

# Myrtle Creek Improvement District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 407-723-5900

[www.myrtlecreekid.org](http://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, April 19, 2022, 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 February 15, 2022, Board of Supervisors' Meeting**

### Business Matters

2. **Review of Fiscal Year 2023 Operations & Maintenance Budget (*provided under separate cover*)**
3. **Ratification of Operation and Maintenance Expenditures Paid in February 2022 in an amount totaling \$18,438.68**
4. **Ratification of Operation and Maintenance Expenditures Paid in March 2022 in an amount totaling \$77,293.94**
5. **Recommendation of Work Authorization/Proposed Services (if applicable)**
6. **Review of District's Financial Position and Budget to Actual YTD**

### Other Business

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

### Adjournment



# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Minutes of the February 15, 2022  
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, February 15, 2022, at 5:00 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

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

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Tucker Mackie	Kutak Rock	
Jeff Newton	Donald W. McIntosh Associates, Inc.	
Larry Kaufmann	Construction Supervisor & Construction Committee Member	(via phone)
Scott Thacker	District Landscape Supervisor	

## **SECOND ORDER OF BUSINESS**

## **Public Comment Period**

Ms. Walden called for public comments and noted there is no one from the public present.

## **THIRD ORDER OF BUSINESS**

## **Consideration of the Minutes of the January 18, 2022, Board of Supervisors' Meeting**

Board Members reviewed the minutes from the January 18, 2022, 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 January 18, 2022, Board of Supervisors' Meeting.

## **FOURTH ORDER OF BUSINESS**

## **Consideration of RFP for District Landscaping & Common Area Maintenance**

Ms. Walden explained that District staff has been working on the RFP package for landscape maintenance, and to move forward the Board needs to provide approval on placing the advertisement and approving the evaluation criteria. The evaluation criteria included is the same as used the last time the District did this RFP, with 10 points for understanding of scope, 20 points for technical capability, 20 points for experience and 50 points for price. She noted that this evaluation criteria is different from what the sister Districts have in place and explained the process. Mr. Shenai asked how Cepra has been performing. Mr. Thacker responded that the team is happy with their performance.

On Motion by Mr. Shenai, second by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved moving forward with the RFP for District Landscaping & Common Area Maintenance and approved the evaluation criteria as presented.

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

#### **Ratification of Operation and Maintenance Expenditures Paid in January 2022 in an amount totaling \$39,428.89**

The Board reviewed Operation and Maintenance Expenditures Paid in January 2022 in an amount totaling \$39,428.89. Ms. Walden stated these have been approved and need to be ratified by the Board.

On Motion by Mr. da Silva, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified Operation and Maintenance Expenditures Paid in January 2022 in an amount totaling \$39,428.89.

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

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

Mr. Kaufmann reviewed the Work Authorization from Donald W. McIntosh for a Stormwater Needs Analysis mandated by Florida legislature in the amount of \$9,840.00. This covers the pond adjacent to Wellspring Drive and is to be funded by Tavistock.

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 Work Authorization from Donald W. McIntosh Associates, Inc. in the amount of \$9,840.00 for the Stormwater Management System Needs Analysis.

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

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



The Board reviewed the District's Financial Statements through January 31, 2022. Ms. Walden noted the District has spent \$180,000.00 of the \$1,009,000.00 budget. No action is required by the Board.

## **EIGHTH ORDER OF BUSINESS**

### **Staff Reports**

District Counsel – Ms. Mackie provided an update on items happening in the legislative session and three key items the team is watching. The first item is the ethics training that may be required for the Board of Supervisors. The second item is the insurance liability cap could be increased from \$200,000.00 to \$1,000,000.00. The third item is the early payment discount may be increased which could result in a possible increase in assessments.

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, March 15, 2022, which is Spring Break week. The Board confirmed there would be a quorum.

District Engineer – No Report

Construction Supervisor – Mr. Kaufmann noted that the Developer and the District are considering a round-about at the end of Performance Drive based on the traffic report which is in progress. Ms. Leed asked how long construction would take. Mr. Kaufmann responded that there would be several months for design and permitting and then around a year for construction. Mr. Newton added that it will be a significant construction project as Lake Nona Boulevard will likely need to be realigned to some extent to properly enter and exit the roundabout.

District Landscape Supervisor – Mr. Thacker stated that Mr. Shenai had sent him some questions. The first one was related to the irrigation repairs and the number of repairs over the last couple of years and the costs. Mr. Thacker explained those repairs have stabilized as the majority of the construction has been completed and the only item outstanding is the median near Narcoossee Road, which should be resolved in the next couple of months. The second one was related to the rain sensors on the irrigation system. Mr. Thacker explained that rain sensors are operational but tend not to be super effective as they don't have great technology. However, the team is in the process of programming the controllers to run off weather stations and run off of moisture and humidity factors. The third one was for an update on the landscape enhancement schedule. Mr. Thacker explained that some additional enhancements are scheduled for this year, the majority of which are slated for the entrance near Narcoossee Road. Once that construction project wraps up there, then the team will assess the best time to handle the enhancements there. The other enhancement areas, which are along Lake Nona Boulevard, are being worked on with Cepra to finalize the next phase. Mr. Shenai added that the median in front of the Village Walk main entrance has been updated with new flowers and that area looks much better.

Irrigation Supervisor-

No Report

**NINTH ORDER OF BUSINESS**

**Supervisor Requests &  
Adjournment**

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

On Motion by Mr. Shenai, second by Mr. da Silva, with all in favor, the February 15, 2022, Meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

---

**Secretary/Assistant Secretary**

---

**Chair/Vice Chair**

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Fiscal Year 2023**  
**Operations & Maintenance Budget**  
*(provided under separate cover)*

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Operation and Maintenance Expenditures Paid in  
February 2022 in an amount totaling \$18,438.68**

# 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 February 1, 2022 through February 28, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$18,438.68**

Approval of Expenditures:

---

\_\_\_\_\_ Chairman

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

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

**Myrtle Creek Improvement District**  
AP Check Register (Current by Bank)  
Check Dates: 2/1/2022 to 2/28/2022

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: SUN - CITY NATIONAL BANK</b>					<b>001-101-0000-00-01</b>
4081	1/22	M	ORLSEN	Orlando Sentinel	\$237.50
4082	9/22	M	AWC	Aquatic Weed Control, Inc.	\$325.00
4083	9/22	M	BERMAN	Berman Construction	\$3,000.01
4084	16/22	M	BCID	Boggy Creek Improv. District	\$91.25
4085	16/22	M	CEPRA	Cepra Landscape	\$3,569.80
4086	16/22	M	TRUSTE	US Bank as Trustee for Myrtle	\$216,093.49
<b>BANK SUN REGISTER TOTAL:</b>					<b>\$223,317.05</b>
<b>GRAND TOTAL :</b>					<b>\$223,317.05</b>

7,223.56	Checks 4081-4085
216,093.49	Check 4086 for Debt Service
8,453.30	PA 525 - Jan. ICM due to Boggy Creek
2,761.82	PA 525 - OUC paid online
234,532.17	Total cash spent
18,438.68	O&M cash spent

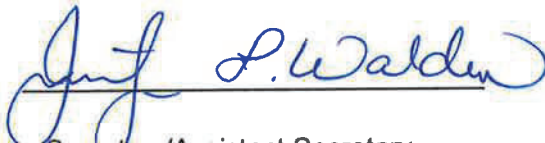
\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( V id Date ); "A" - Application; "E" - EFT  
\*\* Denotes broken check sequence.

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #524

1/28/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Orlando Sentinel</b> Legal Advertising on 01/11/2022 (Ad: 7119961)	OSC47913872	\$ 237.50
TOTAL			\$ 237.50

  
Secretary/Assistant Secretary

  
Chairperson

  
Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 2:19 pm, Jan 31, 2022

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #106

1/28/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 221	OSC47581868	\$ 45.25
TOTAL			\$ 45.25

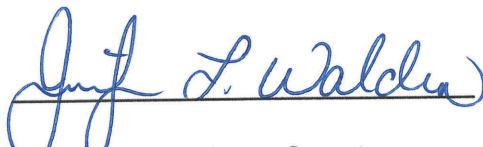


## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #525

2/4/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> February Waterway Service	67663	\$ 325.00
2	<b>Berman Construction</b> January Administrator & Irrigation Specialist February Administrator & Irrigation Specialist	17319 17320	\$ 3,000.01 \$ 3,000.01
3	<b>Boggy Creek Improvement District</b> January ICM Expenses	ICM2022-04	\$ 8,453.30
4	<b>Cepa Landscape</b> February Landscape Maintenance	ORL1233	\$ 17,945.75
5	<b>OUC</b> Service 01/03/2022 - 02/01/2022	Acct: 4782400001	\$ 2,761.82
<b>TOTAL</b>			<b>\$ 35,485.89</b>

  
Secretary/Assistant Secretary

  
Chairperson

  
2/5/22

Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 4:48 pm, Feb 07, 2022

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #107

2/4/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 224	OSC44520804	\$ 46.00
2	<b>Cepira Landscape</b> Wellspring February Landscaping	ORL1233	\$ 2,708.00
TOTAL			\$ 2,754.00

## Amanda Lane

---

**From:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Sent:** Saturday, February 5, 2022 12:33 PM  
**To:** Amanda Lane; Damon Ventura; AccountsPayable  
**Subject:** RE: Myrtle Creek - FR #107

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

MCID FR #107 is approved for processing.

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

---

**From:** Amanda Lane <lanea@pfm.com>  
**Sent:** Friday, February 4, 2022 6:17 PM  
**To:** Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>  
**Cc:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Subject:** Myrtle Creek - FR #107

### EXTERNAL E-MAIL

---

Please see attached for Myrtle Creek FR #107 for \$2,754.00.

Amanda Lane  
Assistant Chief District Accountant

---

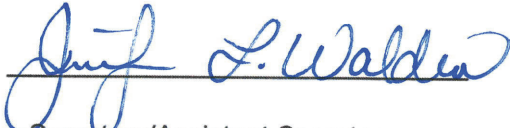
PFM Group Consulting LLC  
[LaneA@pfm.com](mailto:LaneA@pfm.com) | web pfm.com  
phone 407.723.5900 (**direct phone 407.723.5925**) | fax 407.723.5901  
3501 Quadrangle Blvd., Ste. 270 | Orlando, FL 32817  
(**new address as of July 29, 2021**)

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Payment Authorization #526

2/11/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b>		
	Clock 9 MI and Repairs	ORL983	\$ 883.20
	Clock 7 MI and Repairs	ORL1116	\$ 606.80
	January Irrigation Repairs	ORL1324	\$ 2,079.80
TOTAL			\$ 3,569.80

  
Secretary/Assistant Secretary

  
Chairperson

  
2/14/22

Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 8:30 am, Feb 15, 2022

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Operation and Maintenance Expenditures Paid in  
March 2022 in an amount totaling \$77,293.94**

# 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 March 1, 2022 through March 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$77,293.94**

Approval of Expenditures:

---

\_\_\_\_\_ Chairman

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

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

**Myrtle Creek Improvement District**  
**AP Check Register (Current by Bank)**  
 Check Dates: 3/1/2022 to 3/31/2022

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: SUN - CITY NATIONAL BANK</b>					<b>001-101-0000-00-01</b>
4087	03/08/22		ERMAN	erman Construction	\$3,000.01
4088	03/08/22		CEPRA	Cepra Landscape	\$20,775.35
4089	03/08/22		DONMC	Donald W. McIntosh Associates	\$569.00
4090	03/08/22		JLYNAU	John Peter Lynaugh	\$200.00
4091	03/08/22		KSCHOL	Kyle Scholl	\$200.00
4092	03/08/22		KSHENA	Kamalakar Shenai	\$200.00
4093	03/08/22		LDASIL	Lionel R. Dasilva	\$200.00
4094	03/08/22		LEED	arsha Leed	\$200.00
4095	03/08/22		PFMGC	PFM Group Consulting	\$3,553.80
4096	03/08/22		TRUSTE	US Bank as Trustee for Myrtle	\$26,746.19
4097	03/08/22		DELUXE	Deluxe for Business	\$245.00
4098	03/14/22		AWC	Aquatic Weed Control, Inc.	\$325.00
4099	03/14/22		CEPRA	Cepra Landscape	\$3,122.00
4100	03/14/22		KUTAK	Kutak Rock	\$2,055.26
4101	03/14/22		ORLSEN	Orlando Sentinel	\$237.50
4102	03/16/22		BCID	Boggy Creek Improv. District	\$46.00
4103	03/16/22		CEPRA	Cepra Landscape	\$342.00
4104	03/16/22		TRUSTE	US Bank as Trustee for Myrtle	\$113,787.10
4105	03/29/22		BERMAN	erman Construction	\$3,000.01
4106	03/29/22		CEPRA	Cepra Landscape	\$20,653.75
4107	03/29/22		DONMC	Donald W. McIntosh Associates	\$644.00
4108	03/29/22		FAC	Fire Ant Control	\$1,405.00
4109	03/29/22		KUTAK	Kutak Rock	\$1,278.00
4110	03/29/22		PFMGC	PFM Group Consulting	\$3,547.40
4111	03/29/22		VGLOBA	VGlobalTech	\$260.00
<b>BANK SUN REGISTER TOTAL:</b>					<b>\$206,592.37</b>
<b>GRAND TOTAL :</b>					<b>\$206,592.37</b>

66,059.08	Checks 4087-4095, 4097-4103, 4105-4111
140,533.29	Checks 4096, 4104 for Debt Service
2,543.92	PA 528 - OUC paid online
8,690.94	PA 529 - Feb. ICM due to Boggy Creek
217,827.23	Total cash spent
77,293.94	O&M cash spent

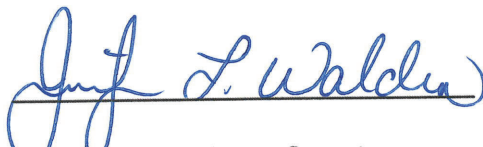
\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Vid Date ) ; "A" - Application; "E" - EFT  
 \*\* Denotes broken check sequence.

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #525

2/4/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> February Waterway Service	67663	\$ 325.00
2	<b>Berman Construction</b> January Administrator & Irrigation Specialist February Administrator & Irrigation Specialist	17319 17320	\$ 3,000.01 \$ 3,000.01
3	<b>Boggy Creek Improvement District</b> January ICM Expenses	ICM2022-04	\$ 8,453.30
4	<b>Cepa Landscape</b> February Landscape Maintenance	ORL1233	\$ 17,945.75
5	<b>OUC</b> Service 01/03/2022 - 02/01/2022	Acct: 4782400001	\$ 2,761.82
<b>TOTAL</b>			<b>\$ 35,485.89</b>

  
Secretary/Assistant Secretary

  
Chairperson

  
2/5/22

Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 4:48 pm, Feb 07, 2022



## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #107

2/4/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 224	OSC44520804	\$ 46.00
2	<b>Cepira Landscape</b> Wellspring February Landscaping	ORL1233	\$ 2,708.00
TOTAL			\$ 2,754.00

## Amanda Lane

---

**From:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Sent:** Saturday, February 5, 2022 12:33 PM  
**To:** Amanda Lane; Damon Ventura; AccountsPayable  
**Subject:** RE: Myrtle Creek - FR #107

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

MCID FR #107 is approved for processing.

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

---

**From:** Amanda Lane <lanea@pfm.com>  
**Sent:** Friday, February 4, 2022 6:17 PM  
**To:** Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>  
**Cc:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Subject:** Myrtle Creek - FR #107

### EXTERNAL E-MAIL

---

Please see attached for Myrtle Creek FR #107 for \$2,754.00.

Amanda Lane  
Assistant Chief District Accountant

---

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

## Funding Request #108

2/11/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Cepira Landscape</b> Wellspring January Irrigation Repairs	ORL1324	\$ 121.60
2	<b>Orlando Utilities Commission</b> 11728 Wellspring Drive (11/01/2021 - 12/01/2021) 11883 Wellspring Drive (11/01/2021 - 12/01/2021) 11728 Wellspring Drive (12/01/2021 - 01/03/2022) 11883 Wellspring Drive (12/01/2021 - 01/03/2022) 11728 Wellspring Drive (01/03/2022 - 02/01/2022) 11883 Wellspring Drive (01/03/2022 - 02/01/2022)	Acct: 4782400001 Acct: 4782400001 Acct: 4782400001 Acct: 4782400001 Acct: 4782400001 Acct: 4782400001	\$ 145.28 \$ 131.04 \$ 109.94 \$ 79.99 \$ 132.91 \$ 99.96
TOTAL			\$ 820.72

## Amanda Lane

---

**From:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Sent:** Monday, February 14, 2022 1:29 PM  
**To:** Amanda Lane; Damon Ventura; AccountsPayable  
**Subject:** RE: Myrtle Creek - FR #108

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

MCID FR# 108 is approved for processing.

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

---

**From:** Amanda Lane <lanea@pfm.com>  
**Sent:** Monday, February 14, 2022 11:28 AM  
**To:** Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>  
**Cc:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Subject:** Myrtle Creek - FR #108

### EXTERNAL E-MAIL

---

Please see attached for Myrtle Creek FR #108 for \$820.72.

Amanda Lane  
Assistant Chief District Accountant

---

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

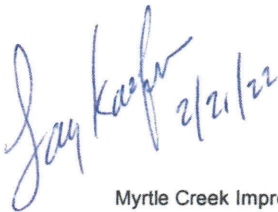
### Payment Authorization #527

2/18/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Donald W McIntosh Associates</b> Engineering Services Through 01/28/2022	42228	\$ 569.00
2	<b>PFM Group Consulting</b> Billable Expenses	119082	\$ 5.67
	DM Fee: February 2022	DM-02-2022-034	\$ 3,541.67
	January Reimbursables	OE-EXP-02-034	\$ 6.46
3	<b>Supervisor Fees - 02/15/2022 Meeting</b>		
	Marsha Leed	--	\$ 200.00
	Kam Shenai	--	\$ 200.00
	John Lynaugh	--	\$ 200.00
	Kyle Scholl	--	\$ 200.00
	Bob da Silva	--	\$ 200.00
<b>TOTAL</b>			<b>\$ 5,122.80</b>

  
Secretary/Assistant Secretary

  
Chairperson

  
2/21/22

Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 10:21 am, Mar 05, 2022

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #109

2/18/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 227	OSC48959263	\$ 46.00
TOTAL			\$ 46.00

## Amanda Lane

---

**From:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Sent:** Saturday, February 19, 2022 10:58 AM  
**To:** Amanda Lane; Damon Ventura; AccountsPayable  
**Subject:** RE: Myrtle Creek - FR #109

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

MCID FR# 109 is approved for processing.

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

---

**From:** Amanda Lane <lanea@pfm.com>  
**Sent:** Friday, February 18, 2022 6:08 PM  
**To:** Damon Ventura <dventura@tavistock.com>; AccountsPayable <accountspayable@tavistock.com>  
**Cc:** Larry Kaufmann <lkaufmann@tavistock.com>  
**Subject:** Myrtle Creek - FR #109

### EXTERNAL E-MAIL

---

Please see attached for Myrtle Creek FR #109 for \$46.00.

**PLEASE NOTE THAT I WILL BE OUT OF THE OFFICE BEGINNING WEDNESDAY, FEBRUARY 23, 2022, AND WILL RETURN TO THE OFFICE ON MONDAY, FEBRUARY 28, 2022.**

Amanda Lane  
Assistant Chief District Accountant

---

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


### Payment Authorization #528

3/4/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> March Waterway Service	68695	\$ 325.00
2	<b>Cepira Landscape</b> New Annual Bed Installation	ORL1377	\$ 1,163.00
	Clock 3 Mainline Repair	ORL1436	\$ 1,959.00
	March Landscape Maintenance	ORL1490	\$ 17,945.75
3	<b>Kutak Rock</b> General Counsel Through 01/31/2022	3009816	\$ 2,055.26
4	<b>Orlando Sentinel</b> Legal Advertising on 02/08/2022 (Ad: 7136101)	OSC49293307	\$ 237.50
5	<b>OUC</b> Service 02/01/2022 - 03/01/2022	Acct: 4782400001	\$ 2,543.92
<b>TOTAL</b>			<b>\$ 26,229.43</b>

Secretary/Assistant Secretary



Chairperson

  
Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 10:35 am, Mar 10, 2022



## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #110

3/4/2022

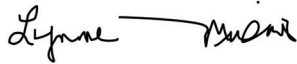
Item No.	Payee	Invoice Number	General Fund
<b>1</b>	<b>Cepira Landscape</b>		
	Wellspring Annual Replacement	ORL1378	\$ 342.00
	Wellspring March Landscaping	ORL1490	\$ 2,708.00
<b>2</b>	<b>Orlando Utilities Commission</b>		
	11728 Wellspring Drive (02/01/2022 - 03/01/2022)	Acct: 4782400001	\$ 158.29
	11883 Wellspring Drive (02/01/2022 - 03/01/2022)	Acct: 4782400001	\$ 113.43
<b>TOTAL</b>			<b>\$ 3,321.72</b>

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #529

3/11/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Berman Construction</b> March Administrator & Irrigation Specialist	17813	\$ 3,000.01
2	<b>Boggy Creek Improvement District</b> February ICM Expenses	ICM2022-05	\$ 8,690.94
3	<b>Deluxe Corporation</b> Check Order	453530	\$ 245.00
4	<b>Kutak Rock</b> General Counsel Through 12/31/2021	2979432	\$ 1,278.00
5	<b>PFM Group Consulting</b> Billable Expenses	119261	\$ 5.73
6	<b>VGlobalTech</b> February Website Maintenance March Website Maintenance	3575 3661	\$ 125.00 \$ 135.00
TOTAL			\$ 13,479.68



Secretary/Assistant Secretary



Chairperson



Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 9:31 am, Mar 22, 2022

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #530

3/18/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Donald W McIntosh Associates</b> Engineering Services Through 02/25/2022	42345	\$ 644.00
2	<b>Fire Ant Control</b> Fire Ant Control	16294	\$ 1,405.00
3	<b>PFM Group Consulting</b> DM Fee: March 2022	DM-03-2022-034	\$ 3,541.67
<b>TOTAL</b>			<b>\$ 5,590.67</b>



Secretary/Assistant Secretary



Chairperson

  
3/22/22

Myrtle Creek Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 9:31 am, Mar 22, 2022

# **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 3/31/2022

	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	\$990,563.73				\$990,563.73
Money Market Account	68,835.58				68,835.58
State Board of Administration	4,002.22				4,002.22
Accounts Receivable - Due from Developer	2,280.00				2,280.00
Assessments Receivable	71,836.94				71,836.94
Deposits	4,300.00				4,300.00
General Reserve	191,013.60				191,013.60
Assessments Receivable		\$111,983.95			111,983.95
Debt Service Reserve		333,211.09			333,211.09
Revenue		1,831,868.10			1,831,868.10
Prepayment		962.69			962.69
Sinking Fund A2 Bond		20,000.03			20,000.03
Accounts Receivable - Due from Developer			\$45.25		45.25
Acquisition/Construction			401,939.05		401,939.05
Total Current Assets	<u>\$1,332,832.07</u>	<u>\$2,298,025.86</u>	<u>\$401,984.30</u>	<u>\$0.00</u>	<u>\$4,032,842.23</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$2,186,041.91	\$2,186,041.91
Amount To Be Provided				14,313,958.09	14,313,958.09
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$16,500,000.00</u>	<u>\$16,500,000.00</u>
<b>Total Assets</b>	<u><u>\$1,332,832.07</u></u>	<u><u>\$2,298,025.86</u></u>	<u><u>\$401,984.30</u></u>	<u><u>\$16,500,000.00</u></u>	<u><u>\$20,532,842.23</u></u>
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Accounts Payable	\$6,072.09				\$6,072.09
Due To Other Governmental Units	8,567.30				8,567.30
Deferred Revenue	74,116.94				74,116.94
Deferred Revenue		\$111,983.95			111,983.95
Accounts Payable			\$45.25		45.25
Deferred Revenue			45.25		45.25
Total Current Liabilities	<u>\$88,756.33</u>	<u>\$111,983.95</u>	<u>\$90.50</u>	<u>\$0.00</u>	<u>\$200,830.78</u>
<b><u>Long Term Liabilities</u></b>					
Revenue Bonds Payable - Long-Term				\$16,500,000.00	\$16,500,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$16,500,000.00</u>	<u>\$16,500,000.00</u>
<b>Total Liabilities</b>	<u><u>\$88,756.33</u></u>	<u><u>\$111,983.95</u></u>	<u><u>\$90.50</u></u>	<u><u>\$16,500,000.00</u></u>	<u><u>\$16,700,830.78</u></u>

**Myrtle Creek Improvement District**

## Statement of Financial Position

As of 3/31/2022

	General Fund	Debt Service	Capital Projects Fund	General Long- Term Debt	Total
<b><u>Net Assets</u></b>					
Net Assets, Unrestricted	\$1,283,864.48				\$1,283,864.48
Net Assets - General Government	(559,701.67)				(559,701.67)
Current Year Net Assets - General Government	519,912.93				519,912.93
Net Assets, Unrestricted		\$1,240,103.22			1,240,103.22
Current Year Net Assets, Unrestricted		945,938.69			945,938.69
Net Assets, Unrestricted			(\$417,951.06)		(417,951.06)
Net Assets, Unrestricted			819,878.73		819,878.73
Current Year Net Assets, Unrestricted			(33.87)		(33.87)
<b>Total Net Assets</b>	<u>\$1,244,075.74</u>	<u>\$2,186,041.91</u>	<u>\$401,893.80</u>	<u>\$0.00</u>	<u>\$3,832,011.45</u>
<b>Total Liabilities and Net Assets</b>	<u><u>\$1,332,832.07</u></u>	<u><u>\$2,298,025.86</u></u>	<u><u>\$401,984.30</u></u>	<u><u>\$16,500,000.00</u></u>	<u><u>\$20,532,842.23</u></u>

# Myrtle Creek Improvement District

## Statement of Activities

As of 3/31/2022

	General Fund	Debt Service	Capital Projects Fund	General Long- Term Debt	Total
<b><u>Revenues</u></b>					
On-Roll Assessments	\$785,444.98				\$785,444.98
Developer Contributions	18,194.23				18,194.23
Other Income & Other Financing Sources	114.41				114.41
On-Roll Assessments		\$1,224,401.95			1,224,401.95
Developer Contributions			\$240.50		240.50
Total Revenues	<u>\$803,753.62</u>	<u>\$1,224,401.95</u>	<u>\$240.50</u>	<u>\$0.00</u>	<u>\$2,028,396.07</u>
<b><u>Expenses</u></b>					
Supervisor Fees	\$3,000.00				\$3,000.00
Public Officials' Liability Insurance	3,620.00				3,620.00
Trustee Services	7,113.66				7,113.66
Management	21,250.02				21,250.02
Engineering	1,844.50				1,844.50
Property Appraiser	2,122.41				2,122.41
District Counsel	6,526.11				6,526.11
Assessment Administration	7,500.00				7,500.00
Reamortization Schedules	125.00				125.00
Travel and Per Diem	19.61				19.61
Postage & Shipping	10.36				10.36
Legal Advertising	1,213.75				1,213.75
Miscellaneous	41.75				41.75
Office Supplies	245.00				245.00
Web Site Maintenance	1,060.00				1,060.00
Holiday Decorations	600.00				600.00
Dues, Licenses, and Fees	175.00				175.00
Electric	700.49				700.49
Entry Lighting	83.50				83.50
Water Reclaimed	8,923.15				8,923.15
Aquatic Contract	1,950.00				1,950.00
General Liability Insurance	4,147.00				4,147.00
Irrigation	12,652.40				12,652.40
Landscaping Maintenance & Material	124,159.44				124,159.44
Flower & Plant Replacement	4,925.00				4,925.00
IME - Aquatics Maintenance	1,578.18				1,578.18
IME - Irrigation	1,498.77				1,498.77
IME - Landscaping	43,232.30				43,232.30
IME - Lighting	366.05				366.05
IME - Miscellaneous	96.08				96.08
IME - Water Reclaimed	168.44				168.44
Pest Control	1,405.00				1,405.00
Streetlights	3,923.99				3,923.99
Personnel Leasing Agreement	18,000.06				18,000.06
Principal Payments		\$5,000.00			5,000.00
Interest Payments		273,500.00			273,500.00
Legal Advertising			\$285.75		285.75
Total Expenses	<u>\$284,277.02</u>	<u>\$278,500.00</u>	<u>\$285.75</u>	<u>\$0.00</u>	<u>\$563,062.77</u>



**Myrtle Creek Improvement District**  
Statement of Activities  
As of 3/31/2022

	General Fund	Debt Service	Capital Projects Fund	General Long- Term Debt	Total
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income	\$436.33				\$436.33
Interest Income		\$36.74			36.74
Interest Income			\$11.38		11.38
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$436.33</u>	<u>\$36.74</u>	<u>\$11.38</u>	<u>\$0.00</u>	<u>\$484.45</u>
<b>Change In Net Assets</b>	\$519,912.93	\$945,938.69	(\$33.87)	\$0.00	\$1,465,817.75
<b>Net Assets At Beginning Of Year</b>	<u>\$724,162.81</u>	<u>\$1,240,103.22</u>	<u>\$401,927.67</u>	<u>\$0.00</u>	<u>\$2,366,193.70</u>
<b>Net Assets At End Of Year</b>	<u><u>\$1,244,075.74</u></u>	<u><u>\$2,186,041.91</u></u>	<u><u>\$401,893.80</u></u>	<u><u>\$0.00</u></u>	<u><u>\$3,832,011.45</u></u>

**Myrtle Creek Improvement District**  
 Budget to Actual  
 For the Month Ending 03/31/2022

	Actual	Budget	Variance	FY 2022 Adopted Budget	Percentage Variance
<b><u>Revenues</u></b>					
On-Roll Assessments	\$ 785,444.98	\$ 429,400.90	\$ 356,044.08	\$ 858,801.80	91.46%
Developer Contributions	18,194.23	30,159.75	(11,965.52)	60,319.50	30.16%
Other Income & Other Financing Sources	114.41	-	114.41	-	
Carryforward Revenue	457,557.35	42,282.64	415,274.71	84,565.28	541.07%
<b>Net Revenues</b>	<b>\$ 1,261,310.97</b>	<b>\$ 501,843.29</b>	<b>\$ 759,467.68</b>	<b>\$ 1,003,686.58</b>	<b>125.67%</b>
<b><u>General &amp; Administrative Expenses</u></b>					
<b>Legislative</b>					
Supervisor Fees	\$ 3,000.00	\$ 6,000.00	\$ (3,000.00)	\$ 12,000.00	25.00%
<b>Financial &amp; Administrative</b>					
Public Officials' Liability Insurance	3,620.00	2,000.00	1,620.00	4,000.00	90.50%
Trustee Services	7,113.66	5,000.00	2,113.66	10,000.00	71.14%
Management	21,250.02	21,250.00	0.02	42,500.00	50.00%
Engineering	1,844.50	5,000.00	(3,155.50)	10,000.00	18.45%
Dissemination Agent	-	3,500.00	(3,500.00)	7,000.00	0.00%
Property Appraiser	2,122.41	1,000.00	1,122.41	2,000.00	106.12%
District Counsel	6,526.11	12,500.00	(5,973.89)	25,000.00	26.10%
Assessment Administration	7,500.00	3,750.00	3,750.00	7,500.00	100.00%
Reamortization Schedules	125.00	125.00	-	250.00	50.00%
Audit	-	2,000.00	(2,000.00)	4,000.00	0.00%
Arbitrage Calculation	-	450.00	(450.00)	900.00	0.00%
Travel and Per Diem	19.61	150.00	(130.39)	300.00	6.54%
Telephone	-	25.00	(25.00)	50.00	0.00%
Postage & Shipping	10.36	500.00	(489.64)	1,000.00	1.04%
Copies	-	1,000.00	(1,000.00)	2,000.00	0.00%
Legal Advertising	1,213.75	3,250.00	(2,036.25)	6,500.00	18.67%
Bank Fees	-	180.00	(180.00)	360.00	0.00%
Miscellaneous	41.75	4,750.00	(4,708.25)	9,500.00	0.44%
Office Supplies	245.00	125.00	120.00	250.00	98.00%
Property Taxes	-	1,250.00	(1,250.00)	2,500.00	0.00%
Web Site Maintenance	1,060.00	1,350.00	(290.00)	2,700.00	39.26%
Holiday Decorations	600.00	625.00	(25.00)	1,250.00	48.00%
Dues, Licenses, and Fees	175.00	87.50	87.50	175.00	100.00%
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 56,467.17</b>	<b>\$ 75,867.50</b>	<b>\$ (19,400.33)</b>	<b>\$ 151,735.00</b>	<b>37.21%</b>

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 03/31/2022

	Actual	Budget	Variance	FY 2022 Adopted Budget	Percentage Variance
<b>Field Operations</b>					
<b>Electric Utility Services</b>					
Electric	\$ 512.37	\$ 750.00	\$ (237.63)	\$ 1,500.00	34.16%
Entry Lighting	83.50	250.00	(166.50)	500.00	16.70%
<b>Water-Sewer Combination Services</b>					
Water Reclaimed	7,802.38	10,000.00	(2,197.62)	20,000.00	39.01%
<b>Stormwater Control</b>					
Aquatic Contract	1,950.00	2,000.00	(50.00)	4,000.00	48.75%
Lake/Pond Repair Reserve	-	2,500.00	(2,500.00)	5,000.00	0.00%
<b>Other Physical Environment</b>					
General Liability Insurance	4,147.00	2,250.00	1,897.00	4,500.00	92.16%
Property & Casualty Insurance	-	850.00	(850.00)	1,700.00	0.00%
Auto Insurance	-	250.00	(250.00)	500.00	0.00%
Irrigation Repairs					
District Irrigation Repairs	12,530.80	22,500.00	(9,969.20)	45,000.00	27.85%
Wellspring Irrigation Repairs	121.60	5,000.00	(4,878.40)	10,000.00	1.22%
Landscaping Maintenance & Material					
District Landscaping	107,674.50	107,012.75	661.75	214,025.50	50.31%
Gateway Road Landscaping	236.94	236.94	-	473.88	50.00%
Wellspring Landscaping	16,248.00	16,909.75	(661.75)	33,819.50	48.04%
Tree Trimming	-	20,000.00	(20,000.00)	40,000.00	0.00%
Flower & Plant Replacement					
District Flower & Plant Replacement	2,303.00	62,500.00	(60,197.00)	125,000.00	1.84%
Wellspring Flower & Plant Replacement	2,622.00	5,000.00	(2,378.00)	10,000.00	26.22%
Contingency	-	42,832.59	(42,832.59)	85,665.18	0.00%
Pest Control	1,405.00	1,405.00	-	2,810.00	50.00%
Hurricane Cleanup	-	25,000.00	(25,000.00)	50,000.00	0.00%
<b>Wellspring Blvd./Performance Drive Expenses</b>					
WSPD - Lighting	188.12	250.00	(61.88)	500.00	37.62%
WSPD - Miscellaneous	-	1,750.00	(1,750.00)	3,500.00	0.00%
WSPD - Water Reclaimed	1,120.77	1,250.00	(129.23)	2,500.00	44.83%

**Myrtle Creek Improvement District**  
 Budget to Actual  
 For the Month Ending 03/31/2022

	Actual	Budget	Variance	FY 2022 Adopted Budget	Percentage Variance
<b>Interchange Maintenance Expenses</b>					
IME - Aquatics Maintenance	1,578.18	1,669.50	(91.32)	3,339.00	47.27%
IME - Irrigation Repairs	1,498.77	1,575.00	(76.23)	3,150.00	47.58%
IME - Landscaping	43,232.30	42,825.51	406.79	85,651.02	50.47%
IME - Lighting	366.05	393.75	(27.70)	787.50	46.48%
IME - Miscellaneous	96.08	2,047.50	(1,951.42)	4,095.00	2.35%
IME - Water Reclaimed	168.44	787.50	(619.06)	1,575.00	10.69%
<b>New Operational Field Expenses</b>					
Trail Repair	-	7,500.00	(7,500.00)	15,000.00	0.00%
<b>Road &amp; Street Facilities</b>					
Entry and Wall Maintenance	-	5,000.00	(5,000.00)	10,000.00	0.00%
Streetlights	3,923.99	7,500.00	(3,576.01)	15,000.00	26.16%
<b>Parks &amp; Recreation</b>					
Personnel Leasing Agreement	18,000.06	18,000.00	0.06	36,000.00	50.00%
<b>Reserves</b>					
Infrastructure Capital Reserve	-	10,000.00	(10,000.00)	20,000.00	0.00%
Interchange Maintenance Reserve	-	1,180.00	(1,180.00)	2,360.00	0.00%
<b>Total Field Operations Expenses</b>	<b>\$ 227,809.85</b>	<b>\$ 428,975.79</b>	<b>\$ (201,165.94)</b>	<b>\$ 857,951.58</b>	<b>26.55%</b>
<b>Total Expenses</b>	<b>\$ 284,277.02</b>	<b>\$ 504,843.29</b>	<b>\$ (220,566.27)</b>	<b>\$ 1,009,686.58</b>	<b>28.15%</b>
<b>Income (Loss) from Operations</b>	<b>\$ 977,033.95</b>	<b>\$ (3,000.00)</b>	<b>\$ 980,033.95</b>	<b>\$ (6,000.00)</b>	
<b>Other Income (Expense)</b>					
Interest Income	\$ 436.33	\$ 3,000.00	\$ (2,563.67)	\$ 6,000.00	7.27%
<b>Total Other Income (Expense)</b>	<b>\$ 436.33</b>	<b>\$ 3,000.00</b>	<b>\$ (2,563.67)</b>	<b>\$ 6,000.00</b>	<b>7.27%</b>
<b>Net Income (Loss)</b>	<b>\$ 977,470.28</b>	<b>\$ -</b>	<b>\$ 977,470.28</b>	<b>\$ -</b>	

**Myrtle Creek Improvement District**  
 Budget to Actual  
 For the Month Ending 03/31/2022

	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	YTD Actual
<b><u>Revenues</u></b>							
On-Roll Assessments	\$ -	\$ 83,327.49	\$ 230,468.65	\$ 242,875.35	\$ 155,779.89	\$ 72,993.60	\$ 785,444.98
Developer Contributions	2,708.00	2,708.00	3,219.79	2,708.00	2,708.00	4,142.44	18,194.23
Other Income & Financing Sources	-	-	-	114.41	-	-	114.41
Carryforward Revenue	472,619.09	(49,324.50)	34,262.76	-	-	-	457,557.35
<b>Net Revenues</b>	<b>\$ 475,327.09</b>	<b>\$ 36,710.99</b>	<b>\$ 267,951.20</b>	<b>\$ 245,697.76</b>	<b>\$ 158,487.89</b>	<b>\$ 77,136.04</b>	<b>\$ 1,261,310.97</b>
<b><u>General &amp; Administrative Expenses</u></b>							
<b>Legislative</b>							
Supervisor Fees	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 3,000.00
<b>Financial &amp; Administrative</b>							
Public Officials' Liability Insurance	3,620.00	-	-	-	-	-	3,620.00
Trustee Services	7,113.66	-	-	-	-	-	7,113.66
Management	3,541.67	3,541.67	3,541.67	3,541.67	3,541.67	3,541.67	21,250.02
Engineering	-	250.00	381.50	-	569.00	644.00	1,844.50
Dissemination Agent	-	-	-	-	-	-	-
Property Appraiser	-	-	-	-	-	2,122.41	2,122.41
District Counsel	-	-	778.26	-	-	5,747.85	6,526.11
Assessment Administration	7,500.00	-	-	-	-	-	7,500.00
Reamortization Schedules	-	-	125.00	-	-	-	125.00
Audit	-	-	-	-	-	-	-
Arbitrage Calculation	-	-	-	-	-	-	-
Travel and Per Diem	-	-	8.21	-	5.67	5.73	19.61
Telephone	-	-	-	-	-	-	-
Postage & Shipping	-	-	3.37	0.53	6.46	-	10.36
Copies	-	-	-	-	-	-	-
Legal Advertising	248.75	-	252.50	237.50	-	475.00	1,213.75
Bank Fees	-	-	-	-	-	-	-
Miscellaneous	-	3.85	35.98	-	0.96	0.96	41.75
Office Supplies	-	-	-	-	-	245.00	245.00
Property Taxes	-	-	-	-	-	-	-
Web Site Maintenance	125.00	125.00	425.00	125.00	-	260.00	1,060.00
Holiday Decorations	-	-	600.00	-	-	-	600.00
Dues, Licenses, and Fees	175.00	-	-	-	-	-	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 22,324.08</b>	<b>\$ 4,920.52</b>	<b>\$ 6,151.49</b>	<b>\$ 4,904.70</b>	<b>\$ 5,123.76</b>	<b>\$ 13,042.62</b>	<b>\$ 56,467.17</b>

**Myrtle Creek Improvement District**  
Budget to Actual  
For the Month Ending 03/31/2022

	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	YTD Actual
<b><u>Field Operations</u></b>							
<b>Electric Utility Services</b>							
Electric	\$ -	\$ 102.37	\$ 102.37	\$ 103.76	\$ 102.26	\$ 101.61	\$ 512.37
Entry Lighting	-	22.52	22.64	-	19.22	19.12	83.50
<b>Water-Sewer Combination Services</b>							
Water Reclaimed	-	2,169.75	1,451.33	1,699.70	1,315.91	1,165.69	7,802.38
<b>Stormwater Control</b>							
Aquatic Contract	325.00	325.00	325.00	325.00	325.00	325.00	1,950.00
Lake/Pond Repair Reserve	-	-	-	-	-	-	-
<b>Other Physical Environment</b>							
General Liability Insurance	4,147.00	-	-	-	-	-	4,147.00
Property & Casualty Insurance	-	-	-	-	-	-	-
Auto Insurance	-	-	-	-	-	-	-
Irrigation							
District Irrigation	-	3,208.40	-	3,793.60	3,569.80	1,959.00	12,530.80
Wellspring Irrigation	-	-	-	-	121.60	-	121.60
Landscaping Maintenance & Material							
District Landscaping	17,945.75	17,945.75	17,945.75	17,945.75	17,945.75	17,945.75	107,674.50
Gateway Road Landscaping	39.49	39.49	39.49	39.49	39.49	39.49	236.94
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	-	-	-	-	-	2,303.00	2,303.00
Wellspring Flower & Plant Replacement	-	-	-	-	-	2,622.00	2,622.00
Contingency	-	-	-	-	-	-	-
Pest Control	-	-	-	-	-	1,405.00	1,405.00
Hurricane Cleanup	-	-	-	-	-	-	-
<b>Wellspring Blvd./Performance Drive Expenses</b>							
WSPD - Lighting	-	37.62	37.52	38.00	37.49	37.49	188.12
WSPD - Miscellaneous	-	-	-	-	-	-	-
WSPD - Water Reclaimed	-	254.96	234.95	203.17	194.42	233.27	1,120.77
<b>Interchange Maintenance Expenses</b>							
IME - Aquatics Maintenance	263.03	263.03	263.03	263.03	263.03	263.03	1,578.18
IME - Irrigation	-	-	-	398.47	654.26	446.04	1,498.77
IME - Landscaping	6,363.21	6,363.21	7,626.47	7,626.47	7,626.47	7,626.47	43,232.30
IME - Lighting	-	72.28	73.16	80.20	72.48	67.93	366.05
IME - Miscellaneous	-	-	-	-	-	96.08	96.08
IME - Water Reclaimed	-	36.51	22.82	45.64	35.21	28.26	168.44

**Myrtle Creek Improvement District**  
 Budget to Actual  
 For the Month Ending 03/31/2022

	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	YTD Actual
<b>New Operational Field Expenses</b>							
Trail Repair	-	-	-	-	-	-	-
<b>Road &amp; Street Facilities</b>							
Entry and Wall Maintenance	-	-	-	-	-	-	-
Streetlights	-	1,079.25	1,079.25	(311.85)	1,091.56	985.78	3,923.99
<b>Parks &amp; Recreation</b>							
Personnel Leasing Agreement	3,000.01	3,000.01	3,000.01	-	6,000.02	3,000.01	18,000.06
<b>Contingency</b>							
Infrastructure Capital Reserve	-	-	-	-	-	-	-
Interchange Maintenance Reserve	-	-	-	-	-	-	-
<b>Total Field Operations Expenses</b>	<u>\$ 34,791.49</u>	<u>\$ 37,628.15</u>	<u>\$ 34,931.79</u>	<u>\$ 34,958.43</u>	<u>\$ 42,121.97</u>	<u>\$ 43,378.02</u>	<u>\$ 227,809.85</u>
<b>Total Expenses</b>	<u>\$ 57,115.57</u>	<u>\$ 42,548.67</u>	<u>\$ 41,083.28</u>	<u>\$ 39,863.13</u>	<u>\$ 47,245.73</u>	<u>\$ 56,420.64</u>	<u>\$ 284,277.02</u>
<b>Income (Loss) from Operations</b>	<u>\$ 418,211.52</u>	<u>\$ (5,837.68)</u>	<u>\$ 226,867.92</u>	<u>\$ 205,834.63</u>	<u>\$ 111,242.16</u>	<u>\$ 20,715.40</u>	<u>\$ 977,033.95</u>
<b><u>Other Income (Expense)</u></b>							
Interest Income	\$ 25.50	\$ 28.41	\$ 61.34	\$ 33.47	\$ 31.07	\$ 256.54	\$ 436.33
<b>Total Other Income (Expense)</b>	<u>\$ 25.50</u>	<u>\$ 28.41</u>	<u>\$ 61.34</u>	<u>\$ 33.47</u>	<u>\$ 31.07</u>	<u>\$ 256.54</u>	<u>\$ 436.33</u>
<b>Net Income (Loss)</b>	<u><u>\$ 418,237.02</u></u>	<u><u>\$ (5,809.27)</u></u>	<u><u>\$ 226,929.26</u></u>	<u><u>\$ 205,868.10</u></u>	<u><u>\$ 111,273.23</u></u>	<u><u>\$ 20,971.94</u></u>	<u><u>\$ 977,470.28</u></u>

Myrtle Creek Improvement District  
Cash Flow

	Beg. Cash	FY21 Inflows	FY21 Outflows	FY22 Inflows	FY22 Outflows	End. Cash
10/1/2021	470,075.08	19,079.21	(38,455.34)	2,713.58	(35,195.43)	418,217.10
11/1/2021	418,217.10	166.65	(2,495.06)	215,938.17	(20,262.56)	611,564.30
12/1/2021	611,564.30	215.36	(125.00)	592,828.31	(558,238.09)	646,244.88
1/1/2022	646,244.88	-	-	624,205.00	(418,038.53)	852,411.35
2/1/2022	852,411.35	-	-	401,430.47	(234,532.17)	1,019,309.65
3/1/2022	1,019,309.65	-	-	189,081.31	(217,827.23)	990,563.73
4/1/2022	990,563.73	-	-	-	-	990,563.73 as of 04/04/2022
Totals		2,309,903.04	(2,127,193.13)	2,026,196.84	(1,491,861.01)	



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

	Amount
<b>Series 2016 Bond Issue</b>	
Original Construction Fund	\$ 513,425.32
Additions (Interest, Transfers from DSR, etc.)	219,903.16
Cumulative Draws Through Prior Month	(331,389.43)
	=====
<b>Construction Funds Available</b>	<b>\$ 401,939.05</b>
<b>Requisitions This Month</b>	
	=====
<b>Total Requisitions This Month</b>	<b>\$ -</b>
	=====
Funds Remaining	\$ 401,939.05
<b>Committed Funding</b>	
Performance Drive Phase 3 - August bid and October NTP	\$ -
	=====
<b>Total Committed</b>	<b>\$ -</b>
	=====
<b>Net Uncommitted</b>	<b>401,939.05</b>