

MARSHALL CREEK
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2018

Version 5 -Adopted Budget:
(Adopted on 8/23/17)

Prepared by:



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Marshall Creek
Community Development District

Operating Budget
Fiscal Year 2018

MARSHALL CREEK

Community Development District

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	TOTAL	ANNUAL
	FY 2014	FY 2015	FY 2016	BUDGET FY 2017	THRU JUL-2017	PROJECTED FY 2017	BUDGET FY 2018
REVENUES							
Interest - Investments	\$ 4,398	\$ 4,055	\$ 5,290	\$ 3,000	\$ 5,144	\$ 7,130	\$ 12,000
Shared Rev - Other Local Units	7,234	174,098	261,912	297,793	297,793	297,793	418,857
Interlocal Agreement - Other	-	264,041	280,220	310,955	259,129	310,955	356,097
Other Physical Environment Rev	125,000	-	-	-	-	-	15,000
FEMA Grants	-	-	-	-	-	28,000	-
S/F Program Fees	43,355	46,435	37,123	33,000	47,332	48,000	37,000
S/F Swimming Program Fees	2,975	-	3,945	2,000	8,641	9,000	2,000
S/F Activity Fees	1,555	622	152	200	1,586	1,600	200
S/F Other Revenues	3,644	1,663	1,330	1,400	-	1,500	1,750
S/F Rental Fees	1,950	1,550	2,700	1,250	1,610	1,610	2,000
S/F SPA Programs/Fee Programs	790	203	-	100	-	-	-
Tennis Merchandise Sales	19,649	11,790	9,341	14,000	9,309	13,000	14,000
Tennis Special Events&Socials	277	229	-	1,500	-	1,500	1,500
Tennis Lessons & Clinics	90,167	104,928	118,448	103,000	123,952	124,000	118,000
Tennis Ball Machine Rental Fee	3,350	4,822	2,311	4,000	3,022	4,000	4,000
Tennis Membership	29,271	36,215	39,704	36,000	21,797	25,000	26,000
Tennis Drinks & Snacks	939	958	308	-	363	375	500
Interest - Tax Collector	56	300	946	-	919	919	-
Special Assmnts- Tax Collector	2,529,011	2,712,058	2,790,744	3,125,392	3,080,374	3,117,958	3,212,063
Special Assmnts- CDD Collected	170,895	286,196	189,130	29,582	24,652	29,582	12,399
Special Assmnts- Delinquent	-	62,496	25,277	-	4,135	4,135	-
Special Assmnts- Discounts	(81,244)	(81,085)	(78,754)	(93,762)	(101,086)	(101,086)	(96,362)
Allowance Uncollected Assem.	-	-	-	(56,860)	-	-	(25,000)
Sale of Surplus Equipment	1,579	-	5,400	-	-	-	-
Other Miscellaneous Revenues	1,218	2,138	3,289	1,100	1,292	1,300	1,100
Gate Bar Code/Remotes	2,235	2,450	2,955	2,200	2,915	3,000	2,200

MARSHALL CREEK

Community Development District

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	TOTAL	ANNUAL
	FY 2014	FY 2015	FY 2016	BUDGET FY 2017	THRU JUL-2017	PROJECTED FY 2017	BUDGET FY 2018
Impact Fee	21,613	49,087	51,226	30,000	36,071	37,000	30,000
Billback - PPOA	-	7,800	100	-	25	25	-
Billback - Developer	-	12,300	1,891	-	708	708	-
Billback - Projects	-	-	100	-	-	-	-
TOTAL REVENUES	2,979,917	3,705,349	3,755,088	3,845,850	3,829,683	3,967,004	4,145,304
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	5,083	6,251	5,460	6,500	5,630	6,500	6,500
ProfServ-Arbitrage Rebate	1,200	1,200	1,200	1,200	1,200	1,200	1,200
ProfServ-Dissemination Agent	6,000	6,000	2,000	2,000	-	3,000	3,000
ProfServ-Engineering	8,689	8,408	10,417	10,000	33,392	40,000	20,000
ProfServ-Legal Services	91,500	75,879	86,284	70,000	78,095	88,000	75,000
ProfServ-Mgmt Consulting Serv	46,255	47,643	49,072	55,000	45,833	55,000	58,000
ProfServ-Special Assessment	8,700	8,961	9,230	11,000	11,000	11,000	12,000
ProfServ-Trustee	8,488	7,915	8,108	10,350	7,482	10,350	11,400
Auditing Services	4,100	4,200	3,725	3,725	3,725	3,725	3,725
Postage and Freight	2,976	3,867	3,141	3,100	2,802	3,500	3,500
Insurance - General Liability	15,839	22,778	24,046	26,400	23,150	23,150	25,465
Printing and Binding	5,442	4,823	3,661	5,000	2,056	4,000	4,000
Legal Advertising	1,530	3,701	4,132	2,000	1,554	4,000	3,000
Miscellaneous Services	9,079	11,136	12,701	11,000	10,843	11,000	6,000
Misc-Assessmnt Collection Cost	29,002	31,862	31,788	62,516	59,668	62,359	64,269
Shared Exp - Other Local Units	-	345,390	359,027	456,878	456,878	456,878	473,434
Office Supplies	385	347	347	500	347	500	500
Annual District Filing Fee	175	175	175	175	175	175	175
Total Administrative	244,443	590,536	614,514	737,344	743,830	784,337	771,168

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
Other Public Safety							
Payroll - Benefit	-	-	2,262	5,732	3,018	5,732	6,883
Payroll - Engineering	29,056	27,176	24,478	32,358	27,840	31,206	34,875
Payroll - Gate Maintenance	-	-	1,243	2,496	1,239	2,496	3,058
Payroll - Billback	-	180	269	-	139	139	-
Contracts-Security Services	237,889	239,953	243,017	252,669	200,474	252,000	290,249
Contracts-Roving Patrol	41,156	44,468	38,594	42,500	29,734	42,500	42,900
R&M-Gate	26,190	30,273	18,706	16,500	44,550	45,000	20,000
Misc-Bar Codes	2,975	3,066	4,091	3,000	3,051	3,051	3,100
Capital Outlay	10,135	-	-	-	-	-	-
Billback Expenses Developer	-	188	-	-	-	-	-
Total Other Public Safety	347,401	345,304	332,660	355,255	310,045	382,124	401,065
Field							
Payroll - Benefit	-	-	1,842	4,135	2,529	3,102	5,056
Payroll - Engineering	24,351	23,812	20,422	26,336	22,289	24,541	26,354
Payroll - Billback	-	113	369	-	136	136	-
Utility - Water & Sewer	6,199	250	1,500	2,000	2,383	2,500	2,000
Lease - Land	1,833	1,864	1,893	2,000	1,918	1,918	2,000
R&M-Bike Paths & Asphalt	27,361	1,670	658	2,500	-	2,500	2,500
R&M-Boardwalks	9,316	17,091	7,161	7,720	6,461	7,720	57,720
R&M-Buildings	11,148	17,195	10,759	10,000	12,033	12,200	10,000
R&M-Electrical	6,918	12,792	14,899	12,500	12,008	12,881	12,500
R&M-Fountain	3,032	13,260	4,357	4,000	3,124	4,000	4,000
R&M-Mulch	-	2,142	1,318	3,489	600	3,489	3,489
R&M-Roads & Alleyways	15,793	79,520	18,822	20,000	16,450	20,731	36,886
R&M-Sidewalks	10,705	16,479	19,759	20,000	21,436	21,436	20,000
R&M-Signage	12,858	4,022	919	8,000	6,809	8,000	8,000
Billback Expenses Developer	-	379	-	-	-	-	-

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
Miscellaneous Services	-	-	2,645	-	-	-	-
Cap Outlay - Road Improvements	313,341	-	-	-	-	-	-
Total Field	442,855	190,589	107,323	122,680	108,176	125,154	190,505
Landscape							
Payroll-Salaries	133,625	139,867	149,236	178,270	159,177	178,270	185,079
Payroll-Other	9,122	5,656	3,725	12,000	10,380	12,000	12,000
Payroll-Benefits	44,178	56,291	58,143	78,276	47,235	63,732	83,790
Payroll-General Staff	61,396	66,022	67,146	74,449	58,892	77,374	75,726
Payroll-Irrigation Staff	52,136	48,862	47,997	55,411	44,086	55,411	60,840
Payroll-IPM Staff	75,837	74,285	70,655	81,733	39,162	81,733	112,320
Payroll-Equipment Mechanic	19,746	27,215	21,808	25,709	16,343	25,709	26,000
Payroll-Administration	-	-	-	-	-	-	9,048
Payroll - Billback	-	3,086	626	-	250	250	-
Payroll Taxes	23,935	27,264	25,630	31,791	22,449	32,015	40,955
Communication-Telephone	-	-	-	5,000	-	1,000	5,000
Utility - Cable TV Billing	-	-	-	960	-	200	960
Electricity - General	14,284	12,529	10,413	16,200	10,970	16,200	6,000
Utility - Refuse Removal	12,729	12,586	11,343	13,500	21,890	24,000	13,500
Utility - Water & Sewer	-	-	-	3,360	-	600	3,360
Rentals - General	3,337	2,366	1,866	1,927	2,068	2,500	1,500
R&M-Buildings	-	-	-	3,900	-	650	3,900
R&M-Equipment	24,634	22,906	16,072	14,000	9,342	14,304	30,000
R&M-Grounds	50,670	47,515	45,903	52,997	35,924	52,997	53,729
R&M-Irrigation	15,188	47,088	45,467	20,701	15,999	20,701	21,000
R&M-Mulch	34,197	72,746	74,381	74,381	42,379	74,381	79,360

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
R&M-Pump Station	6,505	10,461	19,971	32,500	30,598	32,500	20,000
R&M-Trees and Trimming	12,552	18,392	8,492	6,200	20,580	21,000	11,200
Misc-Employee Meals	3,648	5,237	2,869	6,330	944	6,330	10,090
Billback - PPOA	-	7,500	-	-	-	-	-
Billback - Developer	-	6,000	198	-	28	28	-
Office Equipment	-	-	-	-	-	-	2,400
Op Supplies - General	12,579	11,544	10,896	13,000	10,670	13,000	16,000
Op Supplies - Uniforms	6,676	5,551	2,815	7,408	1,278	7,408	7,408
Op Supplies - Fuel, Oil	14,133	10,784	11,207	12,500	6,160	12,500	12,500
Impr - Landscape	11,987	19,484	22,541	36,000	72,867	75,412	70,000
Cap Outlay-Machinery and Equip	15,133	34,252	65,542	31,000	57,457	58,000	63,300
Total Landscape	658,227	795,489	794,942	889,503	737,128	960,205	1,036,965
Utilities							
Electricity - Streetlighting	63,566	64,378	73,532	67,000	66,492	72,000	67,000
Utility - Water & Sewer	3,936	2,321	2,151	3,600	1,710	3,600	3,600
R&M-Lake	47,833	49,701	46,586	47,880	42,338	49,230	53,080
Total Utilities	115,335	116,400	122,269	118,480	110,540	124,830	123,680
Operation & Maintenance							
Payroll-Shared Personnel	-	263,185	260,567	310,955	259,127	310,955	356,097
ProfServ-Field Management	139,653	145,239	148,087	151,049	131,463	169,424	232,060
ProfServ-Reserve Study	6,760	-	-	-	-	-	-
Travel and Per Diem	210	88	245	400	288	400	400
Communication - Telephone	2,076	1,448	782	2,100	635	2,000	2,100
Postage and Freight	1,206	714	540	900	413	850	900
R&M-Vehicles	2,022	4,650	7,679	7,100	4,077	7,100	6,000
Printing and Binding	3,655	3,214	2,640	4,500	4,065	4,500	4,500
Misc-Connection Computer	4,165	1,017	1,453	3,700	1,278	3,700	3,700

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
Billback Expenses Developer	-	48	91	-	-	-	-
Office Supplies	1,186	1,148	740	1,500	842	1,500	1,500
Op Supplies - General	4,371	7,282	5,112	4,200	4,865	4,900	7,200
OP-Supplies – Buildings	(363)	-	-	300	-	300	300
Total Operation & Maintenance	164,941	428,033	427,936	486,704	407,053	505,629	614,757
Parks and Recreation - General							
ProfServ-Mgmt Consulting Serv	14,468	14,902	15,349	20,000	16,667	20,000	21,000
Insurance -Property & Casualty	65,990	60,730	56,597	62,260	65,357	65,357	83,143
Total Parks and Recreation - General	80,458	75,632	71,946	82,260	82,024	85,357	104,143
Swim & Fitness Clubhouse							
Contracts-Misc Labor	2,899	2,730	2,408	4,000	2,096	4,000	4,000
Contracts-Outside Fitness	-	-	-	5,000	8,436	9,000	5,000
R&M-Buildings	3,998	10,199	1,247	4,000	2,762	4,000	9,000
R&M-Equipment	-	3,569	4,458	3,000	74	5,000	5,000
Misc-Special Events	2,985	3,444	2,867	3,500	2,951	4,000	4,000
Cap Outlay-Machinery and Equip	-	2,202	-	2,100	-	3,500	3,500
Total Swim & Fitness Clubhouse	9,882	22,144	10,980	21,600	16,319	29,500	30,500
Swimming Pool							
Payroll-Salaries	29,100	32,734	33,780	50,143	39,156	50,143	52,149
Payroll-Hourly	41,170	45,483	54,908	53,750	44,829	41,000	41,000
Payroll-Lifeguards	19,039	22,332	19,946	25,000	19,021	35,200	35,200
Payroll-Benefits	2,446	11,291	11,227	20,762	16,660	20,762	26,854
Payroll-Engineering	20,296	20,129	17,123	26,336	20,558	26,336	31,410
Payroll-Janitor	5,398	7,095	7,857	7,500	5,577	7,500	8,200

MARSHALL CREEK

Community Development District

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	TOTAL	ANNUAL
	FY 2014	FY 2015	FY 2016	BUDGET FY 2017	THRU JUL-2017	PROJECTED FY 2017	BUDGET FY 2018
Payroll-Billback	-	-	58	-	-	-	-
Payroll Taxes	6,599	6,385	8,022	10,434	8,414	10,277	10,718
ProfServ-Info Technology	1,808	990	977	1,500	222	1,500	1,800
ProfServ-Swim Pool Commission	45	-	1,852	500	8,422	8,500	2,500
Contracts-Landscape	-	2,961	94	3,500	3,055	3,500	3,500
Travel and Per Diem	217	308	204	700	165	700	700
Communication - Telephone	6,233	5,714	7,256	7,000	3,719	8,000	8,000
Utility - General	46,557	44,634	45,303	52,000	32,013	53,000	55,000
Utility - Refuse Removal	1,135	1,509	1,223	1,500	1,309	1,500	1,500
R&M-Buildings	8,562	29,167	31,723	15,000	19,057	20,000	15,000
R&M-Pools	13,071	34,061	91,357	104,000	130,057	131,000	89,800
R&M-Vehicles	-	-	-	500	-	500	500
Advertising	1,695	1,320	1,320	2,000	1,110	2,640	2,640
Miscellaneous Services	200	641	-	750	-	1,500	1,500
Misc-Employee Meals	3,376	3,974	2,750	4,000	486	4,000	4,000
Misc-Training	105	210	940	1,000	600	2,000	2,000
Misc-Licenses & Permits	980	980	1,458	1,000	30	1,600	1,600
Billback Expenses Developer	-	371	-	-	-	-	-
Office Supplies	1,812	930	1,168	1,500	2,266	2,300	1,600
Cleaning Supplies	1,081	1,638	1,091	2,000	395	2,500	2,500
Office Equipment	1,261	485	59	1,500	2,001	2,001	2,000
Op Supplies - Spa & Paper	848	1,408	975	1,500	-	2,000	2,000
Op Supplies - Uniforms	1,928	2,155	700	2,500	1,525	2,500	2,500
Op Supplies - Summer Camp	9,333	13,663	12,158	15,000	11,839	16,000	16,000
COS - Start Up Inventory	39	481	-	-	-	-	-
Subscriptions and Memberships	761	760	362	800	775	800	800
Cap Outlay-Machinery and Equip	-	735	3,299	5,000	771	5,000	5,000
Cap Outlay - Pool Furniture	22,372	18,807	1,477	3,000	988	8,000	8,000
Total Swimming Pool	247,467	313,351	360,667	421,675	375,020	472,259	435,971

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	TOTAL	ANNUAL
	FY 2014	FY 2015	FY 2016	BUDGET FY 2017	THRU JUL-2017	PROJECTED FY 2017	BUDGET FY 2018
<i>Tennis Court</i>							
Payroll-Salaries	109,451	110,589	117,306	119,402	94,206	119,000	122,570
Payroll-Hourly	29,156	32,363	34,246	36,000	31,527	36,000	36,000
Payroll-Benefits	19,764	19,221	23,041	19,752	19,259	19,752	23,557
Payroll-Engineering	16,033	14,329	12,842	33,912	15,419	33,912	34,853
Payroll-Commission	79,814	90,540	103,543	93,000	106,027	107,000	103,000
Payroll-Janitor	1,877	3,948	158	-	-	-	-
Payroll Taxes	16,347	17,238	19,275	19,385	17,252	18,972	19,920
ProfServ-Administrative	-	-	-	1,000	-	1,000	1,000
ProfServ-Info Technology	7,873	5,350	5,207	6,000	5,671	6,000	6,000
Contracts-Janitorial Services	-	-	1,795	6,000	5,000	6,000	6,000
Communication - Telephone	4,477	4,428	5,914	4,500	5,464	5,500	5,500
Utility - Cable TV Billing	1,376	1,568	1,622	1,400	1,464	1,500	1,400
Electricity - General	11,610	13,165	12,777	13,000	11,024	13,000	13,000
Utility - Refuse Removal	1,135	1,122	1,214	1,100	1,309	1,400	1,100
Utility - Water & Sewer	1,017	859	2,881	1,500	944	1,500	1,500
Rental/Lease - Vehicle/Equip	1,680	1,680	1,689	1,700	1,321	1,700	1,700
R&M-General	7,544	2,392	3,813	6,000	3,886	6,000	6,000
R&M-Court Maintenance	12,305	16,237	12,693	13,000	8,320	13,000	12,000
R&M-Vandalism	-	-	-	250	-	250	500
Printing and Binding	166	578	140	750	1,169	1,200	1,500
Advertising	1,320	1,320	1,320	1,500	1,100	1,500	1,500
Misc-Employee Meals	1,575	2,059	1,215	2,000	229	2,000	1,900
Misc-Special Events	69	372	285	1,000	166	166	1,000
Misc-Training	-	-	-	500	-	500	500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
Misc-Licenses & Permits	82	72	-	250	187	250	250
Office Supplies	2,706	2,465	3,147	2,500	2,364	2,500	3,000
Office Equipment	2,199	150	51	2,500	780	2,500	3,000
Teaching Supplies	2,901	2,855	3,146	3,000	2,552	3,000	3,000
Op Supplies - Uniforms	367	-	438	500	195	500	500
COS - Start Up Inventory	14,840	10,911	6,550	14,000	6,706	12,000	14,000
Subscriptions and Memberships	765	518	530	800	590	700	800
Cap Outlay-Machinery and Equip	2,066	4,750	5,411	6,000	2,231	6,000	10,000
Total Tennis Court	350,515	361,079	382,249	412,201	346,362	424,302	436,550
TOTAL EXPENDITURES	2,661,524	3,238,557	3,225,486	3,647,702	3,236,497	3,893,697	4,145,304
Reserves							
Reserve - Gate	-	-	-	3,319	-	-	-
Reserve - Field	-	-	29,879	180,000	-	-	-
Reserve - Landscaping	-	-	89,760	-	-	-	-
Reserve - Park	-	-	-	32,900	-	-	-
Reserve - Clubhouse	-	18,506	-	8,532	-	-	-
Reserve - Swimming Pools	-	-	-	18,652	-	-	-
Reserve - Tennis Court	-	6,300	6,300	11,605	4,157	-	-
Total Reserves	-	24,806	125,939	255,008	4,157	-	-
TOTAL EXPENDITURES AND RESERVES	2,661,524	3,263,363	3,351,425	3,902,710	3,240,654	3,893,697	4,145,304
Excess (deficiency) of revenues							
Over (under) expenditures	318,393	441,986	403,663	(56,860)	589,029	73,307	-

MARSHALL CREEK

Community Development District

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
OTHER FINANCING SOURCES (USES)							
Operating Transfers-Out	(348,196)	-	-	-	-	-	-
Proceeds from Land Sales	-	112	-	-	-	-	-
Sale of General Capital Assets	-	-	15,511	-	-	-	-
Contribution to (Use of) Fund Balance	-	442,098	-	(56,860)	-	-	-
TOTAL OTHER SOURCES (USES)	(348,196)	442,210	15,511	(56,860)	-	-	-
Net change in fund balance	(29,803)	442,098	419,174	(56,860)	589,029	73,307	-
FUND BALANCE, BEGINNING	828,317	798,514	1,240,612	1,659,786	1,659,786	1,659,786	1,733,093
FUND BALANCE, ENDING	\$ 798,514	\$ 1,240,612	\$ 1,659,786	\$ 1,602,926	\$ 2,248,815	\$ 1,733,093	\$ 1,733,093

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2018	\$ 1,733,093
Net Change in Fund Balance - Fiscal Year 2018	-
Reserves - Fiscal Year Additions FY 2018	-
Total Funds Available (Estimated) - 9/30/2018	1,733,093
 <u>ALLOCATION OF AVAILABLE FUNDS</u>	
<i>Assigned Fund Balance</i>	
Operating Reserve - Operating Capital	1,013,876 ⁽¹⁾
Reserves - Gates (Prior Years)	7,838
Reserves - Parks (Prior Years)	32,900
Reserves - Field (Prior Years)	440,675
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)	30,226
Subtotal	<u>702,818</u>
Total Allocation of Available Funds	1,716,694
Total Unassigned (undesignated) Cash	\$ 16,399

Notes

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

Budget Narrative
Fiscal Year 2018**REVENUES****Interest – Investments**

The District earns interest income on their checking account with BB&T Bank. 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 Augustine Island Association. The corresponding expense is included in Landscape-Payroll-IPM staff.

S/F Program Fees

This is revenue generated from summer camps.

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.

Tennis Merchandise Sales

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

Budget Narrative
Fiscal Year 2018**REVENUES (continued)****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. In 2017 the membership rate increased for a single member from \$1000 to \$1350 and for family from \$1500 to \$2350 annually. 2018 membership rate will remain the same.

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 – CDD Collected

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 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 3% of the anticipated Non-Ad Valorem assessments.

Allowance for Uncollected Assessments

This is an allowance for assessments related to delinquent parcels.

Other Miscellaneous Revenues

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

Budget Narrative
Fiscal Year 2018

REVENUES (continued)

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. 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 (STS)

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 Severn Trent.

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.

Budget Narrative
Fiscal Year 2018**Expenditures – Administrative (continued)****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 (STS)

The District receives Management, Accounting, and Administrative services as part of a Management Agreement with Severn Trent Environmental Services, Inc. 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 (STS)

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.

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.

Budget Narrative
Fiscal Year 2018**Expenditures – Administrative (continued)****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. Statewide workmen's comp increase of 14.5%, issued by the National Council on Compensation Insurance (state regulatory board).

Payroll - Engineering

The District's building engineering department has a staff of five (5) full time who are allocated throughout this budget. The engineering departments maintenance allocation is **25%**. The Director's compensation is shared evenly with Engineering and Landscape.

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%**.

Budget Narrative
Fiscal Year 2018**Expenditures - Other Public Safety (continued)****Contracts - Security Services**

This amount is for staffing of two (2) controlled access guardhouses. Budget number reflected includes staffing the South and North Loop Parkway controlled access guardhouses 24 hrs / day, 7 days a week for the entire Fiscal Year. The current security contractor is Universal Allied Security Services. Reflects 3% increase for FY2018.

Contracts - Roving Patrol

The amount is for the roving St. Johns County patrol officers. The roving St. Johns County patrol officers are active between the early evening and early morning hours, 7 days a week.

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. Statewide workmen's comp increase of 14.5%, issued by the National Council on Compensation Insurance (state regulatory board).

Payroll - Engineering

The District's building engineering department has a staff five (5) full time who are allocated throughout this budget. The engineering department's maintenance allocation for the District's two (2) controlled access guardhouses is **20%**. The Director's compensation is shared evenly with Engineering and Landscape

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.

Budget Narrative

Fiscal Year 2018

Expenditures - Field (continued)**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. For FY 2018 added \$50,000 for boardwalk repair from Hurricane Matthew. This amount is reflective of 12.5% of the estimated repair cost of \$500,000 (includes SCCDD contribution).

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.

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 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 2018 includes six (6) outsourced street sweepings @ \$1,481 each. Also includes the newly added responsibility of painting the FPL light poles and fixtures (\$8,000).

R&M - Sidewalks

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

Budget Narrative
Fiscal Year 2018**Expenditures - Field (continued)****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.

Expenditures - Landscape**Payroll - Salaries**

The compensation for staff with Supervisor responsibilities such as Director of Landscape, IPM Coordinator, two Crew Leaders and 50% of Director of Engineering and Maintenance.

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 - 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. Statewide workmen's comp increase of 14.5%, issued by the National Council on Compensation Insurance (state regulatory board).

Payroll - General Staff

The compensation for mow crew personnel (3) responsible for over 60 acres of turf.

Payroll - Irrigation Staff

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

Budget Narrative
Fiscal Year 2018**Expenditures – Landscape (continued)****Payroll - IPM Staff**

The compensation for four 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. 50% of the additional staff person will be offset by \$15,000 revenue from Augustine Island.

Payroll - Equipment Mechanic

The compensation for Equipment Mechanic.

Payroll – Administration

Will assist both Landscape and Engineering departments one day per week. Duties are, but not limited to, payroll, invoices, and staff support.

Payroll - Taxes

Payroll taxes for Landscape staff and 50% of Director of Engineering.

Communication – Telephone

This item covers Telephone and Fax Machine expenses.

Utility – Cable TV Billing

Some type of internet service – Litestream or AT&T to be used for irrigation controls.

Electricity - General (Utility)

Electric service for new maintenance facility.

Utility - Refuse Removal

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

Utility – Water & Sewer

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

Rentals - General

Includes storage container and 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.

Budget Narrative

Fiscal Year 2018

Expenditures – Landscape (continued)**R & M - Equipment**

The parts and supplies for preventative maintenance and repair of vehicles, utility carts, trailers and equipment. Purchase of Chip safe and GPS cart tracking.

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 9 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- 11 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 / 9 pumps.

R & M - Trees & Trimming

The costs to outsource removal of dead trees, pruning of 80 palms as well as clean-up of fallen trees and storm clean-up.

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

Purchase two new computers.

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.

Budget Narrative
Fiscal Year 2018**Expenditures – Landscape (continued)****Operating Supplies - Fuel, Oil**

Gasoline/Diesel fuel supplied in bulk through Hampton Golf maintenance. This is budgeted at \$2.28 per gallon for regular and \$2.62 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. Some of the 2018 major projects include sodding the lake bank along Promenade wall, replacing the turf from bahia to St Augustine on Vale Drive and re-landscaping South Loop Parkway in front of Monterey wall.

Capital Outlay - Machinery and Equipment

Replacement of vehicles, utility carts and equipment including finance payments. Budgeted amount is for 12 months of a 36 month finance for a skid loader, a chipper and a new club car.

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.

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 planned/permitted installation of desirable fish such as Grass Carp, Bass, and Bream.

Budget Narrative
Fiscal Year 2018**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 (HPPM)

The District has a personnel leasing agreement with Hines Palencia Property Management which provides daily, onsite management of the District's staff and assets. A full listing of the scope of services provided by HPPM to the District is attached. Reflects an increase of \$ \$50 per unit annually.

Travel and Per Diem

Travel expenses for onsite management team to pick up various operational and repair supplies from local, greater-Jacksonville vendors.

Communication - Telephone

The District has an out-of-state emergency telephone service. Includes a portion of property managers and engineer's cell phone expense (35%).

Postage and Freight

The onsite team sends District invoices to Severn Trent's Coral Springs, Florida office weekly for accounts payable processing. Also includes any mailing of miscellaneous correspondence to residents and staff.

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.

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.

Budget Narrative
Fiscal Year 2018

Expenditures - Operations and Maintenance (continued)

Operating Supplies - General

The budgeted amount is for uniforms, and tool repair/purchase/rental.

Operating Supplies - Buildings

Contingency for Tropical Storm / Hurricane preparedness supplies.

Expenditures - Parks and Recreation - General

Professional Service - Management Consulting Service (STS)

The District receives Management, Accounting, and Administrative services as part of a Management Agreement with Severn Trent Environmental Services, Inc. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement plus 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 \$11,250 for boardwalk insurance, 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 Litestream, Turner Pest Control, Village Key & Alarm.

ProfServ-Outside Fitness

This category encompasses the Adult Fitness classes that are taught by fitness staff.

Budget Narrative
Fiscal Year 2018**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 the gym, new TV's, chairs and tables for meeting room etc.

Miscellaneous - Special Events

This category provides funds for community events that are held throughout the year (i.e. Dive in Movies & Winter Community Holiday activities, bands for Food Truck Friday, rentals for Senior Events, etc).

Capital Outlay - Machinery and Equipment

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

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 and Director's compensation has been brought up to industry standards.

Payroll - Hourly

This allocation encompasses compensation for Front Desk and Summer Camp Counselors.

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.

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. Statewide workmen's comp increase of 14.5%, issued by the National Council on Compensation Insurance (state regulatory board).

Budget Narrative
Fiscal Year 2018**Expenditures – Swimming Pool (continued)****Payroll - Engineering**

The District's building engineering department has a staff of five (5) 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%**. The Director's compensation is shared evenly with Engineering and Landscape.

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

Re-furbish landscape under 2 story pool slide, update planters, Trim trees around pool deck and parking lot islands (shared expense 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.

Communication - Telephone

This item covers Telephone and Fax Machine Expenses. The budgeted amount is based on an average AT&T Bill of \$580 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.

Utility - Refuse Removal

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

Budget Narrative
Fiscal Year 2018**Expenditures – Swimming Pool (continued)****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 three pools. Those costs include chemicals, equipment for maintenance, and repairs. Planned projects for 2018 is deck repair on both the Adult and Family pool as well as repairs to the slide.

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.

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.

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 item allocates funds for Summer Camp, Aquatics, and supplies. These items include but are not limited to: food, golf and tennis lessons, travel and entry for field trips, and arts and crafts.

Budget Narrative
Fiscal Year 2018**Expenditures – Swimming Pool (continued)****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 computer, monitor, printer, fax machine.

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.

Operating Supplies - Summer Camp

This item allocates funds for Summer, Aquatics, and Holiday (i.e. Spring Break and Christmas Break) Camp supplies. These items include but are not limited to food, golf and tennis lessons, and arts and crafts.

Subscriptions & Memberships

This is for Sirius Satellite Radio Subscription at \$400 per year and ASCAP (American Society of Composers) at \$400 per year.

Capital Outlay - Machinery and Equipment

This allocates funds for any capital expenses incurred throughout the year.

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.

Expenditures - Tennis Court**Payroll - Salaries**

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

Budget Narrative
Fiscal Year 2018**Expenditures – Tennis Court (continued)****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. Statewide workmen's comp increase of 14.5%, issued by the National Council on Compensation Insurance (state regulatory board).

Payroll - Engineering

The District's building engineering department has a staff of five (5) 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%**. The Director's compensation is shared evenly with Engineering and Landscape.

Payroll - Commission

Commissions paid to pro staff based on lesson revenue.

Payroll - Janitor

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

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).

Contracts - Janitorial Services

This line item is for contracted Janitorial Services with High Tech Cleaning Service.

Budget Narrative
Fiscal Year 2018**Expenditures – Tennis Court (continued)****Communication - Telephone**

Jive phone lines plus long distance.

Utility - Cable TV Billing

Direct TV – 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 Waste. 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

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 Project; 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.

Budget Narrative
Fiscal Year 2018**Expenditures – Tennis Court (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 - 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.

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, in FY2018

Subscriptions and Memberships

NFPTA, PTR, USPTA, etc

Capital Outlay - Machinery and Equipment

Professionally re-surface two of the ten courts.

Budget Narrative
Fiscal Year 2018

FULL LISTING OF OPERATIONS MANAGEMENT SCOPE OF SERVICES

Lessee

Marshall Creek Community Development District

Lessor

Hines Palencia Property Management, LLC

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)
Staff Accountant (reports to Property Manager)
Administrative Assistant (reports to Property Manager)

Budget Narrative
Fiscal Year 2018

Relationship to Other Positions

Reports To

District Board of Supervisors

Coordinates with

District Manager, Severn Trent Services

Supervises

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

Budget Narrative
Fiscal Year 2018

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

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

- Resident relations
- Payroll processing of 40 – 50 District employees
- On-site accounts payables / bookkeeping
- Operations analysis
- Budget preparation and management

Budget Narrative

Fiscal Year 2018

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 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
REVENUES							
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Special Assmnts- Tax Collector	-	-	-	-	-	-	50,952
Special Assmnts- CDD Collected	-	-	-	-	-	-	1,668
Special Assmnts- Discounts	-	-	-	-	-	-	(2,038)
TOTAL REVENUES	-	-	-	-	-	-	50,581
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	-	-	-	-	-	1,019
Total Administrative	-	-	-	-	-	-	1,019
TOTAL EXPENDITURES	-	-	-	-	-	-	1,019
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	-	-	49,562
Net change in fund balance	-	-	-	-	-	-	49,562
FUND BALANCE, BEGINNING	-	-	-	-	-	-	-
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,562

Budget Narrative
Fiscal Year 2018

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 2018

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
REVENUES							
Interest - Investments	\$ 342	\$ 270	\$ 282	\$ 250	\$ 1,753	1,800	\$ 250
Special Assmnts- Tax Collector	1,036,236	1,026,235	1,036,373	1,236,065	1,210,968	1,213,398	1,172,946
Special Assmnts- Prepayment	28,900	18,183	93,960	-	10,646	10,646	-
Special Assmnts- CDD Collected	262,684	230,985	237,128	52,089	52,089	52,089	38,056
Special Assmnts- Delinquent	-	-	1,200	-	-	-	-
Special Assmnts- Discounts	(33,289)	(31,407)	(30,196)	(49,443)	(40,074)	(40,074)	(46,918)
Other Miscellaneous Revenues	-	85	-	-	-	-	-
TOTAL REVENUES	1,294,873	1,244,351	1,338,747	1,238,961	1,235,382	1,237,859	1,164,334
EXPENDITURES							
<i>Administrative</i>							
ProfServ-Legal Services	39,509	11,210	15,938	-	14,996	39,996	-
ProfServ-Trustee	20,668	9,905	5,638	-	5,446	5,446	-
Misc-Assessmnt Collection Cost	11,883	12,338	11,660	24,721	23,418	23,467	23,459
Total Administrative	72,060	33,453	33,236	24,721	43,860	68,909	23,459
<i>Debt Service</i>							
Principal Debt Retirement	425,000	450,000	860,000	435,000	-	263,774	550,000
Principal Prepayments	670,000	45,000	-	-	-	-	-
Interest Expense	1,010,092	958,638	956,650	792,681	819,513	819,513	600,750
DS Costs-Miscellaneous	1,675	-	-	-	-	-	-
Total Debt Service	2,106,767	1,453,638	1,816,650	1,227,681	819,513	1,083,287	1,150,750
TOTAL EXPENDITURES	2,178,827	1,487,091	1,849,886	1,252,402	863,373	1,152,196	1,174,209

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
Excess (deficiency) of revenues							
Over (under) expenditures	(883,954)	(242,740)	(511,139)	(13,441)	372,009	85,663	(9,875)
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	614,163	-	800,000	-	-	-	-
Operating Transfers - Out	(261,616)	-	(99,970)	-	-	-	-
Poceeds from Land Sales	-	688	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	(13,441)	-	-	(9,875)
TOTAL OTHER SOURCES (USES)	352,547	688	700,030	(13,441)	-	-	(9,875)
Net change in fund balance	(531,407)	(242,052)	188,891	(13,441)	372,009	85,663	(9,875)
FUND BALANCE, BEGINNING	846,606	315,199	73,147	262,038	262,038	262,038	347,701
FUND BALANCE, ENDING	\$ 315,199	\$ 73,147	\$ 262,038	\$ 248,597	\$ 634,047	\$ 347,701	\$ 337,826

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
11/1/2017	\$ 12,015,000	5.000%	\$ 300,375		
5/1/2018	\$ 12,015,000	5.000%	\$ 300,375	\$ 550,000	\$ 1,150,750
11/1/2018	\$ 11,465,000	5.000%	\$ 286,625		
5/1/2019	\$ 11,465,000	5.000%	\$ 286,625	\$ 580,000	\$ 1,153,250
11/1/2019	\$ 10,885,000	5.000%	\$ 272,125		
5/1/2020	\$ 10,885,000	5.000%	\$ 272,125	\$ 610,000	\$ 1,154,250
11/1/2020	\$ 10,275,000	5.000%	\$ 256,875		
5/1/2021	\$ 10,275,000	5.000%	\$ 256,875	\$ 640,000	\$ 1,153,750
11/1/2021	\$ 9,635,000	5.000%	\$ 240,875		
5/1/2022	\$ 9,635,000	5.000%	\$ 240,875	\$ 675,000	\$ 1,156,750
11/1/2022	\$ 8,960,000	5.000%	\$ 224,000		
5/1/2023	\$ 8,960,000	5.000%	\$ 224,000	\$ 710,000	\$ 1,158,000
11/1/2023	\$ 8,250,000	5.000%	\$ 206,250		
5/1/2024	\$ 8,250,000	5.000%	\$ 206,250	\$ 745,000	\$ 1,157,500
11/1/2024	\$ 7,505,000	5.000%	\$ 187,625		
5/1/2025	\$ 7,505,000	5.000%	\$ 187,625	\$ 785,000	\$ 1,160,250
11/1/2025	\$ 6,720,000	5.000%	\$ 168,000		
5/1/2026	\$ 6,720,000	5.000%	\$ 168,000	\$ 820,000	\$ 1,156,000
11/1/2026	\$ 5,900,000	5.000%	\$ 147,500		
5/1/2027	\$ 5,900,000	5.000%	\$ 147,500	\$ 865,000	\$ 1,160,000

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
(continued)					
11/1/2027	\$ 5,035,000	5.000%	\$ 125,875		
5/1/2028	\$ 5,035,000	5.000%	\$ 125,875	\$ 910,000	\$ 1,161,750
11/1/2028	\$ 4,125,000	5.000%	\$ 103,125		
5/1/2029	\$ 4,125,000	5.000%	\$ 103,125	\$ 955,000	\$ 1,161,250
11/1/2029	\$ 3,170,000	5.000%	\$ 79,250		
5/1/2030	\$ 3,170,000	5.000%	\$ 79,250	\$ 1,005,000	\$ 1,163,500
11/1/2030	\$ 2,165,000	5.000%	\$ 54,125		
5/1/2031	\$ 2,165,000	5.000%	\$ 54,125	\$ 1,055,000	\$ 1,163,250
11/1/2031	\$ 1,110,000	5.000%	\$ 27,750		
5/1/2032	\$ 1,110,000	5.000%	\$ 27,750	\$ 1,110,000	\$ 1,165,500
			\$ 5,360,750	\$ 12,015,000	\$ 17,375,750

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
REVENUES							
Interest - Investments	\$ -	\$ 154	\$ 786	\$ 200	\$ 1,207	\$ 1,250	\$ 200
Special Assmnts- Tax Collector	-	160,934	1,033,891	1,033,891	1,018,999	1,033,891	1,033,891
Special Assmnts- Prepayment	-	16,226	-	-	11,909	11,909	-
Special Assmnts- CDD Collected	-	4,442	-	-	-	-	-
Special Assmnts- Discounts	-	2,632	(29,974)	(41,356)	(33,721)	(33,721)	(41,356)
Other Miscellaneous Revenues	-	6,642	-	-	-	-	-
TOTAL REVENUES	-	191,030	1,004,703	992,735	998,394	1,013,329	992,735
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	1,901	11,435	20,678	19,706	20,678	20,678
Total Administrative	-	1,901	11,435	20,678	19,706	20,678	20,678
<i>Debt Service</i>							
Principal Debt Retirement	-	9,555,000	455,000	470,000	470,000	470,000	490,000
Principal Prepayments	-	-	15,000	-	-	-	-
Interest Expense Series A	-	45,086	523,575	506,900	506,900	506,900	490,450
Total Debt Service	-	10,246,906	993,575	976,900	976,900	976,900	980,450
TOTAL EXPENDITURES	-	10,248,807	1,005,010	997,578	996,606	997,578	1,001,128
Excess (deficiency) of revenues Over (under) expenditures	-	(10,057,777)	(307)	(4,843)	1,788	15,751	(8,393)

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
OTHER FINANCING SOURCES (USES)							
Interfund Transfers-In	-	973,607	-	-	-	-	-
Bond Premium	-	211,036	-	-	-	-	-
Proceeds fo Refunding Bonds	-	9,685,615	-	-	-	-	-
Operatong Transfers-Out	-	(104)	(409)	-	(591)	(591)	-
Contribution to (Use of) Fund Balance	-	-	-	(4,843)	-	-	(8,393)
TOTAL OTHER SOURCES (USES)	-	10,870,154	(409)	(4,843)	(591)	(591)	(8,393)
Net change in fund balance	-	812,377	(716)	(4,843)	1,197	15,160	(8,393)
FUND BALANCE, BEGINNING	-	-	812,377	811,661	811,661	811,661	826,822
FUND BALANCE, ENDING	\$ -	\$ 812,377	\$ 811,661	\$ 806,818	\$ 812,858	\$ 826,822	\$ 818,429

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
11/1/2017	\$ 10,265,000		\$ 245,225		
5/1/2018	\$ 10,265,000	3.50%	\$ 245,225	\$ 490,000	\$ 980,450
11/1/2018	\$ 9,775,000		\$ 236,650		
5/1/2019	\$ 9,775,000	3.50%	\$ 236,650	\$ 505,000	\$ 978,300
11/1/2019	\$ 9,270,000		\$ 227,813		
5/1/2020	\$ 9,270,000	3.50%	\$ 227,813	\$ 525,000	\$ 980,625
11/1/2020	\$ 8,745,000		\$ 218,625		
5/1/2021	\$ 8,745,000	5.00%	\$ 218,625	\$ 545,000	\$ 982,250
11/1/2021	\$ 8,200,000		\$ 205,000		
5/1/2022	\$ 8,200,000	5.00%	\$ 205,000	\$ 575,000	\$ 985,000
11/1/2022	\$ 7,625,000		\$ 190,625		
5/1/2023	\$ 7,625,000	5.00%	\$ 190,625	\$ 600,000	\$ 981,250
11/1/2023	\$ 7,025,000		\$ 175,625		
5/1/2024	\$ 7,025,000	5.00%	\$ 175,625	\$ 635,000	\$ 986,250
11/1/2024	\$ 6,390,000		\$ 159,750		
5/1/2025	\$ 6,390,000	5.00%	\$ 159,750	\$ 665,000	\$ 984,500
11/1/2025	\$ 5,725,000		\$ 143,125		
5/1/2026	\$ 5,725,000	5.00%	\$ 143,125	\$ 700,000	\$ 986,250

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
(continued)					
11/1/2026	\$ 5,025,000		\$ 125,625		
5/1/2027	\$ 5,025,000	5.00%	\$ 125,625	\$ 735,000	\$ 986,250
11/1/2027	\$ 4,290,000		\$ 107,250		
5/1/2028	\$ 4,290,000	5.00%	\$ 107,250	\$ 775,000	\$ 989,500
11/1/2028	\$ 3,515,000		\$ 87,875		
5/1/2029	\$ 3,515,000	5.00%	\$ 87,875	\$ 815,000	\$ 990,750
11/1/2029	\$ 2,700,000		\$ 67,500		
5/1/2030	\$ 2,700,000	5.00%	\$ 67,500	\$ 855,000	\$ 990,000
11/1/2030	\$ 1,845,000		\$ 46,125		
5/1/2031	\$ 1,845,000	5.00%	\$ 46,125	\$ 900,000	\$ 992,250
11/1/2031	\$ 945,000		\$ 23,625		
5/1/2032	\$ 945,000	5.00%	\$ 23,625	\$ 945,000	\$ 992,250
			\$ 4,520,875	\$ 10,265,000	\$ 14,785,875

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
REVENUES						
Interest - Investments	\$ -	\$ 26	\$ -	\$ 242	\$ 250	\$ 100
Special Assmnts- Tax Collector	-	-	66,660	65,699	66,660	66,660
Special Assmnts- CDD Collected	-	-	-	25,280	25,280	-
Special Assmnts- Discounts	-	-	(2,666)	(2,174)	(2,174)	(2,666)
TOTAL REVENUES	-	26	63,994	89,047	90,016	64,093
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	-	-	1,333	1,270	1,333	1,333
Total Administrative	-	-	1,333	1,270	1,333	1,333
<i>Debt Service</i>						
Principal Debt Retirement	-	-	10,000	10,000	10,000	10,000
Interest Expense	-	-	49,858	50,560	50,560	49,928
Cost of Issuance	-	67,640	-	-	-	-
Total Debt Service	-	67,640	59,858	60,560	60,560	59,928
TOTAL EXPENDITURES	-	67,640	61,191	61,830	61,893	61,261
Excess (deficiency) of revenues						
Over (under) expenditures	-	(67,614)	2,803	27,217	28,123	2,832

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2018 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ADOPTED BUDGET FY 2017	ACTUAL THRU JUL-2017	TOTAL PROJECTED FY 2017	ANNUAL BUDGET FY 2018
OTHER FINANCING SOURCES (USES)						
Interfund Transfers-In	-	99,970	-	-	-	-
Bond Proceed	-	800,000	-	-	-	-
Operatong Transfers-Out	-	(800,000)	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	2,803	-	-	2,832
TOTAL OTHER SOURCES (USES)	-	99,970	2,803	-	-	2,832
Net change in fund balance	-	32,356	2,803	27,217	28,123	2,832
FUND BALANCE, BEGINNING	-	-	32,356	32,356	32,356	60,479
FUND BALANCE, ENDING	\$ -	\$ 32,356	\$ 35,159	\$ 59,573	\$ 60,479	\$ 63,311

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
11/1/2017	\$ 790,000	6.320%	\$ 24,964		
5/1/2018	\$ 790,000	6.320%	\$ 24,964	\$ 10,000	\$ 59,928
11/1/2018	\$ 780,000	6.320%	\$ 24,648		
5/1/2019	\$ 780,000	6.320%	\$ 24,648	\$ 10,000	\$ 59,296
11/1/2019	\$ 770,000	6.320%	\$ 24,332		
5/1/2020	\$ 770,000	6.320%	\$ 24,332	\$ 10,000	\$ 58,664
11/1/2020	\$ 760,000	6.320%	\$ 24,016		
5/1/2021	\$ 760,000	6.320%	\$ 24,016	\$ 15,000	\$ 63,032
11/1/2021	\$ 745,000	6.320%	\$ 23,542		
5/1/2022	\$ 745,000	6.320%	\$ 23,542	\$ 15,000	\$ 62,084
11/1/2022	\$ 730,000	6.320%	\$ 23,068		
5/1/2023	\$ 730,000	6.320%	\$ 23,068	\$ 15,000	\$ 61,136
11/1/2023	\$ 715,000	6.320%	\$ 22,594		
5/1/2024	\$ 715,000	6.320%	\$ 22,594	\$ 15,000	\$ 60,188
11/1/2024	\$ 700,000	6.320%	\$ 22,120		
5/1/2025	\$ 700,000	6.320%	\$ 22,120	\$ 15,000	\$ 59,240
11/1/2025	\$ 685,000	6.320%	\$ 21,646		
5/1/2026	\$ 685,000	6.320%	\$ 21,646	\$ 20,000	\$ 63,292
11/1/2026	\$ 665,000	6.320%	\$ 21,014		
5/1/2027	\$ 665,000	6.320%	\$ 21,014	\$ 20,000	\$ 62,028
11/1/2027	\$ 645,000	6.320%	\$ 20,382		

(continued)

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
5/1/2028	\$ 645,000	6.320%	\$ 20,382	\$ 20,000	\$ 60,764
11/1/2028	\$ 625,000	6.320%	\$ 19,750		
5/1/2029	\$ 625,000	6.320%	\$ 19,750	\$ 20,000	\$ 59,500
11/1/2029	\$ 605,000	6.320%	\$ 19,118		
5/1/2030	\$ 605,000	6.320%	\$ 19,118	\$ 25,000	\$ 63,236
11/1/2030	\$ 580,000	6.320%	\$ 18,328		
5/1/2031	\$ 580,000	6.320%	\$ 18,328	\$ 25,000	\$ 61,656
11/1/2031	\$ 555,000	6.320%	\$ 17,538		
5/1/2032	\$ 555,000	6.320%	\$ 17,538	\$ 25,000	\$ 60,076
11/1/2032	\$ 530,000	6.320%	\$ 16,748		
5/1/2033	\$ 530,000	6.320%	\$ 16,748	\$ 25,000	\$ 58,496
11/1/2033	\$ 505,000	6.320%	\$ 15,958		
5/1/2034	\$ 505,000	6.320%	\$ 15,958	\$ 30,000	\$ 61,916
11/1/2034	\$ 475,000	6.320%	\$ 15,010		
5/1/2035	\$ 475,000	6.320%	\$ 15,010	\$ 30,000	\$ 60,020
11/1/2035	\$ 445,000	6.320%	\$ 14,062		
5/1/2036	\$ 445,000	6.320%	\$ 14,062	\$ 35,000	\$ 63,124
11/1/2036	\$ 410,000	6.320%	\$ 12,956		
5/1/2037	\$ 410,000	6.320%	\$ 12,956	\$ 35,000	\$ 60,912
11/1/2037	\$ 375,000	6.320%	\$ 11,850		
5/1/2038	\$ 375,000	6.320%	\$ 11,850	\$ 35,000	\$ 58,700

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
(continued)					
11/1/2038	\$ 340,000	6.320%	\$ 10,744		
5/1/2039	\$ 340,000	6.320%	\$ 10,744	\$ 40,000	\$ 61,488
11/1/2039	\$ 300,000	6.320%	\$ 9,480		
5/1/2040	\$ 300,000	6.320%	\$ 9,480	\$ 40,000	\$ 58,960
11/1/2040	\$ 260,000	6.320%	\$ 8,216		
5/1/2041	\$ 260,000	6.320%	\$ 8,216	\$ 45,000	\$ 61,432
11/1/2041	\$ 215,000	6.320%	\$ 6,794		
5/1/2042	\$ 215,000	6.320%	\$ 6,794	\$ 50,000	\$ 63,588
11/1/2042	\$ 165,000	6.320%	\$ 5,214		
5/1/2043	\$ 165,000	6.320%	\$ 5,214	\$ 50,000	\$ 60,428
11/1/2043	\$ 115,000	6.320%	\$ 3,634		
5/1/2044	\$ 115,000	6.320%	\$ 3,634	\$ 55,000	\$ 62,268
11/1/2044	\$ 60,000	6.320%	\$ 1,896		
5/1/2045	\$ 60,000	6.320%	\$ 1,896	\$ 60,000	\$ 63,792
			\$ 919,244	\$ 790,000	\$ 1,709,244

Budget Narrative
Fiscal Year 2018

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 2018

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 2018 vs. Fiscal Year 2017										
Product	General Fund			2002 Capital Reserves	Series 2002 Debt Service			Total Assessments per Unit		
	FY 2018	FY 2017	Percent Change	FY 2018	FY 2018	FY 2017	Percent Change	FY 2018	FY 2017	Percent Change
Inside Control Gate										
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,204	\$2,112	4.36%	\$63	\$1,437	\$1,500	0.00%	\$3,704	\$3,612	2.55%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,204	\$2,112	4.36%	\$79	\$1,821	\$1,900	0.00%	\$4,104	\$4,012	2.29%
Costa Del Sol	\$2,204	\$2,112	4.36%	\$99	\$2,301	\$2,400	0.00%	\$4,604	\$4,512	2.04%
Marshall Creek Bluff II - EV-3A	\$2,204	\$2,112	4.36%	\$99	\$2,301	\$2,400	0.00%	\$4,604	\$4,512	2.04%
Village Center 5 (South Loop Lots)	\$2,204	\$2,112	4.36%	\$50	\$1,150	\$1,200	0.00%	\$3,404	\$3,312	2.78%
Trellis Park (North River Loop Lot)	\$2,204	\$2,112	4.36%	\$79	\$1,821	\$1,900	0.00%	\$4,104	\$4,012	2.29%
North River I, II, & III, Alimara, & Leaning Tree	\$2,204	\$2,112	4.36%	\$99	\$2,301	\$2,400	0.00%	\$4,604	\$4,512	2.04%
The Reserve Phase II	\$2,204	\$2,112	4.36%	\$99	\$2,301	\$2,400	0.00%	\$4,604	\$4,512	2.04%
Santa Teresa	\$2,204	\$2,112	4.36%	\$99	\$2,301	\$2,400	0.00%	\$4,604	\$4,512	2.04%
Outside Control Gate										
Palencia Village Townhomes I	\$1,846	\$1,770	4.27%	\$31	\$719	\$750	0.00%	\$2,596	\$2,520	3.00%
Palencia Village 2, 3, 4 & 2A	\$1,846	\$1,770	4.27%	\$50	\$1,150	\$1,200	0.00%	\$3,046	\$2,970	2.54%
Village Lakes East (Residential MNO)	\$1,846	\$1,770	4.27%	\$50	\$1,150	\$1,200	0.00%	\$3,046	\$2,970	2.54%
Village Lofts (Live/Work)	\$1,846	\$1,770	4.27%	\$50	\$1,150	\$1,200	0.00%	\$3,046	\$2,970	2.54%
Townhomes II (VC-3)	\$1,846	\$1,770	4.27%	\$50	\$1,150	\$1,200	0.00%	\$3,046	\$2,970	2.54%
Avila Condo & Village Square Res.	\$1,846	\$1,770	4.27%	\$29	\$671	\$700	0.00%	\$2,546	\$2,470	3.06%
Augustine Island	\$1,846	\$1,770	4.27%	\$63	\$1,437	\$1,500	0.00%	\$3,346	\$3,270	2.31%
Promenade Pointe	\$1,846	\$1,770	4.27%	\$99	\$2,301	\$2,400	0.00%	\$4,246	\$4,170	1.81%
Commercial										
Commercial (Office/Retail)	\$0.30	\$0.47	-36.57%	\$0.04	\$0.93	\$0.97	0.00%	\$1.27	\$1.44	-11.98%
Neighborhood Commercial	\$1.18	\$1.13	4.98%	\$0.02	\$0.45	\$0.47	0.00%	\$1.65	\$1.60	3.51%

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 2018 vs. Fiscal Year 2017									
Product	General Fund			Series 2015 & Series 2016 Debt Service			Total Assessments per Unit		
	FY 2018	FY 2017	Percent Change	FY 2018	FY 2017	Percent Change	FY 2018	FY 2017	Percent Change
Inside Control Gate									
Oak Common I	\$2,204	\$2,112	4.36%	\$750	\$750	0.00%	\$2,954	\$2,862	3.22%
Parkside I & II	\$2,204	\$2,112	4.36%	\$900	\$900	0.00%	\$3,104	\$3,012	3.06%
Trellis Park, Mission Park, TreeHouse Park (9 Lots)	\$2,204	\$2,112	4.36%	\$1,150	\$1,150	0.00%	\$3,354	\$3,262	2.82%
Oak Common II & III	\$2,204	\$2,112	4.36%	\$1,200	\$1,200	0.00%	\$3,404	\$3,312	2.78%
Marshall Creek Bluff	\$2,204	\$2,112	4.36%	\$1,400	\$1,400	0.00%	\$3,604	\$3,512	2.62%
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,204	\$2,112	4.36%	\$1,500	\$1,500	0.00%	\$3,704	\$3,612	2.55%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,204	\$2,112	4.36%	\$1,900	\$1,900	0.00%	\$4,104	\$4,012	2.29%
North River I, II, & III, Alimara, & Leaning Tree	\$2,204	\$2,112	4.36%	\$2,400	\$2,400	0.00%	\$4,604	\$4,512	2.04%
Outside Control Gate									
Village Center Homes (VC 1)	\$1,846	\$1,770	4.27%	\$600	\$600	0.00%	\$2,446	\$2,370	3.19%
Promenade Condos	\$1,846	\$1,770	4.27%	\$900	\$900	0.00%	\$2,746	\$2,670	2.83%
Palencia Village 2, 3, 4 & 2A	\$1,846	\$1,770	4.27%	\$1,200	\$1,200	0.00%	\$3,046	\$2,970	2.54%
Village Lakes	\$1,846	\$1,770	4.27%	\$1,010	\$1,010	0.00%	\$2,856	\$2,780	2.72%
Avila Condo & Village Square Res.	\$1,846	\$1,770	4.27%	\$700	\$700	0.00%	\$2,546	\$2,470	3.06%
Promenade Pointe	\$1,846	\$1,770	4.27%	\$2,400	\$2,400	0.00%	\$4,246	\$4,170	1.81%
Golf Course	\$40,447	\$35,853	12.82%	\$80,000	\$80,000	0.00%	\$120,447	\$115,853	3.97%