

MARSHALL CREEK
Community Development District

Operating & Debt Service Budget

Fiscal Year 2021

ADOPTED BUDGET
8/19/20

Prepared by:



MARSHALL CREEK

Community Development District

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General Fund

Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	AUG- SEPT 2020	PROJECTED	BUDGET
			FY 2020	JULY 2020		FY 2020	FY 2021
REVENUES							
Interest - Investments	\$ 17,465	\$ 37,904	\$ 12,000	\$ 13,813	\$ 2,700	\$ 16,513	\$ 12,000
Shared Rev - Other Local Units	528,808	476,151	530,463	530,463	-	530,463	517,379
Interlocal Agreement - Other	356,097	356,097	347,590	251,674	95,916	347,590	341,736
FEMA Grants (boardwalk)	571,486	263,934	-	32,969	-	32,969	-
FEMA Revenue	26,446	40,610	-	-	-	-	-
Other Physical Environment Rev	8,075	11,000	12,000	8,000	4,000	12,000	24,000
S/F Program Fees	42,501	50,320	40,000	-	-	-	-
S/F Swimming Program Fees	-	2,686	3,000	-	-	-	3,000
S/F Activity Fees	5,155	4,906	5,000	210	500	710	5,000
S/F Other Revenues	1,777	2,008	1,750	1,722	28	1,750	1,750
S/F Rental Fees	3,930	2,000	3,500	1,075	-	1,075	2,000
S/F Snack Bar Revenue	-	3,645	3,000	328	500	828	3,000
Tennis Merchandise Sales	14,843	15,487	15,000	12,859	815	13,674	16,000
Tennis Special Events&Socials	90	-	1,000	-	500	1,000	1,000
Tennis Lessons & Clinics	183,848	233,359	205,000	186,369	46,000	232,369	230,000
Tennis Ball Machine Rental Fee	2,165	3,099	3,500	3,425	500	3,925	4,000
Tennis Membership	38,466	41,245	40,000	40,578	2,000	42,578	35,000
Interest - Tax Collector	3,806	12,458	-	8,082	1,500	9,582	-
Special Assmnts- Tax Collector	3,171,995	3,308,789	3,477,421	3,425,474	51,947	3,477,421	3,466,228
Special Assmnts- CDD Collected	16,205	11,994	13,448	13,327	121	13,448	-
Special Assmnts- Delinquent	31,282	-	-	-	-	-	-
Special Assmnts- Discounts	(104,666)	(113,476)	(104,342)	(118,047)	-	(118,047)	(138,649)
Other Miscellaneous Revenues	10,579	4,627	1,000	3,964	793	4,757	1,000
Gate Bar Code/Remotes	3,968	5,088	4,400	3,284	800	4,084	5,600
Impact Fee	53,046	58,770	30,000	24,978	4,996	29,974	25,000
TOTAL REVENUES	4,987,367	4,832,701	4,644,730	4,444,547	213,616	4,658,663	4,555,043

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General Fund

Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	8,086	7,181	8,000	5,103	2,897	8,000	8,000
Payroll-Benefits	-	14	-	-	-	-	-
ProfServ-Arbitrage Rebate	600	-	1,200	600	600	1,200	1,200
ProfServ-Dissemination Agent	3,000	3,000	3,000	-	3,000	3,000	3,000
ProfServ-Engineering	21,817	29,730	25,000	11,951	13,049	25,000	25,000
ProfServ-Legal Services	73,596	52,434	75,000	36,702	38,298	75,000	75,000
ProfServ-Mgmt Consulting Serv	58,000	60,320	62,700	52,250	10,450	62,700	65,200
ProfServ-Special Assessment	12,000	12,480	15,000	15,000	-	15,000	15,750
ProfServ-Trustee Fees	11,499	11,330	11,400	6,647	4,753	11,400	11,400
Auditing Services	3,725	4,675	4,675	4,675	-	4,675	4,675
Communication - Telephone	397	-	-	-	400	400	-
Postage and Freight	5,608	5,504	5,600	2,776	2,824	5,600	5,600
Insurance - General Liability	25,257	26,345	28,980	28,486	-	28,486	31,335
Printing and Binding	3,601	3,509	4,000	1,138	2,362	3,500	3,500
Legal Advertising	3,053	2,307	3,000	1,126	1,874	3,000	3,000
Miscellaneous Services	4,462	8,876	6,000	7,295	2,746	10,041	6,000
Misc-Assessmnt Collection Cost	17,656	14,604	69,548	66,148	3,400	69,548	69,323
Shared Exp - Other Local Units	460,837	516,556	585,565	585,565	-	585,565	485,772
Office Supplies	462	479	500	477	480	957	1,453
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	713,831	759,519	909,343	826,114	87,133	913,247	815,383

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ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JULY 2020	PROJECTED AUG- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Other Public Safety							
Payroll - Benefit	4,617	4,309	13,387	6,770	1,431	8,201	11,554
Payroll - Engineering	37,674	50,367	64,383	52,678	9,504	62,182	60,793
Payroll - Gate Maintenance	1,698	1,833	2,496	1,730	346	2,076	2,500
Contracts-Security Services	260,877	254,397	273,750	109,248	21,850	131,098	145,000
Contracts-Roving Patrol	36,628	32,568	40,000	29,350	10,650	40,000	40,000
R&M-Gate	69,382	34,136	20,000	12,807	7,193	20,000	15,000
Misc-Bar Codes	5,147	5,434	4,100	4,783	-	4,783	5,600
Total Other Public Safety	416,023	383,044	418,116	217,366	50,974	268,340	280,447
Field							
Payroll - Benefit	3,795	3,433	10,283	5,398	1,005	6,403	8,898
Payroll - Engineering	30,131	40,231	49,975	42,142	7,603	49,745	48,979
Utility - Water & Sewer	-	193	2,000	-	2,000	2,000	2,000
Lease - Land	1,946	1,981	2,000	2,012	-	2,012	2,020
R&M-Bike Paths & Asphalt	3,060	32,364	4,000	139	3,861	4,000	5,000
R&M-Boardwalks	11,472	4,448	7,720	6,518	1,202	7,720	8,000
R&M-Buildings	14,928	56,897	15,000	17,738	-	17,738	75,000
R&M-Electrical	9,249	15,120	12,500	3,111	9,389	12,500	8,000
R&M-Fountain	5,544	19,737	41,000	48,297	2,888	51,185	5,000
R&M-Mulch	5,600	1,400	5,600	-	5,600	5,600	5,600
R&M-Roads & Alleyways	49,011	88,501	30,000	38,448	-	38,448	30,000
R&M-Sidewalks	19,609	16,515	20,000	11,853	8,147	20,000	20,000

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Revenues Expenditures and Changes in Fund Balance Fiscal Year 2021 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
R&M-Signage	6,300	6,545	6,000	4,695	1,305	6,000	6,000
Cap Outlay-Machinery and Equip	-	49,778	-	5,149	-	5,149	-
FEMA Boardwalk Expense	946,766	-	-	-	-	-	-
Reserve - Field			100,000		-	-	100,000
Total Field	1,107,411	337,143	306,078	185,500	43,000	228,500	324,497
Landscape							
Payroll-Salaries	193,789	174,165	204,095	141,672	24,975	166,647	74,370
Payroll-Other	6,047	3,000	4,000	-	4,000	4,000	-
Payroll-Administration	6,159	6,667	7,058	4,305	861	5,166	6,178
Payroll-Benefits	72,308	69,584	84,933	64,612	9,589	74,201	75,715
Payroll-Shared Personnel	-	398	-	-	-	-	-
Payroll-General Staff	81,263	79,803	129,574	101,235	14,301	115,536	236,515
Payroll-Irrigation Staff	57,056	67,656	63,619	61,275	12,447	73,722	69,564
Payroll-IPM Staff	81,895	80,345	84,979	61,174	10,376	71,550	90,323
Payroll-Equipment Mechanic	19,839	27,657	27,409	23,963	4,000	27,963	32,136
Payroll Taxes	31,629	32,233	38,990	30,141	5,057	35,198	38,945
ProfServ-Info Tchnology	-	3,161	1,000	-	1,000	1,000	1,000
Communication-Telephone	584	3,407	3,298	2,766	553	3,319	3,324
Utility - Cable TV Billing	1,134	1,813	2,000	1,680	336	2,016	2,040
Electricity - General	3,269	3,200	4,000	2,446	489	2,935	3,000
Utility - Refuse Removal	5,407	8,247	13,500	10,227	2,045	12,272	13,500
Utility - Water & Sewer	1,084	2,842	3,360	2,163	496	2,659	2,500
Rentals - General	2,209	2,068	1,500	435	-	435	1,500
R&M-General	11,871	-	-	-	-	-	-
R&M-Buildings	3,664	7,142	5,500	7,682	318	8,000	6,000
R&M-Equipment	40,126	37,252	30,000	28,311	1,689	30,000	30,000
R&M-Grounds	124,323	56,239	53,729	24,244	28,000	52,244	53,000
R&M-Irrigation	18,635	21,421	21,000	11,670	9,330	21,000	23,000

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Revenues Expenditures and Changes in Fund Balance Fiscal Year 2021 Adopted Budget

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	FY 2018	FY2019	BUDGET FY 2020	THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
R&M-Mulch	73,953	93,929	79,360	106,130	10,000	116,130	90,000
R&M-Pump Station	14,171	10,161	15,000	10,068	4,932	15,000	15,000
R&M-Trees and Trimming	11,807	28,390	15,000	22,315	-	22,315	15,000
Misc-Employee Meals	3,060	5,027	7,000	4,981	2,019	7,000	6,500
Office Equipment	22,664	937	500	325	175	500	500
Op Supplies - General	38,387	17,725	21,500	15,123	6,377	21,500	21,000
Op Supplies - Uniforms	3,895	3,877	7,408	1,499	5,000	6,499	5,000
Op Supplies - Fuel, Oil	18,344	16,942	12,500	12,171	1,800	13,971	15,000
Impr - Landscape	-	62,702	57,452	37,932	19,520	57,452	55,000
Cap Outlay-Machinery and Equip	21,468	113,324	36,000	24,861	11,139	36,000	10,000
Principal Prepayments	34,683	-	-	-	-	-	-
Interest Expense-Lease	3,096	-	-	-	-	-	-
Total Landscape	1,007,819	1,041,314	1,035,264	815,406	190,825	1,006,231	995,610
Utilities							
Utility - General	-	-	-	37	-	37	-
Electricity - Streetlighting	88,916	73,671	75,000	67,214	18,750	85,964	80,400
Utility - Water & Sewer	2,732	2,446	2,500	4,787	957	5,744	4,800
R&M-Lake	54,215	56,103	53,080	46,240	8,000	54,240	48,000
Total Utilities	145,863	132,220	130,580	118,278	27,707	145,985	133,200
Operation & Maintenance							
Payroll-Shared Personnel	288,183	318,330	347,590	237,527	47,505	285,032	341,736
ProfServ-Field Management	229,270	253,958	277,229	242,817	48,563	291,380	293,792
Travel and Per Diem	522	435	400	-	400	400	-
Communication - Telephone	740	1,387	3,000	270	540	810	1,200
Postage and Freight	160	305	200	265	50	315	200
Rentals - General	-	1,905	1,905	1,905	-	1,905	2,000
R&M-Vehicles	5,883	7,487	6,000	35	5,500	5,535	6,000

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ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
Printing and Binding	3,341	4,284	4,500	3,549	951	4,500	4,500
Misc-Connection Computer	1,775	21,340	3,000	2,613	387	3,000	3,000
Billback Expenses Developer	-	2,300	-	6,393	-	6,393	-
Office Supplies	1,187	3,513	1,750	3,708	300	4,008	1,850
Op Supplies - General	7,151	7,969	8,900	5,067	3,833	8,900	8,000
OP-Supplies – Buildings	-	129	-	-	-	-	-
Total Operation & Maintenance	538,212	623,342	654,474	504,149	108,030	612,179	662,278
Parks and Recreation - General							
ProfServ-Mgmt Consulting Serv	21,000	21,840	24,000	20,000	4,000	24,000	25,200
Insurance -Property & Casualty	66,737	91,667	100,850	94,352	-	94,352	103,787
Total Parks and Recreation - General	87,737	113,507	124,850	114,352	4,000	118,352	128,987
Swim & Fitness Clubhouse							
Contracts-Misc Labor	3,043	3,667	5,500	3,881	1,619	5,500	5,000
Contracts-Outside Fitness	10,015	12,823	17,720	9,451	8,269	17,720	22,960
R&M-Buildings	31,791	6,533	10,000	10,376	-	10,376	10,000
R&M-Equipment	-	806	3,000	957	2,043	3,000	4,500
Misc-Special Events	8,431	18,352	25,000	12,823	2,565	15,388	30,000
Cap Outlay-Machinery and Equip	-	-	2,500	-	2,500	2,500	1,500
Cap Outlay-Clubhouse	-	-	-	85,239	-	85,239	150,000
Total Swim & Fitness Clubhouse	53,280	42,181	63,720	122,727	16,996	139,723	223,960
Swimming Pool							
Payroll-Salaries	59,296	72,021	57,706	85,476	22,362	107,838	89,194
Payroll-Hourly	54,375	79,163	68,640	32,794	18,454	51,248	32,635
Payroll-Lifeguards	23,669	37,416	37,000	28,449	15,151	43,600	37,000
Payroll-Benefits	20,097	27,386	29,104	27,483	5,497	32,980	28,432
Payroll-Engineering	27,515	37,695	51,175	40,664	10,511	51,175	48,979

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Community Development District

General Fund

**Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
Payroll-Janitor	7,951	8,595	6,240	7,607	1,521	9,128	6,428
Payroll Taxes	10,940	14,522	13,003	11,087	4,282	15,369	12,642
ProfServ-Info Technology	523	519	2,500	2,880	576	3,456	1,500
ProfServ-Swim Pool Commission	3,883	4,274	3,000	189	-	189	3,000
Contracts-Landscape	-	3,010	3,500	3,400	100	3,500	10,000
Travel and Per Diem	166	127	400	47	100	147	200
Communication - Telephone	11,446	7,693	4,925	5,163	1,033	6,196	4,800
Utility - General	54,466	47,936	55,000	43,351	8,670	52,021	60,000
Utility - Cable TV Billing	-	3,830	1,896	2,897	579	3,476	2,700
Utility - Refuse Removal	1,450	2,107	2,050	2,432	486	2,918	2,050
Rental/Lease - Vehicle/Equip	-	132	-	-	-	-	-
R&M-Buildings	27,296	43,304	20,000	21,063	-	21,063	
R&M-Pools	81,246	48,715	33,000	18,238	14,762	33,000	25,000
R&M-Vehicles	-	-	500	-	500	500	500
Advertising	1,320	1,370	1,500	1,100	550	1,650	1,500
Miscellaneous Services	461	-	1,500	260	1,240	1,500	1,500
Misc-Employee Meals	969	3,231	4,585	3,770	815	4,585	4,810
Misc-Special Events	-	2,349	-	-	-	-	-
Misc-Training	823	1,742	2,500	1,103	500	1,603	1,500
Misc-Licenses & Permits	992	980	2,000	980	1,020	2,000	2,000
Office Supplies	2,116	2,250	2,000	2,599	-	2,599	5,000
Cleaning Supplies	1,150	1,575	2,250	2,330	466	2,796	1,500
Office Equipment	508	2,391	1,250	2,967	500	3,467	3,000
Snack Bar Expenses	-	-	2,500	-	2,500	2,500	1,000
Op Supplies - Spa & Paper	1,557	1,899	2,500	610	1,890	2,500	2,000
Op Supplies - Uniforms	2,651	2,962	1,500	778	722	1,500	2,000
Op Supplies - Summer Camp	10,489	14,632	14,000	-	-	-	-
Subscriptions and Memberships	445	431	1,200	334	866	1,200	6,000

**Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
Cap Outlay-Machinery and Equip	-	39,090	4,000	15,771	-	15,771	-
Cap Outlay - Pool Furniture	-	46,266	7,500	349	7,151	7,500	10,000
Total Swimming Pool	407,800	559,613	440,424	366,171	122,805	488,976	406,870
Tennis Court							
Payroll-Salaries	125,718	116,408	126,000	92,590	17,519	110,109	126,000
Payroll-Hourly	38,066	38,051	37,000	27,847	6,114	33,961	38,000
Payroll-Benefits	26,031	30,682	38,182	27,332	3,925	31,257	34,920
Payroll-Engineering	20,714	27,986	38,331	30,498	5,756	36,254	36,735
Payroll-Commission	161,604	206,689	184,500	167,063	26,627	193,690	207,000
Payroll Taxes	22,429	23,781	26,465	17,086	3,845	20,931	28,382
ProfServ-Administrative	-	-	500	-	500	500	500
ProfServ-Info Technology	7,717	9,903	1,000	5,195	1,039	6,234	5,200
Contracts-Landscape	-	-	-	-	-	-	3,000
Contracts-Janitorial Services	6,040	6,040	6,500	2,633	3,867	6,500	5,000
Communication - Telephone	6,767	5,861	3,600	2,224	1,376	3,600	3,600
Utility - Cable TV Billing	2,033	2,392	2,903	2,396	479	2,875	3,000
Electricity - General	15,981	14,620	13,500	9,144	1,829	10,973	13,000
Utility - Refuse Removal	1,754	2,036	1,500	2,055	400	2,455	1,500
Utility - Water & Sewer	1,078	1,475	1,200	1,107	93	1,200	1,300
Rental/Lease - Vehicle/Equip	1,585	1,453	1,700	1,321	379	1,700	1,700
R&M-General	10,063	5,647	6,500	4,184	2,316	6,500	7,000
R&M-Court Maintenance	29,075	11,935	10,000	8,664	1,336	10,000	12,000
R&M-Vandalism	-	-	500	-	-	-	500
Printing and Binding	185	-	1,000	-	500	500	1,000
Advertising	1,320	1,320	1,500	1,100	400	1,500	1,500
Misc-Employee Meals	245	1,688	2,200	1,680	520	2,200	2,160
Misc-Special Events	693	341	1,000	2,009	-	2,009	1,000
Misc-Training	542	49	500	-	-	-	500

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Revenues Expenditures and Changes in Fund Balance Fiscal Year 2021 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JULY 2020	PROJECTED AUG- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Office Supplies	3,288	3,329	3,800	2,589	1,211	3,800	4,500
Office Equipment	663	3,068	1,000	186	814	1,000	2,000
Teaching Supplies	3,210	4,294	3,500	2,913	587	3,500	4,000
Op Supplies - Spa & Paper	-	477	-	-	-	-	-
Op Supplies - Uniforms	1,011	395	500	506	-	506	1,000
COS - Start Up Inventory	10,317	10,442	8,000	7,782	218	8,000	12,000
Subscriptions and Memberships	590	598	800	693	107	800	800
Cap Outlay-Machinery and Equip	-	59,589	38,200	55,920	-	55,920	25,014
Total Tennis Court	498,719	590,549	561,881	476,717	81,757	558,474	583,811
TOTAL EXPENDITURES	4,976,695	4,582,432	4,644,730	3,746,780	733,226	4,480,006	4,555,043
Excess (deficiency) of revenues Over (under) expenditures	(20,653)	250,269	-	697,767	(519,610)	178,657	0
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance			-		-	-	0
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	0
Net change in fund balance	(20,653)	250,269	-	697,767	(519,610)	178,657	0.00
FUND BALANCE, BEGINNING	1,403,466	1,382,813	1,633,082	1,633,082	1,633,082	1,633,082	1,811,739
FUND BALANCE, ENDING	\$ 1,382,813	\$ 1,633,082	\$ 1,633,082	\$ 2,330,849	\$ 1,113,472	\$ 1,811,739	\$ 1,811,739

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 1,811,739
Net Change in Fund Balance - Fiscal Year 2021	0
Reserves - Fiscal Year Additions FY 2021	100,000
Total Funds Available (Estimated) - 9/30/2021	1,911,738
Assigned Fund Balance	
Operating Reserve - Operating Capital	742,507 ⁽¹⁾
Reserves - Gates (Prior Years)	7,838
Reserve - Parks (Prior Years)	32,900
Reserves - Field (Prior Years)	440,675
Reserves - Field - FY 2021	100,000
Reserves - Landscaping (Prior Years)	39,986
Reserves - Swim & Fitness Clubhouse (Prior Years)	18,558
Reserves - Swimming Pools (Prior Years)	132,635
Reserves - Tennis Courts (Prior Years)	24,853
	<hr/>
Total Allocation of Available Funds	1,539,952
Total Unassigned (undesignated) Cash	\$ 371,786

Notes

(1) Note: Represents approximately 2 months of operating expenditures net of reserves.

Budget Narrative
Fiscal Year 2021

REVENUES

Interest – Investments

The District earns interest income on its accounts. Interest is calculated on the average monthly collected balance for the operating account.

Shared Revenue – Other Local Units

The District has a revised Interlocal agreement with the Sweetwater Creek CDD for shared facilities with certain costs, net of offsetting revenues, being allocated based upon the proportionate number of platted units in each District.

Interlocal Agreement - Other

The District has an Interlocal agreement with the Sweetwater Creek CDD to provide day-to-day staffing and operations management of the Sweetwater Creek CDD Amenity Center Building and Pool Facility located at 1865 North Loop parkway, St. Augustine, FL 32095.

Other Physical Environmental Rev

This is revenue generated from providing landscape maintenance services to the Sweetwater Creek CDD. The corresponding expense is included in Landscape-Payroll-IPM staff.

S/F Swimming Program Fees

This is revenue generated from Swim Programs such as Swim Lessons, Infant Swim Resource, and Nease High School Swim team.

S/F Activity Fees

This is revenue from community classes.

S/F Other Revenues

This is revenue that does not fall into any of the other revenue categories and includes any non-resident memberships.

S/F Rental Fees

This is revenue collected from the rental of the pool pavilion area as well as the pool deck and meeting room after operating hours.

Budget Narrative
Fiscal Year 2021

REVENUES (continued)

S/F Snack Bar Revenue

This is revenue collected from the snack bar.

Tennis Merchandise Sales

This is revenue collected from sales of racquets, grip, balls, string, apparel, shoes, etc.

Tennis Special Events & Socials

This is revenue brought in from several special tennis events held throughout the year as well as tennis socials.

Tennis Lessons & Clinics

This is revenue collected from private instruction by the professionals on staff, team practices, open clinics, etc. according per clinic schedule.

Tennis Ball Machine Rental Fee

This is revenue brought in from use of ball machine, either annual membership or hourly use

Tennis Membership

This is revenue collected from Non-Resident Fees for inclusion in MCCDD Tennis program. The membership rate for a single member is \$1,500 and for family membership \$2,500 annually. Non-resident tennis fees will have an annual increase that is based on the average residential O&M Assessment percentage increase adopted by the Board each year, rounded up to the next higher \$50 increment.

Tennis Drinks & Snacks

This is revenue collected from soda machine.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. This is the portion that will be collected through the Tax Collector.

Special Assessments – Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 3% of the anticipated Non-Ad Valorem assessments.

Budget Narrative
Fiscal Year 2021

REVENUES (continued)

Other Miscellaneous Revenues

This is the revenue generated from the sale of lanyards for the resident amenity access cards and replacement amenity access cards.

Gate Bar Code/Remotes

This is the revenue from the sales of controlled access gate decals.

Impact Fee

MCCDD expended funds to build and / or provide several facilities that have since been conveyed over to St. Johns County, the most notable being the St. Johns County Park at Palencia. St. Johns County allows the District to collect these impact fees directly from builders, and in return, the builders are given vouchers to use when applying for a building permit at St. Johns County. There is no off-setting expense for this revenue item.

EXPENDITURES

Expenditures - Administrative

Payroll - Board of Supervisors

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance plus payroll taxes and ADP fees. However, the Board agreed to reduce their payroll to \$100 per meeting. The amount for the fiscal year is based upon all Supervisors attending all meetings.

Professional Service - Arbitrage Rebate

The District has an agreement with an American Municipal Tax-Exempt Compliance Corporation to annually calculate the District's Arbitrage Rebate Liability on the Series 2002 and Series 2015A Special Assessment Bonds. The budgeted amount for the fiscal year is based on an existing engagement letter.

Professional Service - Dissemination Agent (IMS)

The District is required by the Securities and Exchange Commission to comply with Rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service performed by Inframark – Infrastructure Management Services

Budget Narrative
Fiscal Year 2021

Expenditures – Administrative (continued)

Professional Service - Engineering

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for board meetings, and other specifically requested assignments.

Professional Service - Legal Services

The District's legal counsel provides general legal services to the District, i.e. attendance and preparation for monthly board meetings, review of operating and maintenance contracts, and other specifically requested assignments.

Professional Service - Management Consulting Services (IMS)

The District receives Management, Accounting, and Administrative services as part of a Management Agreement with Inframark- Infrastructure Management Services. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement with a moderate increase requested this year.

Professional Service - Special Assessment (IMS)

Administrative fee to prepare the District's Special Assessment Roll and maintain the lien books. The budgeted amount reflects a moderate increase requested this year.

Professional Service - Trustee

The District issued Series 2002, 2015A and 2016 Special Assessment Bonds that are deposited with a Trustee to handle all trustee matters. The annual trustee fee budget is increased per a notice from U.S. Bank, the Trustee.

Auditing Services

The District is required to conduct an annual audit of its financial records by an independent Certified Public Accounting Firm. Budget is based on an existing engagement letter with Berger, Toombs, Elam, Gaines & Frank.

Postage and Freight

Postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance - General Liability

The District's General Liability Insurance policy is with Preferred Governmental Insurance Trust that specializes in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premiums plus anticipated market adjustments.

Budget Narrative
Fiscal Year 2021

Expenditures – Administrative (continued)

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for the monthly Board meetings and other public hearings in a newspaper of general circulation.

Miscellaneous Services

Bank charges, credit card fees and any other miscellaneous expenses that may be incurred during the year.

Miscellaneous - Assessment Collection Cost

The District reimburses the St. Johns County Tax Collector for necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater.

Shared Expenditures - Other Local Units

The District has a revised Interlocal agreement with the Sweetwater Creek CDD for shared facilities with certain costs, net of offsetting revenues, being allocated based upon the proportionate number of platted units in each District.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District Filing Fee

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity.

Expenditures - Other Public Safety

Payroll - Benefit

Provide health care and other benefits (medical, dental, life insurance, short term and long-term disability, workers compensation insurance) for full time staff. Payroll service fees (ADP) are also included here.

Payroll - Engineering

The District's building engineering department has a staff of seven (7) full time and one (1) part time employee who are allocated throughout this budget. The engineering departments maintenance allocation is **25%**.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2021

Expenditures - Other Public Safety (continued)

Payroll - Gate Maintenance

This line item covers the compensation for staff to clean the building. Cleaning staff expense is shared with Guardhouses, Amenity Center and Sweetwater CDD. Maintenance allocation for the District's two (2) controlled access guardhouses is **20%**.

Contracts - Security Services

Envera Virtual Guard Systems contract started in August of 2019. The guard houses have 24/7 virtual coverage.

Contracts - Roving Patrol

The amount is for the roving St. Johns County patrol officers. The roving St. Johns County patrol officers are active between by early evening and early morning hours, 7 days a week. Average 95 hours per month (less in fall and winter, more in summer).

R&M - Gate

The cost of repairing and maintaining the South Loop Parkway and North Loop Parkway controlled access guardhouses, including six total mechanical gate arm motors, two control boards, two CCTV systems, telephone/fax costs, lighting, plumbing, and HVAC units.

Miscellaneous - Bar Codes

The cost of controlled access bar code decals.

Expenditures - Field

Payroll - Benefit

Provide health care and other benefits (medical, dental, life insurance, short term and long-term disability, workers compensation insurance) for full time staff. Payroll service fees (ADP) are also included here.

Payroll - Engineering

The District's building engineering department has a staff seven (7) full time and one (1) part time employee who are allocated throughout this budget. The engineering department's maintenance allocation for the District's two (2) controlled access guardhouses is **20%**.

Expenditures - Field (continued)

Budget Narrative

Fiscal Year 2021

Utility - Water and Sewer (Storm Water and Street Sewer Line Jetting and Repairs)

The District engineering department contracts with a specialized storm water sewer jetting service to clean dirt, sediment and silt from storm water drains that become clogged and sewer line jetting and repairs.

Lease - Land

This is the land lease for the Boardwalk which was deeded to the District.

R&M - Bike Paths & Asphalt

The budgeted amount is for purchase of materials for repairs of cracked or broken areas of asphalt along the bike/cart paths.

R&M - Boardwalks

The budgeted amount is for purchase of materials for repairs of broken or misshapen boards on the boardwalk areas. This also includes the portable restroom lease at the Tolomato boardwalk.

R&M - Buildings (Park Buildings & Structures)

The budgeted amount is purchase of paint, stain, fasteners, miscellaneous equipment and lumber used at the parks for playground repairs and cleaning. This also includes the Facilities Maintenance Software (FMX), includes:\$45K for the replacement of the North River park playscape and \$15K for misc. replacements on all other parks.

R&M - Electrical (Streetlights)

The budgeted amount-for lamps, ballasts, lighting fixtures, wiring, and miscellaneous electrical components for District decorative light poles and fixtures in various locations.

R&M - Fountain (Village Center Fountain)

The budgeted amount is for chemicals for water treatment for the two fountains at the Village Green, pump repairs, cleaning equipment and chemicals, and miscellaneous pump controller repairs. Additional \$37K added in FY2021 for repairs to the railing system.

R&M - Mulch

Replenishment of playground mulch. This is outsourced once per year in May.

R&M - Roads & Alleyways

The budgeted amount is for lift station submersible pump replacement, annual lift station cleanouts, and miscellaneous repairs on lift station controls, street maintenance repairs including asphalt repairs and maintenance and chemicals for rust staining removal. FY 2021 includes six (6) outsourced street sweeping @ \$1,000 per 8 hours day.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2021

Expenditures - Field (continued)

R&M - Sidewalks

The budgeted amount is for repair of broken or cracked concrete, concrete supplies, and contractor support.

R&M - Signage (Community Signage)

The budget amount is for repair of damaged or worn (sun-bleached) decorative street signage and poles found throughout the District's roadways, parks, and boardwalks. Amount also includes repair of District's monument signs at entrances of neighborhoods and monuments at front entrance at US-1, the roundabout, the tennis facility and both guardhouses. Also, includes street striping. Solar crosswalk signage at \$2K each added for three locations.

Reserve – Field

This amount is for Field related costs not covered under other areas of the field budget.

Expenditures - Landscape

Payroll - Salaries

The compensation for staff that is paid a salary such as Director of Landscape.

Payroll - Other

This expense line is for costs associated with a temporary employment service used during peak growing season. They may also assist with special projects.

Payroll – Administration

The compensation for a PT administrative (one day a week) person shared with the engineering department. Duties are, but not limited to, payroll, invoices, and staff support.

Payroll - Benefits

Provide health care and other benefits (medical, dental, life insurance, short term and long-term disability, workers compensation insurance) for full time staff. Payroll service fees (ADP) are also included here.

Budget Narrative

Fiscal Year 2021

Expenditures – Landscape (continued)**Payroll - General Staff**

The compensation for mow crew personnel (4-full time) responsible for over 60 acres of turf and 2 part-time responsible for property wide trash pickup, blowing off playscapes, parks and boardwalks. This staff also manages all doggi stations.

Payroll - Irrigation Staff

The compensation for two staff responsible for maintenance of over 400 zones (8,000 + sprinkler heads) and 10 wells and 10 pumps. Irrigation staff is also responsible for all hand watering.

Payroll - IPM Staff

The compensation for three staff members responsible for Integrated Pest Management (plant protectants, bed weeds/fertilization for 25 acres of plant material and all turf protectants/fertilization for 60+ acres of turf). Responsibilities include pruning and trimming, mulch replenishment.

Payroll - Equipment Mechanic

The compensation for Equipment Mechanic.3% pay increase.

Payroll - Taxes

Payroll taxes for Landscape staff.

ProfServ-Info Technology

This item is to cover the costs of computer services.

Communication – Telephone

This item covers telephone and fax machine expenses.

Utility – Cable TV Billing

Comcast internet service.

Electricity - General (Utility)

Electric service for maintenance building.

Utility - Refuse Removal

This item covers the debris removal and trash pick-up service for the maintenance building provided by Republic Services.

Budget Narrative
Fiscal Year 2021

Expenditures – Landscape (continued)

Utility – Water & Sewer

This item covers water and sewer service provided by St. Johns County Utility Department.

Rentals - General

Includes special equipment such as, trencher, sod cutter, and hot pressure washer.

R & M - Buildings

This line item encompasses the repair and maintenance costs for the Landscape building including pest control, security, cleaning supplies and HVAC.

R & M - Equipment

The parts and supplies for preventative maintenance and repair of vehicles, utility carts, trailers and equipment.

R & M - Grounds

The plant protectants and fertilizer to treat 60 + acres of turf, 25 + acres of ornamentals /beds weeds. Bermuda, Bahia, Zoysia, and St. Augustine sod replacements.

R & M - Irrigation

The parts, tools, supplies to service and repair 400 + zones of sprinklers comprised of 8000 + sprinkler heads and 10 wells and 10 pumps. Irrigation staff is also responsible for all hand watering.

R & M - Mulch

The pine straw and mulch to replenish areas such as beds, native grasses, wood lines. To be maintained at a 3-4" layer. (Pine straw and spreading service. \$6,375 / load -- 13 loads and \$4,003 for a trailer of pine straw. (Landscape department to spread). This also includes mulching the Promenade condos twice yearly, total \$1,200.

R & M - Pump Station

The parts, supplies and outsourcing costs to repair 10 wells / 10 pumps.

R & M - Trees & Trimming

The costs to outsource removal of dead trees, pruning of 131 palms as well as clean-up of fallen trees and storm clean- up.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2021

Expenditures – Landscape (continued)

Miscellaneous - Employee Meals (Employee Relations)

Landscape and Engineering employee rewards, such as employee of the month, 100-day accident-free safety award and holiday lunches.

Office Equipment

Miscellaneous office equipment expense.

Operating Supplies - General

Office supplies, safety supplies, tag renewal, doggy pot supplies to include adding two additional doggy pots (\$4,700), licenses, training, hand tools, \$50 per month cell phone expense for Director/ \$30 for Supervisor, paint, hardware and coffee supplies.

Operating Supplies - Uniforms

Shirts and pants for each staff at \$325 per year. Supply rain suits, winter jackets and hats for staff and managers. Supply shirts and pants for managers.

Operating Supplies - Fuel, Oil

This is budgeted at \$3.14 per gallon for regular and \$2.48 per gallon for diesel and based on previous year usage. Also, includes oil and grease associated with equipment preventative maintenance program.

Improvements - Landscape

The replacement of trees / ornamentals lost due to frost and disease, planned improvements to existing Landscaping, four flower change outs, and soil amendments.

Capital Outlay - Machinery and Equipment

Replacement of vehicles, utility carts and equipment including finance payments. New for FY2021-\$15K for a club car, \$7.5K for a Buffalo Blower, \$4K or handled equipment and \$1K for balance of leases.

Expenditures - Utilities

Electricity - Streetlighting

The District is responsible for various community electrical charges which include: street lighting, lighting the monument signs in the neighborhoods (22) parks, lift stations, pumps stations, irrigation controllers, and the main entrance.

Utility - Water & Sewer

This line item is for the water/consumption for the Village Green fountain.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2021

Expenditures – Utilities (continued)

R & M - Lake

The professional services that provide regular visits to monitor/treat lakes, mitigation areas, and littoral plantings. Included are potential services to mechanically remove dead floating plant material as well as repair/replacement of tools + equipment used for in-house removal. Includes fish barriers and grass carp.

Expenditures - Operations and Maintenance

Payroll - Shared Personnel

The District agrees to provide day-to-day staffing and operations management of the Sweetwater Creek CDD Amenity Center Building and Pool Facility located at 1865 North Loop parkway, St. Augustine, FL 32095.

Professional Service - Field Management

The District has a personnel leasing agreement with FirstService Residential which provides daily, onsite management of the District's staff and assets. A full listing of the scope of services provided by FirstService to the District is attached.

Communication - Telephone

Includes a portion of Assistant Manager and Director of Engineering.

Postage and Freight

This line item is the postage expense for any mailing of miscellaneous correspondence to residents and staff.

Rentals-General

This line item is for rental of storage space for the District.

R&M - Vehicles

This line item is for the repair and maintenance costs of the engineering department club carts.

Printing and Binding

The District's portion of a comprehensive communications package provided via the Palencia Project; includes e-mailings of various events, updates and surveys, and updating of the District's employee handbook. The District also provides printed temporary gate passes for visitors, guests and construction vehicles. Neighborhood Publications URL web-site support.

Budget Narrative

Fiscal Year 2021

Expenditures - Operations and Maintenance (continued)**Miscellaneous - Connection Computer**

The District incurs the expense for IT support for the computer systems. This also includes any license renewal/software updates to the District computer systems (i.e. McAfee Antivirus, MS Office).

Office Supplies

The District incurs the expense of office supplies for the day-to-day operations which includes supplies for the resident access card system. Also includes the room charge and any copies made for the District's monthly Board meetings.

Operating Supplies - General

The budgeted amount is for uniforms, and tool repair/purchase/rental. \$1.7K added for certification training of engineering staff and uniforms for additional staff.

Expenditures - Parks and Recreation - General**Professional Service - Management Consulting Service (IMS)**

The District receives Management, Accounting, and Administrative services as part of a Management Agreement with Inframark – Infrastructure Management Services. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement with a moderate increase this year.

Insurance - Property & Casualty

The District's Property and Casualty Insurance policy is with Preferred Governmental Insurance Trust that specializes in providing insurance coverage to governmental agencies. Addition of \$20,000 budgeted to insure Tolomato Boardwalk as required by FEMA.

Expenditures - Swim & Fitness Clubhouse**Contracts - Miscellaneous Labor (Miscellaneous Outside Services)**

This category provides funds for administrative expenses of third-party service vendors such as Comcast, Turner Pest Control, Village Key & Alarm.

ProfServ-Outside Fitness

This category encompasses the Adult Fitness classes that are taught by fitness staff. We are adding the Les Mills program which offers over 200 virtual classes for our patrons.

Budget Narrative

Fiscal Year 2021

Expenditures - Swim & Fitness Clubhouse (continued)**R&M - Buildings**

This category provides funds for any HVAC related expenses.

R&M - Equipment

This category provides funds for repair related expenses of equipment, new equipment for classes, heaters flood lights, generator, shop vac, and miscellaneous organizational supplies and cleaning equipment.

Miscellaneous - Special Events

This category provides funds for community events that are held throughout the year (i.e. Dive in Movies, Fall Festival & Winter Community Holiday activities, bands for Food Truck Friday, contract vendors, Chalk Art Festival, equipment to support machines and instruments, rentals for Senior Events, Street Festival, Tapas nights etc).

Capital Outlay - Machinery and Equipment

This category provides funds for the purchase/ replacement of a washer and dryer and large appliances for the building.

Expenditures - Swimming Pool**Payroll - Salaries**

This item encompasses compensation for the Amenity Center Director and any full time staff. Amenity Center director's compensation is shared evenly with Sweetwater Creek CDD.

Payroll - Hourly

This allocation encompasses compensation for Front Desk . This includes an increase in operating hours and weeks to better accommodate classes, rentals and pool access for the residents. In addition, hours were added to support special events.

Payroll - Lifeguards

This line item encompasses compensation for Lifeguards as well as the hiring of a Head Lifeguard position which equates to the most of the increase.

Budget Narrative
Fiscal Year 2021

Expenditures – Swimming Pool (continued)

Payroll - Benefits

This category provides funds for employee benefits to include workers' comp, medical, and dental, short-term and long-term disability. ADP payroll processing is also included.

Payroll - Engineering

The District's building engineering department has a staff of seven (7) and one (1) part time employee who are allocated throughout this budget. The engineering department's maintenance allocation for the District's swimming pools and fitness center buildings repairs is **20%**.

Payroll - Janitor

This line item covers the compensation for staff to clean the building. Cleaning staff expense is shared with Guard gates and Sweetwater CDD.

Payroll Taxes

Payroll taxes for Swim and Fitness Staff.

Professional Service - Information Technology

The District incurs the expense for IT support for the computer systems. This also includes any license renewal/software updates to the District computer systems (i.e. McAfee Antivirus, MS Office).

Professional Service-Swimming Pool Commissions

This line is the commissions paid to swim instructors.

Contracts - Landscape

Around adult and family pools (mowing, trimming, enhancements, turf care, tree trimming and parking lot islands.- (shared expenses w/Tennis)).

Travel and Per Diem

Travel expenses for onsite swim and fitness staff to pick-up various operational and repair supplies from local, greater-Jacksonville vendors, such as pool supplies and training classes.

Budget Narrative
Fiscal Year 2021

Expenditures – Swimming Pool (continued)

Communication - Telephone

This item covers Telephone and Fax Machine Expenses. The budgeted amount is based on an average Comcast bill of \$410 per month.

Utility - General

This line item covers water service provided by St. Johns County Utility Department and electric service provided by Florida Power and Light. The average cost of both bills is approximately \$4,400 per month. The budgeted amount is based on last year's expenses as well as projected increases for service as well as projected increases due to the increased hours and additional weeks of operation.

Utility – Cable TV Billing

Comcast Internet Service

Utility - Refuse Removal

This item encompasses the trash removal provided by Republic Services. This cost is split between Swim & Fitness and Tennis evenly.

R&M - Buildings

This line item encompasses the repair and maintenance costs for the Amenity facility. Reburishment of meeting rooms, flooring, kitchen and lobbys.

R&M - Pools

This budget item provides funds for the repair and maintenance costs for two pools an a splash pad. Those costs include chemicals, equipment for maintenance, and repairs.

R&M Vehicles

This line encompasses the repair and maintenance of the swim/fitness utility cart.

Advertising

This line item covers advertising expenses related to recruiting. Budgeting is based on previous year's expenses as well as any anticipated increases. The

District's portion of a comprehensive communications package provided via the Palencia Project; includes e-mailings of various events, updates and surveys, and updating of the District's employee handbook. This also covers job advertisements online.

Miscellaneous Services

This is for Life Safety inspections such as the annual inspection of fire alarms and extinguishers.

Budget Narrative

Fiscal Year 2021

Expenditures – Swimming Pool (continued)**Miscellaneous - Employee Meals** (Employee Relations)

Employee rewards such as employee of the month, 100-day accident-free safety award, holiday lunches and staff appreciation.

Miscellaneous - Training

This is for the material costs associated with annual CPR/First Aid/AED Training. Also included in this item are any other professional development courses such as new certifications for aerobics instructors. Also included in this item are any other professional development courses such as new certifications for aerobics instructors.

Miscellaneous - Licenses & Permits

This budget item allocates for the licensing and permits necessary for operation of the Swim and Fitness Center (i.e. Pool Operating Permits).

Office Supplies

This includes office supplies to operate the facility. Includes \$3K for key fobs for MindBody Software.

Cleaning Supplies

This line item covers supplies necessary for cleaning the building, spa and paper supplies used in the swim and Fitness Center (i.e. shampoo, conditioner, body wash, soap, etc.)

Office Equipment

This is for costs associated with procuring office equipment, furniture and /or fixtures. Includes \$2K for I-pads for MindBody software check-in.

Snack Bar Expenses

This is for supplies related to snack bar concessions.

OP Supplies - Spa & Paper

This budget item covers all spa and paper supplies used in the Swim and Fitness Center (e.g. shampoo, conditioner, body wash, soap, etc.).

Operating Supplies - Uniforms

This is for uniform purchases for Lifeguard and Front Desk personnel throughout the year.

Budget Narrative
Fiscal Year 2021

Expenditures – Swimming Pool (continued)

Subscriptions & Memberships

This includes the Pandora for Businesses is for Satellite Radio Subscription at \$325. This also includes MindBody, the new software for the check-in process at the buildings. This software will have monthly fees of \$239 and comes with key fobs for residents (additional expense). This replaces the current amenity card system.

Capital Outlay - Pool Furniture

This allocation is to cover replacement of all pool furniture and umbrellas that will be needed in the coming pool season, as the volume of residents using the furniture grows. Includes any additional maintenance as required.

Expenditures - Tennis Court

Payroll - Salaries

This is compensation paid to the full-time staff which includes the tennis professionals and maintenance staff.

Payroll - Hourly

This is the compensation paid to the part-time shop and maintenance staff.

Payroll - Benefits

Provide health care and other benefits (medical, dental, life, short-term and long-term disability, and workers' compensation insurance) for full time staff – tennis professionals and maintenance staff. Payroll service fees (ADP) are also included.

Payroll - Engineering

The District's building engineering department has a staff of seven (7) full time employees and one (1) part-time employee who are allocated throughout this budget. The engineering department's maintenance allocation for the District's swimming pools and fitness center buildings repairs is **15%**.

Payroll - Commission

Commissions paid to pro staff based on lesson revenue and racket stringing.

Payroll Taxes

Payroll taxes for Tennis staff.

Budget Narrative
Fiscal Year 2021

Expenditures – Tennis Court (continued)

Professional Services - Administrative

Administrative support from administrative staff.

Professional Services - Information Technology

The District incurs the expense for IT support for the computer systems including the tennis point-of-sale system. This also includes any license renewal/software updates to the District computer systems (i.e. McAfee Antivirus, MS Office, and Club Systems). This also includes new software for the check-in process at the buildings. This software will have monthly fees and comes with key fobs for patrons. This replaces the current amenity card system.

Contracts - Janitorial Services

This line item is for Janitorial Services provided by staff.

Contracts - Landscaping

This is for landscaping of the area surrounding the tennis courts.

Communication - Telephone

Comcast phone lines plus long distance.

Utility - Cable TV Billing

Comcast – established based on run rate.

Electricity - General

Electricity – FPL. Primary expense related to court lighting.

Utility - Refuse Removal

This item encompasses the trash removal provided by Republic Services. This cost is split between Swim & Fitness and Tennis evenly.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2021

Expenditures – Tennis Court (continued)

Utility - Water & Sewer

This item covers water and sewer service provided by St. Johns County Utility Department.

Rental/Lease - Vehicle/Equipment

Periodically need to rent maintenance equipment, e.g., cherry picker to change court light bulbs, etc. Also, includes rental of an ice machine.

R&M - General

General Maintenance needs (i.e. – light bulbs, carpet repair, and landscape planters).

R&M - Court Maintenance

This line consists of court material, court tools, court machine maintenance, etc.

R&M - Vandalism

This line consists of repairs from any vandalism of District's assets.

Printing and Binding

The District's portion of a comprehensive communications package provided via the Palencia Press; includes e-mailings of various events, updates and surveys, and updating of the District's employee handbook.

Advertising

The costs associated with newspaper ads to recruit new staff.

Miscellaneous - Employee Meals (Employee Relations)

Employee rewards such as employee of the month, 100-day accident-free safety award, holiday lunches and staff appreciation.

Miscellaneous - Special Events

Social and Promotional events for Tennis held on property.

Miscellaneous - Training

This is for continuing education and professional development for staff.

Miscellaneous - Licenses & Permits

USTA membership, etc.

Budget Narrative
Fiscal Year 2021

Expenditures – Tennis Court (continued)

Office Supplies

This is for office materials, paper and other office supplies. Includes \$500 for key fobs for MindBody Software.

Office Equipment

This is for costs associated with procuring computer, monitor, printer, fax machine, etc. items. Includes \$1,000 for I-pad for MindBody software check-in.

Teaching Supplies

This is for balls and teaching aids – prepping for addition to pro staff.

OP Supplies - Uniforms

Staff uniform assistance.

COS - Start Up Inventory

This is for Inventory/Merchandise,

Subscriptions and Memberships

NFPTA, PTR, USPTA, etc

Capital Outlay - Machinery and Equipment

Professionally re-surface two of the last two of the ten courts. \$18K is allocated for LED Court Lighting.

Budget Narrative
Fiscal Year 2021

FULL LISTING OF OPERATIONS MANAGEMENT SCOPE OF SERVICES

Lessee

Marshall Creek Community Development District

Lessor

First Service Residential

Purpose

Provide day-to-day operations management of the Marshall Creek Community Development District (the "District") property while emphasizing positive response to concerns of District residents

Operations Management Team Composition

Property Manager
Assistant Property Manager (reports to Property Manager)

Relationship to Other Positions

Reports To

District Board of Supervisors

Coordinates with

District Manager, Inframark – Infrastructure Management Services

Supervises

Budget Narrative
Fiscal Year 2021

District Staff (Swim & Fitness, Tennis, Landscape Maintenance, and General Maintenance)

Operations Management Team Functions

Manage all on-site District personnel (Swim & Fitness, Tennis, Landscape Maintenance, And General Maintenance), including, but not limited to:

- Recruiting
- Training
- Performance Evaluation
- Payroll Administration
- Safety
- Benefits / Workers Compensation

Administer activities (and coordinate administration with the Maintenance Manager) related to the physical operation of the District property, including, but not limited to, supervising District contracts regarding:

- Operations
- Cleaning
- Repair
- Controlled Access Guardhouses / Roving Patrol

Administer activities related to District, including, but not limited to:

- Appropriately administer all Marshall Creek CDD Policies and Procedures and District-related DRI/PUD entitlements
- Amenities (Swim & Fitness and Tennis) management / oversight
- Landscape Maintenance management / oversight
- Controlled Access / Roving Patrol contract administration
- Street Light (decorative) maintenance and repair administration
- Street Sign maintenance and repair administration
- Street, sidewalk and curb maintenance and repair administration
- Storm water system maintenance and repair administration

Budget Narrative
Fiscal Year 2021

- Maintenance and repair administration of over 5,100 linear feet of raised boardwalks (including the Tolomato River Boardwalk at Palencia), over 8 miles of multi-use paths, and over 6 acres of playgrounds and passive parks equipment
- On-site District Liaison with the St. Johns River Water Management District coordinating use of over 421 acres of wetland and upland conservation areas

Manage fiscal activities of the District property including, but not limited to:

- Resident relations
- Payroll processing of 50 District employees
- On-site accounts payables / bookkeeping
- Operations analysis
- Budget preparation and management

On-site Management of District response to resident and public inquiries and concerns, including, but not limited to:

- Responding to telephone, e-mail and on-site inquiries
- Guiding tour groups

Coordinate all emergency procedures regarding District facilities and operations, including, but not limited to:

- Establishing plans
- Implementing practice
- Monitoring equipment
- Executing plan in live emergencies (tropical storms, hurricanes, wildfires, etc.)
- Direct and assist with any St. Johns County Emergency Operations Center-mandated evacuations, bomb searches and life safety alarms as deemed reasonable and prudent
- Assist St. Johns County Sheriff and / or Fire Rescue emergency authorities and response teams as requested

**Summary of Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JULY 2020	PROJECTED AUG- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2020
REVENUES							
Special Assmnts- Tax Collector	\$ 49,791	\$ 49,001	\$ 51,149	\$ 50,385	\$ 764	\$ 51,149	\$ 52,924
Special Assmnts- CDD Collected	2,041	1,668	1,668	1,668	-	1,668	-
Special Assmnts- Discounts	(1,710)	(1,745)	(2,046)	(1,736)	-	(1,736)	(2,117)
TOTAL REVENUES	50,122	48,924	50,771	50,317	764	51,081	50,807
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	961	975	1,023	973	-	973	1,058
Total Administrative	961	975	1,023	973	-	973	1,058
<i>Landscape Services</i>							
Capital Improvements	-	54,141	-	-	-	-	-
Total Landscape Services	-	54,141	-	-	-	-	-
TOTAL EXPENDITURES	961	55,116	1,023	973	-	973	1,058
Excess (deficiency) of revenues Over (under) expenditures	49,161	(6,192)	49,748	49,344	764	50,108	49,748
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
			49,748	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	49,748	-	-	-	-
Net change in fund balance	49,161	(6,192)	49,748	49,344	764	50,108	49,748
FUND BALANCE, BEGINNING	(1)	49,158	43,462	43,462	43,462	43,462	93,570
FUND BALANCE, ENDING	\$ 49,158	\$ 42,966	\$ 93,210	\$ 92,806	\$ 44,226	\$ 93,570	\$ 143,318

Budget Narrative
Fiscal Year 2021

REVENUE

Special Assessments - Tax Collector

The District will levy a Non-Ad Valorem assessment on assessable property within the Series 2002 Special Assessment Area of the District to fund the 2002 Area Capital Reserves. This is the portion that will be collected with the Tax Collector.

Special Assessments - CDD Collected

The District will levy a Non-Ad Valorem assessment on assessable property within the Series 2002 Special Assessment Area of the District to fund the 2002 Area Capital Reserves. This is the estimated portion that will be collected directly from the developer and other landowners removed from the tax roll with the Tax Collector per the direction of the Board.

Special Assessments - Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Expenditures - Administrative

Misc - Assessment Collection Cost

The District reimburses the St. Johns County Tax Collector for necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater.

MARSHALL CREEK
Community Development District

Debt Service Budgets
Fiscal Year 2021

**Summary of Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JULY 2020	PROJECTED AUG- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 3,706	\$ 1,761	\$ 250	\$ 2,898	\$ 580	3,478	\$ 250
Special Assmnts- Tax Collector	1,146,336	1,122,099	1,168,674	1,151,214	17,460	1,168,674	1,168,674
Special Assmnts- Prepayment	102,597	20,405	-	376,587	-	376,587	-
Special Assmnts- CDD Collected	46,565	38,056	38,056	38,056	-	38,056	-
Special Assmnts- Delinquent	45,804	-	-	-	-	-	-
Special Assmnts- Discounts	(39,373)	(39,945)	(46,747)	(39,673)	-	(39,673)	(46,747)
TOTAL REVENUES	1,305,635	1,142,376	1,160,233	1,529,082	18,040	1,547,122	1,122,177
EXPENDITURES							
<i>Administrative</i>							
ProfServ-Legal Services	-	-	-	-	-	-	-
ProfServ-Trustee	7,500	-	-	-	-	-	-
Bond Counsel	18,500	-	-	-	-	-	-
Misc-Assessmnt Collection Cost	22,124	22,335	23,373	22,231	-	22,231	23,373
Total Administrative	48,124	22,335	23,373	22,231	-	22,231	23,373
<i>Debt Service</i>							
Principal Debt Retirement	550,000	505,000	540,000	540,000	-	540,000	580,000
Principal Prepayments	40,000	105,000	-	365,000	-	365,000	-
Interest Expense	599,750	568,625	540,750	540,125	-	540,125	513,750
Total Debt Service	1,189,750	1,178,625	1,080,750	1,445,125	-	1,445,125	1,093,750
TOTAL EXPENDITURES	1,237,874	1,200,960	1,104,123	1,467,356	-	1,467,356	1,117,123

**Summary of Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JULY 2020	PROJECTED AUG- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Excess (deficiency) of revenues							
Over (under) expenditures	67,761	(58,584)	56,110	61,726	18,040	79,766	5,054
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	-	-	-	343,189	-	343,189	-
Operating Transfers - Out	-		-	(8,509)	-	(8,509)	-
Contribution to (Use of) Fund Balance	-		56,110	-	-	-	5,054
TOTAL OTHER SOURCES (USES)	-		56,110	334,680	-	334,680	5,054
Net change in fund balance	67,761	(58,584)	56,110	396,406	18,040	414,446	5,054
FUND BALANCE, BEGINNING	428,627	496,388	448,354	448,354	448,354	448,354	862,800
FUND BALANCE, ENDING	\$ 496,388	\$ 437,804	\$ 504,464	\$ 844,760	\$ 466,394	\$ 862,800	\$ 867,854

MARSHALL CREEK

Community Development District

Series 2002 Debt Service Fund

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2020	\$ 10,275,000	5.000%	\$ 256,875			
5/1/2021	\$ 10,275,000	5.000%	\$ 256,875	\$ 580,000		\$ 1,093,750
11/1/2021	\$ 9,695,000	5.000%	\$ 242,375			
5/1/2022	\$ 9,695,000	5.000%	\$ 242,375	\$ 620,000		\$ 1,104,750
11/1/2022	\$ 9,075,000	5.000%	\$ 226,875			
5/1/2023	\$ 9,075,000	5.000%	\$ 226,875	\$ 660,000		\$ 1,113,750
11/1/2023	\$ 8,415,000	5.000%	\$ 210,375			
5/1/2024	\$ 8,415,000	5.000%	\$ 210,375	\$ 710,000		\$ 1,130,750
11/1/2024	\$ 7,705,000	5.000%	\$ 192,625			
5/1/2025	\$ 7,705,000	5.000%	\$ 192,625	\$ 755,000		\$ 1,140,250
11/1/2025	\$ 6,950,000	5.000%	\$ 173,750			
5/1/2026	\$ 6,950,000	5.000%	\$ 173,750	\$ 805,000		\$ 1,152,500
11/1/2026	\$ 6,145,000	5.000%	\$ 153,625			
5/1/2027	\$ 6,145,000	5.000%	\$ 153,625	\$ 850,000		\$ 1,157,250
11/1/2027	\$ 5,295,000	5.000%	\$ 132,375			
5/1/2028	\$ 5,295,000	5.000%	\$ 132,375	\$ 890,000		\$ 1,154,750
11/1/2028	\$ 4,405,000	5.000%	\$ 110,125			
5/1/2029	\$ 4,405,000	5.000%	\$ 110,125	\$ 935,000		\$ 1,155,250
11/1/2029	\$ 3,470,000	5.000%	\$ 86,750			
5/1/2030	\$ 3,470,000	5.000%	\$ 86,750	\$ 985,000		\$ 1,158,500
11/1/2030	\$ 2,485,000	5.000%	\$ 62,125			
5/1/2031	\$ 2,485,000	5.000%	\$ 62,125	\$ 1,035,000		\$ 1,159,250

MARSHALL CREEK

Community Development District

Series 2002 Debt Service Fund

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2031	\$ 1,450,000	5.000%	\$ 36,250			
5/1/2032	\$ 1,450,000	5.000%	\$ 36,250	\$ 1,085,000	\$	1,157,500
			\$ 3,768,250	\$ 9,910,000	\$	13,678,250

**Summary of Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET FY 2020	THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 2,145	\$ 2,760	\$ 600	\$ 4,607	\$ 1,843	\$ 6,450	\$ 600
Special Assmnts- Tax Collector	1,022,420	1,027,993	1,026,794	1,006,730	20,064	1,026,794	1,021,997
Special Assmnts- Prepayment	22,171	53,667	-	9,693	-	9,693	-
Special Assmnts- Discounts	(35,117)	(35,075)	(41,072)	(34,693)	-	(34,693)	(40,880)
TOTAL REVENUES	1,011,619	1,049,345	986,322	986,337	21,907	1,008,244	981,717
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	19,732	19,605	20,536	19,441	-	20,536	20,440
Total Administrative	19,732	19,605	20,536	19,441	-	20,536	20,440
<i>Debt Service</i>							
Principal Debt Retirement	-	505,000	520,000	520,000	-	520,000	540,000
Principal Debt Retirement Series A	490,000	-	-	-	-	-	-
Principal Prepayments	-	35,000	-	55,000	-	55,000	-
Prepayments Series A	25,000	-	-	-	-	-	-
Interest Expense	-	471,550	452,700	451,575	-	451,575	431,750
Interest Expense Series A	489,825	-	-	-	-	-	-
Total Debt Service	1,004,825	506,550	972,700	1,026,575	-	1,026,575	971,750
TOTAL EXPENDITURES	1,024,557	526,155	993,236	1,046,016	-	1,047,111	992,190

**Summary of Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JULY 2020	PROJECTED AUG- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Excess (deficiency) of revenues							
Over (under) expenditures	(12,938)	523,190	(6,914)	(59,679)	21,907	(38,867)	(10,473)
OTHER FINANCING SOURCES (USES)							
Operating Transfers-Out	(1,478)	(1,967)	-	(346,340)	-	(346,340)	-
Contribution to (Use of) Fund Balance	-		(6,914)	-	-	-	(10,473)
TOTAL OTHER SOURCES (USES)	(1,478)	(1,967)	(6,914)	(346,340)	-	(346,340)	(10,473)
Net change in fund balance	(14,416)	16,223	(6,914)	(406,019)	21,907	(385,207)	(10,473)
FUND BALANCE, BEGINNING	833,586	819,170	844,300	844,300	844,300	844,300	459,093
FUND BALANCE, ENDING	\$ 819,170	\$ 835,393	\$ 837,386	\$ 438,281	\$ 866,207	\$ 459,093	\$ 448,620

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2020	\$ 8,635,000		\$ 215,875			
5/1/2021	\$ 8,635,000	5.00%	\$ 215,875	\$ 540,000	\$	971,750
11/1/2021	\$ 8,095,000		\$ 202,375			
5/1/2022	\$ 8,095,000	5.00%	\$ 202,375	\$ 570,000	\$	974,750
11/1/2022	\$ 7,525,000		\$ 188,125			
5/1/2023	\$ 7,525,000	5.00%	\$ 188,125	\$ 595,000	\$	971,250
11/1/2023	\$ 6,930,000		\$ 173,250			
5/1/2024	\$ 6,930,000	5.00%	\$ 173,250	\$ 625,000	\$	971,500
11/1/2024	\$ 6,305,000		\$ 157,625			
5/1/2025	\$ 6,305,000	5.00%	\$ 157,625	\$ 660,000	\$	975,250
11/1/2025	\$ 5,645,000		\$ 141,125			
5/1/2026	\$ 5,645,000	5.00%	\$ 141,125	\$ 690,000	\$	972,250
11/1/2026	\$ 4,955,000		\$ 123,875			
5/1/2027	\$ 4,955,000	5.00%	\$ 123,875	\$ 730,000	\$	941,250
11/1/2027	\$ 4,225,000		\$ 105,625			
5/1/2028	\$ 4,225,000	5.00%	\$ 105,625	\$ 765,000	\$	938,000
11/1/2028	\$ 3,460,000		\$ 86,500			
5/1/2029	\$ 3,460,000	5.00%	\$ 86,500	\$ 800,000	\$	933,000
11/1/2029	\$ 2,660,000		\$ 66,500			
5/1/2030	\$ 2,660,000	5.00%	\$ 66,500	\$ 845,000	\$	935,750
11/1/2030	\$ 1,815,000		\$ 45,375			
5/1/2031	\$ 1,815,000	5.00%	\$ 45,375	\$ 885,000	\$	931,500
11/1/2031	\$ 930,000		\$ 23,250			

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
5/1/2032	\$ 930,000	5.00%	\$ 23,250	\$ 930,000	\$	3,989,000
			\$ 3,059,000	\$ 8,635,000	\$	14,505,250

**Summary of Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU JULY 2020	AUG- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 831	\$ 1,116	\$ 400	\$ 555	\$ 222	\$ 150	\$ 400
Special Assmnts- Tax Collector	65,920	64,899	65,650	63,674	1,976	65,650	64,640
Special Assmnts- Prepayment	11,818	11,664	-				-
Special Assmnts- Discounts	(2,264)	(2,240)	(2,626)	(2,194)	-	(2,194)	(2,586)
TOTAL REVENUES	76,305	75,439	63,424	62,035	2,198	63,606	62,454
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,272	1,252	1,313	1,230	-	1,230	1,293
Total Administrative	1,272	1,252	1,313	1,230	-	1,230	1,293
<i>Debt Service</i>							
Principal Debt Retirement	10,000	10,000	10,000	10,000	-	10,000	10,000
Prepayment	-	10,000	-	15,000		15,000	-
Interest Expense	49,928	48,980	48,032	47,558	-	47,558	47,400
Total Debt Service	59,928	68,980	58,032	72,558	-	72,558	57,400
TOTAL EXPENDITURES	61,200	70,232	59,345	73,788	-	73,788	58,693

**Summary of Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2021 Adopted Budget**

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU JULY 2020	PROJECTED AUG- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Excess (deficiency) of revenues							
Over (under) expenditures	15,105	5,207	4,079	(11,753)	2,198	(10,182)	3,761
OTHER FINANCING SOURCES (USES)							
Interfund Transfers-In	-		-	8,509	-	8,509	-
Contribution to (Use of) Fund Balance	-	495	4,079	-	-	-	3,761
TOTAL OTHER SOURCES (USES)	-	495	4,079	8,509	-	-	3,761
Net change in fund balance	15,105	5,702	4,079	(3,244)	2,198	(10,182)	3,761
FUND BALANCE, BEGINNING	60,222	75,327	81,029	81,029	81,029	81,029	70,847
FUND BALANCE, ENDING	\$ 75,327	\$ 81,029	\$ 85,108	\$ 77,785	\$ 83,227	\$ 70,847	\$ 74,608

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2031	\$ 545,000	6.320%	\$ 17,222			
5/1/2032	\$ 545,000	6.320%	\$ 17,222	\$ 25,000		\$ 59,444
11/1/2032	\$ 520,000	6.320%	\$ 16,432			
5/1/2033	\$ 520,000	6.320%	\$ 16,432	\$ 25,000		\$ 57,864
11/1/2033	\$ 495,000	6.320%	\$ 15,642			
5/1/2034	\$ 495,000	6.320%	\$ 15,642	\$ 30,000		\$ 61,284
11/1/2034	\$ 465,000	6.320%	\$ 14,694			
5/1/2035	\$ 465,000	6.320%	\$ 14,694	\$ 30,000		\$ 59,388
11/1/2035	\$ 435,000	6.320%	\$ 13,746			
5/1/2036	\$ 435,000	6.320%	\$ 13,746	\$ 35,000		\$ 62,492
11/1/2036	\$ 400,000	6.320%	\$ 12,640			
5/1/2037	\$ 400,000	6.320%	\$ 12,640	\$ 35,000		\$ 60,280
11/1/2037	\$ 365,000	6.320%	\$ 11,534			
5/1/2038	\$ 365,000	6.320%	\$ 11,534	\$ 35,000		\$ 58,068
11/1/2038	\$ 330,000	6.320%	\$ 10,428			
5/1/2039	\$ 330,000	6.320%	\$ 10,428	\$ 40,000		\$ 60,856
11/1/2039	\$ 290,000	6.320%	\$ 9,164			
5/1/2040	\$ 290,000	6.320%	\$ 9,164	\$ 40,000		\$ 58,328
11/1/2040	\$ 250,000	6.320%	\$ 7,900			
5/1/2041	\$ 250,000	6.320%	\$ 7,900	\$ 45,000		\$ 60,800
11/1/2041	\$ 205,000	6.320%	\$ 6,478			
5/1/2042	\$ 205,000	6.320%	\$ 6,478	\$ 50,000		\$ 62,956
11/1/2042	\$ 155,000	6.320%	\$ 4,898			

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2020	\$ 735,000	6.320%	\$ 23,700			
5/1/2021	\$ 735,000	6.320%	\$ 23,700	\$ 10,000		\$ 57,400
11/1/2021	\$ 725,000	6.320%	\$ 23,226			
5/1/2022	\$ 725,000	6.320%	\$ 23,226	\$ 15,000		\$ 61,452
11/1/2022	\$ 710,000	6.320%	\$ 22,752			
5/1/2023	\$ 710,000	6.320%	\$ 22,752	\$ 15,000		\$ 60,504
11/1/2023	\$ 695,000	6.320%	\$ 22,278			
5/1/2024	\$ 695,000	6.320%	\$ 22,278	\$ 15,000		\$ 59,556
11/1/2024	\$ 680,000	6.320%	\$ 21,804			
5/1/2025	\$ 680,000	6.320%	\$ 21,804	\$ 15,000		\$ 58,608
11/1/2025	\$ 665,000	6.320%	\$ 21,330			
5/1/2026	\$ 665,000	6.320%	\$ 21,330	\$ 15,000		\$ 57,660
11/1/2026	\$ 650,000	6.320%	\$ 20,698			
5/1/2027	\$ 650,000	6.320%	\$ 20,698	\$ 20,000		\$ 61,396
11/1/2027	\$ 630,000	6.320%	\$ 20,066			
5/1/2028	\$ 630,000	6.320%	\$ 20,066	\$ 20,000		\$ 60,132
11/1/2028	\$ 610,000	6.320%	\$ 19,434			
5/1/2029	\$ 610,000	6.320%	\$ 19,434	\$ 20,000		\$ 58,868
11/1/2029	\$ 590,000	6.320%	\$ 18,802			
5/1/2030	\$ 590,000	6.320%	\$ 18,802	\$ 20,000		\$ 57,604
11/1/2030	\$ 570,000	6.320%	\$ 18,012			
5/1/2031	\$ 570,000	6.320%	\$ 18,012	\$ 25,000		\$ 61,024

MARSHALL CREEK

Community Development District

Series 2016 Avila Bond Debt Service Fund

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
5/1/2043	\$ 155,000	6.320%	\$ 4,898	\$ 50,000		\$ 59,796
11/1/2043	\$ 105,000	6.320%	\$ 3,318			
5/1/2044	\$ 105,000	6.320%	\$ 3,318	\$ 50,000		\$ 56,636
11/1/2044	\$ 55,000	6.320%	\$ 1,738			
5/1/2045	\$ 55,000	6.320%	\$ 1,738	\$ 55,000		\$ 58,476
			\$ 755,872	\$ 735,000		\$ 1,490,872

Budget Narrative
Fiscal Year 2021

REVENUE

Special Assessments - Tax Collector

The District will levy a Non-Ad Valorem assessment on all assessable property within the District in order to pay for the debt service expenditures during the Fiscal Year. This is the portion that will be collected with the Tax Collector.

Special Assessments - CDD Collected

The District will levy a Non-Ad Valorem assessment on all assessable property within the District in order to pay for the debt service expenditures during the Fiscal Year. This is the estimated portion that will be collected directly from the developer and other landowners removed from the tax roll with the Tax Collector per the direction of the Board.

Special Assessments - Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Expenditures - Administrative

Misc - Assessment Collection Cost

The District reimburses the St. Johns County Tax Collector for necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater.

MARSHALL CREEK
Community Development District

Supporting Budget Schedules
Fiscal Year 2021

MARSHALL CREEK

Community Development District

All Funds

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the 2015 and 2016 Bond Series Fiscal Year 2021 vs. Fiscal Year 2020									
Product	General Fund			Series 2015 & 2016 Debt Service			Total Assessments per Unit		
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change
Inside Control Gate									
Oak Common I	\$2,318	\$2,386	-2.85%	\$750	\$750	0.00%	\$3,068	\$3,136	-2.17%
Parkside I & II	\$2,318	\$2,386	-2.85%	\$900	\$900	0.00%	\$3,218	\$3,286	-2.07%
Trellis Park, Mission Park, TreeHouse Park (9 Lots)	\$2,318	\$2,386	-2.85%	\$1,149	\$1,149	0.00%	\$3,468	\$3,536	-1.92%
Oak Common II & III	\$2,318	\$2,386	-2.85%	\$1,199	\$1,199	0.00%	\$3,518	\$3,586	-1.89%
Marshall Creek Bluff	\$2,318	\$2,386	-2.85%	\$1,399	\$1,399	0.00%	\$3,718	\$3,785	-1.79%
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,318	\$2,386	-2.85%	\$1,499	\$1,499	0.00%	\$3,817	\$3,885	-1.75%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,318	\$2,386	-2.85%	\$1,899	\$1,899	0.00%	\$4,217	\$4,285	-1.58%
North River I, II, & III, Alimara, & Leaning Tree	\$2,318	\$2,386	-2.85%	\$2,399	\$2,399	0.00%	\$4,717	\$4,785	-1.42%
Outside Control Gate									
Village Center Homes (VC 1)	\$2,059	\$2,001	2.88%	\$600	\$600	0.00%	\$2,659	\$2,601	2.22%
Promenade Condos	\$2,059	\$2,001	2.88%	\$900	\$900	0.00%	\$2,959	\$2,901	1.99%
Palencia Village 2, 3, 4 & 2A	\$2,059	\$2,001	2.88%	\$1,199	\$1,199	0.00%	\$3,258	\$3,201	1.80%
Village Lakes	\$2,059	\$2,001	2.88%	\$1,010	\$1,010	0.00%	\$3,069	\$3,011	1.92%
Avila Condo & Village Square Res.	\$2,059	\$2,001	2.88%	\$700	\$700	0.00%	\$2,759	\$2,701	2.14%
Promenade Pointe	\$2,059	\$2,001	2.88%	\$2,399	\$2,399	0.00%	\$4,458	\$4,400	1.31%
Golf Course	\$44,350	\$44,043	0.70%	\$80,000	\$80,000	0.00%	\$124,350	\$124,043	0.25%

MARSHALL CREEK

Community Development District

All Funds

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the Restructured 2002 Bond Series												
Fiscal Year 2021 vs. Fiscal Year 2020												
Product	General Fund			2002 Capital Reserves			Series 2002 Debt Service			Total Assessments per Unit		
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change
Inside Control Gate												
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,318	\$2,386	-2.85%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,818	\$3,886	-1.75%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,318	\$2,386	-2.85%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,218	\$4,286	-1.58%
Costa Del Sol	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
Marshall Creek Bluff II - EV-3A	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
Village Center 5 (South Loop Lots)	\$2,318	\$2,386	-2.85%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,518	\$3,586	-1.89%
Trellis Park (North River Loop Lot)	\$2,318	\$2,386	-2.85%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,218	\$4,286	-1.58%
North River I, II, & III, Alimara, & Leaning Tree	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
The Reserve Phase II	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
Santa Teresa	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
Outside Control Gate												
Palencia Village Townhomes I	\$2,059	\$2,001	2.88%	\$31	\$31	0.00%	\$719	\$719	0.00%	\$2,809	\$2,751	2.10%
Palencia Village 2, 3, 4 & 2A	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Village Lakes East (Residential MNO)	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Village Lofts (Live/Work)	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Townhomes II (VC-3)	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Avila Condo & Village Square Res.	\$2,059	\$2,001	2.88%	\$29	\$29	0.00%	\$671	\$671	0.00%	\$2,759	\$2,701	2.14%
Augustine Island	\$2,059	\$2,001	2.88%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,559	\$3,501	1.65%
Promenade Pointe	\$2,059	\$2,001	2.88%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,459	\$4,401	1.31%
Commercial												
Commercial (Office/Retail)	\$0.33	\$0.32	0.42%	\$0.04	\$0.04	0.00%	\$0.93	\$0.93	0.00%	\$1.30	\$1.29	0.11%
Neighborhood Commercial	\$1.31	\$1.28	2.40%	\$0.02	\$0.02	0.00%	\$0.45	\$0.45	0.00%	\$1.78	\$1.75	1.75%