

# 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, May 9, 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 April 18, 2023, Board of Supervisors' Meeting**
- 2. **Letter from Supervisor of Elections – Orange County**

### Business Matters

- 3. **Recognition of Supervisor Shenai by Congressman Darren Soto in Honor of Asian American and Pacific Islander Heritage Month**
- 4. **Discussion of Construction Committee Members**
- 5. **Consideration of Resolution 2023-04, Approving a Preliminary Budget for Fiscal Year 2024 and Setting a Public Hearing Date [suggested date of August 15, 2023]**
- 6. **Consideration of Pest Control Proposals**
- 7. **Ratification of Operation and Maintenance Expenditures Paid in April 2023 in an amount totaling \$39,597.11**
- 8. **Recommendation of Work Authorization/Proposed Services (if applicable)**
- 9. **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 April 18, 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, April 18, 2023, at 5:00 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

Bob Da Silva	Chairman	(joined @ 5:02 pm)
Kyle Scholl	Assistant Secretary	
John Lynaugh	Assistant Secretary	
Marsha Leed	Assistant Secretary	
Kam Shenai	Vice Chairman	

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Matt McDermott	Construction Committee Member	
Larry Kaufmann	Construction Supervisor	(via phone)
Tucker Mackie	Kutak Rock	
Katie Harmer	Berman	(via phone)

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Walden noted there were no members of the public present.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
March 21, 2023, Board of  
Supervisors' Meeting**

The Board reviewed the minutes of the March 21, 2023, Board of Supervisors' Meeting.

On motion by Mr. Shenai, seconded by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the March 21, 2023, Board of Supervisors' Meeting.

**FOURTH ORDER OF BUSINESS**

**Review of Fiscal Year 2024  
Operations & Maintenance Budget**

Ms. Walden stated no action is required on this item, but District staff wanted to provide the budget for the Board to review and give feedback. The Board will be adopting the proposed budget at the next meeting.

Discussion ensued regarding the landscaping budget and the need for trail repairs.

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

#### **Review and Acceptance of Arbitrage Rebate Report for the Series 2016A Bonds**

Ms. Walden stated Arbitrage Rebate Counselors, LLC provided the report and they indicated there's no cumulative rebatable arbitrage liability as of September 14, 2021. The Board will need to accept this report for the record.

Ms. Leed asked about an item in the report that listed the District earned \$91,000.00 less on its investments during a computation period. Ms. Mackie responded that is a good thing because if the District is earning arbitrage on the Bonds, then the District is making money by continuing to sit on proceeds above the tax exempt rate. That's not money that the District would be allowed to keep as it would need to be provided to the IRS.

On motion by Ms. Leed, seconded by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District accepted the Arbitrage Rebate Report for the Series 2016A Bonds.

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

#### **Ratification of Operation and Maintenance Expenditures Paid in March 2023 in an amount totaling \$58,093.18**

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

On motion by Mr. Scholl, seconded by Mr. Lynaugh, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures paid in March 2023 in an amount totaling \$58,093.18.

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

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

Mr. Kaufmann stated there were no Work Authorizations.

#### **EIGHTH ORDER OF BUSINESS**

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

Ms. Walden stated the financials are listed through March and the District has expenses of \$284,000.00 versus a little over \$1,000,000.00 budget. This equates to about 28% of the budget being spent so far.

Mr. Scholl stated that he supports the idea that the District needs to spend money on safety items like trail improvements. He asked if there is room in the budget to commission a local artist to decorate Lake Nona Boulevard now that a lot of the construction has been done. The Board discussed this idea and if it is something Tavistock or other entities would like to be involved with. Mr. Shenai stated he has been communicating with Craig Collin at Tavistock about artwork in the District, and it is something they are looking into. Ms. Mackie noted the District has the ability to make enhancements and use the funds available for such items, but it's the City's right-of-way, and the permit currently only allows the District to maintain existing landscaping and irrigation. The District would have to involve the City to the extent that the District would be locating something that from a traffic perspective might be problematic given its location. Further discussion ensued regarding areas of placement of potential items.

## **NINTH ORDER OF BUSINESS**

### **Staff Reports**

#### District Counsel –

No report.

#### District Manager –

Ms. Walden stated the next scheduled meeting is the second Tuesday of the month, which is May 9, 2023. Mr. Shenai, Ms. Leed and Mr. Da Silva all confirmed they would be in attendance.

Ms. Leed asked about the \$400,000.00 that is in the account for the ponds. Ms. Mackie replied that the Boggy Creek ID Board approved a Work Authorization today for new metes and bounds descriptions so that the land can be acquired. It's anticipated that at the June meeting the acquisition item will come back to the Board.

Ms. Walden noted the District has the Construction Committee Meetings that meet every other week at the District Engineer's office. District staff is changing locations to be held at the Tavistock office and will move forward with meeting only once a month. The meetings will be held on May 4, 2023, June 15, 2023, July 13, 2023, August 10, 2023, and September 7, 2023.

#### District Engineer –

Mr. Newton stated the update for the Performance Drive project and the roundabout on Lake Nona Boulevard is that they are in review by the City.

#### Construction Supervisor –

No report.

#### Landscape Supervisor –

Mr. McDermott stated for the Narcoossee entrance, the Advent Health Contractor finally moved in and started doing their work. There have been three broken irrigation issues already. He noted that he will bring an update to the June meeting as he is not sure the work will be done by the May meeting date. That update will include a fully thought-out proposal and price, which he will be looking for the Board's approval to use those funds.

Mr. McDermott stated for maintenance, District staff will be reaching out to BrightView a little more often as there's a lot of sod issues both in the median and on the east side of the road.

Mr. Shenai mentioned the floodlight on the monument being out for five months and is concerned about why the light can't be replaced. Mr. McDermott responded that it's not the District's property and the District doesn't have authorization to change it. Discussion ensued regarding solutions to this item. District staff stated they will continue to follow up with OUC regarding getting the issue fixed.

Irrigation Supervisor — No report.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

No Supervisor requests.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On motion by Mr. Shenai, seconded by Mr. Lynaugh, with all in favor, the April 18, 2023, Meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

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

\_\_\_\_\_  
**Chair/Vice Chair**

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Letter from Supervisor of Elections  
– Orange County**

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**BILL COWLES**  
Supervisor of Elections  
Orange County, Florida

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OUR MISSION IS TO:  
*Ensure the integrity of the electoral process.  
Enhance public confidence.  
Encourage citizen participation.*

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April 15, 2023

Jennifer Walden, Senior District Manager  
Myrtle Creek Improvement District  
PFM Group Consulting LLC  
3501 Quandrangle Boulevard, Suite 270  
Orlando FL 32817

Dear Ms. Walden:

Per the requirements of Chapter 190.006, Florida Statutes, the Orange County Supervisor of Elections Office Mapping Department has determined the number of registered voters in the Improvement District as of **April 15, 2023**. Our research is based on the most recent legal description provided to us by the District Office.

As of **April 15, 2023**, there are **2,454 registered voters** in the  
Myrtle Creek Improvement District

A map and list of addresses can be provided upon request. If you have any questions or corrections, please contact the Mapping Department at 407-254-6554.

Sincerely,

Mapping Department  
Orange County Supervisor of Elections  
Phone: 407-254-6554  
119 W. Kaley St  
Orlando, FL 32806  
soemapping@ocfelections.gov



# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Recognition of Supervisor Shenai  
by Congressman Darren Soto in Honor of Asian  
American and Pacific Islander Heritage Month**

**Jennifer Walden**

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**Subject:** FW: Sharing news

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“Congratulations!

As we celebrate Asian American and Pacific Islander Heritage Month, Congressman Darren Soto would like to acknowledge the accomplishments of several community leaders across Central Florida who are doing great work to help our community.

We have seen the work you are doing, and the Congressman has selected you as one of the honorees for this month.

This distinction means that your biography will be read into the congressional record by Congressman Soto.

We will be hosting an in-person ceremony with Congressman Soto on Friday, May 26th. Please reply to this email to RSVP to this event.

We look forward to seeing you soon and thank you for your leadership within the community.

Julian Duque<sup>FL-09</sup> Press Secretary | Congressman Darren Soto (FL-09)

Sent from my iPhone

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Discussion of  
Construction Committee Members**

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Resolution 2023-04,  
Approving a Preliminary Budget for Fiscal Year  
2024 and Setting a Public Hearing Date**

## RESOLUTION 2023-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MYRTLE CREEK IMPROVEMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Myrtle Creek Improvement District ("**District**") prior to June 15, 2023, proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2023, and ending September 30, 2024 ("**Fiscal Year 2023/2024**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: \_\_\_\_\_, 2023

HOUR: \_\_\_\_\_ p.m.

LOCATION: Courtyard Orlando Lake Nona  
6955 Lake Nona Blvd.  
Orlando, Florida 32827

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S).** The District Manager is hereby directed to submit a copy of the Proposed Budget to the local general-purpose governments at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this

Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF MAY 2023.**

ATTEST:

**MYRTLE CREEK IMPROVEMENT DISTRICT**

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

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Proposed Budget

## EXHIBIT A

**Myrtle Creek Improvement District**  
FY 2024 Proposed O&M Budget

	Actual Through 04/30/2023	Anticipated 05/2023 - 09/2023	Anticipated Total FY 2023	FY 2023 Adopted Budget	FY 2024 Proposed Budget
<b><u>Revenues</u></b>					
On-Roll Assessments	\$ 878,409.28	\$ 59,912.02	\$ 938,321.30	\$ 858,801.80	\$ 858,801.80
Wellspring Assessments	-	-	-	79,519.50	79,519.50
Other Income & Other Financing Sources	631.24	-	631.24	-	-
Carryforward Revenue	47,752.41	34,108.86	81,861.27	81,861.27	84,522.75
<b>Net Revenues</b>	<b>\$ 926,792.93</b>	<b>\$ 94,020.88</b>	<b>\$ 1,020,813.81</b>	<b>\$ 1,020,182.57</b>	<b>\$ 1,022,844.06</b>
<b><u>General &amp; Administrative Expenses</u></b>					
<b>Legislative</b>					
Supervisor Fees	\$ 5,200.00	\$ 5,000.00	\$ 10,200.00	\$ 12,000.00	\$ 12,000.00
<b>Financial &amp; Administrative</b>					
Public Officials' Liability Insurance	3,892.00	-	3,892.00	4,665.00	4,665.00
Trustee Services	6,775.32	-	6,775.32	10,000.00	7,000.00
Management	24,791.69	17,708.31	42,500.00	42,500.00	46,750.00
Engineering	2,773.92	7,226.08	10,000.00	10,000.00	10,000.00
Disclosure	250.00	1,500.00	1,750.00	7,000.00	1,800.00
Property Appraiser	2,013.69	-	2,013.69	2,000.00	2,500.00
District Counsel	8,333.86	16,666.14	25,000.00	25,000.00	25,000.00
Assessment Administration	7,500.00	-	7,500.00	7,500.00	7,500.00
Reamortization Schedules	125.00	125.00	250.00	250.00	250.00
Audit	-	3,625.00	3,625.00	4,000.00	4,000.00
Arbitrage Calculation	1,750.00	-	1,750.00	900.00	900.00
Travel and Per Diem	39.48	260.52	300.00	300.00	300.00
Telephone	-	50.00	50.00	50.00	50.00
Postage & Shipping	7.98	992.02	1,000.00	1,000.00	1,000.00
Copies	-	2,000.00	2,000.00	2,000.00	2,000.00
Legal Advertising	1,626.50	4,873.50	6,500.00	6,500.00	6,500.00
Bank Fees	-	360.00	360.00	360.00	360.00
Miscellaneous	5.88	9,494.12	9,500.00	9,500.00	9,500.00
Meeting Room	190.08	209.92	400.00	400.00	800.00
Office Supplies	245.00	-	245.00	250.00	270.00
Property Taxes	-	-	-	2,500.00	-
Web Site Maintenance	1,845.00	1,275.00	3,120.00	2,700.00	2,700.00
Holiday Decorations	600.00	-	600.00	1,250.00	1,000.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 68,140.40</b>	<b>\$ 71,365.61</b>	<b>\$ 139,506.01</b>	<b>\$ 152,800.00</b>	<b>\$ 147,020.00</b>



**Myrtle Creek Improvement District**  
FY 2024 Proposed O&M Budget

	Actual Through 04/30/2023	Anticipated 05/2023 - 09/2023	Anticipated Total FY 2023	FY 2023 Adopted Budget	FY 2024 Proposed Budget
<b><u>Field Operations</u></b>					
<b>Electric Utility Services</b>					
Electric	\$ 642.93	\$ 857.07	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Entry Lighting	139.45	360.55	500.00	500.00	500.00
<b>Water-Sewer Combination Services</b>					
Water Reclaimed	13,545.37	9,675.25	23,220.62	20,000.00	25,000.00
<b>Stormwater Control</b>					
Aquatic Contract	2,275.00	1,625.00	3,900.00	4,000.00	3,900.00
Lake/Pond Repair Reserve	-	5,000.00	5,000.00	5,000.00	5,000.00
<b>Other Physical Environment</b>					
General Liability Insurance	4,458.00	-	4,458.00	4,500.00	4,750.00
Property & Casualty Insurance	-	-	-	1,700.00	1,700.00
Auto Insurance	-	-	-	500.00	100.00
Irrigation Repairs	10,528.48	34,471.52	45,000.00	45,000.00	45,000.00
Landscaping Maintenance & Material					
District Landscaping	85,280.93	178,296.19	263,577.12	263,577.12	263,577.12
Gateway Road Landscaping	276.43	197.45	473.88	473.88	473.88
Tree Trimming	31,500.00	8,500.00	40,000.00	40,000.00	40,000.00
Flower & Plant Replacement	2,025.00	47,975.00	50,000.00	50,000.00	50,000.00
Contingency	907.00	84,758.18	85,665.18	85,665.18	85,665.18
Pest Control	1,405.00	1,405.00	2,810.00	2,810.00	2,810.00
Hurricane Cleanup	-	50,000.00	50,000.00	50,000.00	50,000.00
<b>Interchange Maintenance Expenses</b>					
IME - Aquatics Maintenance	1,841.21	1,497.79	3,339.00	3,339.00	3,339.00
IME - Irrigation Repairs	1,160.77	1,989.23	3,150.00	3,150.00	3,150.00
IME - Landscaping	50,605.87	36,147.02	86,752.89	86,752.89	90,444.38
IME - Landscape Improvements	-	12,600.00	12,600.00	12,600.00	12,600.00
IME - Lighting	445.21	814.79	1,260.00	1,260.00	1,260.00
IME - Miscellaneous	650.48	5,649.52	6,300.00	6,300.00	6,300.00
IME - Water Reclaimed	551.20	1,023.80	1,575.00	1,575.00	1,575.00
<b>New Operational Field Expenses</b>					
Trail Repair	-	15,000.00	15,000.00	15,000.00	15,000.00
<b>Road &amp; Street Facilities</b>					
Entry and Wall Maintenance	1,464.00	8,536.00	10,000.00	10,000.00	10,000.00
Streetlights	6,404.84	8,595.16	15,000.00	15,000.00	15,000.00
<b>Parks &amp; Recreation</b>					
Personnel Leasing Agreement	21,000.07	14,999.93	36,000.00	36,000.00	36,000.00
<b>Reserves</b>					
Infrastructure Capital Reserve	-	20,000.00	20,000.00	20,000.00	20,000.00
Interchange Maintenance Reserve	-	2,360.00	2,360.00	2,360.00	2,360.00
<b>Total Field Operations Expenses</b>	<b>\$ 237,107.24</b>	<b>\$ 552,334.45</b>	<b>\$ 789,441.69</b>	<b>\$ 788,563.07</b>	<b>\$ 797,004.56</b>
<b><u>Wellspring Blvd./Performance Drive Expenses</u></b>					
Irrigation Repairs	\$ 825.30	\$ 7,174.70	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Landscaping	20,425.93	15,393.57	35,819.50	35,819.50	36,036.00
Flower & Plant Replacement	-	10,000.00	10,000.00	10,000.00	10,000.00
Lighting	229.77	19,470.23	19,700.00	19,700.00	18,483.50
Miscellaneous	-	3,500.00	3,500.00	3,500.00	3,500.00
Water Reclaimed	2,086.35	1,490.25	3,576.60	2,500.00	3,500.00
<b>Total Wellspring Blvd./Performance Drive Expenses</b>	<b>\$ 23,567.35</b>	<b>\$ 57,028.75</b>	<b>\$ 80,596.10</b>	<b>\$ 79,519.50</b>	<b>\$ 79,519.50</b>
<b>Total Expenses</b>	<b>\$ 328,814.99</b>	<b>\$ 680,728.81</b>	<b>\$ 1,009,543.80</b>	<b>\$ 1,020,882.57</b>	<b>\$ 1,023,544.06</b>
<b>Income (Loss) from Operations</b>	<b>\$ 597,977.94</b>	<b>\$ (586,707.93)</b>	<b>\$ 11,270.01</b>	<b>\$ (700.00)</b>	<b>\$ (700.00)</b>
<b>Other Income (Expense)</b>					
Interest Income	\$ 10,432.88	\$ 245.72	\$ 10,678.60	\$ 700.00	\$ 700.00
<b>Total Other Income (Expense)</b>	<b>\$ 10,432.88</b>	<b>\$ 245.72</b>	<b>\$ 10,678.60</b>	<b>\$ 700.00</b>	<b>\$ 700.00</b>
<b>Net Income (Loss)</b>	<b>\$ 608,410.82</b>	<b>\$ (586,462.21)</b>	<b>\$ 21,948.61</b>	<b>\$ -</b>	<b>\$ -</b>

Myrtle Creek Improvement District  
FY 2023 Proposed Debt Service Budget  
Series 2016A Special Assessment Bonds

	FY 2024 Proposed Budget
REVENUES:	
Special Assessments Series 2016A	\$ 1,490,400.00
TOTAL REVENUES	<u>\$ 1,490,400.00</u>
EXPENDITURES:	
Series 2016A - Interest 11/01/2023	\$ 232,200.00
Series 2016A - Principal 05/01/2024	810,000.00
Series 2016A - Interest 05/01/2024	232,200.00
TOTAL EXPENDITURES	<u>\$ 1,274,400.00</u>
EXCESS REVENUES	<u>\$ 216,000.00</u>
Series 2016A - Interest 11/01/2024	\$ 216,000.00

# Myrtle Creek Improvement District

## Budget Item Descriptions

### FY 2023 – 2024

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#### *Revenues*

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##### **On-Roll Assessments**

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected via the tax collector are referred to as “On-Roll Assessments.”

##### **Wellspring Assessments**

On-Roll Assessments collected from properties listed in the Wellspring portion of the District.

##### **Carryforward Revenue**

Unused income from a prior year which is available as cash for the current year.

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#### *General & Administrative Expenses*

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##### **Supervisor Fees**

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

##### **Public Officials’ Liability Insurance**

Supervisors’ and Officers’ liability insurance.

##### **Trustee Services**

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the district trust accounts.

##### **Management**

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” of the Management Agreement.

# Myrtle Creek Improvement District

## Budget Item Descriptions

### FY 2023 – 2024

#### **Engineering**

The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.

#### **Disclosure**

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the District Manager provides to the trustee and bond holders.

#### **Property Appraiser**

Cost incurred for a copy of the annual parcel listing for parcels within the District from the county.

#### **District Counsel**

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

#### **Assessment Administration**

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

#### **Reamortization Schedules**

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

#### **Audit**

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

#### **Arbitrage Calculation**

Annual computations are necessary to calculate arbitrage rebate liability to ensure the District's compliance with all tax regulations.

#### **Travel and Per Diem**

Travel to and from meetings as related to the District.

#### **Telephone**

Telephone and fax machine services as related to the District.

Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2023 – 2024

**Postage & Shipping**

Mail, overnight deliveries, correspondence, etc.

**Copies**

Printing and binding Board agenda packages, letterhead, envelopes, and copies.

**Legal Advertising**

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

**Bank Fees**

Bank fees associated with the services the District uses with the bank (e.g. remote deposit capture, positive pay, wire transfers, ACH payments, monthly maintenance, etc.).

**Miscellaneous**

Other general & administrative expenses incurred throughout the year.

**Meeting Room**

Fee associated with renting a meeting room for monthly Board meetings.

**Office Supplies**

General office supplies associated with the District.

**Web Site Maintenance**

Website maintenance fee.

**Holiday Decorations**

District decorations for the holidays.

**Dues, Licenses & Fees**

The District is required to pay an annual fee to the Department of Economic Opportunity.

Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2023 – 2024

---

*Field Operations Expenses*

---

*Electric Utility Services*

**Electric**

The District pays for electric meters used on District-owned roads.

**Entry Lighting**

Lighting charges for District entryways.

*Water-Sewer Combination Services*

**Water Reclaimed**

Water used for irrigation

*Stormwater Control*

**Aquatic Contract**

Contracted services for maintenance of aquatic areas within the District.

**Lake/Pond Repair Reserve**

Funds reserved for lake and pond repairs.

*Other Physical Environment*

**General Liability Insurance**

General liability insurance.

**Property & Casualty Insurance**

Insurance to protect property and cover casualty.

**Auto Insurance**

Insurance to protect the automobiles owned by the District.

**Irrigation Repairs**

Inspection and repair of irrigation systems.

Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2023 – 2024

**District Landscaping Maintenance & Material**

Contracted landscaping within the boundaries of the District.

**Gateway Road Landscaping Maintenance & Material**

Contracted landscaping on Gateway Road.

**Tree Trimming**

Trimming of trees on District property.

**Flower & Plant Replacement**

Purchase of materials and labor to replace flowers and plants within the District.

**Contingency**

Other Field Operations expenses incurred throughout the year.

**Pest Control**

Pest control services.

**Hurricane Cleanup**

Funds set aside to assist with any cleanup needed from a hurricane or funds needed to pay a hurricane-related insurance deductible.

***Interchange Maintenance Expenses***

**IME – Aquatics Maintenance**

Pond maintenance as it relates to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Midtown Improvement District each chip in for the remainder.

**IME – Irrigation Repairs**

Irrigation repairs as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Midtown Improvement District each chip in for the remainder.

**IME – Landscaping**

Landscaping services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Midtown Improvement District each chip in for the remainder.

# Myrtle Creek Improvement District

## Budget Item Descriptions

### FY 2023 – 2024

#### **IME – Landscape Improvements**

Landscape improvement services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Midtown Improvement District each chip in for the remainder.

#### **IME – Lighting**

Lighting services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Midtown Improvement District each chip in for the remainder.

#### **IME – Miscellaneous**

Other interchange expenses as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Midtown Improvement District each chip in for the remainder.

#### **IME – Water Reclaimed**

Water reclaimed services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Midtown Improvement District each chip in for the remainder.

#### ***New Operational Field Expenses***

##### **Trail Repair**

Expenses related to repairing the trail within the District.

#### ***Road & Street Facilities***

##### **Entry and Wall Maintenance**

Maintenance of entrance(s) and walls within the District.

##### **Streetlights**

Streetlighting expenses within the District.

#### ***Parks & Recreation***

##### **Personnel Leasing Agreement**

The lease of outside personnel per signed agreement.

#### ***Reserves***

##### **Infrastructure Capital Reserve**

Funds reserved for infrastructure capital repairs/maintenance/replacement. These funds are kept in a separate bank account.



Myrtle Creek Improvement District  
Budget Item Descriptions  
FY 2023 – 2024

**Interchange Maintenance Reserve**

Funds reserved for interchange maintenance/repairs. These funds are kept in a separate bank account.

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*Wellspring Blvd./Performance Drive Expenses*

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**Irrigation Repairs**

Inspection and repair of irrigation systems within Wellspring Boulevard or Performance Drive.

**Landscaping**

Landscaping services within Wellspring Boulevard or Performance Drive.

**Flower & Plant Replacement**

Flower or plant replacement expenses within Wellspring Boulevard or Performance Drive.

**Lighting**

Lighting expenses within Wellspring Boulevard or Performance Drive.

**Miscellaneous**

Miscellaneous expenses within Wellspring Boulevard or Performance Drive.

**Water Reclaimed**

Reclaimed water expenses within Wellspring Boulevard or Performance Drive.

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*Other Income (Expense)*

---

**Interest Income**

Income from interest earnings.

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

## **Pest Control Proposals**

# Fire Ant Treatment Quotes

	Fire Ant Control	Massey	Tru Green
MCID	\$2,810.00	\$2,510.00	\$0.00
Notes	Current Vendor		Passed on bidding

Current Budget Amount

\$2,810



customer@MasseyServices.com  
MasseyServices.com • 1-888-2MASSEY (262-7739)

# Landscape Renovation & Irrigation Agreement

TAVISTOCK FIRE ANT CONTROL  
First Name MI Last Name

myrtle Creek District  
Address of Treated Structure

ORLANDO FL 32827  
City State Zip County

E-mail Address

Primary Phone (Mobile/Work/Home)

Billing Address (if different)

Alternate Phone (Mobile/Work/Home)

City State Zip County

Massey Services Address/Phone

## Service(s) to be Performed

<input type="checkbox"/> Sodding	<input type="checkbox"/> Plugging	<input type="checkbox"/> Soil Conditioning	<input type="checkbox"/> Plant Installation	<input type="checkbox"/> Irrigation Installation	<input type="checkbox"/> Irrigation Repair	<input type="checkbox"/> Irrigation Maintenance	<input checked="" type="checkbox"/> FIRE ANT CONTROL
\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ 1255 per treatment
SQ FT _____	SQ FT _____	SQ FT _____					

☐ **Irrigation Maintenance:** We are on your property quarterly to provide the following services for your irrigation system:

### IRRIGATION MAINTENANCE Service Including:

- Quarterly Irrigation Inspection
- Check, Set and Adjust Timer
- Adjustments/Cleaning of Sprinkler Heads
- Preferred customer pricing on repairs (Estimates will be provided for all repairs)

### Irrigation Specifications:

# of Heads \_\_\_\_\_  
# of Zones \_\_\_\_\_  
Timer Location \_\_\_\_\_

Areas that need repair by customer:  
(see inspection graph and renovation agreement):

### Pricing Agreement:

Initial Repair Service \$ \_\_\_\_\_  
Quarterly Service Charge \$ \_\_\_\_\_  
First Year Annual Amount \$ \_\_\_\_\_  
5% Pay in Advance Discount \$ (\_\_\_\_\_)  
Discounted Annual Amount \$ \_\_\_\_\_

## Scope of Work (see attached Landscape Graph for Details)

FIRE ANT CONTROL 2x per year  
LAKE NONA BLVD (from 417 to Narcoossee Rd)  
LOWER GATEWAY LOOP ROAD TO USTA

## Maintenance Services

Irrigation															
Other															

In consideration for work to be performed as itemized above and subject to the General Terms and Conditions recorded below, the undersigned agrees to make payment as follows:

INITIAL TREATMENT \$ \_\_\_\_\_  
OTHER SERVICES \$ \_\_\_\_\_  
TAX \_\_\_\_\_ % \$ \_\_\_\_\_  
TOTAL AMOUNT DUE TOTAL ANNUAL \$ 2,510  
LESS DOWN PAYMENT \$ \_\_\_\_\_  
BALANCE DUE UPON COMPLETION \$ \_\_\_\_\_

### Credit Card, ACH/Electronic Funds Transfer, & Autopay Authorization\* (Details on back)

Acct Type: ☐ Checking ☐ Savings ☐ Credit Card \_\_\_\_\_

Financial Institution/City/St \_\_\_\_\_

Name on Card/Acct: \_\_\_\_\_

CC# \_\_\_\_\_ exp date \_\_\_\_\_

ABA/Transit# \_\_\_\_\_ Acct# \_\_\_\_\_

Use for: ☐ Regular Svcs ☐ Renewals ☐ Initial Only

Customer Approval to Debit Acct and/or Charge Card as indicated above and for the amounts shown in Service Charges.

1. This Service Agreement is for the services indicated above and covers the areas identified on the Inspection Graph.
2. This Service Agreement does not constitute warranty against loss of plant material from improper cultural habits, natural decline due to age, or adverse weather conditions such as drought, freeze or flooding.
3. The guarantee on installed equipment is through the manufacturer warranty and will be replaced by Massey Services if it is within the specified warranty period and broken through normal wear and tear.

You, the Buyer, can cancel this transaction at any time prior to midnight of the third business day after the date of this transaction, by giving written notice of cancellation by registered mail to MASSEY SERVICES, INC. FOR CC/ACH: Customer agrees to notify Massey Services in writing if any change occurs with the credit card or bank account or at least 30 days prior to the intent to cancel and/or revoke this authorization. Notifications need to be sent to Massey Services, Inc., Attn: Accounts Receivable, 315 Groveland Street, Orlando, FL 32804. For additional information, please call 1.888.262.7739 (M-F, 8am-8pm EST) or email us at customer@masseyservices.com.

Customer Signature/Date

Dean Koch  
Massey Services Representative/Date

GM Approval/Date

SERVICE CENTER COPY

# **MYRTLE CREEK IMPROVEMENT DISTRICT**

**Operation and Maintenance Expenditures Paid in  
April 2023 in an amount totaling \$39,597.11**

# 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 April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$39,597.11**

Approval of Expenditures:

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\_\_\_\_\_ Chairman

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

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

**Myrtle Creek Improvement District**  
**AP Check Register (Current by Bank)**  
Check Dates: 4/1/2023 to 4/30/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: SUN - CITY NATIONAL BANK</b>					<b>001-101-0000-00-01</b>
4312	04/04/23	M	ORLSEN	Orlando Sentinel	\$223.25
4313	04/17/23	M	TRUSTE	US Bank as Trustee for Myrtle	\$64,815.21
4314	04/21/23	M	BCID	Boggy Creek Improv. District	\$48.40
4315	04/21/23	M	TRUSTE	US Bank as Trustee for Myrtle	\$37,932.90
4316	04/27/23	M	ARC	Arbitrage Rebate Counselors	\$1,750.00
4317	04/27/23	M	AWC	Aquatic Weed Control, Inc.	\$325.00
4318	04/27/23	M	BERMAN	Berman Construction	\$3,000.01
4319	04/27/23	M	BVLS	BrightView Landscape Services	\$17,199.45
4320	04/27/23	M	DONMC	Donald W. McIntosh Associates	\$571.02
4321	04/27/23	M	PFMGC	PFM Group Consulting	\$3,541.67
4322	04/27/23	M	VGLOBA	VGlobalTech	\$1,305.00
<b>BANK SUN REGISTER TOTAL:</b>					<b>\$130,711.91</b>
<b>GRAND TOTAL :</b>					<b>\$130,711.91</b>

27,963.80	Checks 4312, 4314, 4316-4322
102,748.11	Checks 4313, 4315 - Debt Service
7,775.99	PA 578 - Mar. ICM due to Boggy Creek
3,857.32	PA 578 - OUC paid online
142,345.22	Total cash spent
39,597.11	O&M cash spent

\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ) ; "A" - Application; "E" - EFT

## MYRTLE CREEK IMPROVEMENT DISTRICT

### Funding Request #133

3/17/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>Boggy Creek Improvement District</b> Reimbursement for Construction-Related Legal Advertising on Req 288	OSC69248993	\$ 48.40
TOTAL			\$ 48.40



## MYRTLE CREEK IMPROVEMENT DISTRICT

### Payment Authorization #577

3/31/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>Orlando Sentinel</b> Legal Advertising on 03/13/2023 (Ad: 7392472)	OSC69963223	\$ 223.25
TOTAL			\$ 223.25

  
Secretary/Assistant Secretary

  
Chairperson

  
4/3/23

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 8:32 am, Apr 03, 2023

# MYRTLE CREEK IMPROVEMENT DISTRICT

## Payment Authorization #578

4/14/2023

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> April Waterway Service	82196	\$ 325.00
2	<b>Arbitrage Rebate Counselors</b> 5-Year Arbitrage Report for 09/2016 - 09/2021	--	\$ 1,750.00
3	<b>Berman Construction</b> April Administrator & Irrigation Specialist	35669	\$ 3,000.01
4	<b>Boggy Creek Improvement District</b> March ICM Expenses	ICM2023-06	\$ 7,775.99
5	<b>BrightView Landscape Services</b> Timer Replacements April Landscape Maintenance	8295445 8343200	\$ 2,098.47 \$ 15,100.98
6	<b>Donald W McIntosh Associates</b> Engineering Services Through 03/24/2023	44009	\$ 571.02
7	<b>OUC</b> Acct: 4782400001 ; Service 03/01/2023 - 04/03/2023	--	\$ 3,857.32
8	<b>PFM Group Consulting</b> DM Fee: April 2023	DM-04-2023-32	\$ 3,541.67
9	<b>VGlobalTech</b> Jul. - Sep. 2022 Quarterly ADA Audits Oct. - Dec. 2022 Quarterly ADA Audits Feb. 2023 Website Maintenance Mar. 2023 Website Maintenance Jan. - Mar. 2023 Quarterly ADA Audits Apr. 2023 Website Maintenance	4298 4549 4751 4823 4872 4964	\$ 300.00 \$ 300.00 \$ 135.00 \$ 135.00 \$ 300.00 \$ 135.00

**TOTAL \$ 39,325.46**

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 8:07 am, Apr 26, 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 4/30/2023

	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	\$1,153,611.29				\$1,153,611.29
Money Market Account	68,906.04				68,906.04
State Board of Administration	4,136.71				4,136.71
Pond Reserve	5,000.00				5,000.00
Assessments Receivable	58,408.26				58,408.26
Deposits	4,300.00				4,300.00
General Reserve	213,583.04				213,583.04
Assessments Receivable		\$78,654.65			78,654.65
Due From Other Funds		37,932.90			37,932.90
Debt Service Reserve		340,801.79			340,801.79
Revenue		1,203,807.91			1,203,807.91
Prepayment		1,503.39			1,503.39
Accounts Receivable - Due from Developer			\$720.15		720.15
Acquisition/Construction			411,095.39		411,095.39
Total Current Assets	<u>\$1,507,945.34</u>	<u>\$1,662,700.64</u>	<u>\$411,815.54</u>	<u>\$0.00</u>	<u>\$3,582,461.52</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$1,546,113.09	\$1,546,113.09
Amount To Be Provided				13,563,886.91	13,563,886.91
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>\$1,507,945.34</u></u>	<u><u>\$1,662,700.64</u></u>	<u><u>\$411,815.54</u></u>	<u><u>\$15,110,000.00</u></u>	<u><u>\$18,692,461.52</u></u>

**Myrtle Creek Improvement District**  
Statement of Financial Position  
As of 4/30/2023

	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	\$4,746.02				\$4,746.02
Due To Other Governmental Units	8,176.73				8,176.73
Deferred Revenue	58,408.26				58,408.26
Deferred Revenue		\$78,654.65			78,654.65
Accounts Payable			\$720.15		720.15
Deferred Revenue			720.15		720.15
Total Current Liabilities	<u>\$71,331.01</u>	<u>\$78,654.65</u>	<u>\$1,440.30</u>	<u>\$0.00</u>	<u>\$151,425.96</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><u>\$71,331.01</u></u>	<u><u>\$78,654.65</u></u>	<u><u>\$1,440.30</u></u>	<u><u>\$15,110,000.00</u></u>	<u><u>\$15,261,425.96</u></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	560,658.41				560,658.41
Net Assets, Unrestricted		\$1,253,347.79			1,253,347.79
Current Year Net Assets, Unrestricted		330,698.20			330,698.20
Net Assets, Unrestricted			(\$417,951.06)		(417,951.06)
Net Assets, Unrestricted			821,825.46		821,825.46
Current Year Net Assets, Unrestricted			6,500.84		6,500.84
<b>Total Net Assets</b>	<u><u>\$1,436,614.33</u></u>	<u><u>\$1,584,045.99</u></u>	<u><u>\$410,375.24</u></u>	<u><u>\$0.00</u></u>	<u><u>\$3,431,035.56</u></u>
<b>Total Liabilities and Net Assets</b>	<u><u>\$1,507,945.34</u></u>	<u><u>\$1,662,700.64</u></u>	<u><u>\$411,815.54</u></u>	<u><u>\$15,110,000.00</u></u>	<u><u>\$18,692,461.52</u></u>

**Myrtle Creek Improvement District**  
Statement of Activities  
As of 4/30/2023

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
<b><u>Revenues</u></b>					
On-Roll Assessments	\$878,409.28				\$878,409.28
Other Income & Other Financing Sources	631.24				631.24
On-Roll Assessments		\$1,182,897.46			1,182,897.46
Developer Contributions			\$303.75		303.75
Total Revenues	<u>\$879,040.52</u>	<u>\$1,182,897.46</u>	<u>\$303.75</u>	<u>\$0.00</u>	<u>\$2,062,241.73</u>
<b><u>Expenses</u></b>					
Supervisor Fees	\$5,200.00				\$5,200.00
Public Officials' Liability Insurance	3,892.00				3,892.00
Trustee Services	6,775.32				6,775.32
Management	24,791.69				24,791.69
Engineering	2,773.92				2,773.92
Disclosure	250.00				250.00
Property Appraiser	2,013.69				2,013.69
District Counsel	8,333.86				8,333.86
Assessment Administration	7,500.00				7,500.00
Reamortization Schedules	125.00				125.00
Arbitrage Calculation	1,750.00				1,750.00
Travel and Per Diem	39.48				39.48
Postage & Shipping	7.98				7.98
Legal Advertising	1,626.50				1,626.50
Miscellaneous	5.88				5.88
Meeting Room	190.08				190.08
Office Supplies	245.00				245.00
Web Site Maintenance	1,845.00				1,845.00
Holiday Decorations	600.00				600.00
Dues, Licenses, and Fees	175.00				175.00
Electric	872.70				872.70
Entry Lighting	139.45				139.45
Water Reclaimed	15,631.72				15,631.72
Aquatic Contract	2,275.00				2,275.00
General Liability Insurance	4,458.00				4,458.00
Irrigation	11,353.78				11,353.78
Landscaping Maintenance & Material	105,983.29				105,983.29
Tree Trimming	31,500.00				31,500.00

**Myrtle Creek Improvement District**  
Statement of Activities  
As of 4/30/2023

	General Fund	Debt Service	Capital Projects Fund	General Long-Term Debt	Total
Flower & Plant Replacement	2,025.00				2,025.00
Contingency	907.00				907.00
IME - Aquatics Maintenance	1,841.21				1,841.21
IME - Irrigation	1,160.77				1,160.77
IME - Landscaping	50,605.87				50,605.87
IME - Lighting	445.21				445.21
IME - Miscellaneous	650.48				650.48
IME - Water Reclaimed	551.20				551.20
Pest Control	1,405.00				1,405.00
Entry and Wall Maintenance	1,464.00				1,464.00
Streetlights	6,404.84				6,404.84
Personnel Leasing Agreement	21,000.07				21,000.07
Principal Payments		\$610,000.00			610,000.00
Interest Payments		257,800.00			257,800.00
District Counsel			\$671.00		671.00
Legal Advertising			352.90		352.90
Total Expenses	<u>\$328,814.99</u>	<u>\$867,800.00</u>	<u>\$1,023.90</u>	<u>\$0.00</u>	<u>\$1,197,638.89</u>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income	\$10,432.88				\$10,432.88
Interest Income		\$15,600.17			15,600.17
Dividends Income		0.57			0.57
Interest Income			\$7,220.49		7,220.49
Dividends Income			0.50		0.50
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$10,432.88</u>	<u>\$15,600.74</u>	<u>\$7,220.99</u>	<u>\$0.00</u>	<u>\$33,254.61</u>
<b>Change In Net Assets</b>	\$560,658.41	\$330,698.20	\$6,500.84	\$0.00	\$897,857.45
<b>Net Assets At Beginning Of Year</b>	<u>\$875,955.92</u>	<u>\$1,253,347.79</u>	<u>\$403,874.40</u>	<u>\$0.00</u>	<u>\$2,533,178.11</u>
<b>Net Assets At End Of Year</b>	<u><u>\$1,436,614.33</u></u>	<u><u>\$1,584,045.99</u></u>	<u><u>\$410,375.24</u></u>	<u><u>\$0.00</u></u>	<u><u>\$3,431,035.56</u></u>



# Myrtle Creek Improvement District

Budget to Actual

For the Month Ending 4/30/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
<b><u>Revenues</u></b>					
On-Roll Assessments	\$ 878,409.28	\$ 547,354.09	\$ 331,055.19	\$ 938,321.30	93.61%
Other Income & Other Financing Sources	631.24	-	631.24	-	
Carryforward Revenue	47,752.41	47,752.41	-	81,861.27	58.33%
<b>Net Revenues</b>	<b>\$ 926,792.93</b>	<b>\$ 595,106.50</b>	<b>\$ 331,686.43</b>	<b>\$ 1,020,182.57</b>	<b>90.85%</b>
<b><u>General &amp; Administrative Expenses</u></b>					
<b>Legislative</b>					
Supervisor Fees	\$ 5,200.00	\$ 7,000.00	\$ (1,800.00)	\$ 12,000.00	43.33%
<b>Financial &amp; Administrative</b>					
Public Officials' Liability Insurance	3,892.00	2,721.25	1,170.75	4,665.00	83.43%
Trustee Services	6,775.32	5,833.33	941.99	10,000.00	67.75%
Management	24,791.69	24,791.67	0.02	42,500.00	58.33%
Engineering	2,773.92	5,833.33	(3,059.41)	10,000.00	27.74%
Disclosure	250.00	4,083.33	(3,833.33)	7,000.00	3.57%
Property Appraiser	2,013.69	1,166.67	847.02	2,000.00	100.68%
District Counsel	8,333.86	14,583.33	(6,249.47)	25,000.00	33.34%
Assessment Administration	7,500.00	4,375.00	3,125.00	7,500.00	100.00%
Reamortization Schedules	125.00	145.83	(20.83)	250.00	50.00%
Audit	-	2,333.33	(2,333.33)	4,000.00	0.00%
Arbitrage Calculation	1,750.00	525.00	1,225.00	900.00	194.44%
Travel and Per Diem	39.48	175.00	(135.52)	300.00	13.16%
Telephone	-	29.17	(29.17)	50.00	0.00%
Postage & Shipping	7.98	583.33	(575.35)	1,000.00	0.80%
Copies	-	1,166.67	(1,166.67)	2,000.00	0.00%
Legal Advertising	1,626.50	3,791.67	(2,165.17)	6,500.00	25.02%
Bank Fees	-	210.00	(210.00)	360.00	0.00%
Miscellaneous	5.88	5,541.65	(5,535.77)	9,500.00	0.06%
Meeting Room	190.08	233.33	(43.25)	400.00	47.52%
Office Supplies	245.00	145.83	99.17	250.00	98.00%
Property Taxes	-	1,458.33	(1,458.33)	2,500.00	0.00%
Web Site Maintenance	1,845.00	1,575.00	270.00	2,700.00	68.33%
Holiday Decorations	600.00	729.17	(129.17)	1,250.00	48.00%
Dues, Licenses, and Fees	175.00	102.08	72.92	175.00	100.00%
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 68,140.40</b>	<b>\$ 89,133.30</b>	<b>\$ (20,992.90)</b>	<b>\$ 152,800.00</b>	<b>44.59%</b>

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 4/30/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
<b>Field Operations</b>					
<b>Electric Utility Services</b>					
Electric	\$ 642.93	\$ 875.00	\$ (232.07)	\$ 1,500.00	42.86%
Entry Lighting	139.45	291.67	(152.22)	500.00	27.89%
<b>Water-Sewer Combination Services</b>					
Water Reclaimed	13,545.37	11,666.67	1,878.70	20,000.00	67.73%
<b>Stormwater Control</b>					
Aquatic Contract	2,275.00	2,333.33	(58.33)	4,000.00	56.88%
Lake/Pond Repair Reserve	-	2,916.67	(2,916.67)	5,000.00	0.00%
<b>Other Physical Environment</b>					
General Liability Insurance	4,458.00	2,625.00	1,833.00	4,500.00	99.07%
Property & Casualty Insurance	-	991.67	(991.67)	1,700.00	0.00%
Auto Insurance	-	291.67	(291.67)	500.00	0.00%
Irrigation Repairs	10,528.48	26,250.00	(15,721.52)	45,000.00	23.40%
Landscaping Maintenance & Material					
District Landscaping	85,280.93	153,753.32	(68,472.39)	263,577.12	32.36%
Gateway Road Landscaping	276.43	276.43	-	473.88	58.33%
Tree Trimming	31,500.00	23,333.33	8,166.67	40,000.00	78.75%
Flower & Plant Replacement	2,025.00	29,166.67	(27,141.67)	50,000.00	4.05%
Contingency	907.00	49,971.36	(49,064.36)	85,665.18	1.06%
Pest Control	1,405.00	1,639.17	(234.17)	2,810.00	50.00%
Hurricane Cleanup	-	29,166.67	(29,166.67)	50,000.00	0.00%
<b>Interchange Maintenance Expenses</b>					
IME - Aquatics Maintenance	1,841.21	1,947.75	(106.54)	3,339.00	55.14%
IME - Irrigation Repairs	1,160.77	1,837.50	(676.73)	3,150.00	36.85%
IME - Landscaping	50,605.87	50,605.85	0.02	86,752.89	58.33%
IME - Landscape Improvements	-	7,350.00	(7,350.00)	12,600.00	0.00%
IME - Lighting	445.21	735.00	(289.79)	1,260.00	35.33%
IME - Miscellaneous	650.48	3,675.00	(3,024.52)	6,300.00	10.33%
IME - Water Reclaimed	551.20	918.75	(367.55)	1,575.00	35.00%
<b>New Operational Field Expenses</b>					
Trail Repair	-	8,750.00	(8,750.00)	15,000.00	0.00%
<b>Road &amp; Street Facilities</b>					
Entry and Wall Maintenance	1,464.00	5,833.33	(4,369.33)	10,000.00	14.64%
Streetlights	6,404.84	8,750.00	(2,345.16)	15,000.00	42.70%
<b>Parks &amp; Recreation</b>					
Personnel Leasing Agreement	21,000.07	21,000.00	0.07	36,000.00	58.33%
<b>Reserves</b>					
Infrastructure Capital Reserve	-	11,666.67	(11,666.67)	20,000.00	0.00%
Interchange Maintenance Reserve	-	1,376.67	(1,376.67)	2,360.00	0.00%
<b>Total Field Operations Expenses</b>	<b>\$ 237,107.24</b>	<b>\$ 459,995.15</b>	<b>\$ (222,887.91)</b>	<b>\$ 788,563.07</b>	<b>30.07%</b>

# Myrtle Creek Improvement District

Budget to Actual  
For the Month Ending 4/30/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
<b><u>Wellspring Blvd./Performance Drive Expense</u></b>					
Irrigation Repairs	\$ 825.30	\$ 4,666.67	\$ (3,841.37)	\$ 8,000.00	10.32%
Landscaping	20,425.93	20,894.71	(468.78)	35,819.50	57.02%
Flower & Plant Replacement	-	5,833.33	(5,833.33)	10,000.00	0.00%
Lighting	229.77	11,491.67	(11,261.90)	19,700.00	1.17%
Miscellaneous	-	2,041.67	(2,041.67)	3,500.00	0.00%
Water Reclaimed	2,086.35	1,458.33	628.02	2,500.00	83.45%
<b>Total Wellspring Blvd./Performance Drive Expenses</b>	<b>\$ 23,567.35</b>	<b>\$ 46,386.38</b>	<b>\$ (22,819.03)</b>	<b>\$ 79,519.50</b>	<b>29.64%</b>
<b>Total Expenses</b>	<b>\$ 328,814.99</b>	<b>\$ 595,514.83</b>	<b>\$ (266,699.84)</b>	<b>\$ 1,020,882.57</b>	<b>32.21%</b>
<b>Income (Loss) from Operations</b>	<b>\$ 597,977.94</b>	<b>\$ (408.33)</b>	<b>\$ 598,386.27</b>	<b>\$ (700.00)</b>	
<b>Other Income (Expense)</b>					
Interest Income	\$ 10,432.88	\$ 408.33	\$ 10,024.55	\$ 700.00	1490.41%
<b>Total Other Income (Expense)</b>	<b>\$ 10,432.88</b>	<b>\$ 408.33</b>	<b>\$ 10,024.55</b>	<b>\$ 700.00</b>	<b>1490.41%</b>
<b>Net Income (Loss)</b>	<b>\$ 608,410.82</b>	<b>\$ -</b>	<b>\$ 608,410.82</b>	<b>\$ -</b>	

**Myrtle Creek Improvement District**  
Budget to Actual  
For the Month Ending 4/30/2023

	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	YTD Actual
<b><u>Revenues</u></b>								
On-Roll Assessments	\$ -	\$ 60,977.57	\$ 167,183.04	\$ 246,969.04	\$ 326,979.79	\$ 48,131.20	\$ 28,168.64	\$ 878,409.28
Other Income & Other Financing Sources	-	-	-	-	-	-	631.24	631.24
Carryforward Revenue	6,821.77	6,821.78	6,821.77	6,821.77	6,821.77	6,821.78	6,821.77	47,752.41
<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>\$ 54,952.98</b>	<b>\$ 35,621.65</b>	<b>\$ 926,792.93</b>
<b><u>General &amp; Administrative Expenses</u></b>								
<b>Legislative</b>								
Supervisor Fees	\$ -	\$ 1,800.00	\$ 800.00	\$ -	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 5,200.00
<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	3,541.67	3,541.67	24,791.69
Engineering	-	-	1,219.38	187.50	-	796.02	571.02	2,773.92
Disclosure	-	-	-	250.00	-	-	-	250.00
Property Appraiser	-	-	-	-	2,013.69	-	-	2,013.69
District Counsel	-	-	3,317.01	-	1,309.15	894.50	2,813.20	8,333.86
Assessment Administration	7,500.00	-	-	-	-	-	-	7,500.00
Reamortization Schedules	-	125.00	-	-	-	-	-	125.00
Audit	-	-	-	-	-	-	-	-
Arbitrage Calculation	-	-	-	-	-	-	1,750.00	1,750.00
Travel and Per Diem	-	-	17.80	7.60	-	-	14.08	39.48
Telephone	-	-	-	-	-	-	-	-
Postage & Shipping	-	-	0.57	0.57	-	6.84	-	7.98
Copies	-	-	-	-	-	-	-	-
Legal Advertising	-	249.50	484.00	223.25	-	446.50	223.25	1,626.50
Bank Fees	0.20	(0.20)	-	-	-	-	-	-
Miscellaneous	-	0.97	0.98	0.99	0.98	0.98	0.98	5.88
Meeting Room	-	-	53.54	72.29	-	-	64.25	190.08
Office Supplies	-	-	-	-	-	245.00	-	245.00
Property Taxes	-	-	-	-	-	-	-	-
Web Site Maintenance	-	-	-	405.00	135.00	-	1,305.00	1,845.00
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>\$ 6,731.51</b>	<b>\$ 11,283.45</b>	<b>\$ 68,140.40</b>
<b><u>Field Operations</u></b>								
<b>Electric Utility Services</b>								
Electric	\$ -	\$ 105.41	\$ 107.80	\$ 110.88	\$ 107.63	\$ 104.53	\$ 106.68	\$ 642.93
Entry Lighting	-	19.52	19.52	23.87	25.28	24.99	26.27	139.45
<b>Water-Sewer Combination Services</b>								
Water Reclaimed	-	3,042.39	2,759.30	2,075.15	1,768.17	1,677.80	2,222.56	13,545.37
<b>Stormwater Control</b>								
Aquatic Contract	325.00	325.00	325.00	325.00	325.00	325.00	325.00	2,275.00
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	-	2,729.71	10,528.48

**Myrtle Creek Improvement District**  
Budget to Actual  
For the Month Ending 4/30/2023

	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	YTD Actual
Landscaping Maintenance & Material								
District Landscaping	-	24,365.98	24,365.98	-	12,182.99	12,182.99	12,182.99	85,280.93
Gateway Road Landscaping	39.49	39.49	39.49	39.49	39.49	39.49	39.49	276.43
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	-	-	-	-	-	1,405.00	-	1,405.00
Hurricane Cleanup	-	-	-	-	-	-	-	-
<b>Interchange Maintenance Expenses</b>								
IME - Aquatics Maintenance	263.03	263.03	263.03	263.03	263.03	263.03	263.03	1,841.21
IME - Irrigation	-	-	-	832.70	-	-	328.07	1,160.77
IME - Landscaping	7,229.41	7,229.41	7,229.41	7,229.41	7,229.41	7,229.41	7,229.41	50,605.87
IME - Landscape Improvements	-	-	-	-	-	-	-	-
IME - Lighting	-	64.38	70.39	85.90	77.38	71.69	75.47	445.21
IME - Miscellaneous	-	-	-	-	554.40	96.08	-	650.48
IME - Water Reclaimed	-	76.94	64.34	23.47	68.90	76.29	241.26	551.20
<b>New Operational Field Expenses</b>								
Trail Repair	-	-	-	-	-	-	-	-
<b>Road &amp; Street Facilities</b>								
Entry and Wall Maintenance	-	-	-	440.00	-	1,024.00	-	1,464.00
Streetlights	-	1,056.30	1,056.30	1,073.06	1,073.06	1,073.06	1,073.06	6,404.84
<b>Parks &amp; Recreation</b>								
Personnel Leasing Agreement	3,000.01	3,000.01	3,000.01	3,000.01	3,000.01	3,000.01	3,000.01	21,000.07
<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>\$ 28,593.37</b>	<b>\$ 29,843.01</b>	<b>\$ 237,107.24</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	2,917.99	2,917.99	20,425.93
Flower & Plant Replacement	-	-	-	-	-	-	-	-
Lighting	-	37.94	38.06	38.72	38.30	38.17	38.58	229.77
Miscellaneous	-	-	-	-	-	-	-	-
Water Reclaimed	-	517.29	223.22	399.76	281.76	275.13	389.19	2,086.35
<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>\$ 3,231.29</b>	<b>\$ 3,345.76</b>	<b>\$ 23,567.35</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>\$ 38,556.17</b>	<b>\$ 44,472.22</b>	<b>\$ 328,814.99</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>\$ 16,396.81</b>	<b>\$ (8,850.57)</b>	<b>\$ 597,977.94</b>
<b><u>Other Income (Expense)</u></b>								
Interest Income	\$ 41.47	\$ 42.51	\$ 963.67	\$ 52.86	\$ 53.30	\$ 9,226.83	\$ 52.24	\$ 10,432.88
<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>\$ 9,226.83</b>	<b>\$ 52.24</b>	<b>\$ 10,432.88</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>\$ 25,623.64</b>	<b>\$ (8,798.33)</b>	<b>\$ 608,410.82</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	-	-	122,182.72	(58,093.18)	1,229,160.81
4/1/2023	1,229,160.81	-	-	66,795.70	(142,345.22)	1,153,611.29
5/1/2023	1,153,611.29	-	-	-	-	1,153,611.29 as of 05/04/2023
Totals		2,249,894.17	(2,131,389.58)	2,072,744.60	(1,493,865.80)	

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

	Amount
<b>Series 2016 Bond Issue</b>	
Original Construction Fund	\$ 513,425.32
Additions (Interest, Transfers from DSR, etc.)	229,059.50
Cumulative Draws Through Prior Month	(331,389.43)
	=====
<b>Construction Funds Available</b>	<b>\$ 411,095.39</b>
<b>Requisitions This Month</b>	
	=====
<b>Total Requisitions This Month</b>	<b>\$ -</b>
	=====
Funds Remaining	\$ 411,095.39
<b>Committed Funding</b>	
Performance Drive Phase 3 - August bid and October NTP	\$ -
	=====
<b>Total Committed</b>	<b>\$ -</b>
	=====
<b>Net Uncommitted</b>	<b>411,095.39</b>