

**MARSHALL CREEK**  
Community Development District

***Operating & Debt Service Budget***  
**Fiscal Year 2021**

Modified Approved Tentative  
Approved 6/11/2020

Prepared by:



# MARSHALL CREEK

Community Development District

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**MARSHALL CREEK**  
Community Development District

**Operating Budget**  
Fiscal Year 2021

# MARSHALL CREEK

Community Development District

General Fund

## Revenues Expenditures and Changes in Fund Balance Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 17,465	\$ 37,904	\$ 12,000	\$ 13,302	\$ 7,000	\$ 20,302	\$ 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	190,236	157,354	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	4,000	8,000	12,000	24,000
S/F Program Fees	42,501	50,320	40,000	-	-	-	-
S/F Swimming Program Fees	-	2,686	3,000	-	2,000	2,000	3,000
S/F Activity Fees	5,155	4,906	5,000	170	2,500	2,670	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	825	2,000	2,825	2,000
S/F Snack Bar Revenue	-	3,645	3,000	328	2,672	3,000	3,000
Tennis Merchandise Sales	14,843	15,487	15,000	10,147	3,500	13,647	16,000
Tennis Special Events&Socials	90	-	1,000	-	500	1,000	1,000
Tennis Lessons & Clinics	183,848	233,359	205,000	131,170	70,000	201,170	230,000
Tennis Ball Machine Rental Fee	2,165	3,099	3,500	3,250	750	4,000	4,000
Tennis Membership	38,466	41,245	40,000	30,141	7,500	37,641	35,000
Interest - Tax Collector	3,806	12,458	-	8,014	1,500	9,514	-
Special Assmnts- Tax Collector	3,171,995	3,308,789	3,477,421	3,098,515	378,906	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)	(119,904)	-	(119,904)	(138,649)
Other Miscellaneous Revenues	10,579	4,627	1,000	1,975	\$ 1,411	3,386	1,000
Gate Bar Code/Remotes	3,968	5,088	4,400	2,224	\$ 1,000	3,224	5,600

# MARSHALL CREEK

Community Development District

General Fund

## Revenues Expenditures and Changes in Fund Balance Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
Impact Fee	53,046	58,770	30,000	18,714	\$ 13,367	32,081	25,000
<b>TOTAL REVENUES</b>	<b>4,987,367</b>	<b>4,832,701</b>	<b>4,644,730</b>	<b>3,971,588</b>	<b>660,109</b>	<b>4,632,197</b>	<b>4,555,043</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
P/R-Board of Supervisors	8,086	7,181	8,000	3,240	4,760	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	10,877	14,123	25,000	25,000
ProfServ-Legal Services	73,596	52,434	75,000	24,834	50,166	75,000	75,000
ProfServ-Mgmt Consulting Serv	58,000	60,320	62,700	36,575	26,125	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	2,876	8,524	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	2,329	3,271	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	1,053	2,447	3,500	3,500
Legal Advertising	3,053	2,307	3,000	471	2,529	3,000	3,000
Miscellaneous Services	4,462	8,876	6,000	5,857	4,184	10,041	6,000
Misc-Assessmnt Collection Cost	17,656	14,604	69,548	39,283	30,265	69,548	69,323
<b>Shared Exp - Other Local Units</b>	<b>460,837</b>	<b>516,556</b>	<b>585,565</b>	<b>585,565</b>	<b>-</b>	<b>585,565</b>	<b>485,772</b>
Office Supplies	462	479	500	477	480	957	1,453
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>713,831</b>	<b>759,519</b>	<b>909,343</b>	<b>762,373</b>	<b>150,874</b>	<b>913,247</b>	<b>815,383</b>

# MARSHALL CREEK

Community Development District

General Fund

## Revenues Expenditures and Changes in Fund Balance Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET FY 2020	THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
<b>Other Public Safety</b>							
Payroll - Benefit	4,617	4,309	13,387	4,375	3,125	7,500	11,554
Payroll - Engineering	37,674	50,367	64,383	36,053	22,630	58,683	60,793
Payroll - Gate Maintenance	1,698	1,833	2,496	1,108	692	1,800	2,500
Contracts-Security Services	260,877	254,397	273,750	73,326	59,100	132,426	145,000
Contracts-Roving Patrol	36,628	32,568	40,000	20,990	19,000	39,990	40,000
R&M-Gate	69,382	34,136	20,000	7,722	12,278	20,000	15,000
Misc-Bar Codes	5,147	5,434	4,100	2,400	1,700	4,100	5,600
<b>Total Other Public Safety</b>	<b>416,023</b>	<b>383,044</b>	<b>418,116</b>	<b>145,974</b>	<b>118,525</b>	<b>264,499</b>	<b>280,447</b>
<b>Field</b>							
Payroll - Benefit	3,795	3,433	10,283	3,505	3,540	7,045	8,898
Payroll - Engineering	30,131	40,231	49,975	28,842	19,026	47,868	48,979
Utility - Water & Sewer	-	193	2,000	-	2,000	2,000	2,000
Lease - Land	1,946	1,981	2,000	-	2,000	2,000	2,020
R&M-Bike Paths & Asphalt	3,060	32,364	4,000	-	4,000	4,000	5,000
R&M-Boardwalks	11,472	4,448	7,720	4,362	3,358	7,720	8,000
R&M-Buildings	14,928	56,897	15,000	7,332	7,668	15,000	75,000
R&M-Electrical	9,249	15,120	12,500	2,701	9,799	12,500	8,000
R&M-Fountain	5,544	19,737	41,000	48,112	2,888	51,000	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	15,785	14,215	30,000	30,000
R&M-Sidewalks	19,609	16,515	20,000	4,632	15,368	20,000	20,000

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General Fund

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
R&M-Signage	6,300	6,545	6,000	3,536	2,464	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
<b>Total Field</b>	<b>1,107,411</b>	<b>337,143</b>	<b>306,078</b>	<b>123,956</b>	<b>91,926</b>	<b>215,882</b>	<b>324,497</b>
<b>Landscape</b>							
Payroll-Salaries	193,789	174,165	204,095	98,679	63,675	162,354	74,370
Payroll-Other	6,047	3,000	4,000	-	4,000	4,000	-
Payroll-Administration	6,159	6,667	7,058	2,874	4,184	7,058	6,178
Payroll-Benefits	72,308	69,584	84,933	44,134	35,524	79,658	75,715
Payroll-Shared Personnel	-	398	-	-	-	-	-
Payroll-General Staff	81,263	79,803	129,574	72,034	48,021	120,055	236,515
Payroll-Irrigation Staff	57,056	67,656	63,619	40,266	25,391	65,657	69,564
Payroll-IPM Staff	81,895	80,345	84,979	42,896	36,050	78,946	90,323
Payroll-Equipment Mechanic	19,839	27,657	27,409	17,908	12,200	30,108	32,136
Payroll Taxes	31,629	32,233	38,990	20,948	16,215	37,163	38,945
ProfServ-Info Tchnology	-	3,161	1,000	-	1,000	1,000	1,000
Communication-Telephone	584	3,407	3,298	1,931	1,380	3,311	3,324
Utility - Cable TV Billing	1,134	1,813	2,000	1,172	850	2,022	2,040
Electricity - General	3,269	3,200	4,000	1,611	1,347	2,958	3,000
Utility - Refuse Removal	5,407	8,247	13,500	8,042	5,458	13,500	13,500
Utility - Water & Sewer	1,084	2,842	3,360	1,419	905	2,324	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	6,938	1,062	8,000	6,000
R&M-Equipment	40,126	37,252	30,000	23,443	6,557	30,000	30,000
R&M-Grounds	124,323	56,239	53,729	21,531	20,000	41,531	53,000
R&M-Irrigation	18,635	21,421	21,000	9,658	11,342	21,000	23,000

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	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
R&M-Mulch	73,953	93,929	79,360	52,048	31,878	83,926	90,000
R&M-Pump Station	14,171	10,161	15,000	7,660	7,340	15,000	15,000
R&M-Trees and Trimming	11,807	28,390	15,000	17,900	1,100	19,000	15,000
Misc-Employee Meals	3,060	5,027	7,000	4,317	2,683	7,000	6,500
Office Equipment	22,664	937	500	325	175	500	500
Op Supplies - General	38,387	17,725	21,500	9,308	12,192	21,500	21,000
Op Supplies - Uniforms	3,895	3,877	7,408	1,402	4,000	5,402	5,000
Op Supplies - Fuel, Oil	18,344	16,942	12,500	7,394	5,106	12,500	15,000
Impr - Landscape	-	62,702	57,452	25,455	31,997	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	-	-	-	-	-	-
<b>Total Landscape</b>	<b>1,007,819</b>	<b>1,041,314</b>	<b>1,035,264</b>	<b>566,589</b>	<b>402,771</b>	<b>969,360</b>	<b>995,610</b>
<b>Utilities</b>							
Electricity - Streetlighting	88,916	73,671	75,000	46,709	33,363	80,072	80,400
Utility - Water & Sewer	2,732	2,446	2,500	3,129	1,500	4,629	4,800
R&M-Lake	54,215	56,103	53,080	29,740	20,000	49,740	48,000
<b>Total Utilities</b>	<b>145,863</b>	<b>132,220</b>	<b>130,580</b>	<b>79,578</b>	<b>54,863</b>	<b>134,441</b>	<b>133,200</b>
<b>Operation &amp; Maintenance</b>							
Payroll-Shared Personnel	288,183	318,330	347,590	178,370	142,658	321,028	341,736
ProfServ-Field Management	229,270	253,958	277,229	180,060	104,594	284,654	293,792
Travel and Per Diem	522	435	400	-	400	400	-
Communication - Telephone	740	1,387	3,000	225	540	765	1,200
Postage and Freight	160	305	200	205	50	255	200
Rentals - General	-	1,905	1,905	1,905	-	1,905	2,000
R&M-Vehicles	5,883	7,487	6,000	12	5,500	5,512	6,000



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General Fund

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	FY 2018	FY2019	BUDGET FY 2020	THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
Printing and Binding	3,341	4,284	4,500	2,403	2,345	4,748	4,500
Misc-Connection Computer	1,775	21,340	3,000	2,208	792	3,000	3,000
Billback Expenses Developer	-	2,300	-	5,748	-	5,748	-
Office Supplies	1,187	3,513	1,750	2,052	300	2,352	1,850
Op Supplies - General	7,151	7,969	8,900	2,363	6,037	8,400	8,000
OP-Supplies – Buildings	-	129	-	-	-	-	-
<b>Total Operation &amp; Maintenance</b>	<b>538,212</b>	<b>623,342</b>	<b>654,474</b>	<b>375,551</b>	<b>263,216</b>	<b>638,767</b>	<b>662,278</b>
<b>Parks and Recreation - General</b>							
ProfServ-Mgmt Consulting Serv	21,000	21,840	24,000	14,000	10,000	24,000	25,200
Insurance -Property & Casualty	66,737	91,667	100,850	94,352	-	94,352	103,787
<b>Total Parks and Recreation - General</b>	<b>87,737</b>	<b>113,507</b>	<b>124,850</b>	<b>108,352</b>	<b>10,000</b>	<b>118,352</b>	<b>128,987</b>
<b>Swim &amp; Fitness Clubhouse</b>							
Contracts-Misc Labor	3,043	3,667	5,500	3,417	2,083	5,500	5,000
Contracts-Outside Fitness	10,015	12,823	17,720	7,701	8,000	15,701	22,960
R&M-Buildings	31,791	6,533	10,000	9,568	432	10,000	10,000
R&M-Equipment	-	806	3,000	957	2,043	3,000	4,500
Misc-Special Events	8,431	18,352	25,000	12,575	9,000	21,575	30,000
Cap Outlay-Machinery and Equip	-	-	2,500	-	2,500	2,500	1,500
Cap Outlay-Clubhouse	-	-	-	85,239	-	85,239	150,000
<b>Total Swim &amp; Fitness Clubhouse</b>	<b>53,280</b>	<b>42,181</b>	<b>63,720</b>	<b>119,457</b>	<b>24,058</b>	<b>143,515</b>	<b>223,960</b>
<b>Swimming Pool</b>							
Payroll-Salaries	59,296	72,021	57,706	47,926	32,970	80,896	89,194
Payroll-Hourly	54,375	79,163	68,640	15,746	52,894	68,640	32,635
Payroll-Lifeguards	23,669	37,416	37,000	897	30,000	30,897	37,000
Payroll-Benefits	20,097	27,386	29,104	19,736	12,368	32,104	28,432
Payroll-Engineering	27,515	37,695	51,175	27,531	19,072	46,603	48,979

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General Fund

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	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
Payroll-Janitor	7,951	8,595	6,240	4,738	2,961	7,699	6,428
Payroll Taxes	10,940	14,522	13,003	4,985	8,018	13,003	12,642
ProfServ-Info Technology	523	519	2,500	2,195	480	2,675	1,500
ProfServ-Swim Pool Commission	3,883	4,274	3,000	153	1,500	1,653	3,000
Contracts-Landscape	-	3,010	3,500	3,400	100	3,500	10,000
Travel and Per Diem	166	127	400	47	353	400	200
Communication - Telephone	11,446	7,693	4,925	3,214	2,304	5,518	4,800
Utility - General	54,466	47,936	55,000	33,774	24,124	57,898	60,000
Utility - Cable TV Billing	-	3,830	1,896	1,919	1,427	3,346	2,700
Utility - Refuse Removal	1,450	2,107	2,050	1,696	675	2,371	2,050
Rental/Lease - Vehicle/Equip	-	132	-	-	-	-	-
R&M-Buildings	27,296	43,304	20,000	19,574	426	20,000	
R&M-Pools	81,246	48,715	33,000	11,391	21,609	33,000	25,000
R&M-Vehicles	-	-	500	-	500	500	500
Advertising	1,320	1,370	1,500	770	550	1,320	1,500
Miscellaneous Services	461	-	1,500	260	1,240	1,500	1,500
Misc-Employee Meals	969	3,231	4,585	3,631	954	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	-	2,000	2,000	2,000
Office Supplies	2,116	2,250	2,000	1,389	611	2,000	5,000
Cleaning Supplies	1,150	1,575	2,250	1,273	1,200	2,473	1,500
Office Equipment	508	2,391	1,250	2,939	500	3,439	3,000
Snack Bar Expenses	-	-	2,500	-	2,500	2,500	1,000
Op Supplies - Spa & Paper	1,557	1,899	2,500	321	2,179	2,500	2,000
Op Supplies - Uniforms	2,651	2,962	1,500	133	1,367	1,500	2,000
Op Supplies - Summer Camp	10,489	14,632	14,000	-	-	-	-
Subscriptions and Memberships	445	431	1,200	170	1,030	1,200	6,000
Cap Outlay-Machinery and Equip	-	39,090	4,000	15,771	-	15,771	-

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	FY 2018	FY2019	BUDGET FY 2020	THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
Cap Outlay - Pool Furniture	-	46,266	7,500	349	7,151	7,500	10,000
<b>Total Swimming Pool</b>	<b>407,800</b>	<b>559,613</b>	<b>440,424</b>	<b>227,031</b>	<b>233,563</b>	<b>460,594</b>	<b>406,870</b>
<b>Tennis Court</b>							
Payroll-Salaries	125,718	116,408	126,000	62,851	62,000	124,851	126,000
Payroll-Hourly	38,066	38,051	37,000	18,890	17,500	36,390	38,000
Payroll-Benefits	26,031	30,682	38,182	19,002	19,180	38,182	34,920
Payroll-Engineering	20,714	27,986	38,331	20,648	17,683	38,331	36,735
Payroll-Commission	161,604	206,689	184,500	121,494	63,006	184,500	207,000
Payroll Taxes	22,429	23,781	26,465	12,046	14,419	26,465	28,382
ProfServ-Administrative	-	-	500	-	500	500	500
ProfServ-Info Technology	7,717	9,903	1,000	3,867	1,980	5,847	5,200
Contracts-Landscape	-	-	-	-	-	-	3,000
Contracts-Janitorial Services	6,040	6,040	6,500	2,633	3,000	5,633	5,000
Communication - Telephone	6,767	5,861	3,600	1,327	2,273	3,600	3,600
Utility - Cable TV Billing	2,033	2,392	2,903	1,672	1,231	2,903	3,000
Electricity - General	15,981	14,620	13,500	6,637	6,863	13,500	13,000
Utility - Refuse Removal	1,754	2,036	1,500	1,354	400	1,754	1,500
Utility - Water & Sewer	1,078	1,475	1,200	771	429	1,200	1,300
Rental/Lease - Vehicle/Equip	1,585	1,453	1,700	925	775	1,700	1,700
R&M-General	10,063	5,647	6,500	2,729	3,771	6,500	7,000
R&M-Court Maintenance	29,075	11,935	10,000	7,731	2,269	10,000	12,000
R&M-Vandalism	-	-	500	-	500	500	500
Printing and Binding	185	-	1,000	-	1,000	1,000	1,000
Advertising	1,320	1,320	1,500	770	730	1,500	1,500
Misc-Employee Meals	245	1,688	2,200	1,645	555	2,200	2,160
Misc-Special Events	693	341	1,000	846	154	1,000	1,000
Misc-Training	542	49	500	-	-	-	500

**MARSHALL CREEK**

Community Development District

General Fund

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
Office Supplies	3,288	3,329	3,800	1,894	1,906	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	1,601	1,899	3,500	4,000
Op Supplies - Spa & Paper	-	477	-	-	-	-	-
Op Supplies - Uniforms	1,011	395	500	318	182	500	1,000
COS - Start Up Inventory	10,317	10,442	8,000	7,233	767	8,000	12,000
Subscriptions and Memberships	590	598	800	633	167	800	800
Cap Outlay-Machinery and Equip	-	59,589	38,200	51,420	-	51,420	25,014
<b>Total Tennis Court</b>	<b>498,719</b>	<b>590,549</b>	<b>561,881</b>	<b>351,123</b>	<b>225,953</b>	<b>577,076</b>	<b>583,811</b>
<b>TOTAL EXPENDITURES</b>	<b>4,976,695</b>	<b>4,582,432</b>	<b>4,644,730</b>	<b>2,859,984</b>	<b>1,575,749</b>	<b>4,435,733</b>	<b>4,555,043</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(20,653)	250,269	-	1,111,604	(915,640)	196,464	0
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance			-		-	-	0
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>
Net change in fund balance	(20,653)	250,269	-	1,111,604	(915,640)	196,464	0.00
<b>FUND BALANCE, BEGINNING</b>	<b>1,403,466</b>	<b>1,382,813</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,829,546</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,382,813</b>	<b>\$ 1,633,082</b>	<b>\$ 1,633,082</b>	<b>\$ 2,744,686</b>	<b>\$ 717,442</b>	<b>\$ 1,829,546</b>	<b>\$ 1,829,546</b>

**Exhibit "A"**  
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 1,829,546
Net Change in Fund Balance - Fiscal Year 2021	0
Reserves - Fiscal Year Additions FY 2021	100,000
<b>Total Funds Available (Estimated) - 9/30/2021</b>	<b>1,929,546</b>
<b>Assigned Fund Balance</b>	
Operating Reserve - Operating Capital	928,134 <sup>(1)</sup>
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/>
<b>Total Allocation of Available Funds</b>	<b>1,725,579</b>
<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 203,967</b>

**Notes**

(1) Note: Represents approximately 2.5 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.

**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.

**Expenditures – Administrative (continued)**

**Budget Narrative**

Fiscal Year 2021

**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 sweepings @ \$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.

## Marshall Creek

Community Development District

General Fund

### 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.

## Marshall Creek

Community Development District

General Fund

### 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 Balances**  
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2020
<b>REVENUES</b>							
Special Assmnts- Tax Collector	\$ 49,791	\$ 49,001	\$ 51,149	\$ 45,576	\$ 5,573	\$ 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)	(1,764)	-	(1,764)	(2,117)
<b>TOTAL REVENUES</b>	<b>50,122</b>	<b>48,924</b>	<b>50,771</b>	<b>45,480</b>	<b>5,573</b>	<b>51,053</b>	<b>50,807</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	961	975	1,023	1,371	-	1,371	1,058
<b>Total Administrative</b>	<b>961</b>	<b>975</b>	<b>1,023</b>	<b>1,371</b>	<b>-</b>	<b>1,371</b>	<b>1,058</b>
<i>Landscape Services</i>							
Capital Improvements	-	54,141	-	-	-	-	-
<b>Total Landscape Services</b>	<b>-</b>	<b>54,141</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>961</b>	<b>55,116</b>	<b>1,023</b>	<b>1,371</b>	<b>-</b>	<b>1,371</b>	<b>1,058</b>
Excess (deficiency) of revenues Over (under) expenditures	49,161	(6,192)	49,748	44,109	5,573	49,682	49,748
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
		-	49,748	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>49,748</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	49,161	(6,192)	49,748	44,109	5,573	49,682	49,748
<b>FUND BALANCE, BEGINNING</b>	<b>(1)</b>	<b>49,158</b>	<b>43,462</b>	<b>43,462</b>	<b>43,462</b>	<b>43,462</b>	<b>93,144</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 49,158</b>	<b>\$ 42,966</b>	<b>\$ 93,210</b>	<b>\$ 87,571</b>	<b>\$ 49,035</b>	<b>\$ 93,144</b>	<b>\$ 142,892</b>

**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 Balances**  
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 3,706	\$ 1,761	\$ 250	\$ 2,863	\$ 1,145	4,008	\$ 250
Special Assmnts- Tax Collector	1,146,336	1,122,099	1,168,674	1,041,332	127,342	1,168,674	1,168,674
Special Assmnts- Prepayment	102,597	20,405	-	343,189	-	343,189	-
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)	(40,297)	-	(40,297)	(46,747)
<b>TOTAL REVENUES</b>	<b>1,305,635</b>	<b>1,142,376</b>	<b>1,160,233</b>	<b>1,385,143</b>	<b>128,487</b>	<b>1,513,630</b>	<b>1,122,177</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
ProfServ-Legal Services	-	-	-	-	-	-	-
ProfServ-Trustee	7,500	-	-	-	-	-	-
Bond Counsel	18,500	-	-	-	-	-	-
Misc-Assessmnt Collection Cost	22,124	22,335	23,373	30,413	-	30,413	23,373
<b>Total Administrative</b>	<b>48,124</b>	<b>22,335</b>	<b>23,373</b>	<b>30,413</b>	<b>-</b>	<b>30,413</b>	<b>23,373</b>
<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	-	25,000	340,000	365,000	-
Interest Expense	599,750	568,625	540,750	270,375	270,375	540,750	513,750
<b>Total Debt Service</b>	<b>1,189,750</b>	<b>1,178,625</b>	<b>1,080,750</b>	<b>295,375</b>	<b>1,150,375</b>	<b>1,445,750</b>	<b>1,093,750</b>
<b>TOTAL EXPENDITURES</b>	<b>1,237,874</b>	<b>1,200,960</b>	<b>1,104,123</b>	<b>325,788</b>	<b>1,150,375</b>	<b>1,476,163</b>	<b>1,117,123</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Proposed Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ACTUAL FY 2018</b>	<b>ACTUAL FY2019</b>	<b>ADOPTED BUDGET FY 2020</b>	<b>ACTUAL THRU APRIL 2020</b>	<b>PROJECTED MAY- SEPT 2020</b>	<b>TOTAL PROJECTED FY 2020</b>	<b>ANNUAL BUDGET FY 2021</b>
Excess (deficiency) of revenues							
Over (under) expenditures	67,761	(58,584)	56,110	1,059,355	(1,021,888)	37,467	5,054
<b>OTHER FINANCING SOURCES (USES)</b>							
Interfund Transfer - In	-	-	-	343,189	-	343,189	-
Operating Transfers - Out	-		-	(8,509)	-	(8,509)	-
Contribution to (Use of) Fund Balance	-		56,110	-	-	-	5,054
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>		<b>56,110</b>	<b>334,680</b>	<b>-</b>	<b>334,680</b>	<b>5,054</b>
Net change in fund balance	67,761	(58,584)	56,110	1,394,035	(1,021,888)	372,147	5,054
<b>FUND BALANCE, BEGINNING</b>	428,627	496,388	448,354	448,354	-	448,354	820,501
<b>FUND BALANCE, ENDING</b>	<b>\$ 496,388</b>	<b>\$ 437,804</b>	<b>\$ 504,464</b>	<b>\$ 1,842,389</b>	<b>\$ (1,021,888)</b>	<b>\$ 820,501</b>	<b>\$ 825,555</b>

**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 Balances**  
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 2,145	\$ 2,760	\$ 600	\$ 4,566	\$ 1,826	\$ 6,392	\$ 600
Special Assmnts- Tax Collector	1,022,420	1,027,993	1,026,794	910,638	116,156	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)	(35,239)	-	(35,239)	(40,880)
<b>TOTAL REVENUES</b>	<b>1,011,619</b>	<b>1,049,345</b>	<b>986,322</b>	<b>889,658</b>	<b>117,982</b>	<b>1,007,640</b>	<b>981,717</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	19,732	19,605	20,536	26,415	-	20,536	20,440
<b>Total Administrative</b>	<b>19,732</b>	<b>19,605</b>	<b>20,536</b>	<b>26,415</b>	<b>-</b>	<b>20,536</b>	<b>20,440</b>
<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	-	45,000	10,000	55,000	-
Prepayments Series A	25,000	-	-	-	-	-	-
Interest Expense	-	471,550	452,700	226,350	225,225	451,575	431,750
Interest Expense Series A	489,825	-	-	-	-	-	-
<b>Total Debt Service</b>	<b>1,004,825</b>	<b>506,550</b>	<b>972,700</b>	<b>271,350</b>	<b>755,225</b>	<b>1,026,575</b>	<b>971,750</b>
<b>TOTAL EXPENDITURES</b>	<b>1,024,557</b>	<b>526,155</b>	<b>993,236</b>	<b>297,765</b>	<b>755,225</b>	<b>1,047,111</b>	<b>992,190</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Proposed Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ACTUAL FY 2018</b>	<b>ACTUAL FY 2019</b>	<b>ADOPTED BUDGET FY 2020</b>	<b>ACTUAL THRU APRIL 2020</b>	<b>PROJECTED MAY- SEPT 2020</b>	<b>TOTAL PROJECTED FY 2020</b>	<b>ANNUAL BUDGET FY 2021</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(12,938)	523,190	(6,914)	591,893	(637,243)	(39,470)	(10,473)
<b>OTHER FINANCING SOURCES (USES)</b>							
Operating Transfers-Out	(1,478)	(1,967)	-	(346,317)	-	(346,317)	-
Contribution to (Use of) Fund Balance	-		(6,914)	-	-	-	(10,473)
<b>TOTAL OTHER SOURCES (USES)</b>	<b>(1,478)</b>	<b>(1,967)</b>	<b>(6,914)</b>	<b>(346,317)</b>	<b>-</b>	<b>(346,317)</b>	<b>(10,473)</b>
Net change in fund balance	(14,416)	16,223	(6,914)	254,483	(637,243)	(385,787)	(10,473)
<b>FUND BALANCE, BEGINNING</b>	833,586	819,170	844,300	844,300	-	844,300	458,513
<b>FUND BALANCE, ENDING</b>	<b>\$ 819,170</b>	<b>\$ 835,393</b>	<b>\$ 837,386</b>	<b>\$ 1,098,783</b>	<b>\$ (637,243)</b>	<b>\$ 458,513</b>	<b>\$ 448,039</b>

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 Balances**  
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 831	\$ 1,116	\$ 400	\$ 529	\$ 212	\$ 150	\$ 400
Special Assmnts- Tax Collector	65,920	64,899	65,650	57,596	8,054	65,650	64,640
Special Assmnts- Prepayment	11,818	11,664	-				-
Special Assmnts- Discounts	(2,264)	(2,240)	(2,626)	(2,229)	-	(2,229)	(2,586)
<b>TOTAL REVENUES</b>	<b>76,305</b>	<b>75,439</b>	<b>63,424</b>	<b>55,896</b>	<b>8,266</b>	<b>63,571</b>	<b>62,454</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,272	1,252	1,313	1,602	-	1,602	1,293
<b>Total Administrative</b>	<b>1,272</b>	<b>1,252</b>	<b>1,313</b>	<b>1,602</b>	<b>-</b>	<b>1,602</b>	<b>1,293</b>
<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	24,016	24,016	48,032	47,400
<b>Total Debt Service</b>	<b>59,928</b>	<b>68,980</b>	<b>58,032</b>	<b>39,016</b>	<b>34,016</b>	<b>73,032</b>	<b>57,400</b>
<b>TOTAL EXPENDITURES</b>	<b>61,200</b>	<b>70,232</b>	<b>59,345</b>	<b>40,618</b>	<b>34,016</b>	<b>74,634</b>	<b>58,693</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Proposed Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ACTUAL FY 2018</b>	<b>ACTUAL FY2019</b>	<b>ADOPTED BUDGET FY 2020</b>	<b>ACTUAL THRU APRIL 2020</b>	<b>PROJECTED MAY- SEPT 2020</b>	<b>TOTAL PROJECTED FY 2020</b>	<b>ANNUAL BUDGET FY 2021</b>
Excess (deficiency) of revenues							
Over (under) expenditures	15,105	5,207	4,079	15,278	(25,750)	(11,063)	3,761
<b>OTHER FINANCING SOURCES (USES)</b>							
Interfund Transfers-In	-		-	8,509	-	8,509	-
Contribution to (Use of) Fund Balance	-	-	4,079	-	-	-	3,761
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>4,079</b>	<b>8,509</b>	<b>-</b>	<b>-</b>	<b>3,761</b>
Net change in fund balance	15,105	5,207	4,079	23,787	(25,750)	(11,063)	3,761
<b>FUND BALANCE, BEGINNING</b>	60,222	75,327	81,029	81,029	-	81,029	69,966
<b>FUND BALANCE, ENDING</b>	<b>\$ 75,327</b>	<b>\$ 80,534</b>	<b>\$ 85,108</b>	<b>\$ 104,816</b>	<b>\$ (25,750)</b>	<b>\$ 69,966</b>	<b>\$ 73,727</b>

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

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			

**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
<b>Inside Control Gate</b>									
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%
<b>Outside Control Gate</b>									
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%
<b>Golf Course</b>	\$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
<b>Inside Control Gate</b>												
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%
<b>Outside Control Gate</b>												
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%
<b>Commercial</b>												
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%