

MYRTLE CREEK IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES

FIRST ORDER OF BUSINESS

Roll Call to Confirm a Quorum

The Board of Supervisors' Meeting for the Myrtle Creek Improvement District was called to order on Tuesday, January 20, 2026, at 5:00 p.m. at 6900 Tavistock Lakes Blvd., Suite 200, Orlando, FL 32827.

Present:

Kam Shenai	Chair
Bob da Silva	Assistant Secretary
Marsha Leed	Vice Chair
Trudy Evans	Assistant Secretary

Also attending:

Jennifer Walden	PFM	
Amanda Lane	PFM	(via phone)
Tucker Mackie	Kutak Rock	
Bob Schanck	Donald W. McIntosh Associates	
Jeffrey Newton	Donald W. McIntosh Associates	
DJ Batten	Berman	
Carlos Negron	Berman	
Edgard Morales	Berman	
Eddie Padua	Berman	
Pete Fussell	Berman	
Chris Wilson	Tavistock	
Patrick Gill	Resident	

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden asked if there were any public comments. She noted there were no public comments at this time.

THIRD ORDER OF BUSINESS

**Consideration of Kyle Scholl's
Resignation and Nominations for Seat
4**

Ms. Walden noted Mr. Scholl has moved out of the District and has therefore resigned.

On motion by Ms. Leed, seconded by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District accepted Kyle Scholl's Resignation from Seat 4.

There were no nominations at this time. The position will be posted on the District's website to obtain resumes. This item was tabled.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the
November 18, 2025, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the November 18, 2025, Board of Supervisors' Meeting.

On motion by Mr. Shenai, seconded by Mr. da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the November 18, 2025, Board of Supervisors' Meeting.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2026-03,
Amending the Annual Meeting
Schedule for Fiscal Year 2026**

Ms. Walden explained that District staff would like to move the March Construction Committee Meeting from March 12, 2026, to March 5, 2026, and is the only change to the Annual Meeting Schedule for FY 2026.

On motion by Mr. Shenai, seconded by Mr. da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved Resolution 2026-03, Amending the Annual Meeting Schedule for Fiscal Year 2026 with moving the March 12, 2026 Construction Committee Meeting to March 5, 2026.

SIXTH ORDER OF BUSINESS

**Discussion of Construction
Committee Member Vacancy**

Ms. Walden noted that Mr. Hudson Larson resigned effective January 15, 2026. There are no current recommendations to fill the vacancy so this item will be tabled.

SEVENTH ORDER OF BUSINESS

**Recommendation from Construction
Committee on Items to Address from
District Infrastructure Assessment
Report**

Ms. Walden explained this has been reviewed by the Construction Committee and the District Engineer has noted a few items that need a more immediate repair. The recommendation is to move forward with repair, in the next three to six months, for Photos 15, 23, 24, and 26 as the other photos are mainly aesthetic issues. Mr. Newton noted this report was completed in September and some areas may have already been repaired.

There was discussion regarding the recommended photos, report, and locations. It was noted Berman should create a map of all repairs completed with corresponding location and date to keep a log of repairs and to compare to the Infrastructure Assessment Report.

Ms. Walden noted this report is a part of the District's goals and objectives. Moving forward, this report will be completed in conjunction with the budget cycle so the District can adjust the budget based on the needs. Mr. Da Silva noted the Board has been working on many repairs in small phases.

The Board agreed to move forward with proposals for the recommended photos, tentative of confirmation that the repairs have not already been completed.

EIGHTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in November 2025 in an amount totaling \$58,635.88

Ms. Walden noted these have been approved and need Board ratification.

On motion by Mr. da Silva, seconded by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures Paid in November 2025 in an amount totaling \$58,635.88.

NINTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in December 2025 in an amount totaling \$97,031.95

Ms. Walden noted these have been approved and need Board ratification.

On motion by Mr. Shenai, seconded by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures Paid in December 2025 in an amount totaling \$97,031.95.

TENTH ORDER OF BUSINESS

Recommendation of Work Authorization/Proposed Services

Ms. Walden reviewed the Work Authorization from Berman for curb pressure washing, in the amount of \$8,800.00.

There was brief discussion regarding the proposed services. It was noted this is for the curbs from Narcoossee Road up to the construction area and the project will most likely start next week.

On motion by Ms. Leed, seconded by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Work Authorization from Berman in the amount of \$8,800.00 for curb pressure washing.

ELEVENTH ORDER OF BUSINESS

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

Ms. Walden stated the financials are updated through December 2025. The District has spent approximately 19% of the budget so far. No action was required.

Mr. Shenai gave an overview of some of his observations with the budget and how the District is doing well.

Mr. Shenai asked for the team to review the monument by Narcoossee Road as it seems darker than usual. Mr. Shenai inquired about the trees being removed near the construction area and the irrigation should be less in the next few months. Mr. Batten replied that he doesn't have the plan but there will be some trees removed. Mr. Negron noted that the irrigation should be less for a few months but they are working to get everything back up and running in connection with all the construction. Mr. Batten added that the cost will be less for a few months but once the system is up and running it will be higher for a little as additional irrigation will be needed for the new landscaping material.

TWELFTH ORDER OF BUSINESS

Staff Reports

- District Counsel – Ms. Mackie noted the legislative session is in process and her team is sending out the Capital Conversations Newsletter weekly. She's happy to forward the newsletter to anyone who isn't receiving it. She noted there is a new bill that her team is keeping an eye on which gives the ability for a recall of Supervisors by referendum by the voters of the District's boundaries and she will keep the District updated with any movement on that bill.
- District Manager – Ms. Walden stated the next Board Meeting is scheduled for Tuesday, February 17, 2026.
- District Engineer – No report.
- Construction Supervisor – No report.
- Landscape Supervisor – No report.
- Irrigation Supervisor – No report.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no further Supervisor Requests.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Walden requested a motion to adjourn.

On motion by Mr. da Silva, seconded by Mr. Shenai, with all in favor, the January 20, 2026, Meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair