

# 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, March 21, 2023, 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 21, 2023, Board of Supervisors' Meeting**

### Business Matters

2. **Consideration of Arbitrage Rebate Proposals** (*provided under separate cover*)
3. **Ratification of Operation and Maintenance Expenditures Paid in February 2023 in an amount totaling \$50,851.41**
4. **Recommendation of Work Authorization/Proposed Services (if applicable)**
5. **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 21, 2023,  
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 21, 2023, at 5:00 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

Bob Da Silva	Chairman
Kyle Scholl	Assistant Secretary
John Lynaugh	Assistant Secretary
Marsha Leed	Assistant Secretary

Also attending:

Lynne Mullins	PFM	
Jorge Jimenez	PFM	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Matt McDermott	Construction Committee Member	
Larry Kaufmann	Construction Supervisor	(via phone)
Samantha Sharenow	Berman	
Katie Harmer	Berman	
Tucker Mackie	Kutak Rock	(via phone)

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Mullins noted there were no members of the public present. Ms. Mullins introduced Ms. Katie Harmer and Ms. Samantha Sharenow to the Board and explained that they are taking over for Aaron Wilbanks with Berman.

**THIRD ORDER OF BUSINESS**

**Swearing in of Newly Elected Board Member**

Ms. Mullins swore in Mr. Kyle Scholl.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
December 13, 2022, Board of  
Supervisors' Meeting**

The Board reviewed the minutes of the December 13, 2022, Board of Supervisors' Meeting.

On motion by Mr. Da Silva, seconded by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the December 13, 2022, Board of Supervisors' Meeting.

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Resolution 2023-03, Election of Officers**

Ms. Mullins stated the current slate is Bob Da Silva as Chair, Kam Shenai as Vice Chair, Jennifer Walden as Secretary, John Lynaugh, Marsha Leed, and Lynne Mullins as Assistant Secretaries, Amanda Lane as Treasurer, and Jennifer Glasgow as Assistant Treasurer. Ms. Mullins noted the Board can choose to keep the same slate or make any changes but at a minimum to add Kyle Scholl as an Assistant Secretary.

On motion by Ms. Leed, seconded by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved Resolution 2023-03, Election of Officers with Mr. Bob Da Silva as Chair, Mr. Kam Shenai as Vice Chair, Ms. Jennifer Walden as Secretary, Mr. John Lynaugh, Ms. Marsha Leed, Ms. Lynne Mullins, and Mr. Kyle Scholl as Assistant Secretaries, Ms. Amanda Lane as Treasurer, and Ms. Jennifer Glasgow as Assistant Treasurer.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Porter Services Proposal from BrightView**

Ms. Mullins stated it was brought to District staff's attention that there were multiple trash cans that were overflowing, and District staff wanted to get a quote to get those emptied on a regular basis. BrightView provided a quote and stated that it could be done monthly or as needed. It would be \$40 per service, \$30.00 for the emptying the trash cans and \$10.00 for the materials.

Discussion ensued on the plan to start using BrightView to empty the four trash cans and how often.

On motion by Mr. Da Silva, seconded by Mr. Scholl, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Porter Services Proposal from Brightview at \$40.00 per service once a month.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of BrightView Proposal for Turf Installation Due to Hog Damage**

Ms. Mullins stated this is the second time the work has been needed in this area and that Mr. McDermott relayed that the construction is done, so this shouldn't be seen again. Mr. McDermott stated this would be a ratification item as it's been done. If this is an ongoing thing, the Board obviously needs to take other measures rather than installing two pallets of sod per month. Mr. McDermott explained when the damage was first noticed in December, District staff did put out traps to try and capture and relocate them. The hogs usually come to eat the grubs, so there's some insecticide that can be used to try and deter them as well.

On motion by Mr. Scholl, seconded by Mr. Da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the BrightView Proposal for Turf Installation Due to Hog Damage in the amount of \$1,000.00.

## **EIGHTH ORDER OF BUSINESS**

### **Ratification of Operation and Maintenance Expenditures Paid in**

**December 2022 in an amount totaling  
\$78,797.81**

Ms. Mullins noted that these Operation and Maintenance Expenditures have been approved and need to be ratified by the Board.

On motion by Ms. Leed, seconded by Mr. Scholl, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures paid in December 2022 in an amount totaling \$78,797.81.

#### **NINTH ORDER OF BUSINESS**

**Ratification of Operation and  
Maintenance Expenditures Paid in  
January 2022 in an amount totaling  
\$9,903.07**

Ms. Mullins noted that these Operation and Maintenance Expenditures have been approved and need to be ratified by the Board.

On motion by Ms. Leed, seconded by Mr. Scholl, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures paid in January 2023 in an amount totaling \$9,903.07.

#### **TENTH ORDER OF BUSINESS**

**Recommendation of Work  
Authorization/Proposed Services**

Ms. Harmer stated the District has one Work Authorization for services rendered on the monument signs that are off of Narcoossee Road and Lake Nona Boulevard. The paint on the tops of the monuments is peeling, so they need to be stripped and cleaned and then primed and repainted. The monuments themselves were obviously pressure washed. She noted the pictures that are shown you can't see too much, but if you look from a bird's eye, they're peeling more on the top as well.

On motion by Mr. Scholl, seconded by Mr. Da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Work Authorization for Berman to paint the monument caps at a cost of \$1,024.00.

#### **ELEVENTH ORDER OF BUSINESS**

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

Ms. Mullins stated the financials are listed through January and the District has expenses of \$206,000.00 versus a little over \$1,000,000.00 budget, which equates to about 20% of the budget being spent so far.

Ms. Leed asked about the tree trimming being at 78% of the budget so far. Mr. McDermott stated that the tree trimming for this District is completed for the Fiscal Year.

## **TWELFTH ORDER OF BUSINESS**

### **Staff Reports**

District Counsel – No report.

District Manager – Ms. Mullins noted the next Board Meeting is March 21, 2023.

District Engineer – No report.

Construction Supervisor – Mr. Kaufmann stated the design for Performance Drive trail is moving ahead. Tavistock intends to build the trail and connect it to the trail along the existing portion of Performance Drive. Also, the design for the roundabout at the intersection of Performance Drive and Lake Nona Boulevard is ongoing, and District staff is assuming that will proceed as planned.

Mr. Da Silva asked if the Village Walk HOA had been reached out to about the easements at their gate. Mr. Newton answered that he believes Dan Young with Tavistock has been coordinating that.

Discussion ensued about the roundabout analysis.

Landscape Supervisor – Mr. McDermott stated he was hoping there would be some progress at Lake Nona Boulevard and Narcoossee Road. District staff did meet with the City of Orlando and their contractor, Arroyo Brothers. They said the game plan was for the City to finish up a little bit of work on Narcoossee Road, and then they were going to come work in the median. However, the week the City was going to get started, which would have been the week of the 6th, District staff found out the contractor for Advent Health, SDC, was going to get started on a left turn lane into Advent Health that Wednesday the 8th. Mr. McDermott noted he was out that week and when he came back nothing had happened. Unfortunately, Mr. McDermott stated the City of Orlando does not have any direct contact with SDC, so they don't have open lines of communication regarding scheduling. He did note that Narcoossee Road is finally getting paved. Also, the trails at the District's entrance are all completed, so it's very close to a point where the District can do the entrances.

Irrigation Supervisor – Ms. Harmer stated the irrigation clock issues that were approved outside the meeting will be completed by tomorrow by BrightView.

## **THIRTEENTH ORDER OF BUSINESS**

### **Supervisor Requests**

No Supervisor requests.

**FOURTEENTH ORDER OF BUSINESS****Adjournment**

On motion by Mr. Lynaugh, seconded by Mr. Scholl, with all in favor, the February 21, 2023, 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**

**Arbitrage Rebate Proposals**  
*(provided under separate cover)*



# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Operation and Maintenance Expenditures Paid in  
February 2023 in an amount totaling \$50,851.41**

# 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, 2023 through February 28, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$50,851.41**

Approval of Expenditures:

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\_\_\_\_\_ Chairman

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

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

**Myrtle Creek Improvement District**  
**AP Check Register (Current by Bank)**  
Check Dates: 2/1/2023 to 2/28/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
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<b>BANK ID: SUN - CITY NATIONAL BANK</b>					<b>001-101-0000-00-01</b>
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4272	8/23	M	AWC	Aquatic Weed Control, Inc.	\$325.00
4273	8/23	M	BCID	Boggy Creek Improv. District	\$48.40
4274	8/23	M	BERMAN	Berman Construction	\$3,440.01
4275	8/23	M	BVLS	BrightView Landscape Services	\$16,11 .99
4276	8/23	M	DAC	Digital Assurance Certificatio	\$250.00
4277	8/23	M	DONMC	Donald W. McIntosh Associates	\$187.50
4278	8/23	M	ORLSEN	Orlando Sentinel	\$223.25
4279	8/23	M	PFMGC	PFM Group Consulting	\$3,622.13
4280	8/23	M	TRUSTE	US Bank as Trustee for Myrtle	\$672,156.83
4281	8/23	M	VGLOBA	VGlobalTech	\$405.00
4282	14/23	M	AWC	Aquatic Weed Control, Inc.	\$325.00
4283	14/23	M	BVLS	BrightView Landscape Services	\$963.00
4284	14/23	M	KUTAK	Kutak Rock	\$955.65
4285	14/23	M	VGLOBA	VGlobalTech	\$135.00
4286	3	M	BVLS	BrightView Landscape Services	\$880.97
4287	3	M	PFMGC	PFM Group Consulting	\$3,541.67
4288	3	M	TRUSTE	US Bank as Trustee for Myrtle	\$100,743.26

<b>BANK SUN REGISTER TOTAL:</b>	<b>\$804,315.66</b>
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<b>GRAND TOTAL :</b>	<b>\$804,315.66</b>
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31,415.57	Checks 4272-4279, 4281-4287
772,900.09	Debt Service (checks 4280, 4288)
7,666.66	PA 565 - Dec. ICM due to Boggy Creek
3,295.18	PA 570 - OUC paid online
8,474.00	PA 570 - Jan. ICM due to Boggy Creek
823,751.50	Total cash spent
50,851.41	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 #564

12/30/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>BrightView Landscape Services</b>		
	January Landscape Maintenance	8221815	\$ 15,100.98
	Irrigation Valve Replacement Timer 3	8229454	\$ 350.00
	Irrigation Valve Replacement Timer 7	8229455	\$ 350.00
	Irrigation Valve Replacement Timer 2	8229456	\$ 350.00
	Irrigation Mainline Repairs	8229457	\$ 945.00

**TOTAL \$ 17,095.98**



Secretary/Assistant Secretary



Chairperson



1/3/23

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 8:13 am, Jan 05, 2023

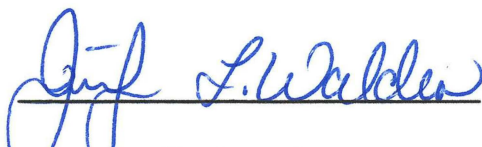
## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #565

1/6/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> January Waterway Service	79044	\$ 325.00
2	<b>Berman Construction</b> Pressure Wash Monuments/Walls January Administrator & Irrigation Specialist	33344 33523	\$ 440.00 \$ 3,000.01
3	<b>Boggy Creek Improvement District</b> December ICM Expenses	ICM2023-03	\$ 7,666.66
4	<b>PFM Group Consulting</b> November & December Billable Expenses DM Fee: January 2023	123537 DM-01-2023-32	\$ 79.89 \$ 3,541.67
5	<b>VGlobalTech</b> October Website Maintenance November Website Maintenance December Website Maintenance	4376 4451 4576	\$ 135.00 \$ 135.00 \$ 135.00

**TOTAL \$ 15,458.23**

  
Secretary/Assistant Secretary

  
Chairperson

  
1/9/23

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 1:09 pm, Jan 12, 2023

## MYRTLE CREEK IMPROVEMENT DISTRICT


### Payment Authorization #566

1/13/2023

Item No.	Payee	Invoice Number	General Fund
1	OUC Acct: 4782400001 ; Service 12/01/2022 - 01/03/2023	--	\$ 3,722.43
2	PFM Group Consulting December Reimbursables	OE-EXP-01-2023-16	\$ 0.57
TOTAL			\$ 3,723.00

  
Secretary/Assistant Secretary

  
Chairperson

  
1/16/23

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 2:09 pm, Jan 18, 2023

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #131

1/13/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 281	OSC66303800	\$ 48.40
TOTAL			\$ 48.40

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #567

1/20/2023

Item No.	Payee	Invoice Number	General Fund
1	Digital Assurance Certification Event Notices Filing	61878	\$ 250.00
2	Donald W McIntosh Associates Engineering Services Through 12/30/2022	43665	\$ 187.50
TOTAL			\$ 437.50

  
Secretary/Assistant Secretary

  
Chairperson

 1/26/23

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 10:20 am, Jan 31, 2023



## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #568

1/25/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>BrightView Landscape Services</b>		
	Wellspring Damaged Turf Replacement	5404986	\$ 907.00
	Irrigation Mainline Investigation	8251479	\$ 105.01
2	<b>Oriando Sentinel</b>		
	Legal Advertising on 01/09/2023 (Ad: 7348607)	OSC66657744	\$ 223.25
TOTAL			\$ 1,235.26

  
Secretary/Assistant Secretary

  
Chairperson

  
1/26/23

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

Received on Sunday, February 5, 2023 - ALane

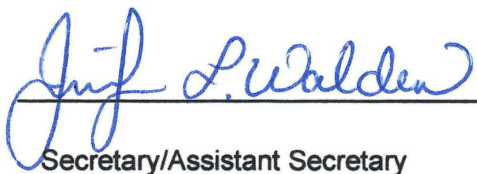
## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #569

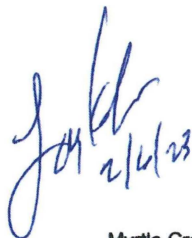
2/3/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> February Waterway Service	80091	\$ 325.00
2	<b>Berman Construction</b> February Administrator & Irrigation Specialist	34293	\$ 3,000.01
3	<b>BrightView Landscape Services</b> February Landscape Maintenance	8259104	\$ 15,100.98
	Irrigation Mainline Repairs	8273465	\$ 438.00
	Irrigation Repairs	8273482	\$ 349.99
	Irrigation Repairs	8273483	\$ 175.01
4	<b>Kutak Rock</b> General Counsel Through 12/31/2022	3170023	\$ 955.65
5	<b>VGlobalTech</b> January Website Maintenance	4660	\$ 135.00

**TOTAL \$ 20,479.64**

  
Secretary/Assistant Secretary

  
Chairperson

  
2/4/23

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

**RECEIVED**

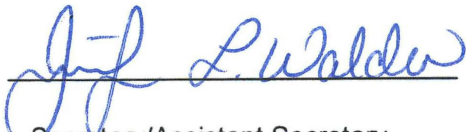
By Amanda Lane at 8:46 am, Feb 09, 2023

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #570

2/10/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> January ICM Expenses	ICM2023-04	\$ 8,474.00
2	<b>OUC</b> Acct: 4782400001 ; Service 01/03/2023 - 02/01/2023	--	\$ 3,295.18
3	<b>PFM Group Consulting</b> DM Fee: February 2023	DM-02-2023-32	\$ 3,541.67
<b>TOTAL</b>			<b>\$ 15,310.85</b>

  
Secretary/Assistant Secretary

  
Chairperson

  
2/13/23

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 8:38 am, Feb 15, 2023

## MYRTLE CREEK IMPROVEMENT DISTRICT

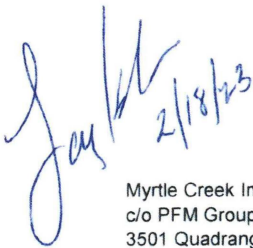
### Payment Authorization #571

2/17/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>BrightView Landscape Services</b>		
	January Irrigation Inspection	8275951	\$ 389.74
	Irrigation Mainline Repairs	8275952	\$ 491.23
TOTAL			\$ 880.97

  
Secretary/Assistant Secretary

  
Chairperson

  
2/18/23

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 4:38 pm, Feb 21, 2023

# **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 2/28/2023

	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	\$1,165,071.27				\$1,165,071.27
Money Market Account	68,895.46				68,895.46
State Board of Administration	4,102.69				4,102.69
Pond Reserve	5,000.00				5,000.00
Assessments Receivable	134,708.10				134,708.10
Deposits	4,300.00				4,300.00
General Reserve	213,550.25				213,550.25
Assessments Receivable		\$181,402.76			181,402.76
Due From Other Funds		100,743.26			100,743.26
Debt Service Reserve		338,556.82			338,556.82
Revenue		1,032,227.76			1,032,227.76
Prepayment		1,503.39			1,503.39
Accounts Receivable - Due from Developer			\$49.15		49.15
Acquisition/Construction			408,387.38		408,387.38
Total Current Assets	<u>\$1,595,627.77</u>	<u>\$1,654,433.99</u>	<u>\$408,436.53</u>	<u>\$0.00</u>	<u>\$3,658,498.29</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$1,372,287.97	\$1,372,287.97
Amount To Be Provided				13,737,712.03	13,737,712.03
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$15,110,000.00</u>	<u>\$15,110,000.00</u>
<b>Total Assets</b>	<u><u>\$1,595,627.77</u></u>	<u><u>\$1,654,433.99</u></u>	<u><u>\$408,436.53</u></u>	<u><u>\$15,110,000.00</u></u>	<u><u>\$18,768,498.29</u></u>

**Myrtle Creek Improvement District**  
Statement of Financial Position  
As of 2/28/2023

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Accounts Payable	\$19,254.49				\$19,254.49
Due To Other Governmental Units	8,232.61				8,232.61
Deferred Revenue	134,708.10				134,708.10
Deferred Revenue		\$181,402.76			181,402.76
Accounts Payable			\$49.15		49.15
Deferred Revenue			49.15		49.15
Total Current Liabilities	<u>\$162,195.20</u>	<u>\$181,402.76</u>	<u>\$98.30</u>	<u>\$0.00</u>	<u>\$343,696.26</u>
<b><u>Long Term Liabilities</u></b>					
Revenue Bonds Payable - Long-Term				\$15,110,000.00	\$15,110,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$15,110,000.00</u>	<u>\$15,110,000.00</u>
<b>Total Liabilities</b>	<u>\$162,195.20</u>	<u>\$181,402.76</u>	<u>\$98.30</u>	<u>\$15,110,000.00</u>	<u>\$15,453,696.26</u>
<b><u>Net Assets</u></b>					
Net Assets, Unrestricted	\$1,285,711.94				\$1,285,711.94
Net Assets - General Government	(409,756.02)				(409,756.02)
Current Year Net Assets - General Government	557,476.65				557,476.65
Net Assets, Unrestricted		\$1,253,347.79			1,253,347.79
Current Year Net Assets, Unrestricted		219,683.44			219,683.44
Net Assets, Unrestricted			(\$417,951.06)		(417,951.06)
Net Assets, Unrestricted			821,825.46		821,825.46
Current Year Net Assets, Unrestricted			4,463.83		4,463.83
<b>Total Net Assets</b>	<u>\$1,433,432.57</u>	<u>\$1,473,031.23</u>	<u>\$408,338.23</u>	<u>\$0.00</u>	<u>\$3,314,802.03</u>
<b>Total Liabilities and Net Assets</b>	<u>\$1,595,627.77</u>	<u>\$1,654,433.99</u>	<u>\$408,436.53</u>	<u>\$15,110,000.00</u>	<u>\$18,768,498.29</u>



**Myrtle Creek Improvement District**  
Statement of Activities  
As of 2/28/2023

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Revenues</u></b>					
On-Roll Assessments	\$802,109.44				\$802,109.44
On-Roll Assessments		\$1,080,149.35			1,080,149.35
Developer Contributions			\$206.20		206.20
Total Revenues	<u>\$802,109.44</u>	<u>\$1,080,149.35</u>	<u>\$206.20</u>	<u>\$0.00</u>	<u>\$1,882,464.99</u>
<b><u>Expenses</u></b>					
Supervisor Fees	\$3,400.00				\$3,400.00
Public Officials' Liability Insurance	3,892.00				3,892.00
Trustee Services	6,775.32				6,775.32
Management	17,708.35				17,708.35
Engineering	1,406.88				1,406.88
Dissemination Agent	250.00				250.00
Property Appraiser	2,013.69				2,013.69
District Counsel	4,626.16				4,626.16
Assessment Administration	7,500.00				7,500.00
Reamortization Schedules	125.00				125.00
Travel and Per Diem	25.40				25.40
Postage & Shipping	1.14				1.14
Legal Advertising	956.75				956.75
Miscellaneous	3.92				3.92
Meeting Room	125.83				125.83
Web Site Maintenance	540.00				540.00
Holiday Decorations	600.00				600.00
Dues, Licenses, and Fees	175.00				175.00
Electric	584.74				584.74
Entry Lighting	88.19				88.19
Water Reclaimed	11,067.04				11,067.04
Aquatic Contract	1,625.00				1,625.00
General Liability Insurance	4,458.00				4,458.00
Irrigation	8,624.07				8,624.07
Landscaping Maintenance & Material	75,702.35				75,702.35
Tree Trimming	31,500.00				31,500.00
Flower & Plant Replacement	2,025.00				2,025.00
Contingency	907.00				907.00

**Myrtle Creek Improvement District**  
**Statement of Activities**  
**As of 2/28/2023**

	<b>General Fund</b>	<b>Debt Service</b>	<b>Capital Projects Fund</b>	<b>General Long- Term Debt</b>	<b>Total</b>
IME - Aquatics Maintenance	1,315.15				1,315.15
IME - Irrigation	832.70				832.70
IME - Landscaping	36,147.05				36,147.05
IME - Lighting	298.05				298.05
IME - Miscellaneous	554.40				554.40
IME - Water Reclaimed	233.65				233.65
Entry and Wall Maintenance	440.00				440.00
Streetlights	4,258.72				4,258.72
Personnel Leasing Agreement	15,000.05				15,000.05
Principal Payments		\$610,000.00			610,000.00
Interest Payments		257,800.00			257,800.00
Legal Advertising			\$255.35		255.35
Total Expenses	<u>\$245,786.60</u>	<u>\$867,800.00</u>	<u>\$255.35</u>	<u>\$0.00</u>	<u>\$1,113,841.95</u>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income	\$1,153.81				\$1,153.81
Interest Income		\$7,333.52			7,333.52
Dividends Income		0.57			0.57
Interest Income			\$4,512.48		4,512.48
Dividends Income			0.50		0.50
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$1,153.81</u>	<u>\$7,334.09</u>	<u>\$4,512.98</u>	<u>\$0.00</u>	<u>\$13,000.88</u>
<b>Change In Net Assets</b>	<b>\$557,476.65</b>	<b>\$219,683.44</b>	<b>\$4,463.83</b>	<b>\$0.00</b>	<b>\$781,623.92</b>
<b>Net Assets At Beginning Of Year</b>	<u><b>\$875,955.92</b></u>	<u><b>\$1,253,347.79</b></u>	<u><b>\$403,874.40</b></u>	<u><b>\$0.00</b></u>	<u><b>\$2,533,178.11</b></u>
<b>Net Assets At End Of Year</b>	<u><u><b>\$1,433,432.57</b></u></u>	<u><u><b>\$1,473,031.23</b></u></u>	<u><u><b>\$408,338.23</b></u></u>	<u><u><b>\$0.00</b></u></u>	<u><u><b>\$3,314,802.03</b></u></u>

# Myrtle Creek Improvement District

Budget to Actual

For the Month Ending 02/28/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
<b>Revenues</b>					
On-Roll Assessments	\$ 802,109.44	\$ 390,967.21	\$ 411,142.23	\$ 938,321.30	85.48%
Carryforward Revenue	34,108.86	34,108.86	-	81,861.27	41.67%
<b>Net Revenues</b>	<b>\$ 836,218.30</b>	<b>\$ 425,076.07</b>	<b>\$ 411,142.23</b>	<b>\$ 1,020,182.57</b>	<b>81.97%</b>
<b>General &amp; Administrative Expenses</b>					
<b>Legislative</b>					
Supervisor Fees	\$ 3,400.00	\$ 5,000.00	\$ (1,600.00)	\$ 12,000.00	28.33%
<b>Financial &amp; Administrative</b>					
Public Officials' Liability Insurance	3,892.00	1,943.75	1,948.25	4,665.00	83.43%
Trustee Services	6,775.32	4,166.67	2,608.65	10,000.00	67.75%
Management	17,708.35	17,708.33	0.02	42,500.00	41.67%
Engineering	1,406.88	4,166.67	(2,759.79)	10,000.00	14.07%
Dissemination Agent	250.00	2,916.67	(2,666.67)	7,000.00	3.57%
Property Appraiser	2,013.69	833.33	1,180.36	2,000.00	100.68%
District Counsel	4,626.16	10,416.67	(5,790.51)	25,000.00	18.50%
Assessment Administration	7,500.00	3,125.00	4,375.00	7,500.00	100.00%
Reamortization Schedules	125.00	104.17	20.83	250.00	50.00%
Audit	-	1,666.67	(1,666.67)	4,000.00	0.00%
Arbitrage Calculation	-	375.00	(375.00)	900.00	0.00%
Travel and Per Diem	25.40	125.00	(99.60)	300.00	8.47%
Telephone	-	20.83	(20.83)	50.00	0.00%
Postage & Shipping	1.14	416.67	(415.53)	1,000.00	0.11%
Copies	-	833.33	(833.33)	2,000.00	0.00%
Legal Advertising	956.75	2,708.33	(1,751.58)	6,500.00	14.72%
Bank Fees	-	150.00	(150.00)	360.00	0.00%
Miscellaneous	3.92	3,958.34	(3,954.42)	9,500.00	0.04%
Meeting Room	125.83	166.67	(40.84)	400.00	31.46%
Office Supplies	-	104.17	(104.17)	250.00	0.00%
Property Taxes	-	1,041.67	(1,041.67)	2,500.00	0.00%
Web Site Maintenance	540.00	1,125.00	(585.00)	2,700.00	20.00%
Holiday Decorations	600.00	520.83	79.17	1,250.00	48.00%
Dues, Licenses, and Fees	175.00	72.92	102.08	175.00	100.00%
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 50,125.44</b>	<b>\$ 63,666.69</b>	<b>\$ (13,541.25)</b>	<b>\$ 152,800.00</b>	<b>32.80%</b>

# Myrtle Creek Improvement District

Budget to Actual

For the Month Ending 02/28/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
<b>Field Operations</b>					
<b>Electric Utility Services</b>					
Electric	\$ 431.72	\$ 625.00	\$ (193.28)	\$ 1,500.00	28.78%
Entry Lighting	88.19	208.33	(120.14)	500.00	17.64%
<b>Water-Sewer Combination Services</b>					
Water Reclaimed	9,645.01	8,333.33	1,311.68	20,000.00	48.23%
<b>Stormwater Control</b>					
Aquatic Contract	1,625.00	1,666.67	(41.67)	4,000.00	40.63%
Lake/Pond Repair Reserve	-	2,083.33	(2,083.33)	5,000.00	0.00%
<b>Other Physical Environment</b>					
General Liability Insurance	4,458.00	1,875.00	2,583.00	4,500.00	99.07%
Property & Casualty Insurance	-	708.33	(708.33)	1,700.00	0.00%
Auto Insurance	-	208.33	(208.33)	500.00	0.00%
Irrigation Repairs	7,798.77	18,750.00	(10,951.23)	45,000.00	17.33%
Landscaping Maintenance & Material					
District Landscaping	60,914.95	109,823.80	(48,908.85)	263,577.12	23.11%
Gateway Road Landscaping	197.45	197.45	-	473.88	41.67%
Tree Trimming	31,500.00	16,666.67	14,833.33	40,000.00	78.75%
Flower & Plant Replacement	2,025.00	20,833.33	(18,808.33)	50,000.00	4.05%
Contingency	907.00	35,693.83	(34,786.83)	85,665.18	1.06%
Pest Control	-	1,170.83	(1,170.83)	2,810.00	0.00%
Hurricane Cleanup	-	20,833.33	(20,833.33)	50,000.00	0.00%
<b>Interchange Maintenance Expenses</b>					
IME - Aquatics Maintenance	1,315.15	1,391.25	(76.10)	3,339.00	39.39%
IME - Irrigation Repairs	832.70	1,312.50	(479.80)	3,150.00	26.43%
IME - Landscaping	36,147.05	36,147.04	0.01	86,752.89	41.67%
IME - Landscape Improvements	-	5,250.00	(5,250.00)	12,600.00	0.00%
IME - Lighting	298.05	525.00	(226.95)	1,260.00	23.65%
IME - Miscellaneous	554.40	2,625.00	(2,070.60)	6,300.00	8.80%
IME - Water Reclaimed	233.65	656.25	(422.60)	1,575.00	14.83%
<b>New Operational Field Expenses</b>					
Trail Repair	-	6,250.00	(6,250.00)	15,000.00	0.00%
<b>Road &amp; Street Facilities</b>					
Entry and Wall Maintenance	440.00	4,166.67	(3,726.67)	10,000.00	4.40%
Streetlights	4,258.72	6,250.00	(1,991.28)	15,000.00	28.39%
<b>Parks &amp; Recreation</b>					
Personnel Leasing Agreement	15,000.05	15,000.00	0.05	36,000.00	41.67%
<b>Reserves</b>					
Infrastructure Capital Reserve	-	8,333.33	(8,333.33)	20,000.00	0.00%
Interchange Maintenance Reserve	-	983.33	(983.33)	2,360.00	0.00%
<b>Total Field Operations Expenses</b>	<b>\$ 178,670.86</b>	<b>\$ 328,567.93</b>	<b>\$ (149,897.07)</b>	<b>\$ 788,563.07</b>	<b>22.66%</b>

# Myrtle Creek Improvement District

Budget to Actual

For the Month Ending 02/28/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
<b><u>Wellspring Blvd./Performance Drive Expense</u></b>					
Irrigation Repairs	\$ 825.30	\$ 3,333.33	\$ (2,508.03)	\$ 8,000.00	10.32%
Landscaping	14,589.95	14,924.79	(334.84)	35,819.50	40.73%
Flower & Plant Replacement	-	4,166.67	(4,166.67)	10,000.00	0.00%
Lighting	153.02	8,208.33	(8,055.31)	19,700.00	0.78%
Miscellaneous	-	1,458.33	(1,458.33)	3,500.00	0.00%
Water Reclaimed	1,422.03	1,041.67	380.36	2,500.00	56.88%
<b>Total Wellspring Blvd./Performance Drive Expenses</b>	<b>\$ 16,990.30</b>	<b>\$ 33,133.12</b>	<b>\$ (16,142.82)</b>	<b>\$ 79,519.50</b>	<b>21.37%</b>
<b>Total Expenses</b>	<b>\$ 245,786.60</b>	<b>\$ 425,367.74</b>	<b>\$ (179,581.14)</b>	<b>\$ 1,020,882.57</b>	<b>24.08%</b>
<b>Income (Loss) from Operations</b>	<b>\$ 590,431.70</b>	<b>\$ (291.67)</b>	<b>\$ 590,723.37</b>	<b>\$ (700.00)</b>	
<b>Other Income (Expense)</b>					
Interest Income	\$ 1,153.81	\$ 291.67	\$ 862.14	\$ 700.00	164.83%
<b>Total Other Income (Expense)</b>	<b>\$ 1,153.81</b>	<b>\$ 291.67</b>	<b>\$ 862.14</b>	<b>\$ 700.00</b>	<b>164.83%</b>
<b>Net Income (Loss)</b>	<b>\$ 591,585.51</b>	<b>\$ -</b>	<b>\$ 591,585.51</b>	<b>\$ -</b>	

**Myrtle Creek Improvement District**  
Budget to Actual  
For the Month Ending 02/28/2023

	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	YTD Actual
<b>Revenues</b>						
On-Roll Assessments	\$ -	\$ 60,977.57	\$ 167,183.04	\$ 246,969.04	\$ 326,979.79	\$ 802,109.44
Carryforward Revenue	6,821.77	6,821.78	6,821.77	6,821.77	6,821.77	34,108.86
<b>Net Revenues</b>	<b>\$ 6,821.77</b>	<b>\$ 67,799.35</b>	<b>\$ 174,004.81</b>	<b>\$ 253,790.81</b>	<b>\$ 333,801.56</b>	<b>\$ 836,218.30</b>
<b>General &amp; Administrative Expenses</b>						
<b>Legislative</b>						
Supervisor Fees	\$ -	\$ 1,800.00	\$ 800.00	\$ -	\$ 800.00	\$ 3,400.00
<b>Financial &amp; Administrative</b>						
Public Officials' Liability Insurance	3,892.00	-	-	-	-	3,892.00
Trustee Services	-	6,775.32	-	-	-	6,775.32
Management	3,541.67	-	7,083.34	3,541.67	3,541.67	17,708.35
Engineering	-	-	1,219.38	187.50	-	1,406.88
Dissemination Agent	-	-	-	250.00	-	250.00
Property Appraiser	-	-	-	-	2,013.69	2,013.69
District Counsel	-	-	3,317.01	-	1,309.15	4,626.16
Assessment Administration	7,500.00	-	-	-	-	7,500.00
Reamortization Schedules	-	125.00	-	-	-	125.00
Audit	-	-	-	-	-	-
Arbitrage Calculation	-	-	-	-	-	-
Travel and Per Diem	-	-	17.80	7.60	-	25.40
Telephone	-	-	-	-	-	-
Postage & Shipping	-	-	0.57	0.57	-	1.14
Copies	-	-	-	-	-	-
Legal Advertising	-	249.50	484.00	223.25	-	956.75
Bank Fees	0.20	(0.20)	-	-	-	-
Miscellaneous	-	0.97	0.98	0.99	0.98	3.92
Meeting Room	-	-	53.54	72.29	-	125.83
Office Supplies	-	-	-	-	-	-
Property Taxes	-	-	-	-	-	-
Web Site Maintenance	-	-	-	405.00	135.00	540.00
Holiday Decorations	-	-	600.00	-	-	600.00
Dues, Licenses, and Fees	175.00	-	-	-	-	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 15,108.87</b>	<b>\$ 8,950.59</b>	<b>\$ 13,576.62</b>	<b>\$ 4,688.87</b>	<b>\$ 7,800.49</b>	<b>\$ 50,125.44</b>
<b>Field Operations</b>						
<b>Electric Utility Services</b>						
Electric	\$ -	\$ 105.41	\$ 107.80	\$ 110.88	\$ 107.63	\$ 431.72
Entry Lighting	-	19.52	19.52	23.87	25.28	88.19
<b>Water-Sewer Combination Services</b>						
Water Reclaimed	-	3,042.39	2,759.30	2,075.15	1,768.17	9,645.01
<b>Stormwater Control</b>						
Aquatic Contract	325.00	325.00	325.00	325.00	325.00	1,625.00
Lake/Pond Repair Reserve	-	-	-	-	-	-
<b>Other Physical Environment</b>						
General Liability Insurance	4,458.00	-	-	-	-	4,458.00
Property & Casualty Insurance	-	-	-	-	-	-
Auto Insurance	-	-	-	-	-	-
Irrigation	-	-	5,849.79	105.01	1,843.97	7,798.77

**Myrtle Creek Improvement District**  
Budget to Actual  
For the Month Ending 02/28/2023

	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	YTD Actual
Landscaping Maintenance & Material						
District Landscaping	-	24,365.98	24,365.98	-	12,182.99	60,914.95
Gateway Road Landscaping	39.49	39.49	39.49	39.49	39.49	197.45
Tree Trimming	-	31,500.00	-	-	-	31,500.00
Flower & Plant Replacement	-	875.00	1,150.00	-	-	2,025.00
Contingency	-	-	-	907.00	-	907.00
Pest Control	-	-	-	-	-	-
Hurricane Cleanup	-	-	-	-	-	-
<b>Interchange Maintenance Expenses</b>						
IME - Aquatics Maintenance	263.03	263.03	263.03	263.03	263.03	1,315.15
IME - Irrigation	-	-	-	832.70	-	832.70
IME - Landscaping	7,229.41	7,229.41	7,229.41	7,229.41	7,229.41	36,147.05
IME - Landscape Improvements	-	-	-	-	-	-
IME - Lighting	-	64.38	70.39	85.90	77.38	298.05
IME - Miscellaneous	-	-	-	-	554.40	554.40
IME - Water Reclaimed	-	76.94	64.34	23.47	68.90	233.65
<b>New Operational Field Expenses</b>						
Trail Repair	-	-	-	-	-	-
<b>Road &amp; Street Facilities</b>						
Entry and Wall Maintenance	-	-	-	440.00	-	440.00
Streetlights	-	1,056.30	1,056.30	1,073.06	1,073.06	4,258.72
<b>Parks &amp; Recreation</b>						
Personnel Leasing Agreement	3,000.01	3,000.01	3,000.01	3,000.01	3,000.01	15,000.05
<b>Contingency</b>						
Infrastructure Capital Reserve	-	-	-	-	-	-
Interchange Maintenance Reserve	-	-	-	-	-	-
<b>Total Field Operations Expenses</b>	<b>\$ 15,314.94</b>	<b>\$ 71,962.86</b>	<b>\$ 46,300.36</b>	<b>\$ 16,533.98</b>	<b>\$ 28,558.72</b>	<b>\$ 178,670.86</b>
<b><u>Wellspring Blvd./Performance Drive Expenses</u></b>						
Irrigation Repairs	\$ -	\$ -	\$ 825.30	\$ -	\$ -	\$ 825.30
Landscaping	-	5,835.98	5,835.98	-	2,917.99	14,589.95
Flower & Plant Replacement	-	-	-	-	-	-
Lighting	-	37.94	38.06	38.72	38.30	153.02
Miscellaneous	-	-	-	-	-	-
Water Reclaimed	-	517.29	223.22	399.76	281.76	1,422.03
<b>Total Wellspring Blvd./Performance Drive Expenses</b>	<b>\$ -</b>	<b>\$ 6,391.21</b>	<b>\$ 6,922.56</b>	<b>\$ 438.48</b>	<b>\$ 3,238.05</b>	<b>\$ 16,990.30</b>
<b>Total Expenses</b>	<b>\$ 30,423.81</b>	<b>\$ 87,304.66</b>	<b>\$ 66,799.54</b>	<b>\$ 21,661.33</b>	<b>\$ 39,597.26</b>	<b>\$ 245,786.60</b>
<b>Income (Loss) from Operations</b>	<b>\$ (23,602.04)</b>	<b>\$ (19,505.31)</b>	<b>\$ 107,205.27</b>	<b>\$ 232,129.48</b>	<b>\$ 294,204.30</b>	<b>\$ 590,431.70</b>
<b><u>Other Income (Expense)</u></b>						
Interest Income	\$ 41.47	\$ 42.51	\$ 963.67	\$ 52.86	\$ 53.30	\$ 1,153.81
<b>Total Other Income (Expense)</b>	<b>\$ 41.47</b>	<b>\$ 42.51</b>	<b>\$ 963.67</b>	<b>\$ 52.86</b>	<b>\$ 53.30</b>	<b>\$ 1,153.81</b>
<b>Net Income (Loss)</b>	<b>\$ (23,560.57)</b>	<b>\$ (19,462.80)</b>	<b>\$ 108,168.94</b>	<b>\$ 232,182.34</b>	<b>\$ 294,257.60</b>	<b>\$ 591,585.51</b>

Myrtle Creek Improvement District  
Cash Flow

Beg. Cash		FY22 Inflows	FY22 Outflows	FY23 Inflows	FY23 Outflows	End. Cash
					-	
9/1/2022	702,977.87	5,596.22	(78,298.26)	-	(8,350.00)	621,925.83
10/1/2022	621,925.83	12,921.80	(66,357.64)	7.89	(8,000.00)	560,497.88
11/1/2022	560,497.88	-	(2,107.50)	145,500.50	(57,375.76)	646,515.12
12/1/2022	646,515.12	-	-	393,342.81	(327,921.27)	711,936.66
1/1/2023	711,936.66	-	-	579,560.01	(68,028.87)	1,223,467.80
2/1/2023	1,223,467.80	-	-	765,354.97	(823,751.50)	1,165,071.27
3/1/2023	1,165,071.27	-	-	-	(18,345.99)	1,146,725.28 as of 03/09/2023
Totals		2,249,894.17	(2,131,389.58)	1,883,766.18	(1,311,773.39)	



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

	Amount
<b>Series 2016 Bond Issue</b>	
Original Construction Fund	\$ 513,425.32
Additions (Interest, Transfers from DSR, etc.)	226,351.49
Cumulative Draws Through Prior Month	(331,389.43)
	=====
<b>Construction Funds Available</b>	<b>\$ 408,387.38</b>
<b>Requisitions This Month</b>	
	=====
<b>Total Requisitions This Month</b>	<b>\$ -</b>
	=====
Funds Remaining	\$ 408,387.38
<b>Committed Funding</b>	
Performance Drive Phase 3 - August bid and October NTP	\$ -
	=====
<b>Total Committed</b>	<b>\$ -</b>
	=====
<b>Net Uncommitted</b>	<b>408,387.38</b>