file the complaint yet given the work is in substantial completion.

Mr. Wilson explained Orange County has gone on record stating they are not going to authorize Felix a change order for this work because they do not feel it is their responsibility. There is going to be a long term of litigation for liquidated damages related to this project which could stretch out for a long time as parties try to negotiate it down. Ms. Mackie stated the likelihood of the District recovering these costs is fairly minimal. Mr. Lynaugh wanted to write off the cost and be done with this. Mr. Da Silva said he was not ready to do that but suggested the Board table the action. Ms. Leed asked if the District can declare a loss like a business. Ms. Mackie stated the District already spent these funds and is just seeking reimbursement. She added that, thanks to Mr. Thacker and Mr. Wilson, at some point Felix started directly contracting with the District landscape and irrigation vendors and from that point forward the District did not have to pay directly for those costs.

On Motion by Mr. Lynaugh, second by Ms. da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District tabled filing the complaint letter.

District Manager –

Ms. Walden noted the next meeting is scheduled for Tuesday, September 21, 2021.

District Engineer –

No Report

Construction Supervisor –

Mr. Kaufmann stated the Construction Committee is trying to get OUC to repair the streetlights on Lake Nona Blvd. in the Myrtle Creek District and have been unsuccessful to date. He noted it may be advantageous for residents to call OUC and complain about the lights being out. If he cannot get a response from OUC in the next couple of weeks he might ask some individuals to call and complain. Mr. Kaufmann stated he will get a pole number listing to Ms. Walden who can provide to the Board.

District Landscape Supervisor- No Report.

Irrigation Supervisor-

No Report

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests &  
Adjournment**

Mr. Shenai requested a discussion of the reserves to be a formal agenda topic for the next meeting and recommendations for that amount.

There were no additional comments, so Ms. Walden requested a motion to adjourn.

On Motion by Mr. Shenai, second by Mr. Lynaugh, with all in favor, the August 17, 2021 meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

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**Secretary/Assistant Secretary**

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**Chair/Vice Chair**



# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Resolution 2021-08,  
Designating Registered Agent**

**RESOLUTION 2021-08**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MYRTLE CREEK  
IMPROVEMENT DISTRICT DESIGNATING A REGISTERED AGENT AND REGISTERED  
OFFICE OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

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

**WHEREAS**, the District is statutorily required to designate a registered agent and a registered office location for the purposes of accepting any process, notice, or demand required or permitting by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*.

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

**Section 1.** Jennifer Walden is hereby designated as Registered Agent for the Myrtle Creek Improvement District.

**Section 2.** The District's Registered Office shall be located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817.

**Section 3.** In accordance with Section 189.014, *Florida Statutes*, the District’s Secretary is hereby directed to file certified copies of this resolution with Orange County and the Florida Department of Economic Opportunity.

**Section 4.** This Resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** this 21st day of September, 2021.

**ATTEST:**

**MYRTLE CREEK IMPROVEMENT DISTRICT**

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

\_\_\_\_\_  
Chairperson

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Resolution 2021-09,  
Designating Primary Administrative Office  
and Local Records Office**

## **RESOLUTION 2021-09**

### **A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE MYRTLE CREEK IMPROVEMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT; DESIGNATING THE LOCATION OF THE LOCAL DISTRICT RECORDS OFFICE; AND PROVIDING AN EFFECTIVE DATE.**

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

**WHEREAS**, the District desires to designate its primary administrative office as the location where the District's public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District's Record's Custodian in order to provide citizens with the ability to access the District's records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

**WHEREAS**, the District also desires to specify the location of the District's principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District; and

**WHEREAS**, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District's records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

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

**SECTION 1.** The District's primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817.

**SECTION 2.** The District's principal headquarters for purposes of establishing proper venue shall be located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817, within Orange County, Florida.

**SECTION 3.** The District's local records office shall be located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817.

**SECTION 4.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 21st day of September, 2021.**

**ATTEST:**

**MYRTLE CREEK IMPROVEMENT DISTRICT**

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Secretary/Assistant Secretary

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Chairperson, Board of Supervisors

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Discussion regarding Receipt of Funds in connection  
with Conveyance of Interchange Pond Acreage**

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Discussion regarding  
Recommendation on District Reserves**

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Operation and Maintenance Expenditures Paid in  
August 2021 in an amount totaling \$202,981.42**



# MYRTLE CREEK IMPROVEMENT DISTRICT

DISTRICT OFFICE • 3501 QUADRANGLE BLVD STE 270 • 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 August 1, 2021 through August 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$202,981.42**

Approval of Expenditures:

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\_\_\_\_\_ Chairman

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

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

**Myrtle Creek Improvement District**  
**AP Check Register (Current by Bank)**  
 Check Dates: 8/1/2021 to 8/31/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: SUN - CITY NATIONAL BANK</b>					<b>001-101-0000-00-01</b>
3982	08/02/21	P	BERMAN	Berman Construction	\$3,000.01
3983	08/02/21	P	BCID	Boggy Creek Improv. District	\$67.81
3984	08/02/21	P	CEPRA	Cepra Landscape	\$19,845.50
3985	08/02/21	P	TRUSTE	US Bank as Trustee for Myrtle	\$15,044.94
3986	08/10/21	P	CEPRA	Cepra Landscape	\$1,130.00
3987	08/10/21	P	JLYNAU	John Peter Lynaugh	\$200.00
3988	08/10/21	P	KSHENA	Kamalakar Shenai	\$200.00
3988	08/31/21	V 8/31/21	KSHENA	Kamalakar Shenai	(\$200.00)
3989	08/10/21	P	LDASIL	Lionel R. Dasilva	\$200.00
3990	08/10/21	P	LEED	arsha Leed	\$200.00
3991	08/10/21	P	PFMGC	PFM Group Consulting	\$3,562.49
3992	08/10/21	P	VGLOBA	VGlobalTech	\$425.00
3993	08/17/21	P	AWC	Aquatic Weed Control, Inc.	\$325.00
3994	08/17/21	P	CEPRA	Cepra Landscape	\$126,088.80
3995	08/17/21	P	DONMC	Donald W. McIntosh ssociates	\$775.00
3996	08/17/21	P	DWCOH	DWC Outdoors & Hauling LLC	\$25,900.00
3997	08/17/21	P	HGS	Hopping Green & Sams	\$1,929.02
3998	08/17/21	P	ORLSEN	Orlando Sentinel	\$245.00
3999	08/17/21	P	TRUSTE	US Bank as Trustee for Myrtle	\$3,060.40
<b>BANK SUN REGISTER TOTAL:</b>					<b>\$201,998.97</b>
<b>GRAND TOTAL :</b>					<b>\$201,998.97</b>

183,893.63	Checks 3982-3984, 3986-3998
18,105.34	Checks 3985, 3999 Debt Service
7,208.47	PA 500 - Jun. ICM due to Boggy Creek
4,760.87	PA 503 - OUC paid online
7,118.45	PA 503 - Jul. ICM due to Boggy Creek
221,086.76	Total cash spent
202,981.42	O&M cash spent

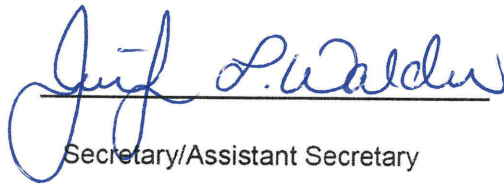
\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Vid Date ) ; "A" - Application; "E" - EFT  
 \*\* Denotes broken check sequence.

## MYRTLE CREEK IMPROVEMENT DISTRICT

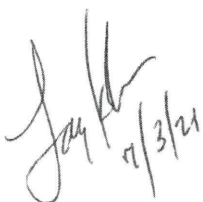
### Payment Authorization #498

7/2/2021

Item No.	Payee	Invoice Number	General Fund
1	Aquatic Weed Control July Waterway Service	60545	\$ 325.00
2	Cepra Landscape July Landscape Maintenance	26228	\$ 17,137.50
TOTAL			\$ 17,462.50

  
Secretary/Assistant Secretary

  
Chairperson

  
7/3/21

**RECEIVED**

By Amanda Lane at 8:47 am, Jul 12, 2021

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Funding Request #092

7/2/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b> Wellspring July Landscaping	26228	\$ 2,708.00
TOTAL			\$ 2,708.00

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #499

7/9/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Berman Construction</b> July Administrator & Irrigation Specialist	13320	\$ 3,000.01
2	<b>Donald W McIntosh Associates</b> Engineering Services Through 06/18/2021	41294	\$ 696.00
3	<b>Hopping Green &amp; Sams</b> General Counsel Through 05/31/2021	123590	\$ 3,073.01
4	<b>OUC</b> Service 06/02/2021 - 07/02/2021	Acct: 4782400001	\$ 4,442.03
TOTAL			\$ 11,211.05

  
Secretary/Assistant Secretary

  
Chairperson

  
JLW 7/10/21

RECEIVED JUL 13 2021

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Funding Request #093

7/9/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 200	OSC38474420	\$ 67.81
2	<b>Orlando Utilities Commission</b> 11728 Wellspring Drive (05/03/2021 - 06/02/2021) 11883 Wellspring Drive (05/03/2021 - 06/02/2021) 11728 Wellspring Drive (06/02/2021 - 07/02/2021) 11883 Wellspring Drive (06/02/2021 - 07/02/2021)	-- -- -- --	\$ 378.12 \$ 704.25 \$ 212.58 \$ 435.40
TOTAL			\$ 1,798.16

## Amanda Lane

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**From:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Sent:** Saturday, July 10, 2021 12:03 PM  
**To:** Amanda Lane; Damon Ventura; AccountsPayable  
**Subject:** RE: Myrtle Creek - FR #93

**ALERT:** This message is from an external source. **BE CAUTIOUS** before clicking any link or attachment

MCID FR#93 is approved for processing

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

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**From:** Amanda Lane <lanea@pfm.com>  
**Sent:** Saturday, July 10, 2021 11:24 AM  
**To:** Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>  
**Cc:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Subject:** Myrtle Creek - FR #93

### EXTERNAL E-MAIL

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Please see attached for Myrtle Creek FR #93 for \$1,798.16.

Amanda Lane  
Assistant Chief District Accountant

**PLEASE NOTE:** Effective July 30, 2021, our new physical and mailing address will change to:

3501 Quadrangle Boulevard, Suite 270 | Orlando, FL 32817

Our phone numbers and fax number will remain the same.

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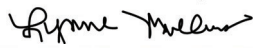
PFM Group Consulting LLC  
[LaneA@pfm.com](mailto:LaneA@pfm.com) | web pfm.com  
phone 407.723.5900 (**direct phone 407.723.5925**) | fax 407.723.5901  
12051 Corporate Blvd. | Orlando, FL 32817

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Payment Authorization #500

7/16/2021

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District June ICM Expenses	ICM2021-09	\$ 7,208.47
TOTAL			\$ 7,208.47

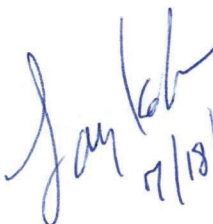


Secretary/Assistant Secretary

Chairperson

**RECEIVED**

By Amanda Lane at 11:16 am, Jul 20, 2021

  
7/18/21



# MYRTLE CREEK IMPROVEMENT DISTRICT

## Payment Authorization #500

7/16/2021

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District June ICM Expenses	ICM2021-09	\$ 7,208.47
TOTAL			\$ 7,208.47

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

  
\_\_\_\_\_  
Chairperson

**RECEIVED**

By Amanda Lane at 4:27 pm, Jul 22, 2021

## MYRTLE CREEK IMPROVEMENT DISTRICT

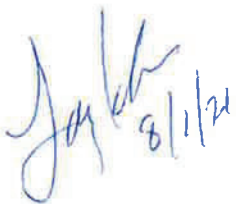
### Payment Authorization #501

7/30/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b> June MI and Repairs	26427	\$ 1,130.00
2	<b>PFM Group Consulting</b> June Billable Expenses	116267	\$ 6.91
	DM Fee: July 2021	DM-07-2021-33	\$ 3,541.67
	June Reimbursables	OE-EXP-07-29	\$ 13.91
3	<b>Supervisor Fees - 07/20/2021 Meeting</b> Marsha Leed	--	\$ 200.00
	Kam Shenai	--	\$ 200.00
	John Lynaugh	--	\$ 200.00
	Bob da Silva	--	\$ 200.00
4	<b>VGlobalTech</b> Quarter 2 ADA Audit	2805	\$ 300.00
	July Website Maintenance	2893	\$ 125.00
<b>TOTAL</b>			<b>\$ 5,917.49</b>

  
Secretary/Assistant Secretary

  
Chairperson

  
8/1/21

**RECEIVED**

By Amanda Lane at 1:11 pm, Aug 09, 2021

## MYRTLE CREEK IMPROVEMENT DISTRICT

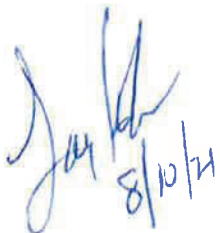
### Payment Authorization #502

8/6/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> August Waterway Service	61544	\$ 325.00
2	<b>Berman Construction</b> August Administrator & Irrigation Specialist	13830	\$ 3,000.01
3	<b>Cepa Landscape</b> Enhancement and Irrigation	26845	\$ 124,478.60
	July Irrigation Repairs	26863	\$ 1,610.20
	August Landscape Maintenance	26974	\$ 17,137.50
4	<b>Donald W McIntosh Associates</b> Engineering Services Through 07/16/2021	41407	\$ 587.50
5	<b>DWC Outdoors &amp; Hauling</b> Tree Pruning	663	\$ 25,900.00
6	<b>Hopping Green &amp; Sams</b> General Counsel Through 06/30/2021	124135	\$ 1,929.02
7	<b>Orlando Sentinel</b> Legal Advertising on 07/20/2021	OSC39478989	\$ 245.00
<b>TOTAL</b>			<b>\$ 175,212.83</b>

  
Secretary/Assistant Secretary

  
Chairperson

  
8/10/21

**RECEIVED**

By Amanda Lane at 1:34 pm, Aug 16, 2021

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #094

8/6/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b> Wellspring August Landscaping	26974	\$ 2,708.00
2	<b>Donald W McIntosh Associates</b> Wellspring Engineering Services Through 07/16/2021	41406	\$ 187.50
TOTAL			\$ 2,895.50

## Amanda Lane

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**From:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Sent:** Sunday, August 8, 2021 3:32 PM  
**To:** Amanda Lane; Damon Ventura; AccountsPayable  
**Subject:** RE: Myrtle Creek - FR #94  
**Attachments:** MCID FR #094.pdf

**ALERT:** This message is from an external source. **BE CAUTIOUS** before clicking any link or attachment

MCID FR #94 is approved for processing.

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

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**From:** Amanda Lane <lanea@pfm.com>  
**Sent:** Friday, August 6, 2021 6:15 PM  
**To:** Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>  
**Cc:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Subject:** Myrtle Creek - FR #94

### EXTERNAL E-MAIL

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Please see attached for Myrtle Creek FR #94 for \$2,895.50.

Amanda Lane  
Assistant Chief District Accountant

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PFM Group Consulting LLC  
[LaneA@pfm.com](mailto:LaneA@pfm.com) | web pfm.com  
phone 407.723.5900 (direct phone 407.723.5925) | fax 407.723.5901  
3501 Quadrangle Blvd., Ste. 270 | Orlando, FL 32817  
(New address as of July 29, 2021)

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

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

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

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

**Myrtle Creek Improvement District**  
Statement of Financial Position  
As of 8/31/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Assets</u></b>					
<b><u>Current Assets</u></b>					
General Checking Account	\$519,046.48				\$519,046.48
Money Market Account	68,797.62				68,797.62
State Board of Administration	3,998.86				3,998.86
Assessments Receivable	2,157.68				2,157.68
Deposits	4,300.00				4,300.00
General Reserve	168,548.23				168,548.23
Assessments Receivable		\$3,363.53			3,363.53
Debt Service Reserve		335,045.73			335,045.73
Revenue		870,272.80			870,272.80
Prepayment		5,962.69			5,962.69
Sinking Fund A2 Bond		20,000.03			20,000.03
Due From Other Funds			\$44.50		44.50
Acquisition/Construction			401,923.62		401,923.62
Total Current Assets	<u>\$766,848.87</u>	<u>\$1,234,644.78</u>	<u>\$401,968.12</u>	<u>\$0.00</u>	<u>\$2,403,461.77</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$1,231,281.25	\$1,231,281.25
Amount To Be Provided				15,273,718.75	15,273,718.75
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$16,505,000.00</u>	<u>\$16,505,000.00</u>
<b>Total Assets</b>	<u><u>\$766,848.87</u></u>	<u><u>\$1,234,644.78</u></u>	<u><u>\$401,968.12</u></u>	<u><u>\$16,505,000.00</u></u>	<u><u>\$18,908,461.77</u></u>
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Accounts Payable	\$29,925.63				\$29,925.63
Due To Other Funds	44.50				44.50
Due To Other Governmental Units	6,945.47				6,945.47
Deferred Revenue	2,157.68				2,157.68
Deferred Revenue		\$3,363.53			3,363.53
Accounts Payable			\$44.50		44.50
Total Current Liabilities	<u>\$39,073.28</u>	<u>\$3,363.53</u>	<u>\$44.50</u>	<u>\$0.00</u>	<u>\$42,481.31</u>
<b><u>Long Term Liabilities</u></b>					
Revenue Bonds Payable - Long-Term				\$16,505,000.00	\$16,505,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$16,505,000.00</u>	<u>\$16,505,000.00</u>
<b>Total Liabilities</b>	<u><u>\$39,073.28</u></u>	<u><u>\$3,363.53</u></u>	<u><u>\$44.50</u></u>	<u><u>\$16,505,000.00</u></u>	<u><u>\$16,547,481.31</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	210,017.18				210,017.18
Net Assets, Unrestricted		\$1,219,165.38			1,219,165.38
Current Year Net Assets, Unrestricted		12,115.87			12,115.87
Net Assets, Unrestricted			(\$417,951.06)		(417,951.06)
Net Assets, Unrestricted			819,854.15		819,854.15
Current Year Net Assets, Unrestricted			20.53		20.53
<b>Total Net Assets</b>	<u><u>\$727,775.59</u></u>	<u><u>\$1,231,281.25</u></u>	<u><u>\$401,923.62</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,360,980.46</u></u>
<b>Total Liabilities and Net Assets</b>	<u><u>\$766,848.87</u></u>	<u><u>\$1,234,644.78</u></u>	<u><u>\$401,968.12</u></u>	<u><u>\$16,505,000.00</u></u>	<u><u>\$18,908,461.77</u></u>



**Myrtle Creek Improvement District**

## Statement of Activities

As of 8/31/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Revenues</u></b>					
On-Roll Assessments	\$855,119.90				\$855,119.90
Developer Contributions	52,369.96				52,369.96
Other Income & Other Financing Sources	0.23				0.23
On-Roll Assessments		\$1,333,022.38			1,333,022.38
Other Assessments		6,024.33			6,024.33
Developer Contributions			\$1,080.12		1,080.12
Total Revenues	<u>\$907,490.09</u>	<u>\$1,339,046.71</u>	<u>\$1,080.12</u>	<u>\$0.00</u>	<u>\$2,247,616.92</u>
<b><u>Expenses</u></b>					
Supervisor Fees	\$9,400.00				\$9,400.00
Public Officials' Liability Insurance	3,498.00				3,498.00
Trustee Services	7,436.91				7,436.91
Management	37,291.65				37,291.65
Engineering	6,461.00				6,461.00
Dissemination Agent	1,500.00				1,500.00
Property Appraiser	1,443.00				1,443.00
District Counsel	19,820.07				19,820.07
Assessment Administration	7,500.00				7,500.00
Audit	3,625.00				3,625.00
Travel and Per Diem	62.96				62.96
Postage & Shipping	142.23				142.23
Legal Advertising	3,831.26				3,831.26
Miscellaneous	230.22				230.22
Property Taxes	2,147.39				2,147.39
Web Site Maintenance	2,275.00				2,275.00
Holiday Decorations	500.00				500.00
Dues, Licenses, and Fees	175.00				175.00
Electric	1,302.28				1,302.28
Entry Lighting	226.19				226.19
Water Reclaimed	26,042.22				26,042.22
Aquatic Contract	3,575.00				3,575.00
General Liability Insurance	4,007.00				4,007.00
Irrigation	35,684.45				35,684.45
Landscaping Maintenance & Material	218,734.89				218,734.89
Tree Trimming	25,900.00				25,900.00
Flower & Plant Replacement	141,746.76				141,746.76
Contingency	5,594.43				5,594.43

# Myrtle Creek Improvement District

## Statement of Activities

As of 8/31/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
IME - Aquatics Maintenance	2,893.33				2,893.33
IME - Irrigation	1,961.14				1,961.14
IME - Landscaping	71,934.98				71,934.98
IME - Lighting	610.73				610.73
IME - Miscellaneous	3,632.18				3,632.18
IME - Water Reclaimed	488.81				488.81
Equipment Repair & Maintenance	1,257.00				1,257.00
Pest Control	1,405.00				1,405.00
Streetlights	10,761.62				10,761.62
Personnel Leasing Agreement	33,000.11				33,000.11
Principal Payments		\$750,000.00			750,000.00
Interest Payments		577,000.00			577,000.00
Engineering			\$187.50		187.50
Legal Advertising			892.62		892.62
Total Expenses	\$698,097.81	\$1,327,000.00	\$1,080.12	\$0.00	\$2,026,177.93
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income	\$624.90				\$624.90
Interest Income		\$67.96			67.96
Dividends Income		1.20			1.20
Interest Income			\$20.06		20.06
Dividends Income			0.47		0.47
Total Other Revenues (Expenses) & Gains (Losses)	\$624.90	\$69.16	\$20.53	\$0.00	\$714.59
<b>Change In Net Assets</b>	\$210,017.18	\$12,115.87	\$20.53	\$0.00	\$222,153.58
<b>Net Assets At Beginning Of Year</b>	\$517,758.41	\$1,219,165.38	\$401,903.09	\$0.00	\$2,138,826.88
<b>Net Assets At End Of Year</b>	\$727,775.59	\$1,231,281.25	\$401,923.62	\$0.00	\$2,360,980.46

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 08/31/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<b><u>Revenues</u></b>				
On-Roll Assessments	\$ 855,119.90	\$ 787,234.98	\$ 67,884.92	\$ 858,801.80
Developer Contributions	52,369.96	48,121.33	4,248.63	52,496.00
Other Income & Other Financing Sources	0.23	-	0.23	-
<b>Net Revenues</b>	<b>\$ 907,490.09</b>	<b>\$ 835,356.31</b>	<b>\$ 72,133.78</b>	<b>\$ 911,297.80</b>
<b><u>General &amp; Administrative Expenses</u></b>				
<b>Legislative</b>				
Supervisor Fees	\$ 9,400.00	\$ 11,000.00	\$ (1,600.00)	\$ 12,000.00
<b>Financial &amp; Administrative</b>				
Public Officials' Liability Insurance	3,498.00	3,666.67	(168.67)	4,000.00
Trustee Services	7,436.91	9,166.67	(1,729.76)	10,000.00
Management	37,291.65	36,666.67	624.98	40,000.00
District Engineering	6,461.00	9,166.67	(2,705.67)	10,000.00
Dissemination Agent	1,500.00	6,416.67	(4,916.67)	7,000.00
Property Appraiser	1,443.00	1,833.33	(390.33)	2,000.00
District Counsel	19,820.07	22,916.67	(3,096.60)	25,000.00
Assessment Administration	7,500.00	6,875.00	625.00	7,500.00
Reamortization Schedules	-	229.17	(229.17)	250.00
Audit	3,625.00	3,666.67	(41.67)	4,000.00
Arbitrage Calculation	-	825.00	(825.00)	900.00
Travel and Per Diem	62.96	275.00	(212.04)	300.00
Telephone	-	45.83	(45.83)	50.00
Postage & Shipping	142.23	916.67	(774.44)	1,000.00
Copies	-	1,833.33	(1,833.33)	2,000.00
Legal Advertising	3,831.26	5,958.33	(2,127.07)	6,500.00
Miscellaneous	226.38	11,000.00	(10,773.62)	12,000.00
Property Taxes	2,147.39	137.50	2,009.89	150.00
Web Site Maintenance	2,275.00	2,475.00	(200.00)	2,700.00
Holiday Decorations	500.00	1,145.82	(645.82)	1,250.00
Dues, Licenses, and Fees	175.00	160.42	14.58	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 107,335.85</b>	<b>\$ 136,377.09</b>	<b>\$ (29,041.24)</b>	<b>\$ 148,775.00</b>

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 08/31/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<b><u>Field Operations</u></b>				
<b>Electric Utility Services</b>				
Electric	\$ 954.94	\$ 1,375.00	\$ (420.06)	\$ 1,500.00
Entry Lighting	226.19	458.33	(232.14)	500.00
<b>Water-Sewer Combination Services</b>				
Water Reclaimed	22,432.17	22,916.67	(484.50)	25,000.00
<b>Stormwater Control</b>				
Aquatic Contract	3,575.00	3,666.67	(91.67)	4,000.00
Lake/Pond Repair Reserve	-	4,583.33	(4,583.33)	5,000.00
<b>Other Physical Environment</b>				
General Liability Insurance	4,007.00	4,125.00	(118.00)	4,500.00
Property & Casualty Insurance	-	1,558.33	(1,558.33)	1,700.00
Auto Insurance	-	458.33	(458.33)	500.00
Irrigation Repairs				
District Irrigation Repairs	31,374.34	27,500.00	3,874.34	30,000.00
Wellspring Irrigation Repairs	4,310.11	4,583.33	(273.22)	5,000.00
Landscaping Maintenance & Material				
District Landscaping	188,512.50	188,512.50	-	205,650.00
Gateway Road Landscaping	434.39	434.39	-	473.88
Wellspring Landscaping	29,788.00	29,788.00	-	32,496.00
Tree Trimming	25,900.00	36,666.67	(10,766.67)	40,000.00
Flower & Plant Replacement				
District Flower & Plant Replacement	127,628.60	45,833.33	81,795.27	50,000.00
Wellspring Flower & Plant Replacement	14,118.16	9,166.67	4,951.49	10,000.00
Contingency	4,899.99	94,758.49	(89,858.50)	103,372.90
Pest Control	1,405.00	2,575.83	(1,170.83)	2,810.00
Hurricane Cleanup	-	45,833.33	(45,833.33)	50,000.00
<b>Wellspring Blvd./Performance Drive Expenses</b>				
WSPD - Lighting	347.34	458.33	(110.99)	500.00
WSPD - Miscellaneous	698.28	3,208.33	(2,510.05)	3,500.00
WSPD - Water Reclaimed	3,610.05	916.67	2,693.38	1,000.00

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 08/31/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<b>Interchange Maintenance Expenses</b>				
IME - Aquatics Maintenance	2,893.33	3,060.75	(167.42)	3,339.00
IME - Irrigation Repairs	1,961.14	8,662.50	(6,701.36)	9,450.00
IME - Landscaping	71,934.98	69,995.31	1,939.67	76,358.52
IME - Lighting	610.73	1,443.75	(833.02)	1,575.00
IME - Miscellaneous	3,632.18	1,443.75	2,188.43	1,575.00
IME - Water Reclaimed	488.81	2,165.63	(1,676.82)	2,362.50
<b>New Operational Field Expenses</b>				
Trail Repair	1,257.00	13,750.00	(12,493.00)	15,000.00
<b>Road &amp; Street Facilities</b>				
Entry and Wall Maintenance	-	9,166.67	(9,166.67)	10,000.00
Streetlights	10,761.62	13,750.00	(2,988.38)	15,000.00
<b>Parks &amp; Recreation</b>				
Personnel Leasing Agreement	33,000.11	33,000.00	0.11	36,000.00
<b>Reserves</b>				
Infrastructure Capital Reserve	-	18,333.33	(18,333.33)	20,000.00
Interchange Maintenance Reserve	-	2,163.33	(2,163.33)	2,360.00
<b>Total Field Operations Expenses</b>	<b>\$ 590,761.96</b>	<b>\$ 706,312.55</b>	<b>\$ (115,550.59)</b>	<b>\$ 770,522.80</b>
<b>Total Expenses</b>	<b>\$ 698,097.81</b>	<b>\$ 842,689.64</b>	<b>\$ (144,591.83)</b>	<b>\$ 919,297.80</b>
<b>Income (Loss) from Operations</b>	<b>\$ 209,392.28</b>	<b>\$ (7,333.33)</b>	<b>\$ 216,725.61</b>	<b>\$ (8,000.00)</b>
<b>Other Income (Expense)</b>				
Interest Income	\$ 624.90	\$ 7,333.33	\$ (6,708.43)	\$ 8,000.00
<b>Total Other Income (Expense)</b>	<b>\$ 624.90</b>	<b>\$ 7,333.33</b>	<b>\$ (6,708.43)</b>	<b>\$ 8,000.00</b>
<b>Net Income (Loss)</b>	<b>\$ 210,017.18</b>	<b>\$ -</b>	<b>\$ 210,017.18</b>	<b>\$ -</b>

**Myrtle Creek Improvement District**  
Budget to Actual  
For the Month Ending 08/31/2021

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-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	\$ 7,031.98	\$ 24,257.39	\$ 9,651.17	\$ 1,963.22	\$ 855,119.90
Developer Contributions	2,708.00	685.71	6,419.44	3,318.00	4,132.99	4,151.29	-	578.21	23,229.97	4,438.35	2,708.00	52,369.96
Other Income & Other Financing Sources	-	-	-	-	-	-	-	-	-	-	0.23	0.23
<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>\$ 7,610.19</b>	<b>\$ 47,487.36</b>	<b>\$ 14,089.52</b>	<b>\$ 4,671.45</b>	<b>\$ 907,490.09</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	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 9,400.00
<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	3,333.33	3,541.67	3,541.67	3,541.67	37,291.65
Engineering	-	1,723.00	250.00	250.00	687.50	312.50	625.00	633.50	696.00	696.00	587.50	6,461.00
Dissemination Agent	-	-	-	-	-	-	-	-	1,500.00	-	-	1,500.00
Property Appraiser	-	-	1,443.00	-	-	-	-	-	-	-	-	1,443.00
District Counsel	-	-	2,690.00	2,187.50	826.80	2,329.00	1,502.96	3,650.50	-	3,073.01	3,560.30	19,820.07
Assessment Administration	7,500.00	-	-	-	-	-	-	-	-	-	-	7,500.00
Reamortization Schedules	-	-	-	-	-	-	-	-	-	-	-	-
Audit	-	-	-	-	-	-	-	-	3,625.00	-	-	3,625.00
Arbitrage Calculation	-	-	-	-	-	-	-	-	-	-	-	-
Travel and Per Diem	-	-	7.04	-	6.90	-	17.17	10.26	7.46	6.91	7.22	62.96
Telephone	-	-	-	-	-	-	-	-	-	-	-	-
Postage & Shipping	-	18.77	7.00	7.99	24.03	23.52	14.96	3.57	8.16	13.91	20.32	142.23
Copies	-	-	-	-	-	-	-	-	-	-	-	-
Legal Advertising	327.50	365.01	-	346.25	350.00	-	350.00	1,023.75	301.25	-	767.50	3,831.26
Miscellaneous	-	-	46.71	3.28	3.23	3.25	86.08	44.00	3.85	3.85	32.13	226.38
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	125.00	125.00	425.00	125.00	2,275.00
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>\$ 9,823.91</b>	<b>\$ 10,608.39</b>	<b>\$ 8,560.35</b>	<b>\$ 9,641.64</b>	<b>\$ 107,335.85</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	\$ 102.69	\$ 102.28	\$ 102.49	\$ 103.12	\$ 954.94
Entry Lighting	-	21.26	21.26	21.50	21.02	21.63	25.15	23.96	23.47	23.47	23.47	226.19
<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	2,754.36	3,607.84	2,588.84	2,977.43	22,432.17
<b>Stormwater Control</b>												
Aquatic Contract	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	3,575.00
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	-	677.00	1,130.00	1,610.20	31,374.34
Wellspring Irrigation	685.71	-	309.00	1,985.00	-	236.00	228.00	-	866.40	-	-	4,310.11

**Myrtle Creek Improvement District**  
Budget to Actual  
For the Month Ending 08/31/2021

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-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	-	-	51,412.50	17,137.50	17,137.50	188,512.50
Gateway Road Landscaping	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	434.39
Wellspring Landscaping	2,708.00	2,708.00	2,708.00	2,708.00	2,708.00	2,708.00	-	-	8,124.00	2,708.00	2,708.00	29,788.00
Tree Trimming	-	-	-	-	-	-	-	-	-	-	25,900.00	25,900.00
Flower & Plant Replacement												
District Flower & Plant Replacement	-	-	-	-	3,150.00	-	-	-	-	-	124,478.60	127,628.60
Wellspring Flower & Plant Replacement	-	-	-	-	-	-	-	14,118.16	-	-	-	14,118.16
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	37.42	37.62	37.62	37.52	347.34
WSPD - Miscellaneous	-	697.72	(3.28)	-	-	-	-	-	-	-	3.84	698.28
WSPD - Water Reclaimed	-	257.17	257.73	241.01	183.49	91.94	308.85	80.15	1,040.90	606.51	542.30	3,610.05
<b>Interchange Maintenance Expenses</b>												
IME - Aquatics Maintenance	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	2,893.33
IME - Irrigation	-	94.90	289.55	308.70	207.35	-	345.35	104.28	387.45	43.38	180.18	1,961.14
IME - Landscaping	6,363.21	6,363.21	-	12,726.42	6,426.21	-	14,348.56	6,363.32	6,363.32	6,617.52	6,363.21	71,934.98
IME - Lighting	-	57.97	59.35	65.96	57.27	57.47	94.27	54.49	51.94	53.31	58.70	610.73
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	41.30	103.24	101.72	40.86	488.81
<b>New Operational Field Expenses</b>												
Trail Repair	-	-	-	-	-	-	1,257.00	-	-	-	-	1,257.00
<b>Road &amp; Street Facilities</b>												
Entry and Wall Maintenance	-	-	-	-	-	-	-	-	-	-	-	-
Streetslights	-	1,063.81	1,063.81	1,079.25	1,079.25	1,079.25	1,079.25	1,079.25	1,079.25	1,079.25	1,079.25	10,761.62
<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	3,000.01	3,000.01	3,000.01	3,000.01	33,000.11
<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>\$ 28,386.91</b>	<b>\$ 77,504.74</b>	<b>\$ 35,857.14</b>	<b>\$ 186,871.71</b>	<b>\$ 590,761.96</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>\$ 38,210.82</b>	<b>\$ 88,113.13</b>	<b>\$ 44,417.49</b>	<b>\$ 196,513.35</b>	<b>\$ 698,097.81</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>\$ (30,600.63)</b>	<b>\$ (40,625.77)</b>	<b>\$ (30,327.97)</b>	<b>\$ (191,841.90)</b>	<b>\$ 209,392.28</b>
<b>Other Income (Expense)</b>												
Interest Income	\$ 22.90	\$ 23.59	\$ 96.66	\$ 28.62	\$ 25.60	\$ 215.57	\$ 28.99	\$ 27.54	\$ 92.56	\$ 28.23	\$ 34.64	\$ 624.90
<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>\$ 27.54</b>	<b>\$ 92.56</b>	<b>\$ 28.23</b>	<b>\$ 34.64</b>	<b>\$ 624.90</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>\$ (30,573.09)</b>	<b>\$ (40,533.21)</b>	<b>\$ (30,299.74)</b>	<b>\$ (191,807.26)</b>	<b>\$ 210,017.18</b>

Myrtle Creek Improvement District  
Cash Flow

	Beg. Cash	FY20 Inflows	FY20 Outflows	FY21 Inflows	FY21 Outflows	End. Cash
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	-	-	18,717.63	(44,148.26)	767,996.01
6/1/2021	767,996.01	-	-	85,441.18	(109,086.25)	744,350.94
7/1/2021	744,350.94	-	-	29,211.30	(41,401.30)	732,160.94
8/1/2021	732,160.94	-	-	7,972.30	(221,086.76)	519,046.48
9/1/2021	519,046.48	-	-	-	(27,853.34)	491,193.14 as of 09/12/2021
Totals		2,417,938.62	(2,159,152.30)	2,243,745.46	(2,026,070.31)	



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

	Amount
<b>Series 2016 Bond Issue</b>	
Original Construction Fund	\$ 513,425.32
Additions (Interest, Transfers from DSR, etc.)	219,887.73
Cumulative Draws Through Prior Month	(331,389.43)
	=====
<b>Construction Funds Available</b>	<b>\$ 401,923.62</b>
<b>Requisitions This Month</b>	
	=====
<b>Total Requisitions This Month</b>	<b>\$ -</b>
	=====
Funds Remaining	\$ 401,923.62
<b>Committed Funding</b>	
Performance Drive Phase 3 - August bid and October NTP	\$ -
	=====
<b>Total Committed</b>	<b>\$ -</b>
	=====
<b>Net Uncommitted</b>	<b>401,923.62</b>