

# **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, January 18, 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
Marsha Leed	Assistant Secretary
Kyle Scholl	Assistant Secretary

Also attending:

Jennifer Walden	PFM	(via phone)
Lynne Mullins	PFM	
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	
Matt McDermott	Construction Committee Member	

## **SECOND ORDER OF BUSINESS**

### **Public Comment Period**

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

## **THIRD ORDER OF BUSINESS**

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

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

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

#### **Consideration of Second Amended and Restated Interlocal Agreement Among the Boggy Creek Improvement District, the Myrtle Creek Improvement District, the Midtown Improvement District and the Greenway Improvement District Regarding Certain Maintenance of the Interchange**

Ms. Mackie explained that the Interlocal Agreement is to address the boundary amendment in the Greenway ID and the subsequent creation of the Midtown ID. The percentage allocation that was previously assigned to the Greenway ID has been allocated proportionately between the Greenway ID and the Midtown ID based on acreage within each district. There is no substantive change to the Agreement itself or the allocation that the Myrtle Creek ID has historically paid for Interchange maintenance expenditures. Mr. da Silva asked if the acreage in any of the areas changed. Ms. Mackie replied that the acreage at the Greenway ID and the Midtown ID is still the same cumulative amount.

On Motion by Mr. Shenai, second by Mr. da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Second Amended and Restated Interlocal Agreement Among the Boggy Creek Improvement District, the Myrtle Creek Improvement District, the Midtown Improvement District and the Greenway Improvement District Regarding Certain Maintenance of the Interchange.

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

#### **Ratification of Non-Ad Valorem Assessment Administration Agreement with Orange County Property Appraiser**

Ms. Mullins explained this is the annual Agreement the District has in place with the Property Appraiser for the tax roll. The Chairman has already executed this document, so it needs to be ratified.

On Motion by Mr. Shenai, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Non-Ad Valorem Assessment Administration Agreement with the Orange County Property Appraiser.

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

#### **Ratification of Operation and Maintenance Expenditures Paid in November 2021 in an amount totaling \$17,186.19**

The Board reviewed Operation and Maintenance Expenditures Paid in November 2021 in an amount totaling \$17,186.19. Ms. Mullins stated these have been approved and need to be ratified by the Board.

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 November 2021 in an amount totaling \$17,186.19.

## **SEVENTH ORDER OF BUSINESS**

### **Ratification of Operation and Maintenance Expenditures Paid in December 2021 in an amount totaling \$74,768.99**

The Board reviewed Operation and Maintenance Expenditures Paid in December 2021 in an amount totaling \$74,768.99. Ms. Mullins stated these have been approved and need to be ratified by the Board.

On Motion by Ms. Leed, second by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified Operation and Maintenance Expenditures Paid in December 2021 in an amount totaling \$74,768.99.

## **EIGHTH ORDER OF BUSINESS**

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

Mr. Kaufmann stated there are no Work Authorizations.

## **NINTH ORDER OF BUSINESS**

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

The Board reviewed the District's Financial Statements through December 31, 2021. Ms. Mullins noted the District has spent \$140,000.00 of the \$1,009,000.00 budget. No action is required by the Board.

## **TENTH ORDER OF BUSINESS**

### **Staff Reports**

District Counsel – No Report

District Manager – Ms. Mullins noted the next meeting is scheduled for Tuesday, February 15, 2022.

District Engineer – No Report

Construction Supervisor – No Report

District Landscape Supervisor- Mr. Shenai asked about the landscaping in front of Village Walk in the median as it looks to be lacking. Mr. Thacker replied that one of the challenges there is the reclaim and potable water boxes, as flowers in that

area could be destroyed when those boxes are serviced. Mr. Thacker and his team will take a further look at it and see if they can develop a plan to improve the appearance.

Irrigation Supervisor-


No Report

#### ELEVENTH ORDER OF BUSINESS

**Supervisor Requests &  
Adjournment**

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

On Motion by Mr. da Silva, second by Mr. Lynaugh, with all in favor, the January 18, 2022, Meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

  
Secretary/Assistant Secretary

  
Chair/Vice Chair