

Myrtle Creek Improvement District

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

www.myrtlecreekid.org

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Myrtle Creek Improvement District ("District"), scheduled to be held at **5:00 p.m. on Tuesday, July 20, 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 June 15, 2021 Board of Supervisors' Meeting**

Business Matters

- **Consideration of Extending Existing Lake Nona Central – Boulevard and Roadways Landscape and Irrigation Maintenance Services Agreement with Cepra**
- 2. **Ratification of Operation and Maintenance Expenditures Paid in June 2021 in an amount totaling \$71,272.09**
- 3. **Recommendation of Work Authorization/Proposed Services (*if applicable*)**
- 4. **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 June 15, 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, June 15, 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

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Tucker Mackie	Hopping Green & Sams	
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	
Chris Wilson	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 May 18, 2021 Board of Supervisors' Meeting

Board Members reviewed the minutes from the May 18, 2021 Board of Supervisors' Meeting.

On Motion by Mr. da Silva, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the May 18, 2021 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Review & Acceptance of Fiscal Year 2020 Audit

Ms. Walden noted District staff reviewed the audit and provided comments. It was a standard and clean audit and there were no deficiencies in internal controls that would be considered material weaknesses. Ms. Walden requested a motion to accept the Fiscal Year 2020 Audit.

On Motion by Mr. da Silva, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District accepted the Fiscal Year 2020 Audit.

FIFTH ORDER OF BUSINESS

Request to Advertise an RFQ to Prequalify Contractors for District Infrastructure Projects

Ms. Mackie explained the District has typically gone through this RFQ process every five years. She explained that the District prequalifies contractors to realize some efficiencies when bidding out construction projects over the statutory threshold. This District does not anticipate the need for construction services, but since the sister Districts are going through this process, District staff recommends this District does the same to realize some economies of scale. District staff anticipates advertising the Request for Qualifications after the July 7, 2021 meeting of the Midtown Improvement District, which would allow 30 days for interested parties to submit packages. The Construction Committee will review the submissions and make recommendations on which contractors to prequalify to each of the Boards at their August meetings.

Ms. Leed asked if the contractor list was for specific improvement work or for general work. Ms. Mackie stated it is for general work. She explained that the projects are typically substantial in nature so the District is looking at other requirements such as bonding capacity, personnel, evidence of ability to handle projects of the size and scope that the Districts will undertake, and other threshold requirements. Mr. Shenai asked if the trail repair would fall under this. Ms. Mackie responded that it would depend on the dollar amount. If the trail repair ends up being under the threshold amount, it is not required to go through the public procurement process. Ms. Leed asked how many prequalified contractors the District has had in the past. Ms. Mackie stated 7-10 contractors have typically been pre-qualified, but on any one project, only 3-4 typically send in a bid. Ms. Leed asked if you would then have to take the lowest bidder. Ms. Mackie responded that is correct since the District already looked at the other factors in the prequalification process. She added that sometimes schedule or timeframe can be considered. Mr. Newton added that if District staff thought a project would exceed the threshold, the District could issue an RFP and get multiple bids rather than utilizing the prequalified contractors list.

On Motion by Mr. Shenai, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District authorized District Staff to advertise an RFQ to Prequalify Contractors for District Infrastructure Projects.

SIXTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in May 2021 in an amount totaling \$33,186.31

The Board reviewed Operation and Maintenance Expenditures Paid in May 2021 in an amount totaling \$33,186.31.

On Motion by Mr. Shenai, second by Mr. da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified Operation and Maintenance Expenditures Paid in May 2021 in an amount totaling \$33,186.31.

SEVENTH ORDER OF BUSINESS

Recommendation of Work Authorization/Proposed Services

Mr. Kaufmann stated there were no Work Authorizations for this District.

EIGHTH ORDER OF BUSINESS

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

Ms. Walden noted through May 31, 2021, the District has total expenses of \$369,000.00 versus a budget of \$919,000.00. No action is required by the Board.

Mr. Shenai stated the finances look good. He commented on the irrigation repairs and how things appear to be improving. He asked District staff about the reimbursement from the County. Ms. Mackie received information from Felix that they are looking to complete the project and it will be addressed with the County at the end of the project. However, no matter what resolution Felix reaches with the County, those amounts are due to the District and the District will continue to demand them.. Mr. Wilson stated that the project has approximately 4-6 months of work to complete. Felix has gone to the County with a change order which includes reimbursement to the District for damage done to District property. The County has gone on record to say they are rejecting the change order.

A discussion took place about taking action for reimbursement and the cost to do so. District Counsel suggested preparing a letter and a draft complaint and delivering them to the County, Felix, and Orange County Utilities. A suggestion was made to contact the representatives for the City and County to explain the District's dilemma prior to initiating a lawsuit.

Mr. Shenai commented on the flower and plant replacement line item. He asked if the District is on track to spend the \$125,000.00. Mr. McDermott confirmed it will hit the budget in the coming months.

Mr. da Silva asked Ms. Mackie to copy him and Mr. Lynaugh with the letters she sends to the representatives of the County and City.

NINTH ORDER OF BUSINESS

Staff Reports

District Counsel –

No Report

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, July 20, 2021, at the Courtyard Orlando Lake Nona.

District Engineer – No Report

Construction Supervisor – No Report

District Landscape Supervisor- Mr. McDermott stated it took some time to get the MOT approved, which is why there was a start delay. Demo should be done this week, and over the next couple of weeks there should be plantings and mulching. He hopes to come to the July meeting with news that it's complete for the year. There were concerns about the reclaimed water but there are no known issues currently. He noted that pressures have increased, and rain has helped as well. The District should see better irrigation going forward.

Irrigation Supervisor- No Report

TENTH ORDER OF BUSINESS

Supervisor Requests & Adjournment

Mr. Shenai discussed the Financial Disclosure Form 1. Ms. Walden reminded the Board it is due by July 1, 2021. 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 June 15, 2021 meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair

MYRTLE CREEK IMPROVEMENT DISTRICT

**Extending Existing Lake Nona Central
-Boulevard and Roadways Landscape and Irrigation
Maintenance Services Agreement with Cepra**

MYRTLE CREEK IMPROVEMENT DISTRICT

**Operation and Maintenance Expenditures Paid in
June 2021 in an amount totaling \$71, 272.09**

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

The total items being presented: **\$71,272.09**

Approval of Expenditures:

_____ Chairman

_____ Vice Chairman

_____ Assistant Secretary

Myrtle Creek Improvement District
AP Check Register (Current by Bank)
Check Dates: 6/1/2021 to 6/30/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: SUN - CITY NATIONAL BANK					001-101-0000-00-01
959	6/01/21	P	CID	Boggy Creek Improv. District	\$67.81
960	6/07/21	P	AWC	Aquatic Weed Control, Inc.	\$650.00
961	6/07/21	P	DAC	Digital Assurance Certificatio	\$1,500.00
962	6/07/21	P	HGS	Hopping Green & Sams	\$1,445.50
963	6/07/21	P	ORLSEN	Orlando Sentinel	\$342.50
964	6/14/21	P	CEPRA	Cepira Landscape	\$14,118.16
965	6/21/21	P	CEPRA	Cepira Landscape	\$39,691.00
966	6/21/21	P	DONMC	Donald W. McIntosh Associates	\$696.00
967	6/21/21	P	TRUSTE	US Bank as Trustee for Myrtle	\$37,814.16
BANK SUN REGISTER TOTAL:					\$96,325.13
GRAND TOTAL :					\$96,325.13

58,510.97	Checks 3959-3966
37,814.16	Check 3967 - Debt Service
5,895.21	PA 495 - OUC paid online
6,865.91	PA 495 - May ICM paid to Boggy Creek
109,086.25	Total cash spent
71,272.09	O&M cash spent

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

MYRTLE CREEK IMPROVEMENT DISTRICT

Funding Request #087

5/14/2021

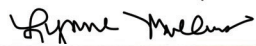
Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District Reimbursement for Construction-Related Legal Advertising on Req 196	OSC35911434	\$ 67.81
TOTAL			\$ 67.81

MYRTLE CREEK IMPROVEMENT DISTRICT

Payment Authorization #493

5/28/2021

Item No.	Payee	Invoice Number	General Fund
1	Aquatic Weed Control May Waterway Service	58588	\$ 325.00
2	Hopping Green & Sams General Counsel Through 04/30/2021	122559	\$ 1,445.50
3	Orlando Sentinel Legal Advertising on 05/18/2021	OSC36536140	\$ 342.50
TOTAL			\$ 2,113.00



Secretary/Assistant Secretary

Chairperson


6/1/21

RECEIVED

By Amanda Lane at 8:57 am, Jun 07, 2021

MYRTLE CREEK IMPROVEMENT DISTRICT

Funding Request #088

5/28/2021

Item No.	Payee	Invoice Number	General Fund
1	Cepra Landscape Wellspring Drive Landscape Enhancement	25209	\$ 14,118.16
2	Orlando Utilities Commission 11728 Wellspring Drive (04/02/2021 - 05/03/2021)	--	\$ 63.12
	11883 Wellspring Drive (04/02/2021 - 05/03/2021)	--	\$ 58.29
TOTAL			\$ 14,239.57

Amanda Lane

From: Larry Kaufmann <lkaufmann@tavistock.com>
Sent: Tuesday, June 1, 2021 10:19 AM
To: Amanda Lane; Damon Ventura; AccountsPayable
Subject: RE: Myrtle Creek - FR #88
Attachments: MCID FR #088.pdf

EXTERNAL EMAIL: Use care with links and attachments.

MCID FR #88 is approved for processing.

KDS

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

From: Amanda Lane <lanea@pfm.com>
Sent: Friday, May 28, 2021 5:02 PM
To: Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>
Cc: Larry Kaufmann <lkaufmann@tavistock.com>
Subject: Myrtle Creek - FR #88

EXTERNAL E-MAIL

Please see attached for Myrtle Creek FR #88 for \$14,239.57.

Amanda Lane
Assistant Chief District Accountant

PFM Group Consulting LLC
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 #494

6/4/2021

Item No.	Payee	Invoice Number	General Fund
1	Aquatic Weed Control June Waterway Service	59575	\$ 325.00
2	Berman Construction June Administrator & Irrigation Specialist	12730	\$ 3,000.01
3	Ceptra Landscape June Landscape Maintenance	25580	\$ 17,137.50
4	Digital Assurance Certification Annual Dissemination Services	54206	\$ 1,500.00
		TOTAL	\$ 21,962.51



Secretary/Assistant Secretary

Chairperson


6/5/21

RECEIVED

By Amanda Lane at 8:59 am, Jun 07, 2021

MYRTLE CREEK IMPROVEMENT DISTRICT

Payment Authorization #495

6/11/2021

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District May ICM Expenses	ICM2021-08	\$ 6,865.91
2	Cepra Landscape April Landscaping - Sec. 1 May Landscaping - Sec. 1	24164 24796	\$ 17,137.50 \$ 17,137.50
3	Donald W McIntosh Associates Engineering Services Through 05/21/2021	41182	\$ 696.00
4	OUC Acct: 478240001 ; Service 05/03/2021 - 06/02/2021	--	\$ 5,895.21
TOTAL			\$ 47,732.12



Secretary/Assistant Secretary

Chairperson


6/14/21

RECEIVED

By Amanda Lane at 11:58 am, Jun 14, 2021

MYRTLE CREEK IMPROVEMENT DISTRICT

Funding Request #090

6/11/2021

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District Reimbursement for Construction-Related Legal Advertising on Req 199	OSC37162429	\$ 67.81
2	Cepira Landscape Wellspring April Landscaping	24164	\$ 2,708.00
	Wellspring May Landscaping	24796	\$ 2,708.00
TOTAL			\$ 5,483.81

Amanda Lane

From: Larry Kaufmann <lkaufmann@tavistock.com>
Sent: Saturday, June 12, 2021 10:05 AM
To: Amanda Lane; Damon Ventura; AccountsPayable
Subject: RE: Myrtle Creek - FR #90
Attachments: MCID FR #090.pdf

EXTERNAL EMAIL: Use care with links and attachments.

MCID FR#90 is approved for processing.

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

From: Amanda Lane <lanea@pfm.com>
Sent: Friday, June 11, 2021 4:29 PM
To: Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>
Cc: Larry Kaufmann <lkaufmann@tavistock.com>
Subject: Myrtle Creek - FR #90

EXTERNAL E-MAIL

Please see attached for Myrtle Creek FR #90 for \$5,483.81.

Amanda Lane
Assistant Chief District Accountant

PFM Group Consulting LLC
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

**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 6/30/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$744,350.94				\$744,350.94
Money Market Account	68,786.52				68,786.52
State Board of Administration	3,997.83				3,997.83
Assessments Receivable	13,772.07				13,772.07
Deposits	4,300.00				4,300.00
General Reserve	168,521.03				168,521.03
Assessments Receivable		\$21,468.87			21,468.87
Due From Other Funds		37,814.16			37,814.16
Debt Service Reserve		335,042.38			335,042.38
Revenue		814,249.33			814,249.33
Prepayment		33.82			33.82
Sinking Fund A2 Bond		20,000.03			20,000.03
Due From Other Funds			\$67.81		67.81
Acquisition/Construction			401,919.60		401,919.60
Total Current Assets	<u>\$1,003,728.39</u>	<u>\$1,228,608.59</u>	<u>\$401,987.41</u>	<u>\$0.00</u>	<u>\$2,634,324.39</u>
<u>Investments</u>					
Amount Available in Debt Service Funds				\$1,169,325.56	\$1,169,325.56
Amount To Be Provided				15,335,674.44	15,335,674.44
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>
Total Assets	<u><u>\$1,003,728.39</u></u>	<u><u>\$1,228,608.59</u></u>	<u><u>\$401,987.41</u></u>	<u><u>\$16,505,000.00</u></u>	<u><u>\$19,139,324.39</u></u>
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$32,797.45				\$32,797.45
Due To Other Funds	67.81				67.81
Due To Other Governmental Units	7,208.47				7,208.47
Deferred Revenue	13,772.07				13,772.07
Deferred Revenue		\$21,468.87			21,468.87
Accounts Payable			\$67.81		67.81
Total Current Liabilities	<u>\$53,845.80</u>	<u>\$21,468.87</u>	<u>\$67.81</u>	<u>\$0.00</u>	<u>\$75,382.48</u>
<u>Long Term Liabilities</u>					
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>
Total Liabilities	<u><u>\$53,845.80</u></u>	<u><u>\$21,468.87</u></u>	<u><u>\$67.81</u></u>	<u><u>\$16,505,000.00</u></u>	<u><u>\$16,580,382.48</u></u>
<u>Net Assets</u>					
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	432,124.18				432,124.18
Net Assets, Unrestricted		\$1,219,165.38			1,219,165.38
Current Year Net Assets, Unrestricted		(12,025.66)			(12,025.66)
Net Assets, Unrestricted			(\$417,951.06)		(417,951.06)
Net Assets, Unrestricted			819,854.15		819,854.15
Current Year Net Assets, Unrestricted			16.51		16.51
Total Net Assets	<u><u>\$949,882.59</u></u>	<u><u>\$1,207,139.72</u></u>	<u><u>\$401,919.60</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,558,941.91</u></u>
Total Liabilities and Net Assets	<u><u>\$1,003,728.39</u></u>	<u><u>\$1,228,608.59</u></u>	<u><u>\$401,987.41</u></u>	<u><u>\$16,505,000.00</u></u>	<u><u>\$19,139,324.39</u></u>

Myrtle Creek Improvement District
Statement of Activities
As of 6/30/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<u>Revenues</u>					
On-Roll Assessments	\$843,505.51				\$843,505.51
Developer Contributions	45,223.61				45,223.61
On-Roll Assessments		\$1,314,917.04			1,314,917.04
Developer Contributions			\$780.31		780.31
Total Revenues	<u>\$888,729.12</u>	<u>\$1,314,917.04</u>	<u>\$780.31</u>	<u>\$0.00</u>	<u>\$2,204,426.47</u>
<u>Expenses</u>					
Supervisor Fees	\$7,600.00				\$7,600.00
Public Officials' Liability Insurance	3,498.00				3,498.00
Trustee Services	7,436.91				7,436.91
Management	30,208.31				30,208.31
Engineering	5,177.50				5,177.50
Dissemination Agent	1,500.00				1,500.00
Property Appraiser	1,443.00				1,443.00
District Counsel	13,186.76				13,186.76
Assessment Administration	7,500.00				7,500.00
Audit	3,625.00				3,625.00
Travel and Per Diem	48.83				48.83
Postage & Shipping	108.00				108.00
Legal Advertising	3,063.76				3,063.76
Miscellaneous	190.40				190.40
Property Taxes	2,147.39				2,147.39
Web Site Maintenance	1,725.00				1,725.00
Holiday Decorations	500.00				500.00
Dues, Licenses, and Fees	175.00				175.00
Electric	1,021.53				1,021.53
Entry Lighting	179.25				179.25
Water Reclaimed	19,327.14				19,327.14
Aquatic Contract	2,925.00				2,925.00
General Liability Insurance	4,007.00				4,007.00
Irrigation	32,944.25				32,944.25
Landscaping Maintenance & Material	178,964.91				178,964.91
Flower & Plant Replacement	17,268.16				17,268.16
Contingency	5,594.43				5,594.43
IME - Aquatics Maintenance	2,367.27				2,367.27
IME - Irrigation	1,737.58				1,737.58
IME - Landscaping	58,954.25				58,954.25
IME - Lighting	498.72				498.72
IME - Miscellaneous	3,632.18				3,632.18
IME - Water Reclaimed	346.23				346.23

Myrtle Creek Improvement District
Statement of Activities
As of 6/30/2021

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
Equipment Repair & Maintenance	1,257.00				1,257.00
Pest Control	1,405.00				1,405.00
Streetlights	8,603.12				8,603.12
Personnel Leasing Agreement	27,000.09				27,000.09
Principal Payments		\$750,000.00			750,000.00
Interest Payments		577,000.00			577,000.00
Legal Advertising			\$780.31		780.31
Total Expenses	<u>\$457,166.97</u>	<u>\$1,327,000.00</u>	<u>\$780.31</u>	<u>\$0.00</u>	<u>\$1,784,947.28</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income	\$562.03				\$562.03
Interest Income		\$56.10			56.10
Dividends Income		1.20			1.20
Interest Income			\$16.04		16.04
Dividends Income			0.47		0.47
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$562.03</u>	<u>\$57.30</u>	<u>\$16.51</u>	<u>\$0.00</u>	<u>\$635.84</u>
Change In Net Assets	\$432,124.18	(\$12,025.66)	\$16.51	\$0.00	\$420,115.03
Net Assets At Beginning Of Year	<u>\$517,758.41</u>	<u>\$1,219,165.38</u>	<u>\$401,903.09</u>	<u>\$0.00</u>	<u>\$2,138,826.88</u>
Net Assets At End Of Year	<u><u>\$949,882.59</u></u>	<u><u>\$1,207,139.72</u></u>	<u><u>\$401,919.60</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,558,941.91</u></u>

Myrtle Creek Improvement District

Budget to Actual

For the Month Ending 06/30/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<u>Revenues</u>				
On-Roll Assessments	\$ 843,505.51	\$ 644,101.35	\$ 199,404.16	\$ 858,801.80
Developer Contributions	45,223.61	39,372.00	5,851.61	52,496.00
Net Revenues	\$ 888,729.12	\$ 683,473.35	\$ 205,255.77	\$ 911,297.80
<u>General & Administrative Expenses</u>				
Legislative				
Supervisor Fees	\$ 7,600.00	\$ 9,000.00	\$ (1,400.00)	\$ 12,000.00
Financial & Administrative				
Public Officials' Liability Insurance	3,498.00	3,000.00	498.00	4,000.00
Trustee Services	7,436.91	7,500.00	(63.09)	10,000.00
Management	30,208.31	30,000.00	208.31	40,000.00
District Engineering	5,177.50	7,500.00	(2,322.50)	10,000.00
Dissemination Agent	1,500.00	5,250.00	(3,750.00)	7,000.00
Property Appraiser	1,443.00	1,500.00	(57.00)	2,000.00
District Counsel	13,186.76	18,750.00	(5,563.24)	25,000.00
Assessment Administration	7,500.00	5,625.00	1,875.00	7,500.00
Reamortization Schedules	-	187.50	(187.50)	250.00
Audit	3,625.00	3,000.00	625.00	4,000.00
Arbitrage Calculation	-	675.00	(675.00)	900.00
Travel and Per Diem	48.83	225.00	(176.17)	300.00
Telephone	-	37.50	(37.50)	50.00
Postage & Shipping	108.00	750.00	(642.00)	1,000.00
Copies	-	1,500.00	(1,500.00)	2,000.00
Legal Advertising	3,063.76	4,875.00	(1,811.24)	6,500.00
Miscellaneous	190.40	9,000.00	(8,809.60)	12,000.00
Property Taxes	2,147.39	112.50	2,034.89	150.00
Web Site Maintenance	1,725.00	2,025.00	(300.00)	2,700.00
Holiday Decorations	500.00	937.49	(437.49)	1,250.00
Dues, Licenses, and Fees	175.00	131.25	43.75	175.00
Total General & Administrative Expenses	\$ 89,133.86	\$ 111,581.24	\$ (22,447.38)	\$ 148,775.00

Myrtle Creek Improvement District

Budget to Actual

For the Month Ending 06/30/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
Field Operations				
Electric Utility Services				
Electric	\$ 749.33	\$ 1,125.00	\$ (375.67)	\$ 1,500.00
Entry Lighting	179.25	375.00	(195.75)	500.00
Water-Sewer Combination Services				
Water Reclaimed	16,865.90	18,750.00	(1,884.10)	25,000.00
Stormwater Control				
Aquatic Contract	2,925.00	3,000.00	(75.00)	4,000.00
Lake/Pond Repair Reserve	-	3,750.00	(3,750.00)	5,000.00
Other Physical Environment				
General Liability Insurance	4,007.00	3,375.00	632.00	4,500.00
Property & Casualty Insurance	-	1,275.00	(1,275.00)	1,700.00
Auto Insurance	-	375.00	(375.00)	500.00
Irrigation Repairs				
District Irrigation Repairs	28,634.14	22,500.00	6,134.14	30,000.00
Wellspring Irrigation Repairs	4,310.11	3,750.00	560.11	5,000.00
Landscaping Maintenance & Material				
District Landscaping	154,237.50	154,237.50	-	205,650.00
Gateway Road Landscaping	355.41	355.41	-	473.88
Wellspring Landscaping	24,372.00	24,372.00	-	32,496.00
Tree Trimming	-	30,000.00	(30,000.00)	40,000.00
Flower & Plant Replacement				
District Flower & Plant Replacement	3,150.00	37,500.00	(34,350.00)	50,000.00
Wellspring Flower & Plant Replacement	14,118.16	7,500.00	6,618.16	10,000.00
Contingency	4,899.99	77,529.68	(72,629.69)	103,372.90
Pest Control	1,405.00	2,107.50	(702.50)	2,810.00
Hurricane Cleanup	-	37,500.00	(37,500.00)	50,000.00
Wellspring Blvd./Performance Drive Expenses				
WSPD - Lighting	272.20	375.00	(102.80)	500.00
WSPD - Miscellaneous	694.44	2,625.00	(1,930.56)	3,500.00
WSPD - Water Reclaimed	2,461.24	750.00	1,711.24	1,000.00

Myrtle Creek Improvement District
 Budget to Actual
 For the Month Ending 06/30/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
Interchange Maintenance Expenses				
IME - Aquatics Maintenance	2,367.27	2,504.25	(136.98)	3,339.00
IME - Irrigation Repairs	1,737.58	7,087.50	(5,349.92)	9,450.00
IME - Landscaping	58,954.25	57,268.89	1,685.36	76,358.52
IME - Lighting	498.72	1,181.25	(682.53)	1,575.00
IME - Miscellaneous	3,632.18	1,181.25	2,450.93	1,575.00
IME - Water Reclaimed	346.23	1,771.88	(1,425.65)	2,362.50
New Operational Field Expenses				
Trail Repair	1,257.00	11,250.00	(9,993.00)	15,000.00
Road & Street Facilities				
Entry and Wall Maintenance	-	7,500.00	(7,500.00)	10,000.00
Streetlights	8,603.12	11,250.00	(2,646.88)	15,000.00
Parks & Recreation				
Personnel Leasing Agreement	27,000.09	27,000.00	0.09	36,000.00
Reserves				
Infrastructure Capital Reserve	-	15,000.00	(15,000.00)	20,000.00
Interchange Maintenance Reserve	-	1,770.00	(1,770.00)	2,360.00
Total Field Operations Expenses	\$ 368,033.11	\$ 577,892.11	\$ (209,859.00)	\$ 770,522.80
Total Expenses	\$ 457,166.97	\$ 689,473.35	\$ (232,306.38)	\$ 919,297.80
Income (Loss) from Operations	\$ 431,562.15	\$ (6,000.00)	\$ 437,562.15	\$ (8,000.00)
Other Income (Expense)				
Interest Income	\$ 562.03	\$ 6,000.00	\$ (5,437.97)	\$ 8,000.00
Total Other Income (Expense)	\$ 562.03	\$ 6,000.00	\$ (5,437.97)	\$ 8,000.00
Net Income (Loss)	\$ 432,124.18	\$ -	\$ 432,124.18	\$ -

Myrtle Creek Improvement District

Budget to Actual

For the Month Ending 06/30/2021

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	YTD Actual
Revenues										
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	\$ 843,505.51
Developer Contributions	2,708.00	685.71	6,419.44	3,318.00	4,132.99	4,151.29	-	578.21	23,229.97	45,223.61
Net Revenues	\$ 2,708.00	\$ 58,290.08	\$ 210,957.81	\$ 245,437.20	\$ 60,861.50	\$ 140,270.09	\$ 115,106.89	\$ 7,610.19	\$ 47,487.36	\$ 888,729.12
General & Administrative Expenses										
Legislative										
Supervisor Fees	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 7,600.00
Financial & Administrative										
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	30,208.31
Engineering	-	1,723.00	250.00	250.00	687.50	312.50	625.00	633.50	696.00	5,177.50
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	-	13,186.76
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	48.83
Telephone	-	-	-	-	-	-	-	-	-	-
Postage & Shipping	-	18.77	7.00	7.99	24.03	23.52	14.96	3.57	8.16	108.00
Copies	-	-	-	-	-	-	-	-	-	-
Legal Advertising	327.50	365.01	-	346.25	350.00	-	350.00	1,023.75	301.25	3,063.76
Miscellaneous	-	-	46.71	3.28	3.23	3.25	86.08	44.00	3.85	190.40
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	1,725.00
Holiday Decorations	500.00	-	-	-	-	-	-	-	-	500.00
Dues, Licenses, and Fees	175.00	-	-	-	-	-	-	-	-	175.00
Total General & Administrative Expenses	\$ 16,458.83	\$ 14,002.02	\$ 7,902.08	\$ 7,553.35	\$ 8,304.18	\$ 7,126.60	\$ 7,354.50	\$ 9,823.91	\$ 10,608.39	\$ 89,133.86
Field Operations										
Electric Utility Services										
Electric	\$ -	\$ 88.94	\$ 88.21	\$ 89.46	\$ 87.47	\$ 87.69	\$ 102.59	\$ 102.69	\$ 102.28	\$ 749.33
Entry Lighting	-	21.26	21.26	21.50	21.02	21.63	25.15	23.96	23.47	179.25
Water-Sewer Combination Services										
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	16,865.90
Stormwater Control										
Aquatic Contract	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	2,925.00
Lake/Pond Repair Reserve	-	-	-	-	-	-	-	-	-	-
Other Physical Environment										
General Liability Insurance	4,007.00	-	-	-	-	-	-	-	-	4,007.00
Property & Casualty Insurance	-	-	-	-	-	-	-	-	-	-
Auto Insurance	-	-	-	-	-	-	-	-	-	-
Irrigation										
District Irrigation	839.24	2,918.20	9,296.90	5,709.40	5,564.20	-	3,629.20	-	677.00	28,634.14
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 06/30/2021

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-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	154,237.50
Gateway Road Landscaping	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	39.49	355.41
Wellspring Landscaping	2,708.00	2,708.00	2,708.00	2,708.00	2,708.00	2,708.00	-	-	8,124.00	24,372.00
Tree Trimming	-	-	-	-	-	-	-	-	-	-
Flower & Plant Replacement										
District Flower & Plant Replacement	-	-	-	-	3,150.00	-	-	-	-	3,150.00
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	-	-	-	-	-	-	-	-	-	-
Wellspring Blvd./Performance Drive Expenses										
WSPD - Lighting	-	32.05	31.95	32.15	31.64	31.85	37.52	37.42	37.62	272.20
WSPD - Miscellaneous	-	697.72	(3.28)	-	-	-	-	-	-	694.44
WSPD - Water Reclaimed	-	257.17	257.73	241.01	183.49	91.94	308.85	80.15	1,040.90	2,461.24
Interchange Maintenance Expenses										
IME - Aquatics Maintenance	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	263.03	2,367.27
IME - Irrigation	-	94.90	289.55	308.70	207.35	-	345.35	104.28	387.45	1,737.58
IME - Landscaping	6,363.21	6,363.21	-	12,726.42	6,426.21	-	14,348.56	6,363.32	6,363.32	58,954.25
IME - Lighting	-	57.97	59.35	65.96	57.27	57.47	94.27	54.49	51.94	498.72
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	346.23
New Operational Field Expenses										
Trail Repair	-	-	-	-	-	-	1,257.00	-	-	1,257.00
Road & Street Facilities										
Entry and Wall Maintenance	-	-	-	-	-	-	-	-	-	-
Streetlights	-	1,063.81	1,063.81	1,079.25	1,079.25	1,079.25	1,079.25	1,079.25	1,079.25	8,603.12
Parks & Recreation										
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	27,000.09
Contingency										
Infrastructure Capital Reserve	-	-	-	-	-	-	-	-	-	-
Interchange Maintenance Reserve	-	-	-	-	-	-	-	-	-	-
Total Field Operations Expenses	\$ 36,502.19	\$ 36,558.44	\$ 42,320.49	\$ 47,342.88	\$ 44,780.43	\$ 27,714.59	\$ 26,922.44	\$ 28,386.91	\$ 77,504.74	\$ 368,033.11
Total Expenses	\$ 52,961.02	\$ 50,560.46	\$ 50,222.57	\$ 54,896.23	\$ 53,084.61	\$ 34,841.19	\$ 34,276.94	\$ 38,210.82	\$ 88,113.13	\$ 457,166.97
Income (Loss) from Operations	\$ (50,253.02)	\$ 7,729.62	\$ 160,735.24	\$ 190,540.97	\$ 7,776.89	\$ 105,428.90	\$ 80,829.95	\$ (30,600.63)	\$ (40,625.77)	\$ 431,562.15
Other Income (Expense)										
Interest Income	\$ 22.90	\$ 23.59	\$ 96.66	\$ 28.62	\$ 25.60	\$ 215.57	\$ 28.99	\$ 27.54	\$ 92.56	\$ 562.03
Total Other Income (Expense)	\$ 22.90	\$ 23.59	\$ 96.66	\$ 28.62	\$ 25.60	\$ 215.57	\$ 28.99	\$ 27.54	\$ 92.56	\$ 562.03
Net Income (Loss)	\$ (50,230.12)	\$ 7,753.21	\$ 160,831.90	\$ 190,569.59	\$ 7,802.49	\$ 105,644.47	\$ 80,858.94	\$ (30,573.09)	\$ (40,533.21)	\$ 432,124.18

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	-	-	-	(33,190.26)	711,160.68 as of 07/13/2021
Totals		2,417,938.62	(2,159,152.30)	2,206,561.86	(1,768,919.17)	

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

	Amount
Series 2016 Bond Issue	
Original Construction Fund	\$ 513,425.32
Additions (Interest, Transfers from DSR, etc.)	219,883.71
Cumulative Draws Through Prior Month	(331,389.43)
	=====
Construction Funds Available	\$ 401,919.60
Requisitions This Month	
	=====
Total Requisitions This Month	\$ -
	=====
Funds Remaining	\$ 401,919.60
Committed Funding	
Performance Drive Phase 3 - August bid and October NTP	\$ -
	=====
Total Committed	\$ -
	=====
Net Uncommitted	401,919.60