

MARSHALL CREEK

Community Development District

Operating and Debt Service Budget

Fiscal Year 2022 - Adopted Budget

(Adopted 8/18/21)

Prepared by:



MARSHALL CREEK

Community Development District

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Operating Budget
Fiscal Year 2022 - Adopted Budget

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General Fund

Revenues Expenditures and Changes in Fund Balance Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	AUG	PROJECTED	BUDGET
			FY 2021	JUL	SEP 2021	FY 2021	FY 2022
REVENUES							
Interest - Investments	\$ 37,176	\$ 15,743	\$ 12,000	\$ 2,021	\$ 404	\$ 2,425	\$ 12,000
Shared Rev - Other Local Units	446,185	482,048	517,379	502,689	-	502,689	514,801
Interlocal Agreement - Other	356,097	294,671	341,736	284,780	56,956	341,736	346,471
FEMA Grants (boardwalk)	263,934	32,969	-	-	-	-	-
FEMA Revenue	40,610	-	-	-	-	-	-
Other Physical Environment Rev	11,000	16,000	24,000	22,000	2,000	24,000	24,000
S/F Program Fees	50,320	-	-	-	-	-	-
S/F Swimming Program Fees	2,686	-	3,000	-	3,000	3,000	3,000
S/F Activity Fees	4,906	210	5,000	-	5,000	5,000	-
S/F Other Revenues	2,008	1,722	1,750	-	1,750	1,750	-
S/F Rental Fees	2,000	1,075	2,000	175	1,825	2,000	2,000
S/F Snack Bar Revenue	3,645	328	3,000	750	2,250	3,000	3,000
Tennis Merchandise Sales	15,487	15,722	16,000	17,676	-	17,676	16,000
Tennis Special Events&Socials	-	-	1,000	-	-	-	1,000
Tennis Lessons & Clinics	233,359	233,437	230,000	229,619	25,806	255,425	230,000
Tennis Ball Machine Rental Fee	3,099	3,825	4,000	4,705	-	4,705	4,000
Tennis Membership	41,245	41,085	35,000	51,528	-	51,528	35,000
Interest - Tax Collector	12,458	8,082	-	250	-	250	-
Special Assmnts- Tax Collector	3,308,631	3,435,322	3,466,228	3,424,410	41,818	3,466,228	3,457,544
Special Assmnts- CDD Collected	11,994	13,327	-	-	-	-	-
Special Assmnts- Discounts	(113,476)	(117,337)	(138,649)	(118,298)	-	(118,298)	(138,302)
Other Miscellaneous Revenues	4,627	12,438	1,000	95,950	-	95,950	1,000
Gate Bar Code/Remotes	5,088	4,041	5,600	3,705	1,895	5,600	5,600
Impact Fee	58,770	32,660	25,000	30,794	-	30,794	25,000
TOTAL REVENUES	4,801,849	4,527,368	4,555,044	4,552,754	142,704	4,695,458	4,542,114

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General Fund

Revenues Expenditures and Changes in Fund Balance Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET FY 2021	THRU JUL	AUG SEP 2021	PROJECTED FY 2021	BUDGET FY 2022
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,195	6,879	8,000	9,365	2,353	11,718	14,118
ProfServ-Arbitrage Rebate	-	1,200	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	29,730	16,645	25,000	10,970	14,030	25,000	25,000
ProfServ-Legal Services	52,434	63,789	75,000	47,014	27,986	75,000	75,000
ProfServ-Mgmt Consulting Serv	60,320	62,700	65,200	54,333	10,867	65,200	65,200
ProfServ-Special Assessment	12,480	15,000	15,750	15,750	-	15,750	15,750
ProfServ-Trustee Fees	11,330	7,522	11,400	10,940	460	11,400	11,400
Auditing Services	4,675	4,675	4,675	4,675	-	4,675	4,675
Communication - Telephone	-	651	-	-	-	-	-
Postage and Freight	5,504	3,714	5,600	2,360	3,240	5,600	5,600
Insurance - General Liability	26,345	28,486	31,335	29,396	-	29,396	34,469
Printing and Binding	3,509	1,198	3,500	1,085	2,415	3,500	3,500
Legal Advertising	2,307	1,925	3,000	1,002	1,998	3,000	3,000
Miscellaneous Services	8,876	8,941	6,000	10,960	1,000	11,960	7,500
Misc-Assessmnt Collection Cost	34,893	35,572	69,323	66,122	3,201	69,323	69,151
Shared Exp - Other Local Units	471,109	513,354	485,772	485,772	-	485,772	515,283
Misc-Contingency	-	-	-	3,900	-	3,900	-
Office Supplies	479	477	1,453	525	100	625	1,453
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	734,361	775,903	815,383	754,944	71,250	826,194	855,473
<i>Other Public Safety</i>							
Payroll - Benefit	4,309	7,652	11,554	4,757	2,260	7,017	10,974
Payroll - Engineering	50,367	64,862	60,793	47,980	15,642	63,622	64,023
Payroll - Gate Maintenance	1,833	2,089	2,500	1,227	247	1,474	-

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	FY2019	FY 2020	BUDGET FY 2021	THRU JUL	AUG SEP 2021	PROJECTED FY 2021	BUDGET FY 2022
Payroll - Janitor	-	-	-	-	-	-	2,000
Contracts-Security Services	254,397	134,544	145,000	128,592	36,813	165,405	126,000
Contracts-Roving Patrol	32,568	36,470	40,000	34,480	5,460	39,940	40,000
R&M-Gate	34,136	14,311	15,000	13,252	1,748	15,000	15,000
Misc-Bar Codes	5,434	5,806	5,600	4,096	1,504	5,600	5,600
Total Other Public Safety	383,044	265,734	280,447	234,384	63,674	298,058	263,597
Field							
Payroll - Benefit	3,433	6,120	8,898	4,014	1,353	5,367	8,434
Payroll - Engineering	40,231	51,890	48,979	38,396	12,511	50,907	51,563
Utility - Water & Sewer	193	-	2,000	-	-	-	2,000
Lease - Land	1,981	2,012	2,020	2,052	-	2,052	2,050
R&M-Bike Paths & Asphalt	160,947	5,688	5,000	4,050	950	5,000	5,000
R&M-Boardwalks	4,448	6,989	8,000	5,600	2,400	8,000	55,000
R&M-Buildings	56,897	21,521	75,000	15,024	24,671	39,695	30,000
R&M-Electrical	39,065	5,771	8,000	7,160	840	8,000	8,000
R&M-Fountain	19,737	49,280	5,000	3,762	1,238	5,000	5,000
R&M-Mulch	1,400	5,490	5,600	-	5,600	5,600	7,000
R&M-Roads & Alleyways	88,501	41,255	30,000	183,685	-	183,685	30,000
R&M-Sidewalks	16,515	36,765	20,000	8,450	11,550	20,000	35,000
R&M-Signage	6,545	2,592	6,000	11,186	-	11,186	6,000
Cap Outlay-Machinery and Equip	25,485	5,115	-	-	-	-	-
Total Field	336,795	240,488	224,497	283,379	61,113	344,492	245,047
Landscape Services							
Payroll-Salaries	174,165	220,337	74,370	57,263	17,107	74,370	76,442
Payroll-Other	3,000	-	-	-	-	-	-
Payroll-Administration	6,667	5,313	6,178	3,897	1,553	5,450	6,032
Payroll-Benefits	69,584	68,598	75,715	45,475	18,974	64,449	61,988
Payroll-Shared Personnel	398	-	-	-	-	-	-

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Fiscal Year 2022 Adopted Budget

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	FY2019	FY 2020	BUDGET	THRU	AUG	PROJECTED	BUDGET
			FY 2021	JUL	SEP 2021	FY 2021	FY 2022
Payroll-General Staff	79,803	127,193	236,515	127,181	109,334	236,515	228,303
Payroll-Irrigation Staff	67,656	76,218	69,564	60,546	11,841	72,387	76,056
Payroll-IPM Staff	80,345	74,807	90,323	65,017	28,584	93,601	64,272
Payroll-Equipment Mechanic	27,657	23,963	32,136	22,022	5,272	27,294	38,563
Payroll Taxes	32,233	37,055	38,945	24,767	14,148	38,915	37,460
ProfServ-Info Tchnology	3,161	-	1,000	-	1,000	1,000	1,000
Contracts - Misc Labor	-	-	-	-	-	-	39,900
Communication-Telephone	3,407	3,332	3,324	2,848	577	3,425	3,597
Utility - Cable TV Billing	1,813	2,019	2,040	1,440	635	2,075	2,135
Electricity - General	3,200	3,127	3,000	2,550	581	3,131	3,200
Utility - Refuse Removal	8,247	12,848	13,500	7,456	5,961	13,417	13,500
Utility - Water & Sewer	2,842	2,067	2,500	1,658	841	2,499	2,500
Rentals - General	2,068	586	1,500	1,262	67	1,329	1,000
R&M-General	9,033	5,086	-	-	-	-	-
R&M-Buildings	7,142	8,217	6,000	1,470	3,903	5,373	6,000
R&M-Electrical	-	255	-	-	-	-	-
R&M-Equipment	37,252	34,788	30,000	16,432	13,091	29,523	36,000
R&M-Grounds	149,386	100,661	53,000	21,571	29,615	51,186	28,000
R&M-Irrigation	21,421	24,463	23,000	8,919	13,133	22,052	23,000
R&M-Mulch	93,929	100,770	90,000	103,794	-	103,794	90,000
R&M-Pump Station	10,161	27,288	15,000	26,439	9,147	35,586	20,000
R&M-Trees and Trimming	28,390	31,465	15,000	9,075	5,525	14,600	15,000
Misc-Employee Meals	5,027	5,076	6,500	4,622	1,660	6,282	6,500
Office Equipment	937	325	500	-	500	500	500
Op Supplies - General	17,725	18,753	21,000	11,509	8,660	20,169	21,000
Op Supplies - Uniforms	3,877	6,426	5,000	669	3,787	4,456	5,000
Op Supplies - Fuel, Oil	16,942	15,515	15,000	11,121	3,796	14,917	15,000
Impr - Landscape	-	-	55,000	37,252	17,271	54,523	55,000
Cap Outlay-Machinery and Equip	39,564	25,429	10,000	1,864	7,515	9,379	13,000

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	FY2019	FY 2020	BUDGET FY 2021	THRU JUL	AUG SEP 2021	PROJECTED FY 2021	BUDGET FY 2022
Principal Prepayments	33,364	9,502	-	-	-	-	-
Interest Expense-Lease	1,266	100	-	-	-	-	-
Total Landscape Services	1,041,662	1,071,582	995,610	678,119	334,078	1,012,197	989,948
Utilities							
Electricity - Streetlighting	73,671	81,569	80,400	61,448	19,743	81,191	81,500
Utility - Water & Sewer	2,446	4,396	4,800	3,327	1,391	4,718	4,800
R&M-Lake	56,103	54,422	48,000	40,000	8,000	48,000	48,000
Total Utilities	132,220	140,387	133,200	104,775	29,134	133,909	134,300
Operation & Maintenance							
Payroll-Shared Personnel	318,330	292,124	341,736	240,895	100,841	341,736	346,471
ProfServ-Field Management	253,958	293,169	293,792	248,834	44,368	293,202	271,554
Travel and Per Diem	435	-	-	-	-	-	-
Communication - Telephone	1,387	360	1,200	320	200	520	560
Postage and Freight	305	324	200	178	-	178	300
Rentals - General	1,905	1,905	2,000	1,940	-	1,940	2,037
R&M-Vehicles	7,487	193	6,000	322	4,739	5,061	-
Printing and Binding	4,284	4,504	4,500	3,781	780	4,561	4,726
Misc-Connection Computer	21,340	2,733	3,000	1,325	1,033	2,358	2,652
Billback Expenses Developer	2,300	2,459	-	(175)	-	(175)	-
Office Supplies	3,513	4,124	1,850	1,616	234	1,850	1,900
Op Supplies - General	7,969	5,926	8,000	6,429	1,508	7,937	8,000
OP-Supplies – Buildings	129	-	-	-	-	-	-
Total Operation & Maintenance	623,342	607,821	662,278	505,465	153,703	659,168	638,200
Parks and Recreation - General							
ProfServ-Mgmt Consulting Serv	21,840	24,000	25,200	21,000	4,200	25,200	25,200
Insurance -Property & Casualty	91,667	94,352	103,787	95,894	-	95,894	114,166
Total Parks and Recreation - General	113,507	118,352	128,987	116,894	4,200	121,094	139,366

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	FY2019	FY 2020	BUDGET FY 2021	THRU JUL	AUG SEP 2021	PROJECTED FY 2021	BUDGET FY 2022
Clubhouse							
Contracts-Misc Labor	3,667	4,358	5,000	2,310	2,690	5,000	5,000
Contracts-Outside Fitness	12,823	11,076	22,960	5,670	8,360	14,030	23,000
R&M-Buildings	6,533	10,376	10,000	4,818	414	5,232	-
R&M-Equipment	806	1,157	4,500	1,621	2,379	4,000	4,500
R&M Air Conditioning	-	-	-	-	-	-	10,000
Misc-Special Events	18,352	25,219	30,000	11,166	15,858	27,024	30,000
Cap Outlay-Machinery and Equip	-	-	1,500	-	-	-	1,500
Cap Outlay-Clubhouse	-	85,239	150,000	149,362	638	150,000	15,000
Total Clubhouse	42,181	130,369	223,960	174,947	30,339	205,286	89,000
Swimming Pool							
Payroll-Salaries	72,021	105,318	89,194	78,250	7,632	85,882	91,336
Payroll-Hourly	79,163	47,915	32,635	28,474	4,159	32,633	38,870
Payroll-Lifeguards	37,416	54,436	37,000	21,429	15,571	37,000	40,000
Payroll-Benefits	27,386	25,993	28,432	22,851	5,581	28,432	30,168
Payroll-Engineering	37,695	50,136	48,979	38,098	12,367	50,465	51,563
Payroll-Janitor	8,595	9,350	6,428	5,521	725	6,246	6,620
Payroll Landscape	-	-	-	-	-	-	14,688
Payroll Taxes	14,522	15,538	12,642	9,351	2,665	12,016	13,475
ProfServ-Info Technology	519	3,754	1,500	3,954	-	3,954	1,500
ProfServ-Swim Pool Commission	4,274	189	3,000	-	500	500	3,000
Contracts-Landscape	3,010	3,400	10,000	1,446	8,554	10,000	5,000
Travel and Per Diem	127	47	200	23	100	123	200
Communication - Telephone	7,693	6,100	4,800	4,989	120	5,109	6,100
Utility - General	47,936	53,221	60,000	33,398	11,223	44,621	56,100
Utility - Cable TV Billing	3,830	3,542	2,700	3,100	326	3,426	4,500
Utility - Refuse Removal	2,107	2,610	2,050	3,101	-	3,101	2,700
Rental/Lease - Vehicle/Equip	132	-	-	-	-	-	-

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			FY 2021	JUL	SEP 2021	FY 2021	FY 2022
R&M-Buildings	43,304	21,992	-	1,445	-	1,445	10,000
R&M-Pools	48,715	29,476	25,000	16,542	8,164	24,706	25,000
R&M Vandalism	-	-	-	4,667	2,333	7,000	-
R&M-Vehicles	-	182	500	420	-	420	500
Advertising	1,370	1,320	1,500	1,100	250	1,350	1,500
Miscellaneous Services	-	260	1,500	271	1,229	1,500	500
Misc-Employee Meals	3,231	3,795	4,810	4,254	47	4,301	4,300
Misc-Special Events	2,349	-	-	-	-	-	-
Misc-Training	1,742	2,132	1,500	-	1,500	1,500	1,500
Misc-Licenses & Permits	980	980	2,000	980	120	1,100	1,100
Office Supplies	2,250	3,190	5,000	1,994	3,006	5,000	4,000
Cleaning Supplies	1,575	3,986	1,500	520	889	1,409	1,500
Office Equipment	2,391	2,995	3,000	1,017	1,483	2,500	3,000
Snack Bar Expenses	-	-	1,000	-	-	-	1,000
Op Supplies - Spa & Paper	1,899	610	2,000	297	1,245	1,542	2,000
Op Supplies - Uniforms	2,962	1,386	2,000	1,490	441	1,931	2,000
Op Supplies - Summer Camp	14,632	-	-	-	-	-	-
Subscriptions and Memberships	431	490	6,000	502	5,506	6,008	6,000
Cap Outlay-Machinery and Equip	39,090	9,045	-	-	-	-	-
Capital Outlay - Pool	-	-	-	-	-	-	15,000
Cap Outlay - Pool Furniture	46,266	7,056	10,000	7,989	-	7,989	-
Total Swimming Pool	559,613	470,444	406,870	297,473	95,736	393,209	444,720
Tennis Court							
Payroll-Salaries	116,408	114,858	126,000	91,407	20,680	112,087	126,000
Payroll-Hourly	38,051	36,273	38,000	35,416	2,253	37,669	38,000
Payroll-Benefits	30,682	29,488	34,920	25,380	697	26,077	35,008
Payroll-Engineering	27,986	37,602	36,735	28,532	10,418	38,950	38,672
Payroll-Commission	206,689	212,790	207,000	192,550	28,935	221,485	225,000

Revenues Expenditures and Changes in Fund Balance
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	FY2019	FY 2020	BUDGET	THRU	AUG	PROJECTED	BUDGET
			FY 2021	JUL	SEP 2021	FY 2021	FY 2022
Payroll-Janitor	-	-	-	-	-	-	3,600
Payrol Landscape	-	-	-	-	-	-	4,900
Payroll Taxes	23,781	21,432	28,382	18,653	9,484	28,137	30,035
ProfServ-Administrative	-	-	500	-	-	-	-
ProfServ-Info Technology	9,903	5,195	5,200	5,351	-	5,351	6,000
Contracts-Janitorial Services	6,040	3,905	5,000	2,726	305	3,031	-
Contracts-Landscape	-	-	3,000	-	980	980	1,300
Communication - Telephone	5,861	2,676	3,600	2,056	680	2,736	2,740
Utility - Cable TV Billing	2,392	2,879	3,000	2,355	518	2,873	2,835
Electricity - General	14,620	11,445	13,000	9,572	3,144	12,716	12,750
Utility - Refuse Removal	2,036	2,233	1,500	2,033	166	2,199	2,200
Utility - Water & Sewer	1,475	1,319	1,300	1,092	312	1,404	1,500
Rental/Lease - Vehicle/Equip	1,453	1,585	1,700	1,321	264	1,585	1,700
R&M-General	5,647	5,551	7,000	6,245	638	6,883	7,000
R&M-Court Maintenance	11,935	18,375	12,000	6,155	5,662	11,817	13,000
R&M-Vandalism	-	-	500	-	-	-	1,000
Printing and Binding	-	-	1,000	-	400	400	500
Advertising	1,320	1,320	1,500	1,151	169	1,320	1,500
Misc-Employee Meals	1,688	1,680	2,160	1,827	206	2,033	2,160
Misc-Special Events	341	2,030	1,000	83	-	83	1,000
Misc-Training	49	-	500	-	-	-	-
Office Supplies	3,329	3,164	4,500	1,725	1,083	2,808	3,500
Office Equipment	3,068	186	2,000	670	700	1,370	2,000
Teaching Supplies	4,294	3,092	4,000	2,528	1,356	3,884	4,000
Op Supplies - Uniforms	395	662	1,000	641	265	906	750
COS - Start Up Inventory	10,442	9,808	12,000	10,301	1,647	11,948	13,000
Subscriptions and Memberships	598	693	800	673	27	700	800
Cap Outlay-Machinery and Equip	59,589	58,819	25,014	31,436	-	31,436	10,000
Total Tennis Court	590,549	589,060	583,811	481,879	90,989	572,868	592,450

MARSHALL CREEK

Community Development District

General Fund

Revenues Expenditures and Changes in Fund Balance Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU JUL	PROJECTED AUG SEP 2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
TOTAL EXPENDITURES	4,557,274	4,410,140	4,455,043	3,632,259	934,216	4,566,475	4,392,101
<i>Reserves</i>							
Reserve - Field	128,582	-	100,000	-	-	-	150,000
Total Reserves	128,582	-	100,000	-	-	-	150,000
TOTAL EXPENDITURES AND RESERVES	4,685,856	4,410,140	4,555,043	3,632,259	934,216	4,566,475	4,542,101
Excess (deficiency) of revenues Over (under) expenditures	115,993	117,228	-	920,495	(791,512)	128,983	-
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	-	-	-	3,902	-	3,902	-
TOTAL OTHER SOURCES (USES)	-	-	-	3,902	-	3,902	-
Net change in fund balance	115,993	117,228	-	924,397	(791,512)	132,885	-
FUND BALANCE, BEGINNING	1,906,965	2,022,958	2,139,380	2,139,380		2,139,380	2,272,265
FUND BALANCE, ENDING	\$ 2,022,958	\$ 2,139,380	\$ 2,139,380	\$ 3,063,777	\$ (791,512)	\$ 2,272,265	\$ 2,272,265

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2022	\$ 2,272,265
Net Change in Fund Balance - Fiscal Year 2022	-
Reserves - Fiscal Year Additions FY 2022	150,000
Total Funds Available (Estimated) - 9/30/2022	2,422,265
Assigned Fund Balance	
Operating Reserve - Operating Capital	1,098,025 ⁽¹⁾
Reserves - Gates (Prior Years)	7,838
Reserve - Parks (Prior Years)	32,900
Reserves - Field (Prior Years)	440,675
Reserves - Field - FY 2022	150,000
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
	<u>847,445</u>
Total Allocation of Available Funds	1,945,470
Total Unassigned (undesignated) Cash	\$ 476,795

Notes

(1) Note: Represents approximately 3 months of operating expenditures net of reserves.

Budget Narrative
Fiscal Year 2022

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 Palencia Cyclones 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 room rentals.

Budget Narrative
Fiscal Year 2022

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 2022

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. The amount for the fiscal year is based upon all Supervisors attending all meetings as well as ADP expenses.

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 2022

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 2022

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 employees who are allocated throughout this budget. The engineering departments maintenance allocation is **25%**.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2022

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%**.

Payroll – Janitor

This line item covers the compensation for staff to clean the building. Cleaning staff expense is shared with Guardhouses, Amenity Center, Tennis 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.

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, 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 employees who are allocated throughout this budget. The engineering department's maintenance allocation for the District's two (2) controlled access guardhouses is **20%**.

Budget Narrative

Fiscal Year 2022

Expenditures - Field (continued)**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).

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.

R&M - Mulch

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

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.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2022

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.

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.

Payroll - General Staff

The compensation for mow crew personnel (5-full time) responsible for over 60 acres of turf and 1 part-time responsible for property wide trash pickup, blowing off playscapes, parks and boardwalks. This staff also manages all doggi stations.

Budget Narrative

Fiscal Year 2022

Expenditures – Landscape (continued)**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 two 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

Payroll - Taxes

Payroll taxes for Landscape staff.

ProfServ-Info Technology

This item is to cover the costs of computer services.

Contracts – Misc. Labor

This category provides funds for expenses of third-party service vendors for IPM 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 2022

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.

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 palms trees as well as clean-up of fallen trees and storm clean- up.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2022

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 Management Supervisor, paint, hardware and coffee supplies.

Operating Supplies – Uniforms

This line item is for the uniforms, rain suits, winter jackets and hats supplied to staff.

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.

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.

Budget Narrative
Fiscal Year 2022

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 On-Line; includes e-mailings of various events, updates and surveys, and updating of the District's employee handbook. Includes the Neighborhood Publications URL web-site support.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2022

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 for the engineering department, and tool repair/purchase/rental. \$1.7K added for certification training of engineering 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. Also includes, the Les Mills program which offers over 200 virtual classes for our patrons.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2022

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.

R&M - Air Conditioning

This category provides funds for any HVAC related expenses.

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 staff.

Payroll - Lifeguards

This line item encompasses compensation for Lifeguards .

Budget Narrative
Fiscal Year 2022

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) employees 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, Tennis and Sweetwater CDD.

Payroll – Landscape

This line item encompasses the landscaping labor for the amenity center (mowing, trimming, enhancements, turf care, tree trimming and parking lot islands).

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).

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 2022

Expenditures – Swimming Pool (continued)

Communication - Telephone

This item covers Telephone and Fax Machine Expenses.

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.

R&M - Pools

This budget item provides funds for the repair and maintenance costs for two pools and 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 Online; 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 2022

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.

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.

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.

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.

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2022

Expenditures – Swimming Pool (continued)

Subscriptions & Memberships

This includes the Pandora for Businesses is for Satellite Radio Subscription at \$325. This also includes Amenity Access Software, the new software for the check-in process at the buildings

Capital Outlay - Pool

This allocation is to cover replacement of any outside furniture and maintenance as needed.

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 who are allocated throughout this budget. The engineering department's maintenance allocation for the District's tennis facility repairs is **15%**.

Payroll - Commission

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

Payroll - Janitor

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

Marshall Creek

Community Development District

General Fund

Budget Narrative

Fiscal Year 2022

Expenditures – Tennis Court (continued)

Payroll – Landscape

This line item encompasses the landscaping labor for the Tennis center (mowing, trimming, enhancements, turf care, tree trimming and parking lot islands).

Payroll Taxes

Payroll taxes for Tennis staff.

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.

Budget Narrative
Fiscal Year 2022

Expenditures – Tennis Court (continued)

Utility - Refuse Removal

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

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

This item encompasses the repair and maintenance costs for the tennis facility.

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 by Neighborhood Publications; 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.

Budget Narrative
Fiscal Year 2022

Expenditures – Tennis Court (continued)

Miscellaneous - Licenses & Permits

USTA membership, etc.

Office Supplies

This is for office materials, paper and other office supplies.

Office Equipment

This is for costs associated with procuring computer, monitor, printer, fax machine, etc. items.

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 ten courts.

Budget Narrative
Fiscal Year 2022

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

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

Budget Narrative
Fiscal Year 2022

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
- 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

Budget Narrative
Fiscal Year 2022

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 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	2019	2020	BUDGET	THRU	AUG	PROJECTED	BUDGET
			FY2021	JUL	SEP 2021	FY 2021	FY 2022
REVENUES							
Special Assmnts- Tax Collector	\$ 49,001	\$ 50,530	\$ 52,924	\$ 52,285	\$ 639	\$ 52,924	\$ 52,924
Special Assmnts- CDD Collected	1,668	1,668	-	-	-	-	-
Special Assmnts- Discounts	(1,745)	(1,726)	(2,117)	(1,806)	-	(1,806)	(2,117)
TOTAL REVENUES	48,924	50,472	50,807	50,479	639	51,118	50,807
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	480	463	1,058	1037	21	1,058	1,058
Total Administrative	480	463	1,058	1,037	21	1,058	1,058
<i>Landscape Services</i>							
Capital Improvements	54,141	-	-	-	-	-	-
Total Landscape Services	54,141	-	-	-	-	-	-
TOTAL EXPENDITURES	54,621	463	1,058	1,037	21	1,058	1,058
Excess (deficiency) of revenues							
Over (under) expenditures	(5,697)	50,009	49,749	49,442	618	50,060	49,748
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
	-	-	49,748	-	-	-	-
TOTAL OTHER SOURCES (USES)			49,748	-	-	-	-
Net change in fund balance	(5,697)	50,009	49,749	49,442	618	50,060	49,748
FUND BALANCE, BEGINNING	49,159	43,462	93,471	93,471		93,471	143,531
FUND BALANCE, ENDING	\$ 43,462	\$ 93,471	\$ 143,220	\$ 142,913	\$ 618	\$ 143,531	\$ 193,279

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 Budget
Fiscal Year 2022 - Adopted Budget

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY2020	BUDGET FY 2021	THRU JUL	AUG SEP 2021	PROJECTED FY 2021	BUDGET FY 2022
REVENUES							
Interest - Investments	\$ 1,761	\$ 2,902	\$ 250	\$ 21	\$ 4	25	\$ 250
Special Assmnts- Tax Collector	1,122,257	1,154,524	1,168,674	1,154,575	14,099	1,168,674	1,164,552
Special Assmnts- Prepayment	20,405	376,587	-	-	-	-	-
Special Assmnts- CDD Collected	38,056	38,056	-	-	-	-	-
Special Assmnts- Delinquent	-	-	-	-	-	-	-
Special Assmnts- Discounts	(39,945)	(39,434)	(46,747)	(39,885)	-	(39,885)	(46,582)
TOTAL REVENUES	1,142,534	1,532,635	1,122,177	1,114,711	14,103	1,128,814	1,118,220
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	11,943	12,039	23,373	22,294	1,079	23,373	23,291
Total Administrative	11,943	12,039	23,373	22,294	1,079	23,373	23,291
<i>Debt Service</i>							
Principal Debt Retirement	505,000	540,000	580,000	580,000	-	580,000	620,000
Principal Prepayments	105,000	365,000	-	35,000	-	35,000	-
Interest Expense	568,625	540,125	513,750	494,625	-	494,625	464,750
Total Debt Service	1,178,625	1,445,125	1,093,750	1,109,625	-	1,109,625	1,084,750
TOTAL EXPENDITURES	1,190,568	1,457,164	1,117,123	1,131,919	1,079	1,132,998	1,108,041

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY2019	ACTUAL FY2020	ADOPTED BUDGET FY 2021	ACTUAL THRU JUL	PROJECTED AUG SEP 2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
Excess (deficiency) of revenues							
Over (under) expenditures	(48,034)	75,471	5,054	(17,208)	13,024	(4,184)	10,179
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance			-	-	-	-	10,179
TOTAL OTHER SOURCES (USES)			-	-	-	-	10,179
Net change in fund balance	(48,034)	75,471	-	(17,208)	13,024	(4,184)	10,179
FUND BALANCE, BEGINNING	496,388	448,354	523,825	523,825	-	523,825	519,641
FUND BALANCE, ENDING	\$ 448,354	\$ 523,825	\$ 528,879	\$ 506,617	\$ 13,024	\$ 519,641	\$ 529,820

MARSHALL CREEK

Community Development District

Series 2002 Debt Service Fund

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2021	\$ 9,295,000	5.000%	\$ 232,375			
5/1/2022	\$ 9,295,000	5.000%	\$ 232,375	\$ 620,000	\$	1,084,750
11/1/2022	\$ 8,675,000	5.000%	\$ 216,875			
5/1/2023	\$ 8,675,000	5.000%	\$ 216,875	\$ 660,000	\$	1,093,750
11/1/2023	\$ 8,015,000	5.000%	\$ 200,375			
5/1/2024	\$ 8,015,000	5.000%	\$ 200,375	\$ 710,000	\$	1,110,750
11/1/2024	\$ 7,305,000	5.000%	\$ 182,625			
5/1/2025	\$ 7,305,000	5.000%	\$ 182,625	\$ 755,000	\$	1,120,250
11/1/2025	\$ 6,550,000	5.000%	\$ 163,750			
5/1/2026	\$ 6,550,000	5.000%	\$ 163,750	\$ 805,000	\$	1,132,500
11/1/2026	\$ 5,745,000	5.000%	\$ 143,625			
5/1/2027	\$ 5,745,000	5.000%	\$ 143,625	\$ 850,000	\$	1,137,250
11/1/2027	\$ 4,895,000	5.000%	\$ 122,375			
5/1/2028	\$ 4,895,000	5.000%	\$ 122,375	\$ 890,000	\$	1,134,750
11/1/2028	\$ 4,005,000	5.000%	\$ 100,125			
5/1/2029	\$ 4,005,000	5.000%	\$ 100,125	\$ 930,000	\$	1,130,250
11/1/2029	\$ 3,075,000	5.000%	\$ 76,875			
5/1/2030	\$ 3,075,000	5.000%	\$ 76,875	\$ 975,000	\$	1,128,750
11/1/2030	\$ 2,100,000	5.000%	\$ 52,500			
5/1/2031	\$ 2,100,000	5.000%	\$ 52,500	\$ 1,025,000	\$	1,130,000
11/1/2031	\$ 1,075,000	5.000%	\$ 26,875			
5/1/2032	\$ 1,075,000	5.000%	\$ 26,875	\$ 1,075,000	\$	1,128,750
			\$ 3,036,750	\$ 9,295,000	\$	12,331,750

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	FY 2020	BUDGET	THRU	AUG	PROJECTED	BUDGET
			FY2021	JUL	SEP 2021	FY 2021	FY 2022
REVENUES							
Interest - Investments	\$ 2,760	\$ 4,617	\$ 600	\$ 32	\$ 5	\$ 37	\$ 600
Special Assmnts- Tax Collector	1,027,993	1,009,624	1,021,997	1,009,667	12,330	1,021,997	1,020,847
Special Assmnts- Prepayment	53,667	9,693	-	-	-	-	-
Special Assmnts- Discounts	(35,075)	(34,485)	(40,880)	(34,879)	-	(34,879)	(40,834)
TOTAL REVENUES	1,049,345	989,449	981,717	974,820	12,335	987,155	980,613
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	10,698	10,267	20,440	19,469	971	20,440	20,417
Total Administrative	10,698	10,267	20,440	19,469	971	20,440	20,417
<i>Debt Service</i>							
Principal Debt Retirement	505,000	520,000	540,000	540,000	-	540,000	570,000
Principal Prepayments	35,000	55,000	-	-	-	-	-
Interest Expense	471,550	451,575	431,750	431,750	-	431,750	404,750
Total Debt Service	1,011,550	1,026,575	971,750	971,750	-	971,750	974,750
TOTAL EXPENDITURES	1,022,248	1,036,842	992,190	991,219	971	992,190	995,167

MARSHALL CREEK

Community Development District

Series 2015 Debt Service Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	FY 2020	BUDGET	THRU	AUG	PROJECTED	BUDGET
			FY2021	JUL	SEP 2021	FY 2021	FY 2022
Excess (deficiency) of revenues							
Over (under) expenditures	27,097	(47,393)	(10,473)	(16,399)	11,364	(5,035)	(14,554)
OTHER FINANCING SOURCES (USES)							
Operating Transfers-Out	(1,967)	(3,157)	-	(12)	-	(12)	-
Contribution to (Use of) Fund Balance			(10,473)	-	-	-	(14,554)
TOTAL OTHER SOURCES (USES)	(1,967)	(3,157)	(10,473)	(12)	-	(12)	(14,554)
Net change in fund balance	25,130	(50,550)	(10,473)	(16,411)	11,364	(5,047)	(14,554)
FUND BALANCE, BEGINNING	819,169	844,299	793,749	793,749	-	793,749	788,702
FUND BALANCE, ENDING	\$ 844,299	\$ 793,749	\$ 783,276	\$ 777,338	\$ 11,364	\$ 788,702	\$ 774,149

MARSHALL CREEK

Community Development District

Series 2015 Debt Service Fund

Amortization Schedule Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
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			
5/1/2032	\$ 930,000	5.00%	\$ 23,250	\$ 930,000	\$	3,557,250
			\$ 2,627,250	\$ 8,095,000	\$	13,101,750

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	FY2020	BUDGET	THRU	AUG	PROJECTED	BUDGET
			FY 2021	JUL	SEP 2021	FY 2021	FY 2022
REVENUES							
Interest - Investments	\$ 1,116	\$ 561	\$ 400	\$ 14	\$ 3	\$ 17	\$ 400
Special Assmnts- Tax Collector	64,899	63,857	64,640	63,860	780	64,640	64,640
Special Assmnts- Prepayment	11,664	-	-				-
Special Assmnts- Discounts	(2,240)	(2,181)	(2,586)	(2,206)	-	(2,206)	(2,586)
TOTAL REVENUES	75,439	62,237	62,454	61,668	783	62,451	62,454
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	757	720	1,293	1,233	60	1,293	1,293
Total Administrative	757	720	1,293	1,233	60	1,293	1,293
<i>Debt Service</i>							
Principal Debt Retirement	10,000	10,000	10,000	10,000	-	10,000	15,000
Prepayment	10,000	15,000	-	-		-	-
Interest Expense	48,980	47,558	47,400	46,452	-	46,452	45,820
Total Debt Service	68,980	72,558	57,400	56,452	-	56,452	60,820
TOTAL EXPENDITURES	69,737	73,278	58,693	57,685	60	57,745	62,113

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY2020	ADOPTED BUDGET FY 2021	ACTUAL THRU JUL	PROJECTED AUG SEP 2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
Excess (deficiency) of revenues							
Over (under) expenditures	5,702	(11,041)	3,761	3,983	723	4,706	341
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	3,761	-	-	-	341
TOTAL OTHER SOURCES (USES)	-	-	3,761	-	-	-	341
Net change in fund balance	5,702	(11,041)	3,761	3,983	723	4,706	341
FUND BALANCE, BEGINNING	75,327	81,029	69,988	69,988		69,988	74,694
FUND BALANCE, ENDING	\$ 81,029	\$ 69,988	\$ 73,749	\$ 73,971	\$ 723	\$ 74,694	\$ 75,035

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
11/1/2021	\$ 725,000	6.320%	\$ 22,910		
5/1/2022	\$ 725,000	6.320%	\$ 22,910	\$ 15,000	\$ 60,820
11/1/2022	\$ 710,000	6.320%	\$ 22,436		
5/1/2023	\$ 710,000	6.320%	\$ 22,436	\$ 15,000	\$ 59,872
11/1/2023	\$ 695,000	6.320%	\$ 21,962		
5/1/2024	\$ 695,000	6.320%	\$ 21,962	\$ 15,000	\$ 58,924
11/1/2024	\$ 680,000	6.320%	\$ 21,488		
5/1/2025	\$ 680,000	6.320%	\$ 21,488	\$ 15,000	\$ 57,976
11/1/2025	\$ 665,000	6.320%	\$ 21,014		
5/1/2026	\$ 665,000	6.320%	\$ 21,014	\$ 15,000	\$ 57,028
11/1/2026	\$ 650,000	6.320%	\$ 20,540		
5/1/2027	\$ 650,000	6.320%	\$ 20,540	\$ 20,000	\$ 61,080
11/1/2027	\$ 630,000	6.320%	\$ 19,908		
5/1/2028	\$ 630,000	6.320%	\$ 19,908	\$ 20,000	\$ 59,816
11/1/2028	\$ 610,000	6.320%	\$ 19,276		
5/1/2029	\$ 610,000	6.320%	\$ 19,276	\$ 20,000	\$ 58,552
11/1/2029	\$ 590,000	6.320%	\$ 18,644		
5/1/2030	\$ 590,000	6.320%	\$ 18,644	\$ 20,000	\$ 57,288
11/1/2030	\$ 570,000	6.320%	\$ 18,012		
5/1/2031	\$ 570,000	6.320%	\$ 18,012	\$ 25,000	\$ 61,024
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

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
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		
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
			\$ 704,048	\$ 725,000	\$ 1,429,048

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 2022 - Adopted Budget

MARSHALL CREEK

Community Development District

General Fund

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the 2015 and 2016 Bond Series Fiscal Year 2022 vs. Fiscal Year 2021

Product	General Fund			Series 2015 & 2016 Debt Service			Total Assessments per Unit		
	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change
Inside Control Gate									
Oak Common I	\$2,302	\$2,318	-0.72%	\$750	\$750	0.00%	\$3,051	\$3,068	-0.54%
Parkside I & II	\$2,302	\$2,318	-0.72%	\$900	\$900	0.00%	\$3,201	\$3,218	-0.52%
Trellis Park, Mission Park, TreeHouse Park (9 Lots)	\$2,302	\$2,318	-0.72%	\$1,149	\$1,149	0.00%	\$3,451	\$3,468	-0.48%
Oak Common II & III	\$2,302	\$2,318	-0.72%	\$1,199	\$1,199	0.00%	\$3,501	\$3,518	-0.47%
Marshall Creek Bluff	\$2,302	\$2,318	-0.72%	\$1,399	\$1,399	0.00%	\$3,701	\$3,718	-0.45%
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,302	\$2,318	-0.72%	\$1,499	\$1,499	0.00%	\$3,801	\$3,817	-0.44%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,302	\$2,318	-0.72%	\$1,899	\$1,899	0.00%	\$4,201	\$4,217	-0.39%
North River I, II, & III, Alimara, & Leaning Tree	\$2,302	\$2,318	-0.72%	\$2,399	\$2,399	0.00%	\$4,700	\$4,717	-0.35%
Outside Control Gate									
Village Center Homes (VC 1)	\$2,058	\$2,059	-0.07%	\$600	\$600	0.00%	\$2,657	\$2,659	-0.05%
Promenade Condos	\$2,058	\$2,059	-0.07%	\$900	\$900	0.00%	\$2,957	\$2,959	-0.05%
Palencia Village 2, 3, 4 & 2A	\$2,058	\$2,059	-0.07%	\$1,199	\$1,199	0.00%	\$3,257	\$3,258	-0.04%
Village Lakes	\$2,058	\$2,059	-0.07%	\$1,010	\$1,010	0.00%	\$3,068	\$3,069	-0.04%
Avila Condo & Village Square Res.	\$2,058	\$2,059	-0.07%	\$700	\$700	0.00%	\$2,757	\$2,759	-0.05%
Promenade Pointe	\$2,058	\$2,059	-0.07%	\$2,399	\$2,399	0.00%	\$4,457	\$4,458	-0.03%
Golf Course									
	\$45,409	\$44,350	2.39%	\$80,000	\$80,000	0.00%	\$125,409	\$124,350	0.85%

**Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the Restructured 2002 Bond Series
Fiscal Year 2022 vs. Fiscal Year 2021**

Product	General Fund			2002 Capital Reserves			Series 2002 Debt Service			Total Assessments per Unit		
	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change
Inside Control Gate												
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,302	\$2,318	-0.72%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,802	\$3,818	-0.44%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,302	\$2,318	-0.72%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,202	\$4,218	-0.39%
Costa Del Sol	\$2,302	\$2,318	-0.72%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,702	\$4,718	-0.35%
Marshall Creek Bluff II - EV-3A	\$2,302	\$2,318	-0.72%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,702	\$4,718	-0.35%
Village Center 5 (South Loop Lots)	\$2,302	\$2,318	-0.72%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,502	\$3,518	-0.47%
Trellis Park (North River Loop Lot)	\$2,302	\$2,318	-0.72%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,202	\$4,218	-0.39%
North River I, II, & III, Alimara, & Leaning Tree	\$2,302	\$2,318	-0.72%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,702	\$4,718	-0.35%
The Reserve Phase II	\$2,302	\$2,318	-0.72%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,702	\$4,718	-0.35%
Santa Teresa	\$2,302	\$2,318	-0.72%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,702	\$4,718	-0.35%
Outside Control Gate												
Palencia Village Townhomes I	\$2,058	\$2,059	-0.07%	\$31	\$31	0.00%	\$719	\$719	0.00%	\$2,808	\$2,809	-0.05%
Palencia Village 2, 3, 4 & 2A	\$2,058	\$2,059	-0.07%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,258	\$3,259	-0.04%
Village Lakes East (Residential MNO)	\$2,058	\$2,059	-0.07%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,258	\$3,259	-0.04%
Village Lofts (Live/Work)	\$2,058	\$2,059	-0.07%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,258	\$3,259	-0.04%
Townhomes II (VC-3)	\$2,058	\$2,059	-0.07%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,258	\$3,259	-0.04%
Avila Condo & Village Square Res.	\$2,058	\$2,059	-0.07%	\$29	\$29	0.00%	\$671	\$671	0.00%	\$2,758	\$2,759	-0.05%
Augustine Island	\$2,058	\$2,059	-0.07%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,558	\$3,559	-0.04%
Promenade Pointe	\$2,058	\$2,059	-0.07%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,458	\$4,459	-0.03%
Commercial												
Commercial (Office/Retail)	\$0.34	\$0.33	4.78%	\$0.04	\$0.04	0.00%	\$0.93	\$0.93	0.00%	\$1.31	\$1.30	1.20%
Neighborhood Commercial	\$1.32	\$1.31	0.50%	\$0.02	\$0.02	0.00%	\$0.45	\$0.45	0.00%	\$1.79	\$1.78	0.37%