

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 17, 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	(via phone)
Marsha Leed	Vice Chair	
Trudy Evans	Assistant Secretary	

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Tucker Mackie	Kutak Rock	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Carlos Negron	Berman	
Eddie Padua	Berman	
Pete Fussell	Berman	
Dan Young	Tavistock	
Ary Rosa	Resident	(joined 5:00 – 5:07 p.m.)

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 Nominations for Vacant Seat 4

Ms. Walden noted there were two submissions for the vacant seat. Mr. da Silva asked for the two candidates to give their background and why they want to be a part of the Board. Mr. Shenai noted that Mr. Gill could not be in attendance today. Mr. Rosa gave a brief introduction and overview of his qualifications.

There was brief discussion regarding the nomination process. Mr. Rosa left the meeting at 5:07 p.m.

There was discussion regarding the nominees, their qualifications and who would be the best fit.

On motion by Mr. Shenai, seconded by Ms. Leed, with Ms. Evans opposed, and all others in favor, the Board of Supervisors for the Myrtle Creek Improvement District appointed Mr. Patrick Gill to Vacant Seat 4.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the
January 20, 2026, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the January 20, 2026, Board of Supervisors' Meeting.

On motion by Mr. Shenai, seconded by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the January 20, 2026, Board of Supervisors' Meeting.

FIFTH ORDER OF BUSINESS

**Discussion of Construction
Committee Member Vacancy**

Ms. Walden stated there was a recommendation to nominate Mr. Howard Williams to fill the vacancy.

On motion by Mr. Shenai, seconded by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District appointed Mr. Howard Williams to the Construction Committee.

SIXTH ORDER OF BUSINESS

**Consideration of Proposals for Trail
Repairs**

Mr. Padua gave an update that the request for proposals was sent to five vendors but none were able to submit their proposal in time for today's meeting. These items will be brought to the Board at the March meeting. He noted there are no current outstanding safety issues.

SEVENTH ORDER OF BUSINESS

**Consideration of District Engineer Fee
Schedule Increase Letter**

Mr. Newton gave an overview of the letter and fee schedule. He noted the last fee schedule increase was in 2018 and the increase is approximately 15%.

On motion by Mr. Shenai, seconded by Ms. Leed, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the District Engineer Fee Schedule Increase Letter.

EIGHTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures Paid in
January 2026 in an amount totaling
\$53,797.95**

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 January 2026 in an amount totaling \$53,797.95.

NINTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Ms. Walden noted there were no Work Authorizations at this time.

TENTH ORDER OF BUSINESS

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

Ms. Walden stated the financials are updated through January 2026. The District has spent approximately 24% of the budget so far. No action was required.

There was brief discussion regarding the frost affecting the landscaping. This will be addressed at the April or May meeting to give the landscaping time to bounce back.

There was also brief discussion regarding the budget process. It was asked where carry forward funds are kept. Ms. Walden responded that any carry forward funds are kept in the checking account.

ELEVENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Walden stated the next Board Meeting is scheduled for Tuesday, March 10, 2026. It was noted the UCF Lake Nona Hospital has announced three new Board of Trustees, and Mr. Shenai is one of those.

District Engineer – It was noted Mr. Newton is retiring and Mr. Schanck will be taking over as District Engineer.

Construction Supervisor – Mr. Young noted the Performance Drive project is ahead of schedule and the Village Walk Community has agreed to shut down the James Bay Drive gate down fully which will allow the contractor to make up some time. The gate will be closed for approximately a month starting in the next couple of weeks.

There was brief discussion regarding the area renderings. Mr. Young will send those plans to the Board.

There was also brief discussion regarding the planting of the Pine Trees.

Landscape Supervisor – It was noted that the curb pressure washing project will be completed by the end of the week.

Irrigation Supervisor – No report.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Ms. Evans asked how the candidates will be notified. Ms. Walden replied that she will notify them via email.

There were no further Supervisor requests at this time.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Ms. Walden requested a motion to adjourn.

On motion by Mr. Shenai, seconded by Ms. Evans, with all in favor, the February 17, 2026, Meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair