

**MARSHALL CREEK  
COMMUNITY DEVELOPMENT  
DISTRICT**

**JUNE 10, 2020  
AGENDA PACKAGE**

**Join the meeting via:**

**Telephone #: 1-800-747-5150**

**Access Code: 3098533#**

**WEBEX:**

**<https://themeetingson.webex.com>**

**MEETING NUMBER: 713 791 314**

**Marshall Creek Community Development District**  
**INFRAMARK, INFRASTRUCTURE MANAGEMENT SERVICES**  
210 North University Drive • Suite 702 • Coral Springs, Florida 33071  
Phone: (954) 603-0033 • Fax: (954) 345-1292

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June 3, 2020

Board of Supervisors  
Marshall Creek  
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Marshall Creek Community Development District will be held **Wednesday, June 10, 2020** beginning at **4:00 p.m.** via **Telephone #: 1-800-747-5150 - Access Code: 3098533# and Webex: <https://themeetingson.webex.com> – Meeting Number 713 791 314.** Due to the continuing public health emergency COVID-19 and safe capacity concerns, only the Board of Supervisors and essential staff will participate in person at the meeting location. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Audience Comments**
- 3. Approval of the Minutes of the May 20, 2020 Meeting**
  - A. Discussion of Open Items
- 4. Engineer's Report**
- 5. General Manager's Operations Report**
  - A. Traffic Reports & SJCSO Roving Patrol Violation Log
  - B. FEMA Update
  - C. Skateboarding Policy
- 6. District Manager's Report**
  - A. Distribution of Sweetwater Creek CDD Proposed Budget FY 2021
  - B. Discussion of Proposed Budget for FY 2021
  - C. Consideration of Resolution 2020-6 Approving the Budget and Setting the Public Hearing
  - D. Consideration of Banking Options
- 7. Attorney's Report**
- 8. Supervisors' Requests**
  - A. Sidewalk Maintenance (Supervisor Hoffman)
  - B. Discussion of Broken Gates (Supervisor Riley)
- 9. Adjournment**

Enclosed for your review is a copy of the draft minutes of the May 20, 2020 meeting.

The General Manager's Operations Report will be provided under separate cover. Enclosed are the Traffic Reports and SJCSO Off-Duty Roving Patrol Violation Report.

Marshall Creek CDD

June 3, 2020

Page 2

Under the District Manager's Report, a copy of the Proposed FY 2021 Budget from Sweetwater Creek is enclosed, which they provided June 1, per the Interlocal Agreement. Additionally, the Marshall Creek CDD Proposed FY 2021 budget is included for your review. This proposed budget now includes the Shared Expense & Revenue for Sweetwater Creek CDD based upon their FY 2021 Proposed Budget. After your consideration, Resolution 2020-6 needs to be adopted to approve the tentative budget and set the public hearing. Finally, we have included a memo regarding banking options for the Board's consideration.

The balance of the agenda is routine in nature. This agenda package is only being distributed electronically. Should you require a printed and stapled copy, please let me know at (904) 940-6044, extension 40592, by Monday, June 8. In the meantime, if you have any questions, please let me know. I look forward to speaking with you at the meeting.

Sincerely,

*Janice Eggleton Davis*

Janice Eggleton Davis/ms  
District Manager

Cc: Katie Buchanan  
Gabriel McKee  
Gordon Mobley  
Emma Gregory

Ryan Stilwell, P.E.  
Jennifer Gillis  
Brett Sealy  
Jonathan Johnson

Katie Hollis  
Warren Bloom  
Hank Fishkind

## **Third Order of Business**



**MINUTES OF MEETING  
MARSHALL CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Marshall Creek Community Development District was held on Wednesday, May 20, 2020 at 4:00 p.m. via Webex with Meeting Number 714 364 782 and telephone at 800-747-5150 with Access Code 3098533#.

Present and constituting a quorum were:

Howard Entman	Chairman
Scott Raybuck	Vice Chairman
Howard Hoffman	Assistant Secretary
Kathy Moss	Assistant Secretary
Jeff Riley	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Katie Buchanan	District Counsel
Ryan Stilwell, P.E.	District Engineer
Katie Hollis	General Operations Manager
Erin Gunia	Director, Amenities & Strategic Planning
Alan Baldwin	Inframark
Elizabeth Moore	Inframark
Michelle Martin	VP, Brown & Brown - PRIA
Members of the Public	

*The following is a summary of the discussions and actions taken at the May 20, 2020 Marshall Creek Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

- The meeting was called to order.
- Ms. Davis announced the virtual meeting at 800-747-5150 with access code 308533# and Webex Meeting Number: 714 364 782.
- Roll call – all Supervisors present.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

- Ms. Davis acknowledged Mr. Jim Newhall’s emailed comment that is to be incorporated into the minutes.
- Mr. Newhall addressed the lack of privacy for emails in possession of the CDD.

May 20, 2020

Marshall Creek CDD

- Mr. Kirk Kemmish addressed candidacy for the POA and sidewalks.
- Ms. Teryn Gregson addressed reopening amenities.
- Mr. Evan Williams addressed sidewalks.
- Mr. John Gall addressed sidewalks.
- Dr. Erick Aguilar congratulated the graduates and honored fallen military for Memorial Day.
- Mr. Chris Wyatt inquired if the video conference link was posted on the website.

**THIRD ORDER OF BUSINESS**

**Insurance Discussion with Michelle Martin – VP, Brown & Brown - PRIA**

- Ms. Martin provided a brief overview of Brown & Brown, coverage of the District and boardwalk exposure.
- Dr. Entman noted it would be better for her to come in person for further discussion.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the February 19, 2020 Meeting**

On MOTION by Mr. Riley seconded by Mr. Hoffman, with all in favor, the minutes of the February 19, 2020 meeting were approved.

**A. Discussion of Open Items**

- Mr. Raybuck requested an update on the RaceTrac landscape issue.
  - Dr. Entman noted it is being handled by Mr. Walt O’Shea.
- Mr. Riley addressed cameras, progress on BB&T fees or changing banks and had a question for the attorney.

**FIFTH ORDER OF BUSINESS**

**Discussion of Proposed Budget for Fiscal Year 2021**

- Ms. Davis outlined the budget process noting the goal today is to get authorization of what to send to SCCDD on June 1<sup>st</sup> and to discuss any edits to the budget document before bringing it back to the June meeting for approval.
- An error was noted in the Assessments Table for the Golf Course. The percentage shown was a 9.8% increase and it should be 0.695% increase.

May 20, 2020

Marshall Creek CDD

- Extensive discussion ensued on the proposed budget for FY 2021 and ways to decrease assessments, ways to keep all assessments the same as FY 2020, consideration of delaying capital projects, etcetera.
- Projections for FY 2020 will be reviewed by Ms. Hollis and Ms. Miller and will be included in the June version of the FY 2021 proposed budget.
- The consensus of the Board was to leave the proposed budget as is, with an edit to the narrative for tennis memberships.

**SIXTH ORDER OF BUSINESS**

**Engineer's Report**

- Mr. Stilwell noted he has nothing to report but would answer any questions.

**SEVENTH ORDER OF BUSINESS**

**General Manager's Operations Report**

- Ms. Hollis addressed reopening of the pool on June 1 at 50% capacity, suggesting they allow management to move forward with the plan with tweaks that need to be made.

Mr. Hoffman MOVED to open the pool on June 1 at 50% capacity and Mr. Riley seconded the motion. After discussion the motion was withdrawn.

- Discussion ensued on providing management the flexibility to make changes as needed.

Ms. Moss MOVED to provide authority to Ms. Hollis to open the pool allowing for adjustments as Ms. Hollis and staff see fit during COVID-19. After discussion the motion was withdrawn.

- The consensus of the Board was to allow the opening of the pool on June 1 at 50% capacity providing flexibility to management to make changes to schedules and such as required/needed.
- Ms. Hollis addressed a request to place a sign in the roundabout for one day with the names of all graduating seniors within Palencia.

May 20, 2020

Marshall Creek CDD

- After discussion the consensus of the Board is to allow the sign for one day. It was noted due to the circumstances this year with the COVID-19 pandemic and lack of actual graduation ceremonies taking place, this is being allowed as special circumstance.
- Request from POA to place six signs for one-week announcing the annual meeting.
- After discussion the consensus of the Board is to allow the POA to place the signs for one-week following those rules established for realtors.
- Ms. Hollis requested the addition of fishing policies.

On MOTION by Mr. Hoffman seconded by Mr. Raybuck, with all in favor, to add the Fishing Policy to the District Policies and Procedures was approved.

- Ms. Hollis reviewed highlights of her report.
- **A. Traffic Report & SJCSO Roving Patrol Violation Log**
- Mr. Riley reviewed the Traffic Report.
- **B. FEMA Update**
- Dr. Entman outlined the FEMA update provided by Ms. Heath noting there is \$12,700 remaining to collect.

**EIGHTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. General Election Qualifying Information**

- Ms. Davis outlined the qualifying information.
- There will be two seats on the ballot.

**B. Resolution 2020-4 – Confirming the District’s Use of the St. Johns County Supervisor of Elections**

Mr. Riley MOVED to adopt Resolution 2020-4 and Ms. Moss seconded the motion.

May 20, 2020

Marshall Creek CDD

- Mr. Raybuck addressed the compensation [#3] noting it is incorrect. “May” needs to be added. To read “Members of the Board may receive up to \$200 per meeting.”

On ROLL CALL vote, with all in favor, Resolution 2020-4 a resolution of the Board of Supervisors of the Marshall Creek Community Development District confirming the District’s use of the St. Johns County Supervisor of Elections to continue conducting the District’s election of Supervisors in conjunction with the General Election was adopted as amended.

**C. Report on Number of Registered Voters – 2,571**

- Ms. Davis reported there are 2,571 registered voters within the District.

**D. Acceptance of the Annual Audit for FY 2019 Prepared by Berger, Toombs, Elam, Gaines and Frank**

- Ms. Davis reviewed the FY 2019 audit reporting it was a clean audit.

On MOTION by Mr. Hoffman seconded by Ms. Moss, with all in favor, the annual audit for Fiscal Year ended September 30, 2019 was accepted.

- Dr. Entman addressed Trust Fund returns and a previous request to address with the Trustee.
  - Mr. Baldwin noted the increase went into effect October 1 after the prior fiscal year ended.

**NINTH ORDER OF BUSINESS**

**Attorney’s Report**

**A. Discussion and Consideration of Resolution 2020-5 Adopting an Internal Controls Policy**

- Ms. Buchanan outlined Resolution 2020-5 noting it is essentially what the District has been operating under informally. Recently the Legislature adopted Section 218.33, Florida Statutes, which requires the District formally adopt this policy.

On MOTION by Mr. Hoffman seconded by Mr. Riley, with all in favor, Resolution 2020-5 a resolution of the Board of Supervisors of the Marshall Creek Community Development District adopting an Internal Controls Policy consistent with Section 218.33, Florida Statutes; providing an effective date was adopted.

May 20, 2020

Marshall Creek CDD

- Ms. Buchanan addressed emails in the District’s possession being public records noting, this comes from Florida Law; it is not a policy of the District.
- Ms. Buchanan reported on a conversation with the POA attorney, Mr. Ronson, who requested a joint meeting of the POA and CDD Board to work together to discuss how to address many of the operation issues that the community is facing.
  - After discussion, the consensus of the Board is to wait until after the POA election to schedule a joint meeting.
- Ms. Buchanan reported there is an insurance claim in connection with an incident on a sidewalk. The claim is currently being evaluated by the insurer.

**TENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

**A. Sidewalk Maintenance (Supervisor Hoffman)**

- Mr. Hoffman addressed sidewalk maintenance and discussion followed on sidewalk maintenance and the costs to do so.
- Ms. Hollis noted the CDD sidewalks are being maintained. They have been doing some repairs with curbing also. They are auditing weekly.
- Discussion followed on utility boxes with Ms. Hollis noting the county will be coming in to raise them and the CDD will do some concrete fill-in around them. A number of the boxes have been identified as cable boxes, so they are working on contact with them.
- This item to be included on the next agenda.
- Ms. Buchanan noted for clarification – the insurance company is evaluating the claim, they have not identified a settlement amount or extended an offer.

**B. Discussion of Broken Gates (Supervisor Riley)**

- Mr. Riley suggested deferring this discussion to the next meeting or the next in-person meeting.

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of the April 2020 Financial Statements and Approval of the February through April 2020 Check Register and Invoices**

May 20, 2020

Marshall Creek CDD

- Ms. Davis noted the financials are included in the agenda package along with the check register for February through April.

On MOTION by Mr. Raybuck seconded by Mr. Hoffman, with all in favor, the April 2020 financial statements were accepted, and the February through April 2020 check register and invoices were approved.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Moss seconded by Mr. Hoffman, with all in favor, the meeting adjourned.

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Janice Eggleton Davis  
Secretary

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Howard Entman  
Chairman

## **Fifth Order of Business**



**5A**

# MCCDD Board Supervisors "SPEEDERS" Report

May 2020

Rank	MPH	Radar Sign Location	Date of MPH	Day of the Week	Time of Recorded Speeder	Yes/No SJSO
1	51	Market Street OUT	8-May	Friday	9:30am	Yes
2	45	Market Street OUT	1-May	Friday	6:00am	Yes
3	45	Market Street OUT	14-May	Thursday	4:30pm	No
4	42	Market Street OUT	1-May	Friday	5:00am	Yes
5	41	Market Street OUT	1-May	Friday	7:30am	Yes
6	41	Market Street OUT	20-May	Wednesday	9:30pm	Yes
7	40	Market Street OUT	1-May	Friday	6:30am	Yes
8	40	Market Street OUT	27-May	Wednesday	12:30pm	No
9	39	Market Street OUT	1-May	Friday	5:30am	Yes
10	39	Market Street OUT	1-May	Friday	7:00am	Yes
11	39	Market Street OUT	1-May	Friday	8:30am	Yes
12	37	Market Street OUT	1-May	Friday	8:00am	Yes
13	35	Market Street OUT	7-May	Thursday	9:30am	No
14	34	Market Street OUT	1-May	Friday	1:00am	Yes
15	34	Market Street OUT	3-May	Sunday	7:00am	Yes
16	33	Market Street OUT	15-May	Friday	2:00pm	Yes
17	32	Market Street OUT	1-May	Friday	2:30am	Yes
18	31	Market Street OUT	1-May	Friday	12:00am	Yes
19	31	Market Street OUT	1-May	Friday	3:30am	Yes
20	31	Market Street OUT	5-May	Tuesday	5:30pm	Yes
21	31	Market Street OUT	16-May	Saturday	3:30pm	No
22	31	Market Street OUT	30-May	Saturday	6:30am	Yes
23	30	Market Street OUT	1-May	Friday	12:30am	Yes
24	30	Market Street OUT	4-May	Monday	12:00pm	No
25	30	Market Street OUT	19-May	Tuesday	1:30am	No
26	30	Market Street OUT	23-May	Saturday	9:00PM	No
27	30	Market Street OUT	28-May	Thursday	8:00pm	Yes
28	30	Market Street OUT	30-May	Saturday	4:00pm	Yes
29	29	Market Street OUT	1-May	Friday	1:30am	Yes
30	29	Market Street OUT	1-May	Friday	4:30am	Yes
31	29	Market Street OUT	9-May	Saturday	6:00pm	No
32	29	Market Street OUT	11-May	Monday	12:00pm	Yes
33	29	Market Street OUT	12-May	Tuesday	7:30pm	No

# MCCDD Board Supervisors "SPEEDERS" Report

## May 2020

34	29	Market Street OUT	18-May	Monday	7:00am	No
35	29	Market Street OUT	30-May	Saturday	1:00am	Yes
36	29	Market Street OUT	31-May	Sunday	11:30pm	No
37	28	Market Street OUT	5-May	Tuesday	12:00pm	Yes
38	28	Market Street OUT	6-May	Wednesday	2:00pm	No
39	28	Market Street OUT	8-May	Friday	4:30pm	Yes
40	28	Market Street OUT	9-May	Saturday	12:00pm	No
41	28	Market Street OUT	13-May	Wednesday	6:30am	No
42	28	Market Street OUT	15-May	Friday	11:00am	Yes
43	28	Market Street OUT	21-May	Thursday	1:30pm	No
44	28	Market Street OUT	23-May	Saturday	12:30am	No
45	28	Market Street OUT	27-May	Wednesday	3:30am	No
46	28	Market Street OUT	31-May	Sunday	10:00am	No
47	27	Market Street OUT	1-May	Friday	12:30pm	Yes
48	27	Market Street OUT	4-May	Monday	8:30am	No
49	27	Market Street OUT	7-May	Thursday	12:30am	No
50	27	Market Street OUT	7-May	Thursday	6:30pm	No
51	27	Market Street OUT	10-May	Sunday	3:30pm	Yes
52	27	Market Street OUT	11-May	Monday	8:30pm	Yes
53	27	Market Street OUT	12-May	Tuesday	1:30pm	No
54	27	Market Street OUT	12-May	Tuesday	2:30pm	No
55	27	Market Street OUT	15-May	Friday	6:30am	Yes
56	27	Market Street OUT	16-May	Saturday	6:30am	No
57	27	Market Street OUT	17-May	Sunday	11:00pm	Yes
58	27	Market Street OUT	18-May	Monday	9:30am	No
59	27	Market Street OUT	18-May	Monday	2:00pm	No
60	27	Market Street OUT	23-May	Saturday	3:00PM	No
61	27	Market Street OUT	23-May	Saturday	7:00PM	No
62	27	Market Street OUT	24-May	Sunday	4:30PM	No
63	27	Market Street OUT	2-May	Friday	12:00am	No
64	27	Market Street OUT	2-May	Friday	1:30pm	No
65	27	Market Street OUT	30-May	Saturday	12:00pm	Yes
66	26	Market Street OUT	1-May	Friday	4:00pm	Yes
67	26	Market Street OUT	2-May	Saturday	9:30pm	Yes



# MCCDD Board Supervisors "SPEEDERS" Report

May 2020

68	26	Market Street OUT	4-May	Monday	3:00pm	No
69	26	Market Street OUT	4-May	Monday	3:30pm	No
70	26	Market Street OUT	4-May	Monday	7:30pm	No
71	26	Market Street OUT	6-May	Wednesday	6:30am	No
72	26	Market Street OUT	7-May	Thursday	2:00pm	No
73	26	Market Street OUT	7-May	Thursday	6:00pm	No
74	26	Market Street OUT	7-May	Thursday	11:30pm	No
75	26	Market Street OUT	9-May	Saturday	9:00pm	No
76	26	Market Street OUT	9-May	Saturday	11:00pm	No
77	26	Market Street OUT	12-May	Tuesday	7:30am	No
78	26	Market Street OUT	13-May	Wednesday	9:30am	No
79	26	Market Street OUT	13-May	Wednesday	9:00pm	No
80	26	Market Street OUT	14-May	Thursday	12:00am	No
81	26	Market Street OUT	16-May	Saturday	12:00am	No
82	26	Market Street OUT	16-May	Saturday	6:00am	No
83	26	Market Street OUT	17-May	Sunday	9:30am	Yes
84	26	Market Street OUT	17-May	Sunday	5:00pm	Yes
85	26	Market Street OUT	17-May	Sunday	10:30pm	Yes
86	26	Market Street OUT	19-May	Tuesday	3:00pm	No
87	26	Market Street OUT	21-May	Thursday	7:30am	No
88	26	Market Street OUT	23-May	Saturday	9:30am	No
89	26	Market Street OUT	23-May	Saturday	3:30PM	No
90	26	Market Street OUT	26-May	Tuesday	6:30am	No
91	26	Market Street OUT	26-May	Tuesday	7:30am	No
92	26	Market Street OUT	27-May	Wednesday	3:30pm	No
93	26	Market Street OUT	27-May	Wednesday	5:30pm	No
94	26	Market Street OUT	27-May	Wednesday	6:30pm	No
95	26	Market Street OUT	27-May	Wednesday	11:00pm	No
96	26	Market Street OUT	28-May	Thursday	12:00pm	Yes
97	26	Market Street OUT	28-May	Thursday	3:00pm	Yes
98	26	Market Street OUT	30-May	Saturday	1:30pm	Yes
99	26	Market Street OUT	31-May	Sunday	11:00am	No
100	26	Market Street OUT	31-May	Sunday	2:30pm	No
101	25	Market Street OUT	1-May	Friday	9:00am	Yes

MCCDD Board Supervisors "SPEEDERS" Report

May 2020

102	25	Market Street OUT	1-May	Friday	10:30am	Yes
103	25	Market Street OUT	1-May	Friday	3:00pm	Yes
104	25	Market Street OUT	2-May	Saturday	10:30am	Yes
105	25	Market Street OUT	2-May	Saturday	1:00pm	Yes
106	25	Market Street OUT	2-May	Saturday	2:00pm	Yes
107	25	Market Street OUT	3-May	Sunday	9:30am	Yes
108	25	Market Street OUT	3-May	Sunday	10:30am	Yes
109	25	Market Street OUT	5-May	Tuesday	1:30pm	Yes
110	25	Market Street OUT	5-May	Tuesday	2:30pm	Yes
111	25	Market Street OUT	5-May	Tuesday	6:30pm	Yes
112	25	Market Street OUT	6-May	Wednesday	9:00am	No
113	25	Market Street OUT	6-May	Wednesday	1:30pm	No
114	25	Market Street OUT	7-May	Thursday	4:00pm	No
115	25	Market Street OUT	7-May	Thursday	11:00pm	No
116	25	Market Street OUT	8-May	Friday	6:30am	Yes
117	25	Market Street OUT	8-May	Friday	9:30pm	Yes
118	25	Market Street OUT	9-May	Saturday	1:30pm	No
119	25	Market Street OUT	9-May	Saturday	3:00pm	No
120	25	Market Street OUT	9-May	Saturday	10:00pm	No
121	25	Market Street OUT	10-May	Sunday	2:00am	Yes
122	25	Market Street OUT	10-May	Sunday	7:30pm	Yes
123	25	Market Street OUT	10-May	Sunday	11:00pm	Yes
124	25	Market Street OUT	11-May	Monday	2:30pm	Yes
125	25	Market Street OUT	11-May	Monday	3:00pm	Yes
126	25	Market Street OUT	11-May	Monday	6:30pm	Yes
127	25	Market Street OUT	11-May	Monday	11:30pm	Yes
128	25	Market Street OUT	12-May	Tuesday	8:00am	No
129	25	Market Street OUT	13-May	Wednesday	12:00pm	No
130	25	Market Street OUT	14-May	Thursday	2:00am	No
131	25	Market Street OUT	15-May	Friday	9:00am	Yes
132	25	Market Street OUT	15-May	Friday	4:00pm	Yes
133	25	Market Street OUT	15-May	Friday	5:00pm	Yes
134	25	Market Street OUT	15-May	Friday	9:30pm	Yes
135	25	Market Street OUT	16-May	Saturday	7:30am	No



MCCDD Board Supervisors "SPEEDERS" Report

May 2020

136	25	Market Street OUT	16-May	Saturday	11:30am	No
137	25	Market Street OUT	16-May	Saturday	4:30pm	No
138	25	Market Street OUT	17-May	Sunday	6:00am	Yes
139	25	Market Street OUT	17-May	Sunday	11:00am	Yes
140	25	Market Street OUT	17-May	Sunday	7:00pm	Yes
141	25	Market Street OUT	19-May	Tuesday	11:30am	No
142	25	Market Street OUT	19-May	Tuesday	7:30pm	No
143	25	Market Street OUT	20-May	Wednesday	12:00am	Yes
144	25	Market Street OUT	20-May	Wednesday	12:30am	Yes
145	25	Market Street OUT	20-May	Wednesday	9:00am	Yes
146	25	Market Street OUT	20-May	Wednesday	7:00pm	Yes
147	25	Market Street OUT	21-May	Thursday	5:00pm	No
148	25	Market Street OUT	21-May	Thursday	5:30pm	No
149	25	Market Street OUT	21-May	Thursday	6:30pm	No
150	25	Market Street OUT	23-May	Saturday	3:30am	No
151	25	Market Street OUT	23-May	Saturday	6:30PM	No
152	25	Market Street OUT	24-May	Sunday	4:00PM	No
153	25	Market Street OUT	25-May	Monday	9:00PM	Yes
154	25	Market Street OUT	26-May	Tuesday	2:30pm	No
155	25	Market Street OUT	26-May	Tuesday	9:30pm	No
156	25	Market Street OUT	27-May	Wednesday	8:30am	No
157	25	Market Street OUT	27-May	Wednesday	12:00pm	No
158	25	Market Street OUT	27-May	Wednesday	7:00pm	No
159	25	Market Street OUT	28-May	Thursday	8:00am	Yes
160	25	Market Street OUT	2-May	Friday	10:30am	No
161	25	Market Street OUT	2-May	Friday	2:00pm	No
162	25	Market Street OUT	30-May	Saturday	10:00am	Yes
163	25	Market Street OUT	30-May	Saturday	3:00pm	Yes
164	25	Market Street OUT	31-May	Sunday	5:00pm	No
165	25	Market Street OUT	31-May	Sunday	8:00pm	No

**MCCDD Board Supervisors "SPEEDERS" Report: Market Street OUT  
May 2020**

Date	Vehicle Count	# of Violators	Top Speed	Day of the Week	% of Violators to Total Vehicles	SJSO Comments
5/1/2020	532	97	45	Friday	18%	4 verbal warnings for underage drivers of LSV and 1 verbal warning for an unregistered LSV on PVD.
5/2/2020	194	62	27	Saturday	32%	1 written warning for parking violation at Boardwalk.
5/3/2020	200	51	34	Sunday	26%	1 written warning for parking violation at Boardwalk.
5/4/2020	213	40	30	Monday	19%	N/A
5/5/2020	237	60	31	Tuesday	25%	2 verbal warnings for faulty equipment and 2 written warnings for excessive speed.
5/6/2020	257	54	28	Wednesday	21%	N/A
5/7/2020	253	65	35	Thursday	26%	N/A
5/8/2020	340	58	51	Friday	17%	1 verbal warning for stop sign violation, 1 written warning for excessive speed and 1 parking citation for facing wrong direction on street.
5/9/2020	176	57	29	Saturday	32%	N/A
5/10/2020	145	37	27	Sunday	26%	1 verbal warning for stop sign violation and 1 verbal warning to juveniles riding skateboards on tables in Ensenada Park.
5/11/2020	224	39	29	Monday	17%	1 verbal and 2 written warnings for stop sign violations. 2 verbal warnings for underage drivers of LSV.
5/12/2020	276	59	29	Tuesday	21%	N/A
5/13/2020	291	63	30	Wednesday	22%	N/A
5/14/2020	253	41	45	Thursday	16%	N/A
5/15/2020	301	82	33	Friday	27%	3 written warnings for excessive speed.
5/16/2020	217	63	31	Saturday	29%	N/A
5/17/2020	163	44	27	Sunday	27%	1 verbal warning for stop sign violation and 4 written warnings for excessive speed.
5/18/2020	228	49	29	Monday	21%	N/A
5/19/2020	273	62	30	Tuesday	23%	N/A
5/20/2020	263	47	41	Wednesday	18%	1 contact with 3 kids swimming in pond by pirate ship park and 1 arrest for disturbance in Oak Common.
5/21/2020	269	55	28	Thursday	20%	N/A
5/22/2020	290	56	24	Friday	19%	2 written warnings for stop sign violations.
5/23/2020	224	62	30	Saturday	28%	N/A
5/24/2020	188	48	27	Sunday	26%	N/A
5/25/2020	249	40	25	Monday	16%	2 trespass warnings issued for fishing on golf course property.
5/26/2020	430	41	27	Tuesday	10%	N/A
5/27/2020	263	51	40	Wednesday	19%	N/A
5/28/2020	263	63	30	Thursday	24%	No Violations
5/29/2020	310	52	30	Friday	17%	N/A
5/30/2020	271	58	31	Saturday	21%	No Violations
5/31/2020	191	64	29	Sunday	34%	N/A



SJSO Off-Duty Roving Patrol Violation Log

Date:	Parking / Roadway Obstructio	Suspicious Activity or Traffic Violation	Adult Golf Cart Infraction	Juvenile Golf Cart Infraction	Suspicion of Illegal Substance	Vacant Home Suspicious	Child Mischief	Adult Mischief	Warning or Citation	Day of the Week	Officer	Notes
05/01/20		5							5 verbal warnings	Friday	Gary Perna	4 verbal warnings for underage drivers of LSV and 1 verbal warning for an unregistered LSV on PVD.
05/02/20		1							1 written warning	Saturday	Loren Schneider	1 written warning for parking violation at Boardwalk.
05/03/20		1							1 written warning	Sunday	Loren Schneider	1 written warning for parking violation at Boardwalk.
05/05/20		4							2 verbal and 2 written warnings	Tuesday	Shawn Emert	2 verbal warnings for faulty equipment and 2 written warnings for excessive speed.
05/08/20	1	2							1 verbal and 1 written warning, 1 parking citation	Friday	Gary Perna	1 verbal warning for stop sign violation, 1 written warning for excessive speed and 1 parking citation for facing wrong direction on street.
05/10/20		2							2 verbal warnings	Sunday	Chad Hallman	1 verbal warning for stop sign violation and 1 verbal warning to juveniles riding skateboards on tables in Ensenada Park.
05/11/20		5							3 verbal and 2 written warnings	Monday	Gary Perna	1 verbal and 2 written warnings for stop sign violations. 2 verbal warnings for underage drivers of LSV.
05/15/20		3							3 written warnings	Friday	Shawn Emert	3 written warnings for excessive speed.
05/17/20		5							1 verbal and 4 written warnings	Sunday	Gary Perna	1 verbal warning for stop sign violation and 4 written warnings for excessive speed.
05/20/20							1	1	1 arrest	Wednesday	Gary Perna	1 contact with 3 kids swimming in pond by pirate ship park and 1 arrest for disturbance in Oak Common.
05/22/20		2							2 written warnings	Friday	Shawn Emert	2 written warnings for stop sign violations.
05/25/20		2							2 trespass warnings issued	Monday	Gary Perna	2 trespass warnings issued for fishing on golf course property.
05/28/20										Thursday	Gary Perna	no violations.
05/30/20										Saturday	Kristapher James	no violations.
May 2020 Totals	1	25	0	0	0	0	1	1				
2020 YTD total	7	232	1	2	0	0	1	5				
<b>Month to Month Comparison</b>												
May 2019	1	32	0	0	0	0	0	0				
May 2020 Totals	1	25	0	0	0	0	1	1				



## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Gary Perna			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park				
Tuesday					Oak Common Park				
Wednesday					McKenzie Park				
Thursday					Parkside Park				
Friday	5/1/20	5pm	9pm	4	Tree House Park				
Saturday					Trellis Park				
Sunday					Mission Park				
					North River				
			<b>Total:</b>	<b>4</b>	Boardwalk	7pm			
					Vale Park				
					Ensenada Park				
* Foot Patrol Required									

**One Patrol Log per shift.**

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 5	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b></p> <p>Traffic Enforcement:                      Several LSV were stopped throughout MCDD community with underage drivers. 4 verbal warnings were issued.                      An unregistered LSV was stopped on Palencia Village Drive with an adult driver. 1 verbal warning issued.                      Food truck areas were checked and appeared busy.</p>	

# Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Loren Schneider			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park	4:54pm			
Tuesday					Oak Common Park	6:21pm	6:27pm		
Wednesday					McKenzie Park	6:24pm			
Thursday					Parkside Park	6:29pm			
Friday					Tree House Park	6:31pm			
Saturday	5/2/20	1700	2100	4	Trellis Park				
Sunday					Mission Park	6:33pm			
					North River	6:34pm			
			<b>Total:</b>	<b>4</b>	Boardwalk	6:38pm			
					Vale Park	6:50PM			
					Ensenada Park	6:58PM			
* Foot Patrol Required									

**One Patrol Log per shift.**

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 1296909-WN	Field Contacts:
Arrests:	Reports:
<p>Notes: <b>Please specify if Juvenile.</b> Traffic enforcement on Palencia Club Drive.                      Wrote warning for parking violation at boardwalk.                      Patrolled businesses and neighborhoods.                      Patrolled new homes under construction.                      No major traffic issues observed or reported.</p>	



## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Loren Schneider			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park	5:30PM			
Tuesday					Oak Common Park	5:24PM			
Wednesday					McKenzie Park				
Thursday					Parkside Park	5:17PM			
Friday					Tree House Park	5:21PM			
Saturday					Trellis Park				
Sunday	5/3/2020	1600	2000	4	Mission Park				
					North River	4:19pm			
					Boardwalk	4:21pm			
					Vale Park	4:03pm			
					Ensenada Park				
					* Foot Patrol Required				
					* Foot Patrol Required				

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 1296091-WN	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b> ~Responded to a breathing difficulty rescue call off La Mesa Dr (non covid related) SJSO20CAD083055                      ~Warning given for illegally parked vehicle @ boardwalk 1296091-WN                      ~Traffic enforcement on Palencia Club Drive.                      ~Patrolled businesses and neighborhoods.                      ~Patrolled new homes under construction.                      ~No major traffic issues observed or reported.</p>	

## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Shawn Emert	5780	5799	ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park	0530	0845		
Tuesday	5/5/2020	0500	0900	4	Oak Common Park				
Wednesday					McKenzie Park	0715			
Thursday					Parkside Park				
Friday					Tree House Park	0615			
Saturday					Trellis Park				
Sunday					Mission Park				
					North River	0700	0745		
					Boardwalk				
					Vale Park				
					Ensenada Park	0800			
					* Foot Patrol Required				
					<b>Total:</b>				
						4			

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 4	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b> Minimal people out in the community during this patrol. Conducted a foot patrol of the clubhouse and surrounding areas. Nothing suspicious located.                  2 verbal warnings for faulty equipment                  2 written warnings for speed</p>	



## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Gary Perna			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park				
Tuesday					Oak Common Park				
Wednesday					McKenzie Park				
Thursday					Parkside Park				
Friday	5/8/20	4pm	8pm	4	Tree House Park				
Saturday					Trellis Park				
Sunday					Mission Park				
					North River				
			<b>Total:</b>	4	Boardwalk	7pm			
					Vale Park				
					Ensenada Park				
					* Foot Patrol Required				

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets: 1 vehicle parked wrong way facing street- las calinas blvd
Warnings: 2	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b></p> <p style="margin-left: 40px;">Traffic Enforcement:                      Vale and North Loop. 1 verbal warning for stop sign violation.                      Las Calinas and Glorieta. 1 verbal warning for excessive speed.</p> <p style="margin-left: 40px;">Checked the ponds on Rio Del Norte. Several adults were fishing, no kids observed.                      Checked the food truck areas</p>	

## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Chad E. Hallman	37668	37713	ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park	400	410	600	615
Tuesday					Oak Common Park	412	415	620	623
Wednesday					McKenzie Park	425	435	630	640
Thursday					Parkside Park	440	445	645	650
Friday					Tree House Park	447	450	650	655
Saturday					Trellis Park	455	500	700	710
Sunday	5/10/2020	4pm	8pm	4	Mission Park	500	500	715	715
					North River	510	515	720	725
			<b>Total:</b>	4	Boardwalk	520	530	730	740
					Vale Park	535	540	745	750
					Ensenada Park	545	555	755	805
<b>One Patrol Log per shift.</b>					<b>* Foot Patrol Required</b>				

ACTIVITY	
<b>Citations:</b>	<b>Parking Tickets:</b>
Warnings: 2 verbal warnings	<b>Field Contacts:</b>
<b>Arrests:</b>	<b>Reports:</b>
<p><b>Notes: Please specify if Juvenile.</b> Patrolled all usual areas, boardwalk, amenity centers, Avila, US1 businesses etc. No suspicious activity observed during my shift.</p> <p style="margin-left: 40px;">One verbal warning given to a golf cart for failure to observe stop sign on S. Loop Pkwy.</p> <p style="margin-left: 40px;">One verbal warning for juveniles riding skateboards on tables at Ensenada Park.</p> <p style="margin-left: 40px;">Conducted radar speed enforcement while patrolling; however no speeding infractions observed. It should be noted there was inclement weather for the first couple of hours of this detail.</p>	



## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Gary Perna			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday	5/11/20	4pm	8pm	4	Ship Park				
Tuesday					Oak Common Park				
Wednesday					McKenzie Park				
Thursday					Parkside Park				
Friday					Tree House Park				
Saturday					Trellis Park				
Sunday					Mission Park				
					North River				
			<b>Total:</b>	4	Boardwalk	7pm			
					Vale Park				
					Ensenada Park				
					* Foot Patrol Required				

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 5	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b></p> <p style="margin-left: 40px;">Traffic Enforcement:                      North Loop and North End St. 2 written warnings for stop sign violation                      Oak Common and Stokes Creek. 1 verbal warning for stop sign violation. 1 verbal warning to parent for allowing underage driver LSV.                      Hickory Hill Road. 1 verbal warning given to a 15 year old for operating a LSV.</p> <p style="margin-left: 40px;">Ponds checked for fisherman.</p>	

## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Shawn Emert	6258	6271	ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park	0820			
Tuesday	5/15/2020	0500	0900	4	Oak Common Park	0530	0745		
Wednesday					McKenzie Park				
Thursday					Parkside Park	0645			
Friday					Tree House Park				
Saturday					Trellis Park				
Sunday					Mission Park	0555	0845		
					North River				
			<b>Total:</b>	4	Boardwalk	0500			
					Vale Park	0800			
					Ensenada Park				
					* Foot Patrol Required				

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 3	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b> Minimal people out during patrol. Conducted a foot patrol of the club house and common areas around the club house. Also conducted a routine patrol of the boardwalk. Found a vehicle parked at the construction site. Vehicle was not stolen and was red tagged. Vehicle was parked in an odd area. Vehicle was gone when went back at 0840.</p> <p style="margin-left: 40px;">3 written warnings for speed on Palencia Village Drive.</p>	



## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Gary Perna			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park				
Tuesday					Oak Common Park				
Wednesday					McKenzie Park				
Thursday					Parkside Park				
Friday					Tree House Park				
Saturday					Trellis Park				
Sunday	5/17/20	2pm	6pm	4	Mission Park				
					North River				
			<b>Total:</b>	4	Boardwalk	330			
					Vale Park				
					Ensenada Park				
					* Foot Patrol Required				

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 5	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b></p> <p style="margin-left: 40px;">Traffic Enforcement:                      North Loop and North End St. 1 verbal warning for stop sign violation                      Las Calinas and Glorieta Drive. 2 written warnings for excessive speed                      Palencia Village Drive at PES. 2 written warnings for excessive speed.</p> <p style="margin-left: 40px;">Ponds checked for fisherman and swimmers.</p>	

## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Gary Perna			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park				
Tuesday					Oak Common Park				
Wednesday	5/20/20	4pm	7pm	3	McKenzie Park				
Thursday					Parkside Park				
Friday					Tree House Park				
Saturday					Trellis Park				
Sunday				3	Mission Park				
					North River				
					Boardwalk				
					Vale Park				
					Ensenada Park				
					* Foot Patrol Required				
				<b>Total:</b>					

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets:
Warnings:	Field Contacts: 2
Arrests: 1	Reports: 1

**Notes: Please specify if Juvenile.**

Shagged three kids out of the pond swimming at PES who was with their grandmother.

Verbal disturbance at 213 Oak Common between mom and 25 year old son. Son was arrested for trespass after warning as he wasn't suppose to be there.



## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Shawn Emert	7960	7989	ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park				
Tuesday					Oak Common Park	0600	0845		
Wednesday					McKenzie Park	0815			
Thursday					Parkside Park	0650			
Friday	5/22/2020	0500	0900	4	Tree House Park				
Saturday					Trellis Park				
Sunday					Mission Park				
					North River				
			<b>Total:</b>	4	Boardwalk	0515	0730		
					Vale Park				
					Ensenada Park				
					* Foot Patrol Required				

One Patrol Log per shift.

ACTIVITY	
Citations:	Parking Tickets:
Warnings: 2	Field Contacts:
Arrests:	Reports:
<p><b>Notes: Please specify if Juvenile.</b> People were out in the early morning hours in the community walking/running. Conducted a few patrols of the club house and common areas of the community.</p> <p>Two written warnings for stop sign violations.</p>	

## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Gary Perna			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday	5/25/20	4pm	8pm	4	Ship Park				
Tuesday					Oak Common Park				
Wednesday					McKenzie Park				
Thursday					Parkside Park				
Friday					Tree House Park				
Saturday					Trellis Park				
Sunday					Mission Park				
					North River				
				<b>Total:</b>	Boardwalk				
				4	Vale Park				
					Ensenada Park				
					* Foot Patrol Required				

**One Patrol Log per shift.**

ACTIVITY	
Citations:	Parking Tickets:
Warnings:	Field Contacts: 2
Arrests:	Reports: 1
<p><b>Notes:</b> <span style="background-color: yellow;">Please specify if Juvenile.</span></p> <p style="margin-left: 40px;">Issued two trespass warnings after several reports of two adult males fishing on the golf course property.</p> <p style="margin-left: 40px;">The neighborhood was relatively light with traffic and the rain prevented any traffic enforcement.</p>	

## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Gary Perna			ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park				
Tuesday					Oak Common Park				
Wednesday					McKenzie Park				
Thursday	5/28/20	4pm	8pm	4	Parkside Park				
Friday					Tree House Park				
Saturday					Trellis Park				
Sunday					Mission Park				
					North River				
					Boardwalk				
				<b>Total:</b>					4
					Vale Park				
					Ensenada Park				
* Foot Patrol Required									

**One Patrol Log per shift.**

ACTIVITY	
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Citations:	Parking Tickets:
Warnings:	Field Contacts:
Arrests:	Reports:

**Notes: Please specify if Juvenile.**

The neighborhood was relatively light with traffic and the rain and thunder prevented any traffic enforcement.

Several routine patrol checks conducted throughout the community.



## Palencia Patrol Log

Deputy's Name	Starting Mileage	Ending Mileage	Deputy's Department
Kristapher James #11154	80045	8083	ST JOHNS CO. SO.

Workday	Date	Start Time	End Time	Hours Worked	Areas Patrolled	Time	Time	Time	Time
Monday					Ship Park	19:50	22:21		
Tuesday					Oak Common Park	20:04	23:11		
Wednesday					McKenzie Park	20:09	23:14		
Thursday					Parkside Park	20:17	22:58		
Friday					Tree House Park	20:19	23:01		
Saturday	5/30/2020	20:00	00:00	4	Trellis Park				
Sunday					Mission Park	20:21	23:04		
					North River	20:24	22:39		
					Boardwalk	20:29	22:43		
					Vale Park	20:50	22:33		
					Ensenada Park	21:05	21:47		
					* Foot Patrol Required				
				<b>Total:</b>					4

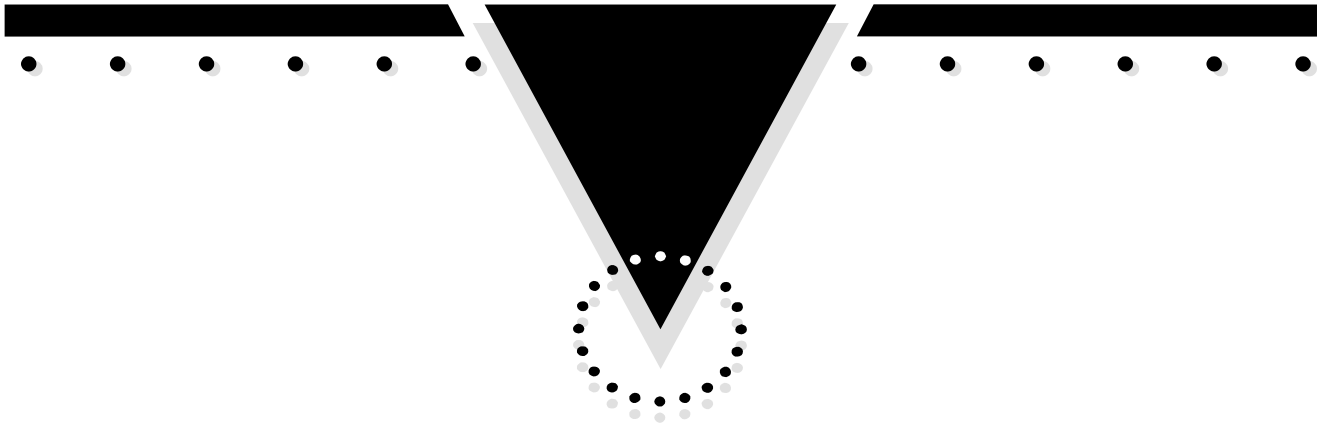
**One Patrol Log per shift.**

ACTIVITY	
Citations:	Parking Tickets:
Warnings:	Field Contacts:
Arrests:	Reports:
Notes: <b>Please specify if Juvenile.</b>	

## **Sixth Order of Business**

**6A.**





# **Sweetwater Creek Community Development District**

## **Proposed Budget FY 2021**



# Sweetwater Creek Community Development District

## Table of Contents

General Fund	Page 1-2
General Fund Narrative	Page 3-11
Capital Reserve Fund	Page 12
Series 2019 Debt Service Fund	Page 13
Series 2019A-1 Amortization Schedule	Page 14
Series 2019A-2 Amortization Schedule	Page 15
Assessment Schedule	Page 16

**Sweetwater Creek  
Community Development District**

**General Fund**

<b>Description</b>	<b>Adopted Budget FY 2020</b>	<b>Actuals Thru 3/31/20</b>	<b>Projected Next 6 Months</b>	<b>Total Thru 9/30/20</b>	<b>Proposed Budget FY 2021</b>
<b>REVENUES</b>					
Assessments	\$ 1,329,176	\$ 1,286,877	\$ -	\$ 1,286,877	\$ 1,413,886
Fitness Center Revenue	\$ 27,750	\$ 20,254	\$ -	\$ 20,254	\$ 13,875
Cost Sharing - Marshall Creek Revenue	\$ -	\$ -	\$ 39,620	\$ 39,620	\$ -
Carry Forward Surplus	\$ -	\$ 331,188	\$ -	\$ 331,188	\$ 47,000
<b>TOTAL REVENUES</b>	<b>\$ 1,356,926</b>	<b>\$ 1,638,319</b>	<b>\$ 39,620</b>	<b>\$ 1,677,939</b>	<b>\$ 1,474,761</b>
<b>EXPENDITURES</b>					
<u>Administrative</u>					
Supervisor Fees	\$ 12,000	\$ 6,000	\$ 5,000	\$ 11,000	\$ 12,000
Engineering Fees	\$ 10,000	\$ 1,226	\$ 1,226	\$ 2,451	\$ 10,000
District Counsel	\$ 28,000	\$ 14,469	\$ 14,469	\$ 28,937	\$ 30,000
Audit Fees	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Arbitrage	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
Assessment Roll	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Dissemination	\$ 5,000	\$ 2,500	\$ 2,500	\$ 5,000	\$ 5,000
Trustee Fees	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
District Management Fees	\$ 40,000	\$ 20,000	\$ 20,000	\$ 40,000	\$ 40,000
Telephone	\$ 300	\$ 36	\$ 50	\$ 86	\$ 250
Postage	\$ 1,000	\$ 1,431	\$ 1,373	\$ 2,804	\$ 3,050
Public Official Insurance	\$ 3,600	\$ 3,499	\$ -	\$ 3,499	\$ 3,849
Printing & Binding	\$ 1,000	\$ 341	\$ 979	\$ 1,320	\$ 1,400
Miscellaneous	\$ 1,500	\$ 81	\$ 737	\$ 819	\$ 1,500
Legal Advertising	\$ 2,500	\$ 1,315	\$ 1,328	\$ 2,643	\$ 2,700
Information Technology	\$ 2,200	\$ 500	\$ 500	\$ 1,000	\$ 2,200
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
<b>Subtotal Administrative</b>	<b>\$ 122,775</b>	<b>\$ 61,573</b>	<b>\$ 53,662</b>	<b>\$ 115,235</b>	<b>\$ 127,624</b>
<u>Field Operations</u>					
<u>Utilities</u>					
Electric	\$ 45,000	\$ 27,330	\$ 27,330	\$ 54,660	\$ 55,000
<u>Other Physical Environment</u>					
Field Management Fees	\$ 20,000	\$ 10,000	\$ 10,000	\$ 20,000	\$ 20,000
General Insurance	\$ 5,000	\$ 4,714	\$ -	\$ 4,714	\$ 5,185
Landscape Maintenance	\$ 215,000	\$ 104,983	\$ 104,983	\$ 209,966	\$ 205,000
Landscape Improvements	\$ 80,000	\$ 7,759	\$ 27,577	\$ 35,336	\$ 125,000
Lake Maintenance	\$ 18,456	\$ 10,155	\$ 10,766	\$ 20,921	\$ 20,921
Fountain Maintenance	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
Irrigation Repairs & Maintenance	\$ 15,000	\$ 7,752	\$ 3,465	\$ 11,217	\$ 14,000
Storm Clean-Up	\$ 2,000	\$ 1,066	\$ 1,066	\$ 2,132	\$ 2,000
Field Repairs & Maintenance	\$ 12,000	\$ 6,476	\$ 6,476	\$ 12,952	\$ 23,500
Tree Removals	\$ 7,500	\$ 3,935	\$ 4,800	\$ 8,735	\$ 10,000
Streetlight Repairs	\$ 4,500	\$ 1,461	\$ 1,461	\$ 2,922	\$ 2,250
Signage Repairs	\$ 2,500	\$ 595	\$ 595	\$ 1,190	\$ 1,500
Holiday Decoration	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Miscellaneous Field Supplies	\$ 2,500	\$ 2,137	\$ 2,456	\$ 4,593	\$ 5,250
<b>Subtotal Field Operations</b>	<b>\$ 430,956</b>	<b>\$ 188,362</b>	<b>\$ 202,474</b>	<b>\$ 390,837</b>	<b>\$ 496,106</b>

**Sweetwater Creek  
Community Development District**

**General Fund**

<b>Description</b>	<b>Adopted Budget FY 2020</b>	<b>Actuals Thru 3/31/20</b>	<b>Projected Next 6 Months</b>	<b>Total Thru 9/30/20</b>	<b>Proposed Budget FY 2021</b>
<b>Amenities</b>					
<i>Administrative</i>					
Property & Casualty Insurance	\$ 18,000	\$ 15,717	\$ -	\$ 15,717	\$ 18,000
Payroll - Salaried	\$ 76,370	\$ 38,185	\$ 38,185	\$ 76,370	\$ 109,543
Payroll - Hourly	\$ 119,535	\$ 50,814	\$ 50,814	\$ 101,628	\$ 77,214
Payroll - Benefits	\$ 31,631	\$ 15,816	\$ 15,816	\$ 31,631	\$ 30,807
Payroll Taxes	\$ 20,709	\$ 10,355	\$ 10,355	\$ 20,709	\$ 17,853
Professional Services - Engineering	\$ 31,252	\$ 15,626	\$ 15,626	\$ 31,252	\$ 49,001
Professional Services - Information Technology	\$ 3,500	\$ 1,500	\$ 1,500	\$ 3,000	\$ 1,800
Professional Services - Pool/Fitness Commission	\$ 17,000	\$ 8,500	\$ 8,500	\$ 17,000	\$ -
Travel & Per Diem	\$ 250	\$ -	\$ 250	\$ 250	\$ 250
Training	\$ 400	\$ -	\$ 200	\$ 200	\$ 200
Licenses & Permits	\$ 400	\$ 143	\$ -	\$ 143	\$ 400
Subscriptions & Memberships	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
Office Supplies	\$ 3,500	\$ 787	\$ 787	\$ 1,574	\$ 3,500
Office Equipment	\$ 2,000	\$ 173	\$ 173	\$ 345	\$ 4,000
Communication - Telephone/Internet/TV	\$ 10,000	\$ 4,325	\$ 4,325	\$ 8,650	\$ 10,000
Internet/Telephone - Guard House	\$ 3,000	\$ 1,788	\$ 1,788	\$ 3,577	\$ 3,600
Cost Share Expense - Marshall Creek	\$ 63,498	\$ -	\$ -	\$ -	\$ 63,498
<i>Field</i>					
General Utilities	\$ 83,000	\$ 32,680	\$ 32,680	\$ 65,361	\$ 83,000
Refuse Removal	\$ 2,000	\$ 1,461	\$ 1,461	\$ 2,922	\$ 3,000
Security	\$ 64,000	\$ 27,966	\$ 27,966	\$ 55,933	\$ 64,848
Janitorial Services	\$ 8,000	\$ 8,000	\$ 8,000	\$ 16,000	\$ 16,000
Operating Supplies - Spa & Paper	\$ 4,000	\$ 2,209	\$ 2,209	\$ 4,419	\$ 4,500
Operating Supplies - Uniforms	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
Cleaning Supplies	\$ 12,000	\$ 3,638	\$ 3,638	\$ 7,277	\$ 10,000
Amenity Landscape Maintenance & Improvements	\$ 20,000	\$ 2,000	\$ 6,364	\$ 8,364	\$ 24,000
Gate Repairs & Maintenance	\$ 7,000	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Guardhouse Maintenance	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Dog Park Repairs & Maintenance	\$ 3,650	\$ -	\$ 500	\$ 500	\$ 3,650
Park Mulch	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
Playground Repairs & Maintenance	\$ 7,500	\$ 142	\$ 4,290	\$ 4,432	\$ 2,500
Miscellaneous	\$ 5,000	\$ 135	\$ 479	\$ 614	\$ 1,000
Buildings Repairs & Maintenance	\$ 10,000	\$ 4,536	\$ 4,560	\$ 9,096	\$ 10,000
Pest Control	\$ 2,500	\$ 950	\$ 950	\$ 1,900	\$ 2,500
Pools Maintenance - Contract	\$ 12,500	\$ 5,403	\$ 5,403	\$ 10,806	\$ 12,500
Pools Repairs & Maintenance	\$ 6,250	\$ 802	\$ 5,448	\$ 6,250	\$ 44,495
Pools Chemicals	\$ 6,250	\$ 3,126	\$ 3,126	\$ 6,252	\$ 6,250
Special Events	\$ 15,000	\$ 10,071	\$ 10,071	\$ 20,143	\$ 20,000
Capital Reserve Transfer	\$ 40,000	\$ 10,000	\$ 70,000	\$ 80,000	\$ 45,000
<i>Fitness</i>					
Professional Services - Outside Fitness	\$ 50,000	\$ 25,000	\$ 25,000	\$ 50,000	\$ 52,872
Fitness Equipment Repairs & Maintenance	\$ 3,000	\$ 3,174	\$ 1,752	\$ 4,926	\$ 5,000
Fitness Equipment Rental	\$ 32,000	\$ 14,554	\$ 14,554	\$ 29,107	\$ 32,000
Miniature Golf Course Maintenance	\$ 500	\$ 650	\$ -	\$ 650	\$ 750
Miscellaneous Fitness Supplies	\$ 1,000	\$ 2,639	\$ 1,759	\$ 4,398	\$ 4,500
Capital Outlay - Machinery & Equipment	\$ 2,000	\$ 4,120	\$ 1,238	\$ 5,358	\$ 5,500
<b>Subtotal Amenities</b>	<b>\$ 803,195</b>	<b>\$ 326,984</b>	<b>\$ 387,268</b>	<b>\$ 714,252</b>	<b>\$ 851,031</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,356,926</b>	<b>\$ 576,920</b>	<b>\$ 643,404</b>	<b>\$ 1,220,324</b>	<b>\$ 1,474,761</b>
<b>EXCESS REVENUES/(EXPENDITURES)</b>	<b>\$ -</b>	<b>\$ 1,061,399</b>	<b>\$ (603,784)</b>	<b>\$ 457,616</b>	<b>\$ -</b>

*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

**REVENUES:**

*Assessments*

The District levies Non-Ad Valorem Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year.

*Fitness Center Revenue*

The onsite fitness center provides various services that are fee based.

*Carry Forward Surplus*

Funding remaining from the previous year that will be applied to expenses in the current year.

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**EXPENDITURES:**

**Administrative:**

*Supervisors Fees*

Chapter 190, Florida Statutes, allows each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount for the fiscal year is based upon five supervisors attending 12 monthly meetings.

*Engineering Fees*

The District's Engineer, England-Thims & Miller, will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

*District Counsel*

The District's Legal Counsel, Hopping Green & Sams, provides general legal services to the District. Among these services are attendance at and preparation for monthly Board meetings, review of operating and maintenance contracts, review of agreements and resolutions, etc.

*Audit Fees*

The District is required by Florida Statutes to have an independent certified public accounting firm to conduct an annual audit of its financial records.

*Arbitrage*

The District is required to annually have an arbitrage rebate calculation on the District's Series 2019 Special Assessment Revenue Bonds. The District has contracted with GNP Services, Inc. to calculate the arbitrage rebate liability and submit a report to the District.

*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

*Assessment Roll*

The District has contracted with Governmental Management Services-CF, LLC to maintain the assessment roll and annually certify for collection a Non-Ad Valorem assessment for operating and debt service expenses, calculate, collect, record and transmit prepaid assessments, maintain the District's lien book along with various other responsibilities.

*Dissemination*

The District is required to prepare an annual disclosure report in accordance with the Continuing Disclosure Agreement and Rule 15(c)(2)-12(b)(5) promulgated by Securities and Exchange Commission. The annual report is filed on the Municipal Securities Rulemaking Board (EMMA) website.

*Trustee Fees*

The District pays monthly fees plus reimbursable expenses to US Bank as Trustee for the District Series 2019A Special Assessment Revenue Bonds.

*District Management Fees*

The District has contracted with Governmental Management Services – Central Florida, LLC to provide management, accounting and recording secretary services. These services include, but not limited to, advertising, recording and transcribing of Board meetings, administrative services, budget preparation, financial reporting, and assisting with annual audits.

*Telephone*

Represents expense for telephone and conference calls that are reimbursable by the district.

*Postage*

Represents the expense of mailing of correspondence, payables and overnight deliveries, that are considered reimbursable by the district.

*Public Officials Insurance*

The District's public officials' liability insurance coverage is provided by Florida Insurance Alliance who specializes in providing insurance coverage to governmental agencies.

*Printing & Binding*

Represents the expense of printing of agenda packages and copying correspondence, that are considered reimbursable by the district.

*Miscellaneous*

This represents any administrative expense that cannot be otherwise categorized.

*Legal Advertising*

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices and public hearings, bidding etc. for the District based on statutory guidelines.

*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

Information Technology

The District incurs costs related to the District’s accounting and information systems, District’s website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

**Field Operations:**

**Utilities:**

Electric Services

The District has the following electric accounts with Florida Power & Light Company for general purposes. Additional streetlights may be added as phases are initiated.

Description	Monthly	Annually
43 Privado Court # LITE	\$39	\$468
166 Pantano Vista Way # FOUNTAIN	\$12	\$144
499 Ensenada Drive # IRR	\$11	\$132
537 Ensenada Drive # IRR	\$53	\$636
661 Ensenada Drive # IRR	\$95	\$1,140
166 Torcido Blvd # IRR	\$40	\$480
1329 Las Calinas Blvd # IRR	\$56	\$672
1504 Las Calinas Blvd # IRR	\$235	\$2,820
2036 Las Calinas Blvd # IRR	\$48	\$576
2064 Las Calinas Blvd # IRR	\$21	\$252
1802 N Loop Parkway # LGT	\$11	\$132
336 Rio Del Norte Road # IRR	\$42	\$504
Street Lights # PALENCIA	\$3647	\$43,764
Contingency		\$3,280
<b>Total</b>		<b>\$55,000</b>

**Other Physical Environment:**

Field Management

The District has contracted with Governmental Management Services-Central Florida, LLC to provide onsite filed management of contracts for the District Services such as landscape and lake maintenance. Services to include onsite inspections, meetings with contractors and monitoring of utility accounts.

General Insurance

Represents the cost of annual coverage of general liability insurance. Coverage is provided by Egis Insurance who specializes in providing insurance coverage to governmental agencies.

*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

*Landscape Maintenance*

The District has a contract with Yellowstone Landscape to maintain the landscaping located within the District. These services include monthly landscape maintenance such as mowing, weeding, edging, blowing debris and shrubs and groundcover pruning, as well as: fertilization, insect control, weed control, and irrigation inspections.

*Landscape Improvements*

Represents the cost of improving or replacing any landscaping located within the common areas of the District.

*Lake Maintenance*

The District has contracted with Future Horizons Inc for the 24 ponds that require maintenance. The maintenance cost is \$1,538.00 per month totaling \$18,456 annually and includes miscellaneous expenses.

*Fountain Maintenance*

The District will incur expenses related to fountain maintenance.

*Irrigation Repairs & Maintenance*

The District will incur expenditures related to the maintenance of the irrigation systems.

*Storm Clean-Up*

Represents the estimated costs of Storm Clean-Up throughout the fiscal year.

*Field Repairs & Maintenance*

Represents estimated costs for the general repairs and maintenance of various facilities throughout the District.

*Tree Removals*

This item represents the estimated costs of removing any trees throughout the fiscal year.

*Streetlight Repairs*

The District will incur costs related to the repair and maintenance of streetlights not maintained by FPL within the District.

*Signage Repair*

The District will incur costs related to the repair and maintenance of the signage within the District.

*Holiday Decoration*

Represents an estimated cost for seasonal holiday decorations.



*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

Miscellaneous Field Supplies

The District may incur costs for items that may not fit into any standard category.

**Amenities:**

**Administrative:**

Property & Casualty Insurance

The District's property and casualty insurance coverage is provided by EGIS Insurance who specializes in providing insurance coverage to governmental agencies.

Payroll - Salaried

This item encompasses compensation for the Amenity Center Director, Front Desk Manager, and full-time staff. Compensation for the Amenity Center Director is shared evenly with Sweetwater Creek CDD and Marshall Creek CDD.

Payroll - Hourly

This allocation encompasses compensation for Front Desk, Child Watch, and Part time Maintenance Personnel.

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 Taxes

Represents payroll taxes incurred for salaries paid throughout the fiscal year.

Professional Services - Engineering

The District's building engineering department has a staff of three (3) 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 remaining 80% is included in the MCCDD budget).

Professional Services - 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 Services - Pool/Fitness Commission

This line item is for commissions paid out to personal trainers and swim instructors.

*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

Travel & 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.

Training

This line item is for material costs associated with annual CPR/First Aid/AED Training. Also included in this item are any other professional development courses.

Licenses & Permits

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

Subscriptions & Memberships

The District purchases supplies from vendors, such as Costco, who require a club membership in order to shop their establishment.

Office Supplies

This line item allocation is for office supplies.

Office Equipment

This line item allocation represents the purchase of office equipment such as filing cabinets, printers, etc.

Communication - Telephone

The District has an agreement with Comcast for this service. The agreement is for telephone and internet services for \$779.50 a month. Additional monies budgeted for federal, state and local fees.

Telephone - Guard House

This line item is for the Comcast service agreement for internet and telephone for the guard house location. The charge is \$191.75 not including federal, state and local fees. Additional monies were budgeted for these charges.

Cost Share Expense – Marshall Creek

The District has an interlocal agreement with Marshall Creek Community Development District for shared facilities with certain costs, net of off-setting revenues. The net is then allocated based upon the proportionate number of platted units in each District.

*Sweetwater Creek  
Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

**Field**

General Utilities

The District has the following accounts with Florida Power & Light; TECO; Florida Natural Gas and St. John's County Utility Department for amenity purposes.

Description	Monthly	Annually
FP&L – 1187 Las Calinas Blvd #LITE	\$287	\$3,444
FP&L – 1865 N Loop Parkway	\$3,826	\$45,912
FP&L – 491 Ensenada Drive #PARK	\$48	\$576
TECO – 1865 N Loop Parkway	\$608	\$7,296
Florida Natural Gas – 1865 N Loop Parkway	\$1,031	\$12,372
St John's Utility Dept – 1187 Las Calinas Blvd	\$37	\$444
St John's Utility Dept – 1865 N Loop Parkway	\$1,054	\$12,648
St John's Utility Dept – 491 Ensenada Park	\$12	\$144
Contingency		\$164
<b>Total</b>		<b>\$83,000</b>

Refuse Removal

The District has contracted with Republic Services for trash removal.

Security

The District has contracted with Envera Services for security at a cost of \$5,404 per week or \$64,848 annually. Also included a small amount to be used to pay for additional services for holiday and/or special events.

Janitorial Services

The District has contracted with Marshall Creek CDD staffing services to provide commercial cleaning services for the amenities.

Operating Supplies - Spa & Paper

Represents expenses for restroom paper products, trash bags and other similar items.

Operating Supplies - Uniforms

Costs that will be incurred for uniforms for employees

Cleaning Supplies

Represents expenses for cleaning supplies.

Amenity Landscape Maintenance & Improvements

Represents costs for maintaining amenity center landscaping and any improvements to the landscape.

*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

*Gate Repairs & Maintenance*

Represents estimated costs of repairing and/or maintaining the District's gates.

*Guardhouse Maintenance*

Represents the cost of maintenance for the guardhouse.

*Dog Park Repairs & Maintenance*

Represents the cost for maintaining and repairing the District Dog Park.

*Park Mulch*

Cost for mulch used in the park.

*Playground Repairs & Maintenance*

This District will incur costs related to the maintenance of its playground. This line item includes the cost of resealing the playground.

*Miscellaneous*

This represents any amenity expense that cannot be otherwise categorized.

*Buildings Repairs & Maintenance*

The District may incur costs for various repairs and maintenance to the Amenity Center.

*Pest Control*

The District has contracted with Turner Pest Control to provide services to its buildings.

*Pools Repairs & Maintenance*

Represents any costs for pool maintenance services and repairs that have been contracted with Poolsure.

*Pool Chemicals*

Represents any cost for pool chemical services that have been contracted with Poolsure.

*Special Events*

Social and Promotional events for Swim & Fitness held on property, such as the Easter and the Halloween events.

*Capital Reserve Transfer*

Funds collected and reserved for major repairs and/or maintenance to the pool and amenity building.

*Sweetwater Creek*  
*Community Development District*

GENERAL FUND BUDGET  
FISCAL YEAR 2021

**Fitness:**

Professional Service - Outside Fitness

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

Fitness Equipment Repairs & Maintenance

This category provides funds for any fitness equipment repair related expenses.

Fitness Equipment Rental

The District has contracted with 2 companies for cardio equipment for the Fitness facility. Life Fitness at a cost of \$2,108 monthly and Flori's Cardio at a cost of \$515 monthly. This also includes miscellaneous contingencies.

Miniature Golf Course Maintenance

The District will incur costs related to the maintenance of the miniature golf course within the District.

Miscellaneous Fitness Supplies

Represents estimated costs for non-capitalizable fitness supplies, such as therapy bands, etc.

Capital Outlay - Machinery & Equipment

Represents any expenses for any fitness machinery or equipment that may be purchased.



**Sweetwater Creek  
Community Development District**

**Capital Reserve Fund**

	<b>Adopted Budget FY 2020</b>	<b>Actuals Thru 3/31/20</b>	<b>Projected Next 6 Months</b>	<b>Total Thru 9/30/20</b>	<b>Proposed Budget FY 2021</b>
<b>Revenues</b>					
Transfer In	\$ 40,000	\$ 10,000	\$ 70,000	\$ 80,000	\$ 45,000
Carry Forward Surplus	\$ -	\$ -	\$ -	\$ -	\$ 80,000
<b>Total Revenues</b>	<b>\$ 40,000</b>	<b>\$ 10,000</b>	<b>\$ 70,000</b>	<b>\$ 80,000</b>	<b>\$ 125,000</b>
<b>Expenditures</b>					
Capital Outlay	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
<b>Total Expenses</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 70,000</b>	<b>\$ 80,000</b>	<b>\$ 85,000</b>

**Sweetwater Creek  
Community Development District**

**Debt Service Fund - Series 2019**

	<b>Adopted Budget FY 2020</b>	<b>Actuals Thru 3/31/20</b>	<b>Projected Next 6 Months</b>	<b>Total Thru 9/30/20</b>	<b>Proposed Budget FY 2021</b>
<b>Revenues</b>					
Special Assessments	\$ 756,278	\$ 732,212	\$ 24,066	\$ 756,278	\$ 755,838
Prepayments	\$ -	\$ 18,689	\$ -	\$ 18,689	\$ -
Interest	\$ -	\$ 300	\$ -	\$ 300	\$ -
Carry Forward Surplus <sup>(1)</sup>	\$ 835,616	\$ 85,196	\$ -	\$ 85,196	\$ 176,330
<b>Total Revenues</b>	<b>\$ 1,591,894</b>	<b>\$ 836,397</b>	<b>\$ 24,066</b>	<b>\$ 860,463</b>	<b>\$ 932,168</b>
<b>Expenditures</b>					
<u>Series 2019 - A1</u>					
Interest - 11/01	\$ 50,818	\$ 50,818	\$ -	\$ 50,818	\$ 97,219
Principal - 05/01	\$ 330,000	\$ -	\$ 330,000	\$ 330,000	\$ 340,000
Interest - 05/01	\$ 100,519	\$ -	\$ 100,519	\$ 100,519	\$ 97,219
Special Call - 05/01	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
<u>Series 2019 - A2</u>					
Interest - 05/01	\$ 28,488	\$ 28,488	\$ -	\$ 28,488	\$ 54,425
Principal - 05/01	\$ 110,000	\$ -	\$ 110,000	\$ 110,000	\$ 115,000
Interest - 05/01	\$ 56,350	\$ -	\$ 56,350	\$ 56,350	\$ 54,425
Special Call - 05/1	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -
<b>Total Expenses</b>	<b>\$ 676,175</b>	<b>\$ 79,306</b>	<b>\$ 621,869</b>	<b>\$ 701,175</b>	<b>\$ 758,288</b>
<b>Other Financing Sources/(Uses)</b>					
Transfer to In	\$ -	\$ 17,043	\$ -	\$ 17,043	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ 17,043</b>	<b>\$ -</b>	<b>\$ 17,043</b>	<b>\$ -</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 915,719</b>	<b>\$ 774,133</b>	<b>\$ (597,803)</b>	<b>\$ 176,330</b>	<b>\$ 173,880</b>

<sup>(1)</sup> Carry forward surplus is net of the reserve requirement

A-1 Interest - 11/1/21	\$ 93,819
A-2 Interest - 11/1/21	\$ 52,413
	<u>\$ 146,231</u>

## Sweetwater Creek Community Development District

### SERIES 2019A-1 AMORTIZATION SCHEDULE

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/1/19	\$ 7,825,000.00	\$ -	\$ 50,817.81	\$ 50,817.81
5/1/20	\$ 7,825,000.00	\$ 330,000.00	\$ 100,518.75	
11/1/20	\$ 7,495,000.00	\$ -	\$ 97,218.75	\$ 527,737.50
5/1/21	\$ 7,495,000.00	\$ 340,000.00	\$ 97,218.75	
11/1/21	\$ 7,155,000.00	\$ -	\$ 93,818.75	\$ 531,037.50
5/1/22	\$ 7,155,000.00	\$ 345,000.00	\$ 93,818.75	
11/1/22	\$ 6,810,000.00	\$ -	\$ 90,368.75	\$ 529,187.50
5/1/23	\$ 6,810,000.00	\$ 350,000.00	\$ 90,368.75	
11/1/23	\$ 6,460,000.00	\$ -	\$ 86,868.75	\$ 527,237.50
5/1/24	\$ 6,460,000.00	\$ 360,000.00	\$ 86,868.75	
11/1/24	\$ 6,100,000.00	\$ -	\$ 83,268.75	\$ 530,137.50
5/1/25	\$ 6,100,000.00	\$ 365,000.00	\$ 83,268.75	
11/1/25	\$ 5,730,000.00	\$ -	\$ 79,568.75	\$ 527,837.50
5/1/26	\$ 5,730,000.00	\$ 375,000.00	\$ 79,568.75	
11/1/26	\$ 5,355,000.00	\$ -	\$ 75,584.38	\$ 530,153.13
5/1/27	\$ 5,355,000.00	\$ 385,000.00	\$ 75,584.38	
11/1/27	\$ 4,970,000.00	\$ -	\$ 71,253.13	\$ 531,837.50
5/1/28	\$ 4,970,000.00	\$ 390,000.00	\$ 71,253.13	
11/1/28	\$ 4,580,000.00	\$ -	\$ 66,621.88	\$ 527,875.00
5/1/29	\$ 4,580,000.00	\$ 400,000.00	\$ 66,621.88	
11/1/29	\$ 4,180,000.00	\$ -	\$ 61,621.88	\$ 528,243.75
5/1/30	\$ 4,180,000.00	\$ 410,000.00	\$ 61,621.88	
11/1/30	\$ 3,770,000.00	\$ -	\$ 55,728.13	\$ 527,350.00
5/1/31	\$ 3,770,000.00	\$ 425,000.00	\$ 55,728.13	
11/1/31	\$ 3,745,000.00	\$ -	\$ 49,618.75	\$ 530,346.88
5/1/32	\$ 3,345,000.00	\$ 435,000.00	\$ 49,618.75	
11/1/32	\$ 2,910,000.00	\$ -	\$ 43,365.63	\$ 527,984.38
5/1/33	\$ 2,910,000.00	\$ 450,000.00	\$ 43,365.63	
11/1/33	\$ 2,455,000.00	\$ -	\$ 36,825.00	\$ 530,190.63
5/1/34	\$ 2,455,000.00	\$ 460,000.00	\$ 36,825.00	
11/1/34	\$ 1,995,000.00	\$ -	\$ 29,925.00	\$ 526,750.00
5/1/35	\$ 1,995,000.00	\$ 475,000.00	\$ 29,925.00	
11/1/35	\$ 1,520,000.00	\$ -	\$ 22,800.00	\$ 527,725.00
5/1/36	\$ 1,520,000.00	\$ 490,000.00	\$ 22,800.00	
11/1/36	\$ 1,030,000.00	\$ -	\$ 15,450.00	\$ 528,250.00
5/1/37	\$ 1,030,000.00	\$ 505,000.00	\$ 15,450.00	
11/1/37	\$ 525,000.00	\$ -	\$ 7,875.00	\$ 528,325.00
5/1/38	\$ 525,000.00	\$ 520,000.00	\$ 7,875.00	\$ 527,875.00
		<b>\$ 7,480,000.00</b>	<b>\$ 2,135,562.50</b>	<b>\$ 10,046,081.25</b>

## Sweetwater Creek Community Development District

### SERIES 2019A-2 AMORTIZATION SCHEDULE

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/1/19	\$ 2,980,000.00	\$ -	\$ 28,488.06	\$ 28,488.06
5/1/20	\$ 2,980,000.00	\$ 110,000.00	\$ 56,350.00	\$ -
11/1/20	\$ 2,870,000.00	\$ -	\$ 54,425.00	\$ 220,775.00
5/1/21	\$ 2,870,000.00	\$ 115,000.00	\$ 54,425.00	\$ -
11/1/21	\$ 2,755,000.00	\$ -	\$ 52,412.50	\$ 221,837.50
5/1/22	\$ 2,755,000.00	\$ 120,000.00	\$ 52,412.50	\$ -
11/1/22	\$ 2,635,000.00	\$ -	\$ 50,312.50	\$ 222,725.00
5/1/23	\$ 2,635,000.00	\$ 125,000.00	\$ 50,312.50	\$ -
11/1/23	\$ 2,510,000.00	\$ -	\$ 48,125.00	\$ 223,437.50
5/1/24	\$ 2,510,000.00	\$ 130,000.00	\$ 48,125.00	\$ -
11/1/24	\$ 2,380,000.00	\$ -	\$ 45,850.00	\$ 223,975.00
5/1/25	\$ 2,380,000.00	\$ 130,000.00	\$ 45,850.00	\$ -
11/1/25	\$ 2,250,000.00	\$ -	\$ 43,575.00	\$ 219,425.00
5/1/26	\$ 2,250,000.00	\$ 135,000.00	\$ 43,575.00	\$ -
11/1/26	\$ 2,115,000.00	\$ -	\$ 41,212.50	\$ 219,787.50
5/1/27	\$ 2,115,000.00	\$ 140,000.00	\$ 41,212.50	\$ -
11/1/27	\$ 1,975,000.00	\$ -	\$ 38,762.50	\$ 219,975.00
5/1/28	\$ 1,975,000.00	\$ 145,000.00	\$ 38,762.50	\$ -
11/1/28	\$ 1,830,000.00	\$ -	\$ 36,225.00	\$ 219,987.50
5/1/29	\$ 1,830,000.00	\$ 150,000.00	\$ 36,225.00	\$ -
11/1/29	\$ 1,680,000.00	\$ -	\$ 33,600.00	\$ 219,825.00
5/1/30	\$ 1,680,000.00	\$ 155,000.00	\$ 33,600.00	\$ -
11/1/30	\$ 1,525,000.00	\$ -	\$ 30,500.00	\$ 219,100.00
5/1/31	\$ 1,525,000.00	\$ 165,000.00	\$ 30,500.00	\$ -
11/1/31	\$ 1,360,000.00	\$ -	\$ 27,200.00	\$ 222,700.00
5/1/32	\$ 1,360,000.00	\$ 170,000.00	\$ 27,200.00	\$ -
11/1/32	\$ 1,190,000.00	\$ -	\$ 23,800.00	\$ 221,000.00
5/1/33	\$ 1,190,000.00	\$ 180,000.00	\$ 23,800.00	\$ -
11/1/33	\$ 1,010,000.00	\$ -	\$ 20,200.00	\$ 224,000.00
5/1/34	\$ 1,010,000.00	\$ 185,000.00	\$ 20,200.00	\$ -
11/1/34	\$ 825,000.00	\$ -	\$ 16,500.00	\$ 221,700.00
5/1/35	\$ 825,000.00	\$ 190,000.00	\$ 16,500.00	\$ -
11/1/35	\$ 635,000.00	\$ -	\$ 12,700.00	\$ 219,200.00
5/1/36	\$ 635,000.00	\$ 200,000.00	\$ 12,700.00	\$ -
11/1/36	\$ 435,000.00	\$ -	\$ 8,700.00	\$ 221,400.00
5/1/37	\$ 435,000.00	\$ 210,000.00	\$ 8,700.00	\$ -
11/1/37	\$ 225,000.00	\$ -	\$ 4,500.00	\$ 223,200.00
5/1/38	\$ 225,000.00	\$ 215,000.00	\$ 4,500.00	\$ 219,500.00
		<b>\$ 2,860,000.00</b>	<b>\$ 1,177,200.00</b>	<b>\$ 4,203,550.00</b>

**Sweetwater Creek  
Community Development District  
Assessment Schedule - O&M**

**FY2020**

Net O&M Assessments	\$1,329,176.00
Collection fees (6%)	\$84,841.02
Gross Assessments	\$1,414,017.02

Product	Assessable		ERU's	% ERUs	Total Net		
	Units	ERU/Unit			Assessments	Net O&M	Gross O&M
Up to 63' Lot	444	1.00	444	54.40%	\$ 723,006.61	\$ 1,628.39	\$ 1,732.33
64-73' Lot	166	1.16	192.56	23.59%	\$ 313,563.41	\$ 1,888.94	\$ 2,009.51
80-88' Lot	67	1.40	93.8	11.49%	\$ 152,743.29	\$ 2,279.75	\$ 2,425.27
90' Lot	4	1.43	5.72	0.70%	\$ 9,314.41	\$ 2,328.60	\$ 2,477.24
Marsh (less than 15K sq ft)	6	1.40	8.4	1.03%	\$ 13,678.50	\$ 2,279.75	\$ 2,425.27
Marsh (15K-30K sq ft)	35	1.43	50.05	6.13%	\$ 81,501.08	\$ 2,328.60	\$ 2,477.24
Marsh (30K and greater)	6	1.50	9	1.10%	\$ 14,655.54	\$ 2,442.59	\$ 2,598.50
McCann Lots	8	1.59	12.72	1.56%	\$ 20,713.16	\$ 2,589.15	\$ 2,754.41
<b>Total ERU's</b>	<b>736</b>		<b>816.25</b>		<b>\$ 1,329,176.00</b>		

**FY2021**

Net O&M Assessments	\$1,472,086.04
Collection fees (6%)	\$93,962.94
Gross Assessments	\$1,566,048.98

Product	Assessable		ERU's	% ERUs	Total Net			Increase
	Units	ERU/Unit			Assessments	Net O&M	Gross O&M	
Up to 63' Lot	444	1.00	444.00	54.40%	\$ 800,742.67	\$ 1,803.47	\$ 1,918.59	\$ 186.26
64-73' Lot	166	1.16	192.56	23.59%	\$ 347,277.04	\$ 2,092.03	\$ 2,225.56	\$ 216.06
80-88' Lot	67	1.40	93.80	11.49%	\$ 169,165.91	\$ 2,524.86	\$ 2,686.03	\$ 260.76
90' Lot	4	1.43	5.72	0.70%	\$ 10,315.87	\$ 2,578.97	\$ 2,743.58	\$ 266.35
Marsh (less than 15K sq ft)	6	1.40	8.40	1.03%	\$ 15,149.19	\$ 2,524.86	\$ 2,686.03	\$ 260.76
Marsh (15K-30K sq ft)	35	1.43	50.05	6.13%	\$ 90,263.90	\$ 2,578.97	\$ 2,743.58	\$ 266.35
Marsh (30K and greater)	6	1.50	9.00	1.10%	\$ 16,231.27	\$ 2,705.21	\$ 2,877.88	\$ 279.38
McCann Lots	8	1.59	12.72	1.56%	\$ 22,940.20	\$ 2,867.52	\$ 3,050.56	\$ 296.15
<b>Total ERU's</b>	<b>736</b>		<b>816.25</b>		<b>\$ 1,472,086.04</b>			



**Sweetwater Creek  
Community Development District  
Assessment Schedule - O&M**

**FY2020**

Net O&M Assessments	\$1,329,176.00
Collection fees (6%)	\$84,841.02
Gross Assessments	\$1,414,017.02

Product	Assessable		ERU's	% ERUs	Total Net		
	Units	ERU/Unit			Assessments	Net O&M	Gross O&M
Up to 63' Lot	444	1.00	444	54.40%	\$ 723,006.61	\$ 1,628.39	\$ 1,732.33
64-73' Lot	166	1.16	192.56	23.59%	\$ 313,563.41	\$ 1,888.94	\$ 2,009.51
80-88' Lot	67	1.40	93.8	11.49%	\$ 152,743.29	\$ 2,279.75	\$ 2,425.27
90' Lot	4	1.43	5.72	0.70%	\$ 9,314.41	\$ 2,328.60	\$ 2,477.24
Marsh (less than 15K sq ft)	6	1.40	8.4	1.03%	\$ 13,678.50	\$ 2,279.75	\$ 2,425.27
Marsh (15K-30K sq ft)	35	1.43	50.05	6.13%	\$ 81,501.08	\$ 2,328.60	\$ 2,477.24
Marsh (30K and greater)	6	1.50	9	1.10%	\$ 14,655.54	\$ 2,442.59	\$ 2,598.50
McCann Lots	8	1.59	12.72	1.56%	\$ 20,713.16	\$ 2,589.15	\$ 2,754.41
<b>Total ERU's</b>	<b>736</b>		<b>816.25</b>		<b>\$ 1,329,176.00</b>		

**FY2021**

Net O&M Assessments	\$1,413,886.04
Collection fees (6%)	\$90,248.05
Gross Assessments	\$1,504,134.09

Product	Assessable		ERU's	% ERUs	Total Net			Increase
	Units	ERU/Unit			Assessments	Net O&M	Gross O&M	
Up to 63' Lot	444	1.00	444.00	54.40%	\$ 769,084.72	\$ 1,732.17	\$ 1,842.74	\$ 110.40
64-73' Lot	166	1.16	192.56	23.59%	\$ 333,547.19	\$ 2,009.32	\$ 2,137.57	\$ 128.07
80-88' Lot	67	1.40	93.80	11.49%	\$ 162,477.81	\$ 2,425.04	\$ 2,579.83	\$ 154.57
90' Lot	4	1.43	5.72	0.70%	\$ 9,908.03	\$ 2,477.01	\$ 2,635.11	\$ 157.88
Marsh (less than 15K sq ft)	6	1.40	8.40	1.03%	\$ 14,550.25	\$ 2,425.04	\$ 2,579.83	\$ 154.57
Marsh (15K-30K sq ft)	35	1.43	50.05	6.13%	\$ 86,695.25	\$ 2,477.01	\$ 2,635.11	\$ 157.88
Marsh (30K and greater)	6	1.50	9.00	1.10%	\$ 15,589.56	\$ 2,598.26	\$ 2,764.11	\$ 165.61
McCann Lots	8	1.59	12.72	1.56%	\$ 22,033.24	\$ 2,754.15	\$ 2,929.95	\$ 175.54
<b>Total ERU's</b>	<b>736</b>		<b>816.25</b>		<b>\$ 1,413,886.04</b>			

**6B.**

**MARSHALL CREEK**  
Community Development District

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

Prepared by:



**Table of Contents**

	<u>Page #</u>
<b><u>OPERATING BUDGET</u></b>	
General Fund	
Revenues, Expenditures and Changes in Fund Balances	1-9
Exhibit A - Allocation of Fund Balances .....	10
Budget Narrative .....	11-34
<b><u>CAPITAL RESERVE FUND</u></b>	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	35
Budget Narrative .....	36
<b><u>DEBT SERVICE BUDGETS</u></b>	
Series 2002	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	37-38
Amortization Schedule .....	39-40
Series 2015A	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	41-42
Amortization Schedule .....	43-44
Series 2016 Avila Bond	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	45-46
Amortization Schedule .....	47-49
Budget Narrative .....	50
<b><u>SUPPORTING SCHEDULE</u></b>	
Comparison of Non-Ad Valorem Assessment Rates FY 2021 vs. FY 2020 .....	51-52

**MARSHALL CREEK**  
Community Development District

**Operating Budget**  
Fiscal Year 2021

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 17,465	\$ 37,904	\$ 12,000	\$ 13,302	\$ 7,000	\$ 20,302	\$ 12,000
Shared Rev - Other Local Units	528,808	476,151	530,463	530,463	-	\$ 530,463	567,374
Interlocal Agreement - Other	356,097	356,097	347,590	190,236	157,354	347,590	341,736
FEMA Grants (boardwalk)	571,486	263,934	-	32,969	-	32,969	-
FEMA Revenue	26,446	40,610	-	-	-	-	-
Other Physical Environment Rev	8,075	11,000	12,000	4,000	8,000	12,000	24,000
S/F Program Fees	42,501	50,320	40,000	-	-	-	-
S/F Swimming Program Fees	-	2,686	3,000	-	2,000	2,000	3,000
S/F Activity Fees	5,155	4,906	5,000	170	2,500	2,670	5,000
S/F Other Revenues	1,777	2,008	1,750	1,722	28	1,750	1,750
S/F Rental Fees	3,930	2,000	3,500	825	2,000	2,825	2,000
S/F Snack Bar Revenue	-	3,645	3,000	328	2,672	3,000	3,000
Tennis Merchandise Sales	14,843	15,487	15,000	10,147	3,500	13,647	16,000
Tennis Special Events&Socials	90	-	1,000	-	500	1,000	1,000
Tennis Lessons & Clinics	183,848	233,359	205,000	131,170	70,000	201,170	230,000
Tennis Ball Machine Rental Fee	2,165	3,099	3,500	3,250	750	4,000	4,000
Tennis Membership	38,466	41,245	40,000	30,141	7,500	37,641	35,000
Interest - Tax Collector	3,806	12,458	-	8,014	1,500	9,514	-
Special Assmnts- Tax Collector	3,171,995	3,308,789	3,477,421	3,098,515	378,906	3,477,421	3,413,026
Special Assmnts- CDD Collected	16,205	11,994	13,448	13,327	121	13,448	-
Special Assmnts- Delinquent	31,282	-	-	-	-	-	-
Special Assmnts- Discounts	(104,666)	(113,476)	(104,342)	(119,904)	-	(119,904)	(136,521)
Other Miscellaneous Revenues	10,579	4,627	1,000	1,975	\$ 1,411	3,386	1,000
Gate Bar Code/Remotes	3,968	5,088	4,400	2,224	\$ 1,000	3,224	5,600



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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
Impact Fee	53,046	58,770	30,000	18,714	\$ 13,367	32,081	25,000
<b>TOTAL REVENUES</b>	<b>4,987,367</b>	<b>4,832,701</b>	<b>4,644,730</b>	<b>3,971,588</b>	<b>660,109</b>	<b>4,632,197</b>	<b>4,553,965</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
P/R-Board of Supervisors	8,086	7,181	8,000	3,240	4,760	8,000	8,000
Payroll-Benefits	-	14	-	-	-	-	-
ProfServ-Arbitrage Rebate	600	-	1,200	600	600	1,200	1,200
ProfServ-Dissemination Agent	3,000	3,000	3,000	-	3,000	3,000	3,000
ProfServ-Engineering	21,817	29,730	25,000	10,877	14,123	25,000	25,000
ProfServ-Legal Services	73,596	52,434	75,000	24,834	50,166	75,000	75,000
ProfServ-Mgmt Consulting Serv	58,000	60,320	62,700	36,575	26,125	62,700	65,200
ProfServ-Special Assessment	12,000	12,480	15,000	15,000	-	15,000	15,750
ProfServ-Trustee Fees	11,499	11,330	11,400	2,876	8,524	11,400	11,400
Auditing Services	3,725	4,675	4,675	4,675	-	4,675	4,675
Communication - Telephone	397	-	-	-	400	400	-
Postage and Freight	5,608	5,504	5,600	2,329	3,271	5,600	5,600
Insurance - General Liability	25,257	26,345	28,980	28,486	-	28,486	31,335
Printing and Binding	3,601	3,509	4,000	1,053	2,447	3,500	3,500
Legal Advertising	3,053	2,307	3,000	471	2,529	3,000	3,000
Miscellaneous Services	4,462	8,876	6,000	5,857	4,184	10,041	6,000
Misc-Assessmnt Collection Cost	17,656	14,604	69,548	39,283	30,265	69,548	68,259
<b>Shared Exp - Other Local Units</b>	<b>460,837</b>	<b>516,556</b>	<b>585,565</b>	<b>585,565</b>	<b>-</b>	<b>585,565</b>	<b>485,772</b>
Office Supplies	462	479	500	477	480	957	1,453
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>713,831</b>	<b>759,519</b>	<b>909,343</b>	<b>762,373</b>	<b>150,874</b>	<b>913,247</b>	<b>814,319</b>

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b><i>Other Public Safety</i></b>							
Payroll - Benefit	4,617	4,309	13,387	4,375	3,125	7,500	11,554
Payroll - Engineering	37,674	50,367	64,383	36,053	22,630	58,683	60,793
Payroll - Gate Maintenance	1,698	1,833	2,496	1,108	692	1,800	2,500
Contracts-Security Services	260,877	254,397	273,750	73,326	59,100	132,426	145,000
Contracts-Roving Patrol	36,628	32,568	40,000	20,990	19,000	39,990	40,000
R&M-Gate	69,382	34,136	20,000	7,722	12,278	20,000	15,000
Misc-Bar Codes	5,147	5,434	4,100	2,400	1,700	4,100	5,600
<b><i>Total Other Public Safety</i></b>	<b>416,023</b>	<b>383,044</b>	<b>418,116</b>	<b>145,974</b>	<b>118,525</b>	<b>264,499</b>	<b>280,447</b>
<b><i>Field</i></b>							
Payroll - Benefit	3,795	3,433	10,283	3,505	3,540	7,045	8,898
Payroll - Engineering	30,131	40,231	49,975	28,842	19,026	47,868	48,979
Utility - Water & Sewer	-	193	2,000	-	2,000	2,000	2,000
Lease - Land	1,946	1,981	2,000	-	2,000	2,000	2,020
R&M-Bike Paths & Asphalt	3,060	32,364	4,000	-	4,000	4,000	5,000
R&M-Boardwalks	11,472	4,448	7,720	4,362	3,358	7,720	8,000
R&M-Buildings	14,928	56,897	15,000	7,332	7,668	15,000	75,000
R&M-Electrical	9,249	15,120	12,500	2,701	9,799	12,500	8,000
R&M-Fountain	5,544	19,737	41,000	48,112	2,888	51,000	5,000
R&M-Mulch	5,600	1,400	5,600	-	5,600	5,600	5,600
R&M-Roads & Alleyways	49,011	88,501	30,000	15,785	14,215	30,000	30,000
R&M-Sidewalks	19,609	16,515	20,000	4,632	15,368	20,000	20,000

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
R&M-Signage	6,300	6,545	6,000	3,536	2,464	6,000	6,000
Cap Outlay-Machinery and Equip	-	49,778	-	5,149	-	5,149	-
FEMA Boardwalk Expense	946,766	-	-	-	-	-	-
Reserve - Field			100,000		-	-	100,000
<b>Total Field</b>	<b>1,107,411</b>	<b>337,143</b>	<b>306,078</b>	<b>123,956</b>	<b>91,926</b>	<b>215,882</b>	<b>324,497</b>
<b>Landscape</b>							
Payroll-Salaries	193,789	174,165	204,095	98,679	63,675	162,354	74,370
Payroll-Other	6,047	3,000	4,000	-	4,000	4,000	-
Payroll-Administration	6,159	6,667	7,058	2,874	4,184	7,058	6,178
Payroll-Benefits	72,308	69,584	84,933	44,134	35,524	79,658	75,715
Payroll-Shared Personnel	-	398	-	-	-	-	-
Payroll-General Staff	81,263	79,803	129,574	72,034	48,021	120,055	236,515
Payroll-Irrigation Staff	57,056	67,656	63,619	40,266	25,391	65,657	69,564
Payroll-IPM Staff	81,895	80,345	84,979	42,896	36,050	78,946	90,323
Payroll-Equipment Mechanic	19,839	27,657	27,409	17,908	12,200	30,108	32,136
Payroll Taxes	31,629	32,233	38,990	20,948	16,215	37,163	38,945
ProfServ-Info Tchnology	-	3,161	1,000	-	1,000	1,000	1,000
Communication-Telephone	584	3,407	3,298	1,931	1,380	3,311	3,324
Utility - Cable TV Billing	1,134	1,813	2,000	1,172	850	2,022	2,040
Electricity - General	3,269	3,200	4,000	1,611	1,347	2,958	3,000
Utility - Refuse Removal	5,407	8,247	13,500	8,042	5,458	13,500	13,500
Utility - Water & Sewer	1,084	2,842	3,360	1,419	905	2,324	2,500
Rentals - General	2,209	2,068	1,500	435	-	435	1,500
R&M-General	11,871	-	-	-	-	-	-
R&M-Buildings	3,664	7,142	5,500	6,938	1,062	8,000	6,000
R&M-Equipment	40,126	37,252	30,000	23,443	6,557	30,000	30,000
R&M-Grounds	124,323	56,239	53,729	21,531	20,000	41,531	53,000
R&M-Irrigation	18,635	21,421	21,000	9,658	11,342	21,000	23,000

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
R&M-Mulch	73,953	93,929	79,360	52,048	31,878	83,926	90,000
R&M-Pump Station	14,171	10,161	15,000	7,660	7,340	15,000	15,000
R&M-Trees and Trimming	11,807	28,390	15,000	17,900	1,100	19,000	15,000
Misc-Employee Meals	3,060	5,027	7,000	4,317	2,683	7,000	6,500
Office Equipment	22,664	937	500	325	175	500	500
Op Supplies - General	38,387	17,725	21,500	9,308	12,192	21,500	21,000
Op Supplies - Uniforms	3,895	3,877	7,408	1,402	4,000	5,402	5,000
Op Supplies - Fuel, Oil	18,344	16,942	12,500	7,394	5,106	12,500	15,000
Impr - Landscape	-	62,702	57,452	25,455	31,997	57,452	55,000
Cap Outlay-Machinery and Equip	21,468	113,324	36,000	24,861	11,139	36,000	10,000
Principal Prepayments	34,683	-	-	-	-	-	-
Interest Expense-Lease	3,096	-	-	-	-	-	-
<b>Total Landscape</b>	<b>1,007,819</b>	<b>1,041,314</b>	<b>1,035,264</b>	<b>566,589</b>	<b>402,771</b>	<b>969,360</b>	<b>995,610</b>
<b>Utilities</b>							
Electricity - Streetlighting	88,916	73,671	75,000	46,709	33,363	80,072	80,400
Utility - Water & Sewer	2,732	2,446	2,500	3,129	1,500	4,629	4,800
R&M-Lake	54,215	56,103	53,080	29,740	20,000	49,740	48,000
<b>Total Utilities</b>	<b>145,863</b>	<b>132,220</b>	<b>130,580</b>	<b>79,578</b>	<b>54,863</b>	<b>134,441</b>	<b>133,200</b>
<b>Operation &amp; Maintenance</b>							
Payroll-Shared Personnel	288,183	318,330	347,590	178,370	142,658	321,028	341,736
ProfServ-Field Management	229,270	253,958	277,229	180,060	104,594	284,654	293,792
Travel and Per Diem	522	435	400	-	400	400	-
Communication - Telephone	740	1,387	3,000	225	540	765	1,200
Postage and Freight	160	305	200	205	50	255	200
Rentals - General	-	1,905	1,905	1,905	-	1,905	2,000
R&M-Vehicles	5,883	7,487	6,000	12	5,500	5,512	6,000

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Printing and Binding	3,341	4,284	4,500	2,403	2,345	4,748	4,500
Misc-Connection Computer	1,775	21,340	3,000	2,208	792	3,000	3,000
Billback Expenses Developer	-	2,300	-	5,748	-	5,748	-
Office Supplies	1,187	3,513	1,750	2,052	300	2,352	1,850
Op Supplies - General	7,151	7,969	8,900	2,363	6,037	8,400	8,000
OP-Supplies – Buildings	-	129	-	-	-	-	-
<b>Total Operation &amp; Maintenance</b>	<b>538,212</b>	<b>623,342</b>	<b>654,474</b>	<b>375,551</b>	<b>263,216</b>	<b>638,767</b>	<b>662,278</b>
<b>Parks and Recreation - General</b>							
ProfServ-Mgmt Consulting Serv	21,000	21,840	24,000	14,000	10,000	24,000	25,200
Insurance -Property & Casualty	66,737	91,667	100,850	94,352	-	94,352	103,787
<b>Total Parks and Recreation - General</b>	<b>87,737</b>	<b>113,507</b>	<b>124,850</b>	<b>108,352</b>	<b>10,000</b>	<b>118,352</b>	<b>128,987</b>
<b>Swim &amp; Fitness Clubhouse</b>							
Contracts-Misc Labor	3,043	3,667	5,500	3,417	2,083	5,500	5,000
Contracts-Outside Fitness	10,015	12,823	17,720	7,701	8,000	15,701	22,960
R&M-Buildings	31,791	6,533	10,000	9,568	432	10,000	10,000
R&M-Equipment	-	806	3,000	957	2,043	3,000	4,500
Misc-Special Events	8,431	18,352	25,000	12,575	9,000	21,575	30,000
Cap Outlay-Machinery and Equip	-	-	2,500	-	2,500	2,500	1,500
Cap Outlay-Clubhouse	-	-	-	85,239	-	85,239	-
<b>Total Swim &amp; Fitness Clubhouse</b>	<b>53,280</b>	<b>42,181</b>	<b>63,720</b>	<b>119,457</b>	<b>24,058</b>	<b>143,515</b>	<b>73,960</b>
<b>Swimming Pool</b>							
Payroll-Salaries	59,296	72,021	57,706	47,926	32,970	80,896	89,194
Payroll-Hourly	54,375	79,163	68,640	15,746	52,894	68,640	32,635
Payroll-Lifeguards	23,669	37,416	37,000	897	30,000	30,897	37,000
Payroll-Benefits	20,097	27,386	29,104	19,736	12,368	32,104	28,432
Payroll-Engineering	27,515	37,695	51,175	27,531	19,072	46,603	48,979

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
Payroll-Janitor	7,951	8,595	6,240	4,738	2,961	7,699	6,428
Payroll Taxes	10,940	14,522	13,003	4,985	8,018	13,003	12,642
ProfServ-Info Technology	523	519	2,500	2,195	480	2,675	1,500
ProfServ-Swim Pool Commission	3,883	4,274	3,000	153	1,500	1,653	3,000
Contracts-Landscape	-	3,010	3,500	3,400	100	3,500	10,000
Travel and Per Diem	166	127	400	47	353	400	200
Communication - Telephone	11,446	7,693	4,925	3,214	2,304	5,518	4,800
Utility - General	54,466	47,936	55,000	33,774	24,124	57,898	60,000
Utility - Cable TV Billing	-	3,830	1,896	1,919	1,427	3,346	2,700
Utility - Refuse Removal	1,450	2,107	2,050	1,696	675	2,371	2,050
Rental/Lease - Vehicle/Equip	-	132	-	-	-	-	-
R&M-Buildings	27,296	43,304	20,000	19,574	426	20,000	150,000
R&M-Pools	81,246	48,715	33,000	11,391	21,609	33,000	25,000
R&M-Vehicles	-	-	500	-	500	500	500
Advertising	1,320	1,370	1,500	770	550	1,320	1,500
Miscellaneous Services	461	-	1,500	260	1,240	1,500	1,500
Misc-Employee Meals	969	3,231	4,585	3,631	954	4,585	4,810
Misc-Special Events	-	2,349	-	-	-	-	-
Misc-Training	823	1,742	2,500	1,103	500	1,603	1,500
Misc-Licenses & Permits	992	980	2,000	-	2,000	2,000	2,000
Office Supplies	2,116	2,250	2,000	1,389	611	2,000	5,000
Cleaning Supplies	1,150	1,575	2,250	1,273	1,200	2,473	1,500
Office Equipment	508	2,391	1,250	2,939	500	3,439	3,000
Snack Bar Expenses	-	-	2,500	-	2,500	2,500	1,000
Op Supplies - Spa & Paper	1,557	1,899	2,500	321	2,179	2,500	2,000
Op Supplies - Uniforms	2,651	2,962	1,500	133	1,367	1,500	2,000
Op Supplies - Summer Camp	10,489	14,632	14,000	-	-	-	-
Subscriptions and Memberships	445	431	1,200	170	1,030	1,200	6,000
Cap Outlay-Machinery and Equip	-	39,090	4,000	15,771	-	15,771	-



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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Cap Outlay - Pool Furniture	-	46,266	7,500	349	7,151	7,500	10,000
<b>Total Swimming Pool</b>	<b>407,800</b>	<b>559,613</b>	<b>440,424</b>	<b>227,031</b>	<b>233,563</b>	<b>460,594</b>	<b>556,870</b>
<b>Tennis Court</b>							
Payroll-Salaries	125,718	116,408	126,000	62,851	62,000	124,851	126,000
Payroll-Hourly	38,066	38,051	37,000	18,890	17,500	36,390	38,000
Payroll-Benefits	26,031	30,682	38,182	19,002	19,180	38,182	34,920
Payroll-Engineering	20,714	27,986	38,331	20,648	17,683	38,331	36,735
Payroll-Commission	161,604	206,689	184,500	121,494	63,006	184,500	207,000
Payroll Taxes	22,429	23,781	26,465	12,046	14,419	26,465	28,382
ProfServ-Administrative	-	-	500	-	500	500	500
ProfServ-Info Technology	7,717	9,903	1,000	3,867	1,980	5,847	5,200
Contracts-Landscape	-	-	-	-	-	-	3,000
Contracts-Janitorial Services	6,040	6,040	6,500	2,633	3,000	5,633	5,000
Communication - Telephone	6,767	5,861	3,600	1,327	2,273	3,600	3,600
Utility - Cable TV Billing	2,033	2,392	2,903	1,672	1,231	2,903	3,000
Electricity - General	15,981	14,620	13,500	6,637	6,863	13,500	13,000
Utility - Refuse Removal	1,754	2,036	1,500	1,354	400	1,754	1,500
Utility - Water & Sewer	1,078	1,475	1,200	771	429	1,200	1,300
Rental/Lease - Vehicle/Equip	1,585	1,453	1,700	925	775	1,700	1,700
R&M-General	10,063	5,647	6,500	2,729	3,771	6,500	7,000
R&M-Court Maintenance	29,075	11,935	10,000	7,731	2,269	10,000	12,000
R&M-Vandalism	-	-	500	-	500	500	500
Printing and Binding	185	-	1,000	-	1,000	1,000	1,000
Advertising	1,320	1,320	1,500	770	730	1,500	1,500
Misc-Employee Meals	245	1,688	2,200	1,645	555	2,200	2,160
Misc-Special Events	693	341	1,000	846	154	1,000	1,000
Misc-Training	542	49	500	-	-	-	500

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Office Supplies	3,288	3,329	3,800	1,894	1,906	3,800	4,500
Office Equipment	663	3,068	1,000	186	814	1,000	2,000
Teaching Supplies	3,210	4,294	3,500	1,601	1,899	3,500	4,000
Op Supplies - Spa & Paper	-	477	-	-	-	-	-
Op Supplies - Uniforms	1,011	395	500	318	182	500	1,000
COS - Start Up Inventory	10,317	10,442	8,000	7,233	767	8,000	12,000
Subscriptions and Memberships	590	598	800	633	167	800	800
Cap Outlay-Machinery and Equip	-	59,589	38,200	51,420	-	51,420	25,000
<b>Total Tennis Court</b>	<b>498,719</b>	<b>590,549</b>	<b>561,881</b>	<b>351,123</b>	<b>225,953</b>	<b>577,076</b>	<b>583,797</b>
<b>TOTAL EXPENDITURES</b>	<b>4,976,695</b>	<b>4,582,432</b>	<b>4,644,730</b>	<b>2,859,984</b>	<b>1,575,749</b>	<b>4,435,733</b>	<b>4,553,965</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(20,653)	250,269	-	1,111,604	(915,640)	196,464	(0)
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance			-		-	-	(0)
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(0)</b>
Net change in fund balance	(20,653)	250,269	-	1,111,604	(915,640)	196,464	(0.00)
<b>FUND BALANCE, BEGINNING</b>	<b>1,403,466</b>	<b>1,382,813</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,829,546</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,382,813</b>	<b>\$ 1,633,082</b>	<b>\$ 1,633,082</b>	<b>\$ 2,744,686</b>	<b>\$ 717,442</b>	<b>\$ 1,829,546</b>	<b>\$ 1,829,546</b>

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

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 1,829,546
Net Change in Fund Balance - Fiscal Year 2021	(0)
Reserves - Fiscal Year Additions FY 2021	100,000
<b>Total Funds Available (Estimated) - 9/30/2021</b>	<b>1,929,546</b>
<b>Assigned Fund Balance</b>	
Operating Reserve - Operating Capital	927,909 <sup>(1)</sup>
Reserves - Gates (Prior Years)	7,838
Reserve - Parks (Prior Years)	32,900
Reserves - Field (Prior Years)	440,675
Reserves - Field - FY 2021	100,000
Reserves - Landscaping (Prior Years)	39,986
Reserves - Swim & Fitness Clubhouse (Prior Years)	18,558
Reserves - Swimming Pools (Prior Years)	132,635
Reserves - Tennis Courts (Prior Years)	24,853
<b>Total Allocation of Available Funds</b>	<b>1,725,354</b>
<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 204,191</b>

**Notes**

(1) Note: Represents approximately 2.5 months of operating expenditures net of reserves.

**Budget Narrative**  
Fiscal Year 2021

REVENUES

**Interest – Investments**

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

**Shared Revenue – Other Local Units**

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

**Interlocal Agreement - Other**

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

**Other Physical Environmental Rev**

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

**S/F Swimming Program Fees**

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

**S/F Activity Fees**

This is revenue from community classes.

**S/F Other Revenues**

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

**S/F Rental Fees**

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

**Budget Narrative**  
Fiscal Year 2021

REVENUES (continued)

**S/F Snack Bar Revenue**

This is revenue collected from the snack bar.

**Tennis Merchandise Sales**

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

**Tennis Special Events & Socials**

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

**Tennis Lessons & Clinics**

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

**Tennis Ball Machine Rental Fee**

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

**Tennis Membership**

This is revenue collected from Non-Resident Fees for inclusion in MCCDD Tennis program. The membership rate for a single member is \$1,500 and for family membership \$2,500 annually.

**Tennis Drinks & Snacks**

This is revenue collected from soda machine.

**Special Assessments – Tax Collector**

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

**Special Assessments – Discounts**

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

**Budget Narrative**  
Fiscal Year 2021

REVENUES (continued)

**Other Miscellaneous Revenues**

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

**Gate Bar Code/Remotes**

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

**Impact Fee**

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

EXPENDITURES

*Expenditures - Administrative*

**Payroll - Board of Supervisors**

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

**Professional Service - Arbitrage Rebate**

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

**Professional Service - Dissemination Agent (IMS)**

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



**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Administrative (continued)*

**Professional Service - Engineering**

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

**Professional Service - Legal Services**

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

**Professional Service - Management Consulting Services (IMS)**

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

**Professional Service - Special Assessment (IMS)**

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

**Professional Service - Trustee**

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

**Auditing Services**

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

**Postage and Freight**

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

**Insurance - General Liability**

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

*Expenditures – Administrative (continued)*

**Budget Narrative**  
Fiscal Year 2021

**Printing and Binding**

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

**Legal Advertising**

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

**Miscellaneous Services**

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

**Miscellaneous - Assessment Collection Cost**

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

**Shared Expenditures - Other Local Units**

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

**Office Supplies**

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

**Annual District Filing Fee**

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

*Expenditures - Other Public Safety*

**Payroll - Benefit**

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

**Payroll - Engineering**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Other Public Safety (continued)*

**Payroll - Gate Maintenance**

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

**Contracts - Security Services**

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

**Contracts - Roving Patrol**

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

**R&M - Gate**

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

**Miscellaneous - Bar Codes**

The cost of controlled access bar code decals.

*Expenditures - Field*

**Payroll - Benefit**

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

**Payroll - Engineering**

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

*Expenditures - Field (continued)*

**Budget Narrative**  
Fiscal Year 2021

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

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

**Lease - Land**

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

**R&M - Bike Paths & Asphalt**

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

**R&M - Boardwalks**

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

**R&M - Buildings (Park Buildings & Structures)**

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

**R&M - Electrical (Streetlights)**

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

**R&M - Fountain (Village Center Fountain)**

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

**R&M - Mulch**

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

**R&M - Roads & Alleyways**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Field (continued)*

**R&M - Sidewalks**

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

**R&M - Signage (Community Signage)**

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

**Reserve – Field**

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

*Expenditures - Landscape*

**Payroll - Salaries**

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

**Payroll - Other**

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

**Payroll – Administration**

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

**Payroll - Benefits**

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Landscape (continued)*

**Payroll - General Staff**

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

**Payroll - Irrigation Staff**

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

**Payroll - IPM Staff**

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

**Payroll - Equipment Mechanic**

The compensation for Equipment Mechanic.3% pay increase.

**Payroll - Taxes**

Payroll taxes for Landscape staff.

**ProfServ-Info Technology**

This item is to cover the costs of computer services.

**Communication – Telephone**

This item covers telephone and fax machine expenses.

**Utility – Cable TV Billing**

Comcast internet service.

**Electricity - General (Utility)**

Electric service for maintenance building.

**Utility - Refuse Removal**

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



**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Landscape (continued)*

**Utility – Water & Sewer**

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

**Rentals - General**

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

**R & M - Buildings**

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

**R & M - Equipment**

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

**R & M - Grounds**

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

**R & M - Irrigation**

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

**R & M - Mulch**

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

**R & M - Pump Station**

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

**R & M - Trees & Trimming**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Landscape (continued)*

**Miscellaneous - Employee Meals** (Employee Relations)  
Landscape and Engineering employee rewards, such as employee of the month, 100-day accident-free safety award and holiday lunches.

**Office Equipment**  
Miscellaneous office equipment expense.

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

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

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

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

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

*Expenditures - Utilities*

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

**Utility - Water & Sewer**  
This line item is for the water/consumption for the Village Green fountain.

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Utilities ( continued)*

**R & M - Lake**

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

*Expenditures - Operations and Maintenance*

**Payroll - Shared Personnel**

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

**Professional Service - Field Management**

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

**Communication - Telephone**

Includes a portion of Assistant Manager and Director of Engineering.

**Postage and Freight**

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

**Rentals-General**

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

**R&M - Vehicles**

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

**Printing and Binding**

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Operations and Maintenance (continued)*

**Miscellaneous - Connection Computer**

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

**Office Supplies**

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

**Operating Supplies - General**

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

*Expenditures - Parks and Recreation - General*

**Professional Service - Management Consulting Service (IMS)**

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

**Insurance - Property & Casualty**

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

*Expenditures - Swim & Fitness Clubhouse*

**Contracts - Miscellaneous Labor (Miscellaneous Outside Services)**

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

**ProfServ-Outside Fitness**

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Swim & Fitness Clubhouse (continued)*

**R&M - Buildings**

This category provides funds for any HVAC related expenses.

**R&M - Equipment**

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

**Miscellaneous - Special Events**

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

**Capital Outlay - Machinery and Equipment**

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

*Expenditures - Swimming Pool*

**Payroll - Salaries**

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

**Payroll - Hourly**

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

**Payroll - Lifeguards**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Swimming Pool (continued)*

**Payroll - Benefits**

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

**Payroll - Engineering**

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

**Payroll - Janitor**

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

**Payroll Taxes**

Payroll taxes for Swim and Fitness Staff.

**Professional Service - Information Technology**

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

**Professional Service-Swimming Pool Commissions**

This line is the commissions paid to swim instructors.

**Contracts - Landscape**

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

**Travel and Per Diem**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Swimming Pool (continued)*

**Communication - Telephone**

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

**Utility - General**

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

**Utility – Cable TV Billing**

Comcast Internet Service

**Utility - Refuse Removal**

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

**R&M - Buildings**

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

**R&M - Pools**

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

**R&M Vehicles**

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

**Advertising**

This line item covers advertising expenses related to recruiting. Budgeting is based on previous year’s expenses as well as any anticipated increases. The District’s portion of a comprehensive communications package provided via the Palencia Project; includes e-mailings of various events, updates and surveys, and updating of the District’s employee handbook. This also covers job advertisements online.

**Miscellaneous Services**

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



**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Swimming Pool (continued)*

**Miscellaneous - Employee Meals** (Employee Relations)  
Employee rewards such as employee of the month, 100-day accident-free safety award, holiday lunches and staff appreciation.

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

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

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

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

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

**Snack Bar Expenses**  
This is for supplies related to snack bar concessions.

**OP Supplies - Spa & Paper**  
This budget item covers all spa and paper supplies used in the Swim and Fitness Center (e.g. shampoo, conditioner, body wash, soap, etc.).

**Operating Supplies - Uniforms**  
This is for uniform purchases for Lifeguard and Front Desk personnel throughout the year.

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Swimming Pool (continued)*

**Subscriptions & Memberships**

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

**Capital Outlay - Pool Furniture**

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

*Expenditures - Tennis Court*

**Payroll - Salaries**

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

**Payroll - Hourly**

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

**Payroll - Benefits**

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

**Payroll - Engineering**

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

**Payroll - Commission**

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

**Payroll Taxes**

Payroll taxes for Tennis staff.

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Tennis Court (continued)*

**Professional Services - Administrative**  
Administrative support from administrative staff.

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

**Contracts - Janitorial Services**  
This line item is for Janitorial Services provided by staff.

**Contracts - Landscaping**  
This is for landscaping of the area surrounding the tennis courts.

**Communication - Telephone**  
Comcast phone lines plus long distance.

**Utility - Cable TV Billing**  
Comcast – established based on run rate.

**Electricity - General**  
Electricity – FPL. Primary expense related to court lighting.

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Tennis Court (continued)*

**Utility - Water & Sewer**

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

**Rental/Lease - Vehicle/Equipment**

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

**R&M - General**

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

**R&M - Court Maintenance**

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

**R&M - Vandalism**

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

**Printing and Binding**

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

**Advertising**

The costs associated with newspaper ads to recruit new staff.

**Miscellaneous - Employee Meals** (Employee Relations)

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

**Miscellaneous - Special Events**

Social and Promotional events for Tennis held on property.

**Miscellaneous - Training**

This is for continuing education and professional development for staff.

**Miscellaneous - Licenses & Permits**

USTA membership, etc.

**Marshall Creek**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2021

**Expenditures – Tennis Court (continued)****Office Supplies**

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

**Office Equipment**

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

**Teaching Supplies**

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

**OP Supplies - Uniforms**

Staff uniform assistance.

**COS - Start Up Inventory**

This is for Inventory/Merchandise,

**Subscriptions and Memberships**

NFPTA, PTR, USPTA, etc

**Capital Outlay - Machinery and Equipment**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

**FULL LISTING OF OPERATIONS MANAGEMENT SCOPE OF SERVICES**

**Lessee**

*Marshall Creek Community Development District*

**Lessor**

*First Service Residential*

**Purpose**

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

**Operations Management Team Composition**

Property Manager  
Assistant Property Manager (reports to Property Manager)

**Relationship to Other Positions**

**Reports To**

District Board of Supervisors

**Coordinates with**

District Manager, Inframark – Infrastructure Management Services

**Supervises**

**Budget Narrative**  
Fiscal Year 2021

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

**Operations Management Team Functions**

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

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

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

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

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

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



**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

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

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

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

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

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

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

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

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2020
<b>REVENUES</b>							
Special Assmnts- Tax Collector	\$ 49,791	\$ 49,001	\$ 51,149	\$ 45,576	\$ 5,573	\$ 51,149	\$ 52,924
Special Assmnts- CDD Collected	2,041	1,668	1,668	1,668	-	1,668	-
Special Assmnts- Discounts	(1,710)	(1,745)	(2,046)	(1,764)	-	(1,764)	(2,117)
<b>TOTAL REVENUES</b>	<b>50,122</b>	<b>48,924</b>	<b>50,771</b>	<b>45,480</b>	<b>5,573</b>	<b>51,053</b>	<b>50,807</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	961	975	1,023	1,371	-	1,371	1,058
<b>Total Administrative</b>	<b>961</b>	<b>975</b>	<b>1,023</b>	<b>1,371</b>	<b>-</b>	<b>1,371</b>	<b>1,058</b>
<i>Landscape Services</i>							
Capital Improvements	-	54,141	-	-	-	-	-
<b>Total Landscape Services</b>	<b>-</b>	<b>54,141</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>961</b>	<b>55,116</b>	<b>1,023</b>	<b>1,371</b>	<b>-</b>	<b>1,371</b>	<b>1,058</b>
Excess (deficiency) of revenues Over (under) expenditures	49,161	(6,192)	49,748	44,109	5,573	49,682	49,748
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
		-	49,748	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>49,748</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	49,161	(6,192)	49,748	44,109	5,573	49,682	49,748
<b>FUND BALANCE, BEGINNING</b>	<b>(1)</b>	<b>49,158</b>	<b>43,462</b>	<b>43,462</b>	<b>43,462</b>	<b>43,462</b>	<b>93,144</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 49,158</b>	<b>\$ 42,966</b>	<b>\$ 93,210</b>	<b>\$ 87,571</b>	<b>\$ 49,035</b>	<b>\$ 93,144</b>	<b>\$ 142,892</b>

**Budget Narrative**  
Fiscal Year 2021

REVENUE

**Special Assessments - Tax Collector**

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

**Special Assessments - CDD Collected**

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

**Special Assessments - Discounts**

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

EXPENDITURES

*Expenditures - Administrative*

**Misc - Assessment Collection Cost**

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

**MARSHALL CREEK**  
Community Development District

**Debt Service Budgets**  
Fiscal Year 2021

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APRIL 2020	PROJECTED MAY- SEPT 2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 3,706	\$ 1,761	\$ 250	\$ 2,863	\$ 1,145	4,008	\$ 250
Special Assmnts- Tax Collector	1,146,336	1,122,099	1,168,674	1,041,332	127,342	1,168,674	1,168,674
Special Assmnts- Prepayment	102,597	20,405	-	343,189	-	343,189	-
Special Assmnts- CDD Collected	46,565	38,056	38,056	38,056	-	38,056	-
Special Assmnts- Delinquent	45,804	-	-	-	-	-	-
Special Assmnts- Discounts	(39,373)	(39,945)	(46,747)	(40,297)	-	(40,297)	(46,747)
<b>TOTAL REVENUES</b>	<b>1,305,635</b>	<b>1,142,376</b>	<b>1,160,233</b>	<b>1,385,143</b>	<b>128,487</b>	<b>1,513,630</b>	<b>1,122,177</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
ProfServ-Legal Services	-	-	-	-	-	-	-
ProfServ-Trustee	7,500	-	-	-	-	-	-
Bond Counsel	18,500	-	-	-	-	-	-
Misc-Assessmnt Collection Cost	22,124	22,335	23,373	30,413	-	30,413	23,373
<b>Total Administrative</b>	<b>48,124</b>	<b>22,335</b>	<b>23,373</b>	<b>30,413</b>	<b>-</b>	<b>30,413</b>	<b>23,373</b>
<i>Debt Service</i>							
Principal Debt Retirement	550,000	505,000	540,000	-	540,000	540,000	580,000
Principal Prepayments	40,000	105,000	-	25,000	340,000	365,000	-
Interest Expense	599,750	568,625	540,750	270,375	270,375	540,750	513,750
<b>Total Debt Service</b>	<b>1,189,750</b>	<b>1,178,625</b>	<b>1,080,750</b>	<b>295,375</b>	<b>1,150,375</b>	<b>1,445,750</b>	<b>1,093,750</b>
<b>TOTAL EXPENDITURES</b>	<b>1,237,874</b>	<b>1,200,960</b>	<b>1,104,123</b>	<b>325,788</b>	<b>1,150,375</b>	<b>1,476,163</b>	<b>1,117,123</b>

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

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

Amortization Schedule  
Special Assessment Bonds

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



Amortization Schedule  
Special Assessment Bonds

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

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 2,145	\$ 2,760	\$ 600	\$ 4,566	\$ 1,826	\$ 6,392	\$ 600
Special Assmnts- Tax Collector	1,022,420	1,027,993	1,026,794	910,638	116,156	1,026,794	1,021,997
Special Assmnts- Prepayment	22,171	53,667	-	9,693	-	9,693	-
Special Assmnts- Discounts	(35,117)	(35,075)	(41,072)	(35,239)	-	(35,239)	(40,880)
<b>TOTAL REVENUES</b>	<b>1,011,619</b>	<b>1,049,345</b>	<b>986,322</b>	<b>889,658</b>	<b>117,982</b>	<b>1,007,640</b>	<b>981,717</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	19,732	19,605	20,536	26,415	-	20,536	20,440
<b>Total Administrative</b>	<b>19,732</b>	<b>19,605</b>	<b>20,536</b>	<b>26,415</b>	<b>-</b>	<b>20,536</b>	<b>20,440</b>
<i>Debt Service</i>							
Principal Debt Retirement	-	505,000	520,000	-	520,000	520,000	540,000
Principal Debt Retirement Series A	490,000	-	-	-	-	-	-
Principal Prepayments	-	35,000	-	45,000	10,000	55,000	-
Prepayments Series A	25,000	-	-	-	-	-	-
Interest Expense	-	471,550	452,700	226,350	225,225	451,575	431,750
Interest Expense Series A	489,825	-	-	-	-	-	-
<b>Total Debt Service</b>	<b>1,004,825</b>	<b>506,550</b>	<b>972,700</b>	<b>271,350</b>	<b>755,225</b>	<b>1,026,575</b>	<b>971,750</b>
<b>TOTAL EXPENDITURES</b>	<b>1,024,557</b>	<b>526,155</b>	<b>993,236</b>	<b>297,765</b>	<b>755,225</b>	<b>1,047,111</b>	<b>992,190</b>

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

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

Amortization Schedule  
Special Assessment Bonds

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

Amortization Schedule  
Special Assessment Bonds

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

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY2019	ADOPTED BUDGET FY 2020	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU APRIL 2020	MAY- SEPT 2020	PROJECTED FY 2020	BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 831	\$ 1,116	\$ 400	\$ 529	\$ 212	\$ 150	\$ 400
Special Assmnts- Tax Collector	65,920	64,899	65,650	57,596	8,054	65,650	64,640
Special Assmnts- Prepayment	11,818	11,664	-				-
Special Assmnts- Discounts	(2,264)	(2,240)	(2,626)	(2,229)	-	(2,229)	(2,586)
<b>TOTAL REVENUES</b>	<b>76,305</b>	<b>75,439</b>	<b>63,424</b>	<b>55,896</b>	<b>8,266</b>	<b>63,571</b>	<b>62,454</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,272	1,252	1,313	1,602	-	1,602	1,293
<b>Total Administrative</b>	<b>1,272</b>	<b>1,252</b>	<b>1,313</b>	<b>1,602</b>	<b>-</b>	<b>1,602</b>	<b>1,293</b>
<i>Debt Service</i>							
Principal Debt Retirement	10,000	10,000	10,000	-	10,000	10,000	10,000
Prepayment	-	10,000	-	15,000		15,000	-
Interest Expense	49,928	48,980	48,032	24,016	24,016	48,032	47,400
<b>Total Debt Service</b>	<b>59,928</b>	<b>68,980</b>	<b>58,032</b>	<b>39,016</b>	<b>34,016</b>	<b>73,032</b>	<b>57,400</b>
<b>TOTAL EXPENDITURES</b>	<b>61,200</b>	<b>70,232</b>	<b>59,345</b>	<b>40,618</b>	<b>34,016</b>	<b>74,634</b>	<b>58,693</b>

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

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

Amortization Schedule  
Special Assessment Bonds

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



Amortization Schedule  
Special Assessment Bonds

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

Amortization Schedule  
Special Assessment Bonds

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

**Budget Narrative**  
Fiscal Year 2021

REVENUE

**Special Assessments - Tax Collector**

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

**Special Assessments - CDD Collected**

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

**Special Assessments - Discounts**

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

EXPENDITURES

*Expenditures - Administrative*

**Misc - Assessment Collection Cost**

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

**MARSHALL CREEK**  
Community Development District

**Supporting Budget Schedules**  
Fiscal Year 2021

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the 2015 and 2016 Bond Series Fiscal Year 2021 vs. Fiscal Year 2020									
Product	General Fund			Series 2015 & 2016 Debt Service			Total Assessments per Unit		
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change
<b>Inside Control Gate</b>									
Oak Common I	\$2,282	\$2,386	-4.35%	\$750	\$750	0.00%	\$3,032	\$3,136	-3.31%
Parkside I & II	\$2,282	\$2,386	-4.35%	\$900	\$900	0.00%	\$3,182	\$3,286	-3.16%
Trellis Park, Mission Park, TreeHouse Park (9 Lots)	\$2,282	\$2,386	-4.35%	\$1,149	\$1,149	0.00%	\$3,432	\$3,536	-2.93%
Oak Common II & III	\$2,282	\$2,386	-4.35%	\$1,199	\$1,199	0.00%	\$3,482	\$3,586	-2.89%
Marshall Creek Bluff	\$2,282	\$2,386	-4.35%	\$1,399	\$1,399	0.00%	\$3,682	\$3,785	-2.74%
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,282	\$2,386	-4.35%	\$1,499	\$1,499	0.00%	\$3,782	\$3,885	-2.67%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,282	\$2,386	-4.35%	\$1,899	\$1,899	0.00%	\$4,182	\$4,285	-2.42%
North River I, II, & III, Alimara, & Leaning Tree	\$2,282	\$2,386	-4.35%	\$2,399	\$2,399	0.00%	\$4,681	\$4,785	-2.17%
<b>Outside Control Gate</b>									
Village Center Homes (VC 1)	\$2,023	\$2,001	1.10%	\$600	\$600	0.00%	\$2,623	\$2,601	0.84%
Promenade Condos	\$2,023	\$2,001	1.10%	\$900	\$900	0.00%	\$2,923	\$2,901	0.76%
Palencia Village 2, 3, 4 & 2A	\$2,023	\$2,001	1.10%	\$1,199	\$1,199	0.00%	\$3,223	\$3,201	0.69%
Village Lakes	\$2,023	\$2,001	1.10%	\$1,010	\$1,010	0.00%	\$3,033	\$3,011	0.73%
Avila Condo & Village Square Res.	\$2,023	\$2,001	1.10%	\$700	\$700	0.00%	\$2,723	\$2,701	0.81%
Promenade Pointe	\$2,023	\$2,001	1.10%	\$2,399	\$2,399	0.00%	\$4,422	\$4,400	0.50%
<b>Golf Course</b>	<b>\$44,350</b>	<b>\$44,043</b>	<b>0.70%</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>0.00%</b>	<b>\$124,350</b>	<b>\$124,043</b>	<b>0.25%</b>

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the Restructured 2002 Bond Series												
Fiscal Year 2021 vs. Fiscal Year 2020												
Product	General Fund			2002 Capital Reserves			Series 2002 Debt Service			Total Assessments per Unit		
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change
<b>Inside Control Gate</b>												
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,282	\$2,386	-4.35%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,782	\$3,886	-2.67%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,282	\$2,386	-4.35%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,182	\$4,286	-2.42%
Costa Del Sol	\$2,282	\$2,386	-4.35%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,682	\$4,786	-2.17%
Marshall Creek Bluff II - EV-3A	\$2,282	\$2,386	-4.35%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,682	\$4,786	-2.17%
Village Center 5 (South Loop Lots)	\$2,282	\$2,386	-4.35%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,482	\$3,586	-2.89%
Trellis Park (North River Loop Lot)	\$2,282	\$2,386	-4.35%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,182	\$4,286	-2.42%
North River I, II, & III, Alimara, & Leaning Tree	\$2,282	\$2,386	-4.35%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,682	\$4,786	-2.17%
The Reserve Phase II	\$2,282	\$2,386	-4.35%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,682	\$4,786	-2.17%
Santa Teresa	\$2,282	\$2,386	-4.35%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,682	\$4,786	-2.17%
<b>Outside Control Gate</b>												
Palencia Village Townhomes I	\$2,023	\$2,001	1.10%	\$31	\$31	0.00%	\$719	\$719	0.00%	\$2,773	\$2,751	0.80%
Palencia Village 2, 3, 4 & 2A	\$2,023	\$2,001	1.10%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,223	\$3,201	0.69%
Village Lakes East (Residential MNO)	\$2,023	\$2,001	1.10%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,223	\$3,201	0.69%
Village Lofts (Live/Work)	\$2,023	\$2,001	1.10%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,223	\$3,201	0.69%
Townhomes II (VC-3)	\$2,023	\$2,001	1.10%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,223	\$3,201	0.69%
Avila Condo & Village Square Res.	\$2,023	\$2,001	1.10%	\$29	\$29	0.00%	\$671	\$671	0.00%	\$2,723	\$2,701	0.81%
Augustine Island	\$2,023	\$2,001	1.10%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,523	\$3,501	0.63%
Promenade Pointe	\$2,023	\$2,001	1.10%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,423	\$4,401	0.50%
<b>Commercial</b>												
Commercial (Office/Retail)	\$0.33	\$0.32	0.42%	\$0.04	\$0.04	0.00%	\$0.93	\$0.93	0.00%	\$1.30	\$1.29	0.11%
Neighborhood Commercial	\$1.30	\$1.28	1.00%	\$0.02	\$0.02	0.00%	\$0.45	\$0.45	0.00%	\$1.77	\$1.75	0.74%

**6C.**

**RESOLUTION 2020-6**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING THE BUDGET FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors of the Marshall Creek Community Development District (the “Board”) prior to June 15, 2020, a proposed operating and debt service budget for Fiscal Year 2020/2021; and

WHEREAS, the Board has considered said proposed budgets and desires to set the required public hearing thereon.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT:**

1. The operating and debt service budgets proposed by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A**, are hereby approved as the basis for conducting a public hearing to adopt said budgets.
2. A public hearing on said approved budgets is hereby declared and set for the following date, hour and location:

Date: August 19, 2020

Hour: 4:00 p.m.

Location: Marshall Creek Amenity Center  
625 Palencia Club Drive  
St. Augustine, Florida

3. The District Manager is hereby directed to submit a copy of the proposed budget to St. Johns County at least 60 days prior to the hearing set above.
4. In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the approved budget on the District’s website at least two days before the budget hearing date as set forth in Section 2. If the District does not have a website, the District’s Secretary is directed to transmit the approved budget to the manager or administrator of St. Johns County for posting on its website.



5. Notice of this public hearing shall be published in the manner prescribed in Florida Law.
6. This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 10<sup>th</sup> DAY OF JUNE 2020.**

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Janice Eggleton Davis  
Secretary

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Howard Entman  
Chairman

**6D.**



## Memorandum

June 3, 2020

TO: Marshall Creek Community Development District Board of Supervisors

FROM: Janice Davis, District Manager; Alan Baldwin, Accounting Manager

SUBJECT: Banking Options for the District's Operating Account

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Inframark is doing an analysis for our Districts and reviewing their banks to see if we can eliminate or decrease fees and increase interest income.

Marshall Creek currently uses BB&T for their General Fund operating account. This bank charges fees. The fees are offset by the average daily balance in the account (earnings credit).

We have inquired to all banking institutions we currently work with (approximately 25) to provide Marshall Creek with some other options. At this time, we have identified two (2) banks that have agreed not to charge any banking fees.

- Bank United
- Valley National Bank

It is not necessary to close out BB&T if used for local deposits, but the above banks would also provide Marshall Creek a remote single check scanner as an option.

Please advise if the Board is interested in one of these options.

## **EIGHTH ORDER OF BUSINESS**

**8B**

Row Labels	Count of 8/19/2019
<b>North</b>	<b>21</b>
Malfunction	3
Res Arm pushed open	1
Res Golf Cart	2
Resident Car	14
vistor car	1
<b>South</b>	<b>81</b>
Large Truck	14
Malfunction	12
Res BA Fell Off	1
Res Golf Cart	11
Resident Car	15
vendor	1
Vis BA Fell Off	1
Visitor	1
Visitor Car	23
visitor/vendor	2
<b>(blank)</b>	
(blank)	
<b>Grand Total</b>	<b>102</b>



GATE	DATE
North	4/27/2020
south	4/25/2020
South	4/24/2020
South	4/23/2020
North	4/21/2020
South	4/21/2020
South	4/20/2020
south	4/17/2020
south	4/16/2020
South	4/15/2020
south	4/11/2020
South	4/11/2020
South	4/10/2020
South	4/10/2020
South	4/9/2020
South	4/7/2020
South	4/6/2020
South	4/5/2020
South	4/3/2020
South	4/3/2020
South	3/22/2020
south	3/6/2020
South	3/2/2020
South	2/13/2020
North	2/9/2020
South	2/1/2020
South	1/31/2020
South	1/28/2020
South	1/25/2020
South	1/13/2020
South	1/6/2020
North	1/3/2020
South	1/3/2020



North	1/2/2020
South	12/23/2019
South	12/23/2019
South	12/22/2019
South	12/18/2019
south	12/10/2019
North	12/9/2019
South	12/5/2019
North	12/1/2019
South	11/25/2019
south	11/19/2019
South	11/19/2019
South	11/19/2019
South	11/13/2019
North	11/12/2019
South	11/12/2019
North	11/6/2019
South	10/31/2019
North	10/29/2019
South	10/29/2019
South	10/29/2019
South	10/28/2019
South	10/28/2019
South	10/26/2019
South	10/25/2019
South	10/25/2019
South	10/25/2019
South	10/25/2019
South	10/24/2019
South	10/24/2019
South	10/23/2019
South	10/11/2019
North	10/8/2019
South	10/8/2019

South	10/7/2019
North	10/3/2019
North	10/1/2019
South	10/1/2019
North	9/28/2019
South	9/28/2019
South	9/28/2019
South	9/27/2019
North	9/25/2019
South	9/24/2019
North	9/22/2019
South	9/17/2019
North	9/16/2019
south	9/16/2019
North	9/13/2019
South	9/13/2019
South	9/13/2019
South	9/12/2019
South	9/10/2019
South	9/10/2019
North	9/8/2019
South	9/7/2019
south	9/6/2019
South	9/6/2019
North	9/5/2019
South	8/29/2019
South	8/24/2019
South	8/23/2019
South	8/23/2019
South	8/22/2019
South	8/22/2019
North	8/19/2019
South	8/18/2019
North	8/16/2019

South	8/15/2019
South	8/14/2019