

**MARSHALL CREEK
COMMUNITY DEVELOPMENT
DISTRICT**

**JUNE 9, 2021
AGENDA PACKAGE**

Call-in information 646-838-1601 and Conference ID: 857 497 025#



210 N. UNIVERSITY DRIVE, SUITE 702
CORAL SPRINGS, FLORIDA 33071

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

June 2, 2021

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 9, 2021** beginning at **4:00 p.m.** at the Marshall Creek Amenity Center, 625 Palencia Club Drive, St. Augustine, Florida where the Board may consider any business that may properly come before it. Some or all of the Board members and staff will be in physical attendance at the meeting location. For members of the public desiring to attend and provide public comment by telephone, they can do so by dialing 646-838-1601 Conference ID 857 497 025#. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Audience Comments**
- 3. Approval of the Minutes of the May 19, 2021 Meeting [Page 5]**
 - A. Discussion of Open Items
- 4. Engineer's Report**
- 5. General Manager's Operations Report [Page 11]**
 - A. Traffic Reports & SJCSO Roving Patrol Violation Log [Page 16]
 - B. FEMA Update
- 6. District Manager's Report**
 - A. Distribution of Sweetwater Creek CDD Proposed Budget FY2022 [Page 27]
 - B. Discussion of Proposed Budget for FY 2022 [Page 30]
 - C. Consideration of Resolution 2021-6 Approving the Budget and Setting the Public Hearing [Page 84]
- 7. Attorney's Report**
- 8. Supervisors' Requests**
 - A. Consideration of Palencia POA Proposal Regarding Contribution & Tree Lifting [Page 88]
- 9. Adjournment**

Enclosed for your review is a copy of the draft minutes of the May 19, 2021 meeting.

The General Manager's Operations Report is enclosed for your review. Also enclosed are the Traffic Reports, and SJCSO Off-Duty Roving Patrol Violation Report.

Under the District Manager's Report, a copy of the Proposed FY 2022 Budget from Sweetwater Creek is enclosed, which they provided June 1, per the Interlocal Agreement. Additionally, the Marshall Creek CDD Proposed FY 2022 budget is included for your review. This proposed budget now includes the Shared Expense & Revenue for Sweetwater Creek CDD based upon their FY 2022 Proposed Budget. After your consideration, Resolution 2021-6 needs to be adopted to approve the tentative budget and set the public hearing.

Marshall Creek CDD

June 2, 2021

Page 2

The balance of the agenda is routine in nature. This agenda package is being distributed electronically with hard copies to follow. In the meantime, if you have any questions, please let me know at 904-436-4102. I look forward to speaking with you at the meeting.

Sincerely,

Janice Eggleton Davis

Janice Eggleton Davis/ms
District Manager

Cc: Michael Eckert
Jonathan Johnson
Brett Sealy
Lou Ann Kuelke

Ryan Stilwell, P.E.
Warren Bloom
Hank Fishkind

Katie Hollis
Gordon Mobley
Emma Gregory

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 19, 2021 at 4:00 p.m. at Marshall Creek Amenity Center, 625 Palencia Club Drive, St. Augustine, Florida and via conference line at 646-838-1601.

Present and constituting a quorum were:

Howard Hoffman	Chairman
Kathy Moss	Vice Chairman
Howard Entman	Assistant Secretary (via phone)
Richard Luciano	Assistant Secretary (via phone)
Monique Perna	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Michael Eckert	District Counsel
Ryan Stilwell, P.E.	District Engineer (via phone)
Katie Hollis	General Operations Manager
Erin Gunia	Director, Amenities & Strategic Planning
Members of the Public (via phone)	

The following is a summary of the discussions and actions taken at the May 19, 2021 Marshall Creek Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

- Mr. Hoffman called the meeting to order and the Board and Staff identified themselves for the record.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next order of business followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the April 21, 2021 Meeting

- Mr. Hoffman inquired if there were any additions or corrections to the minutes.
- Ms. Davis noted the edit under Ms. Hollis' report – should read - Well 4 issues with collapse and SJRWMD requirement to install a screen.

May 19, 2021

Marshall Creek CDD

On MOTION by Dr. Entman seconded by Mr. Luciano, with all in favor, the minutes of the April 21, 2021 meeting were approved, as amended.

A. Discussion of Open Items
Hearing none, the next item followed.

FOURTH ORDER OF BUSINESS

Engineer’s Report

- Mr. Stilwell reported Well 4 is pumping.

FIFTH ORDER OF BUSINESS

General Manager’s Operations Report

- Ms. Hollis reported:
 - The amenity center remodel will be completed and will allow public attendance at next meeting.
 - Well 4 - screen has been installed and it is pumping 67 GPM now. If this does not work the next step will be to try to get SJRWMD to allow the artesian well.
 - Pool – increased to four guests per resident Monday through Thursday and will still be two guests per resident on Friday, Saturday and Sunday.
 - Health Department visits are more frequent.

A. Traffic Report & SJCSO Roving Patrol Violation Log
No discussion.

B. FEMA Update

- Ms. Hollis noted included in the agenda package is an update from Ms. Heath. They remain in the same position for the outstanding funds.
- For the Boardwalk, Ms. Hollis noted she thinks they should move forward with getting the first 40 feet done and discussion ensued with it being noted it is in the budget for next fiscal year.
- Employment is picking back up for engineering and landscaping.

May 19, 2021

Marshall Creek CDD

SIXTH ORDER OF BUSINESS**District Manager's Report****A. Discussion of Preliminary Proposed FY 2022 Budget to Provide to Sweetwater Creek**

- Mr. Hoffman addressed explaining to residents what is going on with the budget. He provided two charts and suggested using them or something similar to explain the budget. One chart shows O&M fee levels from 2008 to current and the other chart addresses expense categories by department.
- Ms. Hollis outlined her budget process and working with the departments to be as efficient as possible.
 - Marshall Creek now pays about 67% of shared expenses with SCCDD and she will work with them on contracts.
 - Contracts were addressed with it being noted FSR contract is up in December. The proposal will include a \$600 per month reduction and to be locked in for three years.
 - \$55,000 included for Boardwalk. \$15,000 for normal maintenance and \$40,000 for the repair.
 - R&M - Sidewalk expense – possibly increase.
 - General budget comments.
- Ms. Davis noted the Interlocal Agreement with SCCDD requires the draft budget be provided to them by June 1st. They would like authorization for this to be the version they send forward to SCCDD. *The consensus of the Board is to provide this budget to SCCDD.*
- Ms. Davis outlined the budget process noting the Board has to approve a tentative budget by June 15th, and it needs to be submitted to the County 60-days prior to the public hearing. The June meeting is the second Wednesday rather than the third Wednesday to meet the deadline. At the June meeting they will be approving the tentative budget and setting the public hearing.
- Mr. Eckert noted that if there is any increase to any property owner they will have to go through the notice process for all product types.
- It was noted a great job was done on the budget with a lot of work with Ms. Hollis, Mr. Hoffman, Ms. Davis and the Inframark finance team, with thanks and appreciation.

B. Report on Number of Registered Voters – 2,774

- Ms. Davis reported the number of registered voters noting there is no action required; it is informational only.

May 19, 2021

Marshall Creek CDD

SEVENTH ORDER OF BUSINESS**Attorney's Report**

- Mr. Eckert provided a legislative update noting this session is over. Anything approved has now gone to the Governor.
 - The COVID bill was signed and provides a very high burden of proof for anybody trying to prove that the local government was negligent and thereby caused them to be exposed to COVID. There is a one-year statute of limitations and a burden of proof requiring a doctor to say you got it at this particular place.
 - The audit will have some different requirements moving forward in terms of employees' salaries as well as outside contractors and how much they are paid.
 - If there is a budget amendment, a written analysis is required as to why the amendment was necessary.
 - The District will also have to have a Veterans Recruitment Plan that will have to be introduced for all Districts, and a Veterans preference plan which will waive post-secondary education requirements for Veterans if they are able to do the job.
 - The late penalty for not paying a contractor when you should has gone from 1% to 2% per month.
 - A bill was passed that makes it easier for cities and counties to abandon roads to a CDD for the CDD to own and maintain it, but only if the CDD wants it.

A. Consideration of Rate Adjustment FY 2022

- Mr. Eckert addressed the rate adjustment for FY 2022 noting HGS has not raised their rates since 2018. They are proposing a rate increase of \$10 per hour for Mr. Eckert, the paralegal rate from \$125 per hour to \$150. These rates are still lower than what HGS' current market rates are.

On MOTION by Ms. Perna seconded Ms. Moss, with all in favor, the HGS rate adjustment for FY 2022 was approved.

EIGHTH ORDER OF BUSINESS**Supervisors' Requests**

- There being none, the next item followed.

May 19, 2021

Marshall Creek CDD

NINTH ORDER OF BUSINESS

Acceptance of the April 2021 Financial Statements and Approval of the April 2021 Check Register and Invoices

On MOTION by Dr. Entman seconded by Mr. Luciano, with all in favor, the April 2021 financial statements were accepted, and the April 2021 check register and invoices were approved.

- Ms. Hollis addressed rules and regulations for clubs and groups using the space, and after-hours rentals. In light of the amenity remodel she will be putting together a proposed fee schedule for those who want to rent it for private events. This will require a rate setting hearing.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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

Janice Eggleton Davis
Secretary

Howard Hoffman
Chairman

Fifth Order of Business

Marshall Creek CDD

Operations Report for June CDD Meeting

- Well 4 Update: The screen did not hold. We are working with Partridge Well, Prosser and SJRWMD for our next steps. Our hope is approval for an artesian well. The North Loop is currently being “hand” watered.
- We currently have multiple requests for our current guest numbers (2) to be increased at the family and adult pool. I have increased the number of guests to (4). I am not positive at this time that we will be able to return to the original number of (6).

Administration:

- The amenity building will be fully re-opened in early July for fitness classes, sauna and steam rooms and meeting rooms.
- Created draft policies for the amenity center rooms (rentals, clubs/groups).
- Attended the Sweetwater Creek CDD Workshop for the use of their bond refi monies.
- Name tags have been ordered for all amenity center and fitness center employees.
- Lake and Pond Remediation reports are **attached** for the month of May.
- Weekly staff meeting held with the CDD department heads.
- Bi-weekly landscaping ride. A list has been being communicated to Jim.
- Bi-weekly engineering ride. A list has been communicated to Shane.
- SJSO schedule created and communicated to our scheduler for the month of June. SJSO Violation log and back-up reports for May are **attached** for you to reference.
- Speed signs are now located on Vale Drive. The signs have completed their first 30-days in this location.
- Radar sign speed data is **attached** for the month of May.

Amenities Report:

- Weekly staff instruction via memorandum.
- Lifeguard’s season has officially started.
- Additional lifeguard training was completed. This training included medical scenarios and procedures for an Emergency Action Plan.
- Multiple events are in the works:
 - Reopening Event for the Amenity Center
 - Fall Festival
- Working on club/group policies for the Amenity Center.
- Multiple events held throughout the month on Market Street.

- Successful Food Pantry Drive.
- Notable: pool volume in the afternoon has increased significantly.

Fitness Report:

- Received several quotes for new Cardio Equipment, all to include three year and five-year options for financing.
- Worked with a contractor on new layouts for Fitness Center renovations.
- Discontinued the reservation system for Group Fitness and Child Watch.
- Attended National Lifestyle Zoom meeting.
- Communicated with other Lifestyle Directors/Districts regarding Child Watch policies and operations.
- Repairs for Cardio and Strength Equipment.
- Worked with the Swim Team regarding Summer hours.
- Working on multiple quotes for canopies for the Dog Park.

E-Blast sent to our residents with the following topics:

- Guest at the pool, feeding animals, mosquitos, preserve, debris in storm drains, etc.

Gates:

- Monthly conference call with account manager to ensure all post orders are being followed and any misc. items are addressed if needed.
- Note: Deliveries are up over 50% over past figures. For example, Marshall Creek had 29,500 transaction in January, but in April that number went up to 35,000. As a result, I have updated our post orders to immediately open the barrier arm for all delivery vehicles.

Engineering report from Shane:

- Ongoing: Pressure washing of community.
- Ongoing: Audits, grinding, and sidewalk replacements.
- Continued assistance of amenity center remodel.
- The annual lift station cleaning has been completed.
- Moved radar signs to Vale Drive.
- Stucco repair around the Amenity Center pool decks have been completed.
- Multiple boardwalk repairs have been completed.
- There were 14 FMX workorder requests completed.

Landscape report from Jim:

- Spraying and hand pulling bed weeds.
- Felled a large palm tree at tennis facility.
- Planted flowers in pots.
- Replanted the canna lilies at the Amenity Center.
- Repaired a 3" irrigation mainline break at Sweetwater Fitness Center.
- Spent 32-man hours at Sweetwater Fitness Center correcting a low-pressure fault.
- Replaced a 2" irrigation valve at Sweetwater Fitness center.
- Replaced a Hunter single station Node at Seven Doors.
- Replaced two Hunter single station Nodes on North Loop Pkwy.
- Ran 3" pvc pipe to new well on North Loop Pkwy.
- Installed a 2" flowmeter at the new well on North Loop Pkwy.
- Replaced a solenoid on irrigation zone #2 valve on Palencia Village Dr.
- Installed a 2" backflow on the new well on North Loop Pkwy.
- Repaired a 2" irrigation mainline break at the swim/tennis parking lot.
- Extended irrigation zone #4 at Village Lakes West.
- Repaired an irrigation 1" zone line break at the Amenities Center.
- Conducted irrigation inspections throughout the property.
- Repaired 6 irrigation risers due to vandalism on North Loop Pkwy.
- Rebuild irrigation pump on Palencia Village Dr.
- Adjusted the cycle stop at Sweetwater Fitness Center.
- Hand watering pots and areas of Bahia grass that do not have irrigation.
- Servicing boardwalk #5 twice a week.
- Staff coming in on the weekend to hand water North Loop Pkwy.

Projects:

- 10 new loungers have been ordered for the adult pool deck.
- Village Green:
 - : Sod and landscape lighting.
 - **COMPLETED:** Tile floor where the rocking chairs are located.
 - Fencing and Handrails (85% completed).
 - **COMPLETED:** Painting of arbors and all areas that are currently dusty rose (color).
- **ONGOING:** Amenity Center Remodel Amenity is underway.
- **ONGOING:** All stop bars and crosswalks are being re-stripped by our in-house engineering team. The new striping includes reflective glass beads. Approximately 40 stop bars have currently been completed. Completing this in-house will save the District approximately \$30K.

- **ONGOING:** The final touches are being completed for our new amenity card access system. We have stayed with the same company that created our original current system. Our new system will work in a similar manner for our members but will have more capabilities for management (login options, tennis access option and reporting options).

Tennis:

- Tennis gate and pin pad system is currently being quoted, electrical too.
- Newsletter completed and communicated to the Tennis/Pickleball users.
- Our first of the Summer Minicamps for the ladies went well. This three-day camp/clinic was full for all the days with 24 players attending each day...The next two, one in June and one in July are already full.
- Our advance booking for the kids Camps/Clinics are filling up quickly.
- Looking to have courts 1 thru 4 completely re-surfaced beginning in June.
- Added two USTA adult teams for the summer months...6.0 Mix DBLS Team and a Tri-Level team for the ladies.

5A.

MCCDD Board Supervisors "SPEEDERS" Report: Vale Drive "Going In"

Date	Vehicle Count	# of Violators	Top Speed	Day of the Week	% of Violators to Total Vehicles	May 2021
						SJSO Comments
5/1/2021	353	98	48	Saturday	28%	1 verbal warning for excessive (37/30) speed and 3 verbal warnings for stop sign violations.
5/2/2021	250	63	52	Sunday	25%	1 verbal warning for 14 y/o on golf cart w/o ID, 1 written warning for stop sign violation, 1 verbal (33/25) and 1 written (33/25) warning for excessive speed.
5/3/2021	389	79	36	Monday	20%	N/A
5/4/2021	400	60	61	Tuesday	15%	N/A
5/5/2021	433	76	89	Wednesday	18%	N/A
5/6/2021	344	79	39	Thursday	23%	1 verbal warning for stop sign violation.
5/7/2021	466	74	53	Friday	16%	1 verbal warning issued to parent for juvenile dring vehicle without permission, 2 citations given to juvenile for driving without license and no lights.
5/8/2021	317	65	37	Saturday	21%	N/A
5/9/2021	258	66	34	Sunday	26%	4 verbal warnings for parking violations.
5/10/2021	422	63	75	Monday	15%	1 verbal warning for driving golf cart w/o ID, 2 written warnings for stop sign violations and 1 citation issued for (32/25) excessive speed.
5/11/2021	398	81	75	Tuesday	20%	N/A
5/12/2021	401	78	69	Wednesday	19%	1 verbal warning (36/30) for excessive speed and 3 written warnings for stop sign violations.
5/13/2021	318	64	86	Thursday	20%	N/A
5/14/2021	409	83	60	Friday	20%	no violations
5/15/2021	210	46	36	Saturday	22%	N/A
5/16/2021	256	60	36	Sunday	23%	1 verbal (37/30) warning for excessive speed and 2 written warnings for stop sign violations.
5/17/2021	241	72	38	Monday	30%	N/A
5/18/2021	381	68	76	Tuesday	18%	2 verbal warnings for 14 Y/O driving golf cart w/o ID, 2 verbal and 1 written (33/25, 33/25, 34/25) warnings for excessive speed.
5/19/2021	405	66	79	Wednesday	16%	N/A
5/20/2021	402	70	63	Thursday	17%	1 verbal (39/30) warning for excessive speed, 1 verbal warning for expired tag and 2 written warnings for stop sign violations.
5/21/2021	352	101	75	Friday	29%	1 verbal warning to 15 y/o driving golf cart w/o ID, 2 verbal warnings for stop sign violations and 2 written warnings (34/25, 33/25) for excessive speed.
5/22/2021	382	86	64	Saturday	23%	1 verbal warning (40/30) for excessive speed and 3 written warnings for stop sign violations.
5/23/2021	323	55	40	Sunday	17%	4 written warnings for stop sign violations.
5/24/2021	255	59	36	Monday	23%	1 verbal warning for failure to yield to pedestrian, 2 verbal and 2 written warnings (37/30, 36/30, 36/30, 38/40) for excessive speed.
5/25/2021	377	65	65	Tuesday	17%	10 verbal warnings for parking violations.
5/26/2021	377	66	80	Wednesday	18%	N/A
5/27/2021	401	80	72	Thursday	20%	2 verbal warnings for parking violations.
5/28/2021	385	81	81	Friday	21%	1 warning issued.
5/29/2021	283	61	45	Saturday	22%	N/A
5/30/2021	228	62	36	Sunday	27%	No Violations
5/31/2021	237	50	47	Monday	21%	Report not received yet

MCCDD Board Supervisors "SPEEDERS" Report Vale Drive Going In

May 2021

Rank	MPH	Radar Sign Location	Date of MPH	Day of the Week	Time of Recorded Speeder	Yes/No SJSO
1	89	Vale Drive "Going In"	5-May	Wednesday	12:30:00 PM	No
2	86	Vale Drive "Going In"	5-May	Wednesday	4:30:00 PM	No
3	86	Vale Drive "Going In"	13-May	Thursday	8:30:00 AM	No
4	81	Vale Drive "Going In"	28-May	Friday	2:00:00 PM	Yes
5	80	Vale Drive "Going In"	26-May	Wednesday	2:00:00 PM	No
6	80	Vale Drive "Going In"	26-May	Wednesday	3:00:00 PM	No
7	79	Vale Drive "Going In"	19-May	Wednesday	2:00:00 PM	No
8	76	Vale Drive "Going In"	18-May	Tuesday	7:30:00 AM	Yes
9	76	Vale Drive "Going In"	18-May	Tuesday	4:00:00 PM	Yes
10	75	Vale Drive "Going In"	10-May	Monday	10:00:00 AM	Yes
11	75	Vale Drive "Going In"	11-May	Tuesday	7:30:00 AM	No
12	75	Vale Drive "Going In"	21-May	Friday	10:00:00 AM	Yes
13	72	Vale Drive "Going In"	27-May	Thursday	12:30:00 PM	Yes
14	71	Vale Drive "Going In"	28-May	Friday	6:30:00 AM	Yes
15	69	Vale Drive "Going In"	12-May	Wednesday	2:00:00 PM	Yes
16	69	Vale Drive "Going In"	18-May	Tuesday	2:00:00 PM	Yes
17	68	Vale Drive "Going In"	11-May	Tuesday	1:30:00 PM	No
18	68	Vale Drive "Going In"	13-May	Thursday	12:00:00 PM	No
19	68	Vale Drive "Going In"	28-May	Friday	3:00:00 PM	Yes
20	65	Vale Drive "Going In"	13-May	Thursday	7:30:00 AM	No
21	65	Vale Drive "Going In"	25-May	Tuesday	7:30:00 AM	Yes
22	65	Vale Drive "Going In"	27-May	Thursday	2:00:00 PM	Yes
23	64	Vale Drive "Going In"	5-May	Wednesday	6:30:00 AM	No
24	64	Vale Drive "Going In"	22-May	Saturday	7:30:00 AM	Yes
25	64	Vale Drive "Going In"	27-May	Thursday	7:30:00 AM	Yes
26	63	Vale Drive "Going In"	20-May	Thursday	12:30:00 PM	Yes
27	63	Vale Drive "Going In"	22-May	Saturday	3:00:00 PM	Yes
28	62	Vale Drive "Going In"	18-May	Tuesday	12:00:00 PM	Yes
29	61	Vale Drive "Going In"	4-May	Tuesday	11:30:00 AM	No
30	61	Vale Drive "Going In"	19-May	Wednesday	8:30:00 AM	No
31	60	Vale Drive "Going In"	14-May	Friday	9:30:00 AM	Yes
32	58	Vale Drive "Going In"	5-May	Wednesday	11:30:00 AM	No
33	58	Vale Drive "Going In"	5-May	Wednesday	1:30:00 PM	No

MCCDD Board Supervisors "SPEEDERS" Report Vale Drive Going In

May 2021

34	58	Vale Drive "Going In"	20-May	Thursday	7:30:00 AM	Yes
35	57	Vale Drive "Going In"	20-May	Thursday	9:00:00 AM	Yes
36	56	Vale Drive "Going In"	4-May	Tuesday	9:30:00 AM	No
37	56	Vale Drive "Going In"	22-May	Saturday	3:00:00 AM	Yes
38	56	Vale Drive "Going In"	25-May	Tuesday	11:00:00 PM	Yes
39	53	Vale Drive "Going In"	7-May	Friday	1:30:00 AM	Yes
40	52	Vale Drive "Going In"	2-May	Sunday	5:00:00 AM	Yes
41	52	Vale Drive "Going In"	25-May	Tuesday	12:00:00 PM	Yes
42	51	Vale Drive "Going In"	7-May	Friday	10:30:00 AM	Yes
43	49	Vale Drive "Going In"	5-May	Wednesday	12:00:00 PM	No
44	49	Vale Drive "Going In"	26-May	Wednesday	3:30:00 PM	No
45	48	Vale Drive "Going In"	1-May	Saturday	12:30:00 AM	Yes
46	48	Vale Drive "Going In"	4-May	Tuesday	12:00:00 PM	No
47	48	Vale Drive "Going In"	28-May	Friday	4:30:00 PM	Yes
48	47	Vale Drive "Going In"	5-May	Wednesday	10:00:00 AM	No
49	47	Vale Drive "Going In"	31-May	Monday	1:30:00 AM	Yes
50	45	Vale Drive "Going In"	12-May	Wednesday	1:30:00 PM	Yes
51	45	Vale Drive "Going In"	29-May	Saturday	3:30:00 AM	No
52	44	Vale Drive "Going In"	20-May	Thursday	10:30:00 AM	Yes
53	44	Vale Drive "Going In"	27-May	Thursday	3:30:00 AM	Yes
54	42	Vale Drive "Going In"	5-May	Wednesday	2:00:00 AM	No
55	42	Vale Drive "Going In"	13-May	Thursday	11:00:00 AM	No
56	42	Vale Drive "Going In"	29-May	Saturday	5:30:00 PM	No
57	41	Vale Drive "Going In"	5-May	Wednesday	6:00:00 PM	No
58	41	Vale Drive "Going In"	5-May	Wednesday	10:30:00 PM	No
59	41	Vale Drive "Going In"	25-May	Tuesday	8:00:00 PM	Yes
60	40	Vale Drive "Going In"	23-May	Sunday	9:00:00 PM	Yes
61	39	Vale Drive "Going In"	1-May	Saturday	12:30:00 PM	Yes
62	39	Vale Drive "Going In"	6-May	Thursday	3:30:00 AM	Yes
63	39	Vale Drive "Going In"	12-May	Wednesday	6:30:00 PM	Yes
64	39	Vale Drive "Going In"	21-May	Friday	11:00:00 AM	Yes
65	38	Vale Drive "Going In"	14-May	Friday	3:30:00 PM	Yes
66	38	Vale Drive "Going In"	17-May	Monday	11:30:00 AM	No
67	38	Vale Drive "Going In"	20-May	Thursday	2:00:00 PM	Yes

MCCDD Board Supervisors "SPEEDERS" Report Vale Drive Going In

May 2021

68	38	Vale Drive "Going In"	27-May	Thursday	3:00:00 PM	Yes
69	38	Vale Drive "Going In"	31-May	Monday	6:00:00 PM	Yes
70	37	Vale Drive "Going In"	4-May	Tuesday	10:30:00 AM	No
71	37	Vale Drive "Going In"	6-May	Thursday	10:30:00 AM	Yes
72	37	Vale Drive "Going In"	8-May	Saturday	1:00:00 AM	No
73	37	Vale Drive "Going In"	8-May	Saturday	8:30:00 PM	No
74	37	Vale Drive "Going In"	10-May	Monday	7:00:00 PM	Yes
75	37	Vale Drive "Going In"	14-May	Friday	10:30:00 AM	Yes
76	37	Vale Drive "Going In"	20-May	Thursday	11:00:00 AM	Yes
77	37	Vale Drive "Going In"	25-May	Tuesday	2:00:00 PM	Yes
78	37	Vale Drive "Going In"	25-May	Tuesday	3:00:00 PM	Yes
79	37	Vale Drive "Going In"	25-May	Tuesday	7:00:00 PM	Yes
80	37	Vale Drive "Going In"	26-May	Wednesday	6:30:00 PM	No
81	37	Vale Drive "Going In"	29-May	Saturday	3:00:00 PM	No
82	36	Vale Drive "Going In"	1-May	Saturday	2:30:00 PM	Yes
83	36	Vale Drive "Going In"	1-May	Saturday	9:00:00 PM	Yes
84	36	Vale Drive "Going In"	3-May	Monday	1:30:00 PM	No
85	36	Vale Drive "Going In"	4-May	Tuesday	1:00:00 PM	No
86	36	Vale Drive "Going In"	5-May	Wednesday	6:30:00 PM	No
87	36	Vale Drive "Going In"	6-May	Thursday	3:00:00 PM	Yes
88	36	Vale Drive "Going In"	7-May	Friday	7:00:00 PM	Yes
89	36	Vale Drive "Going In"	14-May	Friday	11:00:00 AM	Yes
90	36	Vale Drive "Going In"	15-May	Saturday	3:30:00 PM	No
91	36	Vale Drive "Going In"	16-May	Sunday	3:30:00 PM	Yes
92	36	Vale Drive "Going In"	16-May	Sunday	9:30:00 PM	Yes
93	36	Vale Drive "Going In"	18-May	Tuesday	4:30:00 PM	Yes
94	36	Vale Drive "Going In"	21-May	Friday	6:30:00 PM	Yes
95	36	Vale Drive "Going In"	21-May	Friday	8:00:00 PM	Yes
96	36	Vale Drive "Going In"	24-May	Monday	1:00:00 PM	Yes
97	36	Vale Drive "Going In"	26-May	Wednesday	12:00:00 PM	No
98	36	Vale Drive "Going In"	29-May	Saturday	6:00:00 PM	No
99	36	Vale Drive "Going In"	30-May	Sunday	3:00:00 PM	Yes
100	35	Vale Drive "Going In"	4-May	Tuesday	7:00:00 PM	No
101	35	Vale Drive "Going In"	4-May	Tuesday	7:30:00 PM	No

MCCDD Board Supervisors "SPEEDERS" Report: Vale Drive Going Out

Date	Vehicle Count	# of Violators	Top Speed	Day of the Week	% of Violators to Total Vehicles	May 2021
						SJSO Comments
5/1/2021	299	85	36	Saturday	28%	1 verbal warning for excessive (37/30) speed and 3 verbal warnings for stop sign violations.
5/2/2021	273	51	36	Sunday	19%	1 verbal warning for 14 y/o on golf cart w/o ID, 1 written warning for stop sign violation, 1 verbal (33/25) and 1 written (33/25) warning for excessive speed.
5/3/2021	355	60	38	Monday	17%	N/A
5/4/2021	396	47	39	Tuesday	12%	N/A
5/5/2021	410	54	45	Wednesday	13%	N/A
5/6/2021	387	57	34	Thursday	15%	1 verbal warning for stop sign violation.
5/7/2021	449	67	57	Friday	15%	1 verbal warning issued to parent for juvenile dring vehicle without permission, 2 citations given to juvenile for driving without license and no lights.
5/8/2021	335	36	41	Saturday	11%	N/A
5/9/2021	254	32	34	Sunday	13%	4 verbal warnings for parking violations.
5/10/2021	438	41	59	Monday	9%	1 verbal warning for driving golf cart w/o ID, 2 written warnings for stop sign violations and 1 citation issued for (32/25) excessive speed.
5/11/2021	393	63	54	Tuesday	16%	N/A
5/12/2021	393	62	41	Wednesday	16%	1 verbal warning (36/30) for excessive speed and 3 written warnings for stop sign violations.
5/13/2021	301	53	33	Thursday	18%	N/A
5/14/2021	398	74	35	Friday	19%	no violations
5/15/2021	266	40	43	Saturday	15%	N/A
5/16/2021	248	54	43	Sunday	22%	1 verbal (37/30) warning for excessive speed and 2 written warnings for stop sign violations.
5/17/2021	357	47	34	Monday	13%	N/A
5/18/2021	389	61	35	Tuesday	16%	2 verbal warnings for 14 Y/O driving golf cart w/o ID, 2 verbal and 1 written (33/25, 33/25, 34/25) warnings for excessive speed.
5/19/2021	405	56	35	Wednesday	14%	N/A
5/20/2021	381	79	48	Thursday	21%	1 verbal (39/30) warning for excessive speed, 1 verbal warning for expired tag and 2 written warnings for stop sign violations.
5/21/2021	371	76	65	Friday	20%	1 verbal warning to 15 y/o driving golf cart w/o ID, 2 verbal warnings for stop sign violations and 2 written warnings (34/25, 33/25) for excessive speed.
5/22/2021	335	57	35	Saturday	17%	1 verbal warning (40/30) for excessive speed and 3 written warnings for stop sign violations.
5/23/2021	267	40	34	Sunday	15%	4 written warnings for stop sign violations.
5/24/2021	388	38	49	Monday	10%	1 verbal warning for failure to yield to pedestrian, 2 verbal and 2 written warnings (37/30, 36/30, 36/30, 38/40) for excessive speed.
5/25/2021	363	47	34	Tuesday	13%	10 verbal warnings for parking violations.
5/26/2021	400	45	60	Wednesday	11%	N/A
5/27/2021	390	43	56	Thursday	11%	2 verbal warnings for parking violations.
5/28/2021	417	64	45	Friday	15%	1 warning issued.
5/29/2021	324	55	36	Saturday	17%	N/A
5/30/2021	273	51	37	Sunday	19%	No Violations
5/31/2021	237	52	47	Monday	22%	Report not received yet

MCCDD Board Supervisors "SPEEDERS" Report Vale Drive Going Out

May 2021

Rank	MPH	Radar Sign Location	Date of MPH	Day of the Week	Time of Recorded Speeder	Yes/No SJSO
1	36	Vale Drive "Going Out"	1-May	Saturday	6:00:00 PM	Yes
2	35	Vale Drive "Going Out"	2-May	Sunday	1:00:00 PM	Yes
3	36	Vale Drive "Going Out"	2-May	Sunday	5:00:00 PM	Yes
4	38	Vale Drive "Going Out"	3-May	Monday	11:00:00 PM	No
5	39	Vale Drive "Going Out"	4-May	Tuesday	7:30:00 PM	No
6	35	Vale Drive "Going Out"	4-May	Tuesday	9:30:00 PM	No
7	35	Vale Drive "Going Out"	5-May	Wednesday	12:00:00 AM	No
8	45	Vale Drive "Going Out"	5-May	Wednesday	3:00:00 PM	No
9	37	Vale Drive "Going Out"	5-May	Wednesday	8:00:00 PM	No
10	57	Vale Drive "Going Out"	7-May	Friday	6:30:00 AM	Yes
11	35	Vale Drive "Going Out"	7-May	Friday	8:30:00 AM	Yes
12	56	Vale Drive "Going Out"	7-May	Friday	12:00:00 PM	Yes
13	37	Vale Drive "Going Out"	8-May	Saturday	12:30:00 AM	No
14	35	Vale Drive "Going Out"	8-May	Saturday	1:30:00 PM	No
15	41	Vale Drive "Going Out"	8-May	Saturday	3:30:00 PM	No
16	40	Vale Drive "Going Out"	10-May	Monday	7:30:00 AM	Yes
17	41	Vale Drive "Going Out"	10-May	Monday	8:00:00 AM	Yes
18	41	Vale Drive "Going Out"	10-May	Monday	9:30:00 AM	Yes
19	55	Vale Drive "Going Out"	10-May	Monday	3:00:00 PM	Yes
20	59	Vale Drive "Going Out"	10-May	Monday	3:30:00 PM	Yes
21	54	Vale Drive "Going Out"	11-May	Tuesday	7:30:00 AM	No
22	35	Vale Drive "Going Out"	11-May	Tuesday	5:00:00 PM	No
23	35	Vale Drive "Going Out"	12-May	Wednesday	11:00:00 AM	Yes
24	41	Vale Drive "Going Out"	12-May	Wednesday	2:00:00 PM	Yes
25	37	Vale Drive "Going Out"	12-May	Wednesday	6:00:00 PM	Yes
26	35	Vale Drive "Going Out"	14-May	Friday	7:00:00 AM	Yes
27	35	Vale Drive "Going Out"	14-May	Friday	7:00:00 PM	Yes
28	35	Vale Drive "Going Out"	15-May	Saturday	5:30:00 AM	No
29	35	Vale Drive "Going Out"	15-May	Saturday	6:30:00 AM	No
30	43	Vale Drive "Going Out"	15-May	Saturday	2:30:00 PM	No
31	37	Vale Drive "Going Out"	15-May	Saturday	6:30:00 PM	No
32	43	Vale Drive "Going Out"	16-May	Sunday	4:00:00 AM	Yes
33	35	Vale Drive "Going Out"	16-May	Sunday	11:00:00 AM	Yes

MCCDD Board Supervisors "SPEEDERS" Report Vale Drive Going Out

May 2021

35	35	Vale Drive "Going Out"	18-May	Tuesday	6:30:00 AM	Yes
36	35	Vale Drive "Going Out"	19-May	Wednesday	6:30:00 AM	No
37	48	Vale Drive "Going Out"	20-May	Thursday	6:30:00 AM	Yes
38	37	Vale Drive "Going Out"	20-May	Thursday	11:00:00 PM	Yes
39	36	Vale Drive "Going Out"	21-May	Friday	8:30:00 AM	Yes
40	65	Vale Drive "Going Out"	21-May	Friday	2:30:00 PM	Yes
41	36	Vale Drive "Going Out"	21-May	Friday	6:00:00 PM	Yes
42	37	Vale Drive "Going Out"	21-May	Friday	11:00:00 PM	Yes
43	35	Vale Drive "Going Out"	22-May	Saturday	4:30:00 PM	Yes
44	35	Vale Drive "Going Out"	22-May	Saturday	5:30:00 PM	Yes
45	35	Vale Drive "Going Out"	22-May	Saturday	6:30:00 PM	Yes
46	41	Vale Drive "Going Out"	24-May	Monday	7:30:00 AM	Yes
47	40	Vale Drive "Going Out"	24-May	Monday	10:00:00 AM	Yes
48	49	Vale Drive "Going Out"	24-May	Monday	11:30:00 AM	Yes
49	40	Vale Drive "Going Out"	24-May	Monday	9:00:00 PM	Yes
50	37	Vale Drive "Going Out"	26-May	Wednesday	7:00:00 AM	No
51	60	Vale Drive "Going Out"	26-May	Wednesday	3:30:00 PM	No
52	36	Vale Drive "Going Out"	26-May	Wednesday	6:00:00 PM	No
53	36	Vale Drive "Going Out"	27-May	Thursday	7:30:00 AM	Yes
54	56	Vale Drive "Going Out"	27-May	Thursday	12:00:00 PM	Yes
55	45	Vale Drive "Going Out"	28-May	Friday	6:30:00 AM	Yes
56	37	Vale Drive "Going Out"	28-May	Friday	3:30:00 PM	Yes
57	35	Vale Drive "Going Out"	29-May	Saturday	6:30:00 AM	No
58	35	Vale Drive "Going Out"	29-May	Saturday	11:30:00 AM	No
59	36	Vale Drive "Going Out"	29-May	Saturday	2:00:00 PM	No
60	35	Vale Drive "Going Out"	30-May	Sunday	9:30:00 AM	Yes
61	35	Vale Drive "Going Out"	30-May	Sunday	10:00:00 AM	Yes
62	35	Vale Drive "Going Out"	30-May	Sunday	3:30:00 PM	Yes
63	37	Vale Drive "Going Out"	30-May	Sunday	10:00:00 PM	Yes
64	35	Vale Drive "Going Out"	31-May	Monday	8:30:00 AM	Yes
65	35	Vale Drive "Going Out"	31-May	Monday	4:00:00 PM	Yes
66	47	Vale Drive "Going Out"	31-May	Monday	6:00:00 PM	Yes
67	35	Vale Drive "Going Out"	31-May	Monday	11:00:00 PM	Yes

SJSO Off-Duty Roving Patrol Violation Log

Date:	Improper Parking / Roadway Obstruction	Suspicious Activity or Traffic Violation	Adult Golf Cart Infraction	Juvenile Golf Cart Infraction	Suspicion of Illegal Substance	Model / Vacant Home Suspicious	Child Mischief	Adult Mischief	Warning or Citation	Day of the Week	Officer	Notes
05/01/21		4							4 verbal warnings	Saturday	Gary Perna	1 verbal warning for excessive (37/30) speed and 3 verbal warnings for stop sign violations.
05/02/21		4							2 verbal and 2 written warnings	Sunday	Gary Perna	1 verbal warning for 14 y/o on golf cart w/o ID, 1 written warning for stop sign violation, 1 verbal (33/25) and 1 written (33/25) warning for excessive speed.
05/06/21		1							1 verbal warning	Thursday	Shawn Emert	1 verbal warning for stop sign violation.
05/07/21		3							1 verbal warning and 2 citations	Friday	Matusse	1 verbal warning issued to parent for juvenile driving vehicle without permission, 2 citations given to juvenile for driving without license and no lights.
05/09/21	4								4 verbal warnings	Sunday	Chad Hallman	4 verbal warnings for parking violations.
05/10/21		4							1 verbal, 2 written warnings and 1 citation	Monday	Gary Perna	1 verbal warning for driving golf cart w/o ID, 2 written warnings for stop sign violations and 1 citation issued for (32/25) excessive speed.
05/12/21		4							1 verbal and 3 written warnings	Wednesday	Gary Perna	1 verbal warning (36/30) for excessive speed and 3 written warnings for stop sign violations.
05/14/21										Friday	Sims	no violations
05/16/21		3							1 verbal and 2 written warnings	Sunday	Thomas Evans	1 verbal (37/30) warning for excessive speed and 2 written warnings for stop sign violations.
05/18/21		5							4 verbal and 1 written warning	Tuesday	Gary Perna	2 verbal warnings for 14 Y/O driving golf cart w/o ID, 2 verbal and 1 written (33/25, 33/25, 34/25) warnings for excessive speed.
05/20/21		4							2 verbal and 2 written warnings	Thursday	Thomas Evans	1 verbal (39/30) warning for excessive speed, 1 verbal warning for expired tag and 2 written warnings for stop sign violations.
05/21/21		5							3 verbal and 2 written warnings	Friday	Gary Perna	1 verbal warning to 15 y/o driving golf cart w/o ID, 2 verbal warnings for stop sign violations and 2 written warnings (34/25, 33/25) for excessive speed.
05/22/21		4							1 verbal and 3 written warnings	Saturday	Thomas Evans	1 verbal warning (40/30) for excessive speed and 3 written warnings for stop sign violations.
05/23/21		4							4 written warnings	Sunday	Thomas Evans	4 written warnings for stop sign violations.
05/24/21		5							3 verbal and 2 written warnings	Monday	Gary Perna	1 verbal warning for failure to yield to pedestrian, 2 verbal and 2 written warnings (37/30, 36/30, 36/30, 38/40) for excessive speed.
05/25/21	10								10 verbal warnings	Tuesday	Shawn Emert	10 verbal warnings for parking violations.
05/27/21	2								2 verbal warnings	Thursday	Chad Hallman	2 verbal warnings for parking violations.
05/28/21		1							1 verbal warning	Friday	Walker Sims	1 verbal warning for stop sign violation.
05/30/21										Sunday	Michael Brennan	no violations
05/31/21										Monday	Shawn Emert	Report not received yet.
May 2021 Totals	16	43	0	0	0	0	0	0				
2021 YTD total	40	294	0	0	0	0	1	0				
Month to Month Comparison												
May 2020	1	25	0	0	0	0	0	1	done			
May 2021 Totals	16	43	0	0	0	0	0	0				

Sixth Order of Business

6A.

**Sweetwater Creek
Community Development District**

General Fund

Description	Adopted Budget FY 2021	Actuals Thru 4/30/21	Projected Next 5 Months	Total Thru 9/30/21	Proposed Budget FY 2022
REVENUES					
Assessments	\$ 1,423,886	\$ 1,410,801	\$ 13,085	\$ 1,423,886	\$ 1,607,099
Fitness Center Revenue	\$ 13,875	\$ (1,176)	\$ -	\$ (1,176)	\$ 13,875
Cost Sharing - Marshall Creek Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Carry Forward Surplus	\$ 35,400	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 1,473,161	\$ 1,409,625	\$ 13,085	\$ 1,422,710	\$ 1,620,974
EXPENDITURES					
<u>Administrative</u>					
Supervisor Fees	\$ 12,000	\$ 6,000	\$ 6,000	\$ 12,000	\$ 12,000
Engineering Fees	\$ 10,000	\$ 3,060	\$ 6,940	\$ 10,000	\$ 10,000
District Counsel	\$ 30,000	\$ 18,810	\$ 12,000	\$ 30,810	\$ 35,000
Audit Fees	\$ 5,000	\$ -	\$ 3,700	\$ 3,700	\$ 3,700
Arbitrage	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
Assessment Roll	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Dissemination	\$ 5,000	\$ 2,917	\$ 2,083	\$ 5,000	\$ 5,000
Trustee Fees	\$ 5,000	\$ 3,143	\$ -	\$ 3,143	\$ 3,500
District Management Fees	\$ 40,000	\$ 23,333	\$ 16,667	\$ 40,000	\$ 42,500
Telephone	\$ 250	\$ -	\$ 50	\$ 50	\$ 250
Postage	\$ 3,050	\$ 1,785	\$ 150	\$ 1,935	\$ 3,050
Public Official Insurance	\$ 3,849	\$ 3,926	\$ -	\$ 3,926	\$ 4,041
Copies	\$ 1,000	\$ 79	\$ 271	\$ 350	\$ 1,000
Miscellaneous	\$ 1,500	\$ 970	\$ 530	\$ 1,500	\$ 1,500
Legal Advertising	\$ 2,700	\$ 801	\$ 1,899	\$ 2,700	\$ 2,700
Information Technology	\$ 600	\$ 350	\$ 250	\$ 600	\$ 800
Website Maintenance	\$ 400	\$ 233	\$ 167	\$ 400	\$ 600
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Subtotal Administrative	\$ 126,024	\$ 70,582	\$ 51,206	\$ 121,788	\$ 131,316
<u>Field Operations</u>					
<u>Utilities</u>					
Electric	\$ 55,000	\$ 34,680	\$ 25,000	\$ 59,680	\$ 64,000
<u>Other Physical Environment</u>					
Field Management Fees	\$ 20,000	\$ 11,667	\$ 8,333	\$ 20,000	\$ 80,000
General Insurance	\$ 5,185	\$ 4,950	\$ -	\$ 4,950	\$ 5,445
Landscape Maintenance	\$ 205,000	\$ 117,361	\$ 83,829	\$ 201,190	\$ 245,000
Landscape Improvements	\$ 125,000	\$ 7,796	\$ 67,204	\$ 75,000	\$ 75,000
Lake Maintenance	\$ 20,921	\$ 10,766	\$ 7,690	\$ 18,456	\$ 20,921
Fountain Maintenance	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
Irrigation Repairs & Maintenance	\$ 17,045	\$ 23,729	\$ 16,949	\$ 40,679	\$ 40,000
Storm Clean-Up	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
Field Repairs & Maintenance	\$ 23,500	\$ 21,159	\$ 7,500	\$ 28,659	\$ 30,000
Tree Removals	\$ 10,000	\$ 8,875	\$ 3,665	\$ 12,540	\$ 12,540
Streetlight Repairs	\$ 2,250	\$ -	\$ 1,000	\$ 1,000	\$ 2,250
Signage Repairs	\$ 1,500	\$ -	\$ -	\$ -	\$ 1,500
Holiday Decoration	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Miscellaneous Field Supplies	\$ 4,250	\$ 1,091	\$ 1,200	\$ 2,291	\$ 4,250
Subtotal Field Operations	\$ 498,151	\$ 242,075	\$ 225,871	\$ 467,946	\$ 589,406

**Sweetwater Creek
Community Development District**

General Fund

Description	Adopted Budget FY 2021	Actuals Thru 4/30/21	Projected Next 5 Months	Total Thru 9/30/21	Proposed Budget FY 2022
Amenities					
<i>Administrative</i>					
Property & Casualty Insurance	\$ 18,000	\$ 21,094	\$ -	\$ 21,094	\$ 23,481
Payroll - Salaried	\$ 109,543	\$ 62,926	\$ 44,947	\$ 107,874	\$ 109,551
Payroll - Hourly	\$ 77,214	\$ 44,068	\$ 31,477	\$ 75,545	\$ 80,084
Payroll - Benefits	\$ 30,807	\$ 16,997	\$ 12,141	\$ 29,137	\$ 32,126
Payroll Taxes	\$ 17,853	\$ 9,441	\$ 6,743	\$ 16,184	\$ 18,551
Professional Services - Engineering	\$ 49,001	\$ 27,610	\$ 19,722	\$ 47,332	\$ 51,486
Professional Services - Information Technology	\$ 1,800	\$ 76	\$ 55	\$ 131	\$ 250
Travel & Per Diem	\$ 250	\$ 23	\$ 227	\$ 250	\$ 250
Training	\$ 200	\$ -	\$ 100	\$ 100	\$ 200
Licenses & Permits	\$ 400	\$ 35	\$ 350	\$ 385	\$ 400
Subscriptions & Memberships	\$ 500	\$ 189	\$ 135	\$ 323	\$ 500
Office Supplies	\$ 3,500	\$ 1,044	\$ 1,356	\$ 2,400	\$ 3,500
Office Equipment	\$ 2,000	\$ 317	\$ 883	\$ 1,200	\$ 2,000
Communication - Telephone/Internet/TV	\$ 10,000	\$ 5,374	\$ 3,625	\$ 8,999	\$ 10,000
Internet/Telephone - Guard House	\$ 3,600	\$ 2,030	\$ 1,545	\$ 3,575	\$ 3,600
Cost Share Expense - Marshall Creek	\$ 63,453	\$ 40,713	\$ 22,740	\$ 63,453	\$ 63,453
<i>Field</i>					
General Utilities	\$ 83,000	\$ 38,392	\$ 27,423	\$ 65,814	\$ 83,000
Refuse Removal	\$ 3,000	\$ 1,705	\$ 1,255	\$ 2,960	\$ 3,000
Security	\$ 64,848	\$ 32,426	\$ 27,021	\$ 59,447	\$ 64,848
Janitorial Services	\$ 16,000	\$ 8,360	\$ 5,971	\$ 14,331	\$ 16,000
Operating Supplies - Spa & Paper	\$ 4,500	\$ 1,192	\$ 2,308	\$ 3,500	\$ 4,500
Operating Supplies - Uniforms	\$ 500	\$ 244	\$ 256	\$ 500	\$ 500
Cleaning Supplies	\$ 10,000	\$ 6,416	\$ 3,584	\$ 10,000	\$ 10,000
Amenity Landscape Maintenance & Improvements	\$ 24,000	\$ 14,000	\$ 10,000	\$ 24,000	\$ 24,000
Gate Repairs & Maintenance	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Guardhouse Maintenance	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Dog Park Repairs & Maintenance	\$ 3,650	\$ 144	\$ 600	\$ 744	\$ 3,650
Park Mulch	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
Playground Repairs & Maintenance	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Miscellaneous	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
Buildings Repairs & Maintenance	\$ 10,000	\$ 9,742	\$ 5,000	\$ 14,742	\$ 15,000
Pest Control	\$ 2,500	\$ 868	\$ 345	\$ 1,213	\$ 2,500
Pools Maintenance - Contract	\$ 12,500	\$ 8,701	\$ 6,215	\$ 14,916	\$ 15,000
Pools Repairs & Maintenance	\$ 44,495	\$ 860	\$ 614	\$ 1,474	\$ 10,000
Pools Chemicals	\$ 6,250	\$ 589	\$ 421	\$ 1,010	\$ 2,500
Signage & Amenity Repairs	\$ -	\$ 450	\$ -	\$ 450	\$ -
Special Events	\$ 20,000	\$ 1,913	\$ 18,087	\$ 20,000	\$ 20,000
<i>Fitness</i>					
Professional Services - Outside Fitness	\$ 52,872	\$ 29,868	\$ 21,335	\$ 51,203	\$ 52,872
Fitness Equipment Repairs & Maintenance	\$ 5,000	\$ -	\$ 2,500	\$ 2,500	\$ 5,000
Fitness Equipment Rental	\$ 32,000	\$ 18,348	\$ 13,106	\$ 31,454	\$ 35,000
Miniature Golf Course Maintenance	\$ 750	\$ -	\$ -	\$ -	\$ 750
Miscellaneous Fitness Supplies	\$ 4,500	\$ 2,980	\$ 3,220	\$ 6,200	\$ 6,300
Capital Outlay - Machinery & Equipment	\$ 5,500	\$ 5,569	\$ 831	\$ 6,400	\$ 6,400
Subtotal Amenities	\$ 803,986	\$ 414,704	\$ 305,136	\$ 719,840	\$ 790,252
Reserves					
Capital Reserve Transfer	\$ 45,000	\$ 45,000	\$ -	\$ 45,000	\$ 110,000
Subtotal Reserves	\$ 45,000	\$ 45,000	\$ -	\$ 45,000	\$ 110,000
TOTAL EXPENDITURES	\$ 1,473,161	\$ 772,361	\$ 582,213	\$ 1,354,574	\$ 1,620,974
EXCESS REVENUES/(EXPENDITURES)	\$ -	\$ 637,263	\$ (569,128)	\$ 68,135	\$ -

6B.

MARSHALL CREEK
Community Development District

Operating and Debt Service Budget
Fiscal Year 2022 - Proposed Budget

Prepared by:



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MARSHALL CREEK
Community Development District

Operating Budget
Fiscal Year 2022 - Proposed Budget

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
REVENUES							
Interest - Investments	\$ 37,176	\$ 15,743	\$ 12,000	\$ 1,551	\$ 1,108	\$ 2,659	\$ 12,000
Shared Rev - Other Local Units	446,185	482,048	517,379	502,689	-	502,689	518,134
Interlocal Agreement - Other	356,097	294,671	341,736	199,346	142,390	341,736	346,471
FEMA Grants (boardwalk)	263,934	32,969	-	-	-	-	-
FEMA Revenue	40,610	-	-	-	-	-	-
Other Physical Environment Rev	11,000	16,000	24,000	14,000	10,000	24,000	24,000
S/F Program Fees	50,320	-	-	-	-	-	-
S/F Swimming Program Fees	2,686	-	3,000	-	3,000	3,000	3,000
S/F Activity Fees	4,906	210	5,000	-	5,000	5,000	-
S/F Other Revenues	2,008	1,722	1,750	-	1,750	1,750	-
S/F Rental Fees	2,000	1,075	2,000	175	1,825	2,000	2,000
S/F Snack Bar Revenue	3,645	328	3,000	-	3,000	3,000	3,000
Tennis Merchandise Sales	15,487	15,722	16,000	12,845	3,155	16,000	16,000
Tennis Special Events&Socials	-	-	1,000	12,372	-	12,372	1,000
Tennis Lessons & Clinics	233,359	233,437	230,000	153,143	102,282	255,425	230,000
Tennis Ball Machine Rental Fee	3,099	3,825	4,000	4,690	-	4,690	4,000
Tennis Membership	41,245	41,085	35,000	48,659	-	48,659	35,000
Interest - Tax Collector	12,458	8,082	-	250	-	250	-
Special Assmnts- Tax Collector	3,308,631	3,435,322	3,466,228	3,239,625	226,603	3,466,228	3,453,993
Special Assmnts- CDD Collected	11,994	13,327	-	-	-	-	-
Special Assmnts- Discounts	(113,476)	(117,337)	(138,649)	(121,794)	-	(121,794)	(138,160)
Other Miscellaneous Revenues	4,627	12,438	1,000	16,967	-	16,967	1,000
Gate Bar Code/Remotes	5,088	4,041	5,600	2,441	3,159	5,600	5,600
Impact Fee	58,770	32,660	25,000	29,101	-	29,101	25,000
TOTAL REVENUES	4,801,849	4,527,368	4,555,044	4,116,060	503,272	4,619,332	4,542,038

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,195	6,879	8,000	4,774	5,883	10,657	14,118
ProfServ-Arbitrage Rebate	-	1,200	1,200	-	1,200	1,200	1,200
ProfServ-Dissemination Agent	3,000	3,000	3,000	-	3,000	3,000	3,000
ProfServ-Engineering	29,730	16,645	25,000	7,754	17,246	25,000	25,000
ProfServ-Legal Services	52,434	63,789	75,000	31,272	43,728	75,000	75,000
ProfServ-Mgmt Consulting Serv	60,320	62,700	65,200	38,033	27,167	65,200	65,200
ProfServ-Special Assessment	12,480	15,000	15,750	15,750	-	15,750	15,750
ProfServ-Trustee Fees	11,330	7,522	11,400	9,054	2,346	11,400	11,400
Auditing Services	4,675	4,675	4,675	4,675	-	4,675	4,675
Communication - Telephone	-	651	-	-	-	-	-
Postage and Freight	5,504	3,714	5,600	1,763	3,837	5,600	5,600
Insurance - General Liability	26,345	28,486	31,335	29,396	-	29,396	34,469
Printing and Binding	3,509	1,198	3,500	765	2,735	3,500	3,500
Legal Advertising	2,307	1,925	3,000	889	2,111	3,000	3,000
Miscellaneous Services	8,876	8,941	6,000	6,981	2,500	9,481	7,500
Misc-Assessmnt Collection Cost	34,893	35,572	69,323	62,357	6,966	69,323	69,080
Shared Exp - Other Local Units	471,109	513,354	485,772	485,772	-	485,772	515,283
Office Supplies	479	477	1,453	210	700	910	1,453
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	734,361	775,903	815,383	699,620	119,419	819,039	855,402
<i>Other Public Safety</i>							
Payroll - Benefit	4,309	7,652	11,554	3,377	3,640	7,017	10,974
Payroll - Engineering	50,367	64,862	60,793	36,951	26,671	63,622	64,023
Payroll - Gate Maintenance	1,833	2,089	2,500	830	644	1,474	-
Payroll - Janitor	-	-	-	-	-	-	2,000
Contracts-Security Services	254,397	134,544	145,000	91,294	74,111	165,405	126,000

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
Contracts-Roving Patrol	32,568	36,470	40,000	25,380	14,560	39,940	40,000
R&M-Gate	34,136	14,311	15,000	10,983	4,017	15,000	15,000
Misc-Bar Codes	5,434	5,806	5,600	2,047	3,553	5,600	5,600
Total Other Public Safety	383,044	265,734	280,447	170,862	127,196	298,058	263,597
Field							
Payroll - Benefit	3,433	6,120	8,898	2,902	2,465	5,367	8,434
Payroll - Engineering	40,231	51,890	48,979	29,572	21,335	50,907	51,563
Utility - Water & Sewer	193	-	2,000	-	-	-	2,000
Lease - Land	1,981	2,012	2,020	-	2,020	2,020	2,050
R&M-Bike Paths & Asphalt	160,947	5,688	5,000	4,050	950	5,000	5,000
R&M-Boardwalks	4,448	6,989	8,000	4,622	3,378	8,000	55,000
R&M-Buildings	56,897	21,521	75,000	11,831	27,864	39,695	30,000
R&M-Electrical	39,065	5,771	8,000	6,673	1,327	8,000	8,000
R&M-Fountain	19,737	49,280	5,000	3,320	1,680	5,000	5,000
R&M-Mulch	1,400	5,490	5,600	-	5,600	5,600	7,000
R&M-Roads & Alleyways	88,501	41,255	30,000	158,783	-	158,783	30,000
R&M-Sidewalks	16,515	36,765	20,000	4,258	15,742	20,000	25,000
R&M-Signage	6,545	2,592	6,000	6,680	-	6,680	6,000
Cap Outlay-Machinery and Equip	25,485	5,115	-	-	-	-	-
Total Field	336,795	240,488	224,497	232,691	82,361	315,052	235,047
Landscape Services							
Payroll-Salaries	174,165	220,337	74,370	37,612	36,758	74,370	76,442
Payroll-Other	3,000	-	-	-	-	-	-
Payroll-Administration	6,667	5,313	6,178	2,650	2,800	5,450	6,032
Payroll-Benefits	69,584	68,598	75,715	35,008	29,441	64,449	61,988
Payroll-Shared Personnel	398	-	-	-	-	-	-
Payroll-General Staff	79,803	127,193	236,515	96,449	140,066	236,515	228,303

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
Payroll-Irrigation Staff	67,656	76,218	69,564	41,003	31,384	72,387	76,056
Payroll-IPM Staff	80,345	74,807	90,323	47,294	46,307	93,601	64,272
Payroll-Equipment Mechanic	27,657	23,963	32,136	10,554	16,740	27,294	38,563
Payroll Taxes	32,233	37,055	38,945	17,670	21,245	38,915	37,460
ProfServ-Info Tchnology	3,161	-	1,000	-	1,000	1,000	1,000
Contracts - Misc Labor	-	-	-	-	-	-	39,900
Communication-Telephone	3,407	3,332	3,324	1,992	1,433	3,425	3,597
Utility - Cable TV Billing	1,813	2,019	2,040	1,205	870	2,075	2,135
Electricity - General	3,200	3,127	3,000	1,703	1,428	3,131	3,200
Utility - Refuse Removal	8,247	12,848	13,500	6,180	7,237	13,417	13,500
Utility - Water & Sewer	2,842	2,067	2,500	1,153	1,346	2,499	2,500
Rentals - General	2,068	586	1,500	831	498	1,329	1,000
R&M-General	9,033	5,086	-	-	-	-	-
R&M-Buildings	7,142	8,217	6,000	573	4,800	5,373	6,000
R&M-Electrical	-	255	-	-	-	-	-
R&M-Equipment	37,252	34,788	30,000	13,653	15,870	29,523	36,000
R&M-Grounds	149,386	100,661	53,000	15,168	36,018	51,186	28,000
R&M-Irrigation	21,421	24,463	23,000	4,222	17,830	22,052	23,000
R&M-Mulch	93,929	100,770	90,000	103,660	(14,562)	89,098	90,000
R&M-Pump Station	10,161	27,288	15,000	23,442	12,144	35,586	20,000
R&M-Trees and Trimming	28,390	31,465	15,000	3,175	11,425	14,600	15,000
Misc-Employee Meals	5,027	5,076	6,500	4,400	1,882	6,282	6,500
Office Equipment	937	325	500	-	500	500	500
Op Supplies - General	17,725	18,753	21,000	7,347	12,822	20,169	21,000
Op Supplies - Uniforms	3,877	6,426	5,000	456	4,000	4,456	5,000
Op Supplies - Fuel, Oil	16,942	15,515	15,000	7,020	7,897	14,917	15,000

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
Impr - Landscape	-	-	55,000	22,841	31,682	54,523	55,000
Cap Outlay-Machinery and Equip	39,564	25,429	10,000	379	9,000	9,379	13,000
Principal Prepayments	33,364	9,502	-	-	-	-	-
Interest Expense-Lease	1,266	100	-	-	-	-	-
Total Landscape Services	1,041,662	1,071,582	995,610	507,640	489,861	997,501	989,948
Utilities							
Utility - General	-	-	-	-	-	-	-
Electricity - Streetlighting	73,671	81,569	80,400	47,173	34,018	81,191	81,500
Utility - Water & Sewer	2,446	4,396	4,800	2,746	1,972	4,718	4,800
R&M-Lake	56,103	54,422	48,000	28,000	20,000	48,000	48,000
Total Utilities	132,220	140,387	133,200	77,919	55,990	133,909	134,300
Operation & Maintenance							
Payroll-Shared Personnel	318,330	292,124	341,736	169,615	172,121	341,736	346,471
ProfServ-Field Management	253,958	293,169	293,792	176,295	116,907	293,202	271,554
Travel and Per Diem	435	-	-	-	-	-	-
Communication - Telephone	1,387	360	1,200	200	320	520	560
Postage and Freight	305	324	200	119	58	177	300
Rentals - General	1,905	1,905	2,000	1,940	-	1,940	2,037
R&M-Vehicles	7,487	193	6,000	197	4,864	5,061	-
Printing and Binding	4,284	4,504	4,500	2,578	1,983	4,561	4,726
Misc-Connection Computer	21,340	2,733	3,000	1,037	1,321	2,358	2,652
Billback Expenses Developer	2,300	2,459	-	31	-	31	-
Office Supplies	3,513	4,124	1,850	1,208	642	1,850	1,900
Office Equipment	-	-	-	205	-	205	-
Op Supplies - General	7,969	5,926	8,000	5,149	2,788	7,937	8,000
OP-Supplies – Buildings	129	-	-	-	-	-	-
Total Operation & Maintenance	623,342	607,821	662,278	358,574	301,004	659,578	638,200

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
<i>Parks and Recreation - General</i>							
ProfServ-Mgmt Consulting Serv	21,840	24,000	25,200	14,700	10,500	25,200	25,200
Insurance -Property & Casualty	91,667	94,352	103,787	95,894	-	95,894	114,166
Total Parks and Recreation - General	113,507	118,352	128,987	110,594	10,500	121,094	139,366
<i>Clubhouse</i>							
Contracts-Misc Labor	3,667	4,358	5,000	1,732	3,268	5,000	5,000
Contracts-Outside Fitness	12,823	11,076	22,960	3,430	10,600	14,030	23,000
R&M-Buildings	6,533	10,376	10,000	1,825	3,407	5,232	-
R&M-Equipment	806	1,157	4,500	-	4,000	4,000	4,500
R&M Air Conditioning	-	-	-	-	-	-	10,000
Misc-Special Events	18,352	25,219	30,000	8,648	18,376	27,024	30,000
Cap Outlay-Machinery and Equip	-	-	1,500	-	-	-	1,500
Cap Outlay-Clubhouse	-	85,239	150,000	104,910	45,090	150,000	15,000
Total Clubhouse	42,181	130,369	223,960	120,545	84,741	205,286	89,000
<i>Swimming Pool</i>							
Payroll-Salaries	72,021	105,318	89,194	49,176	36,706	85,882	91,336
Payroll-Hourly	79,163	47,915	32,635	20,808	11,825	32,633	38,870
Payroll-Lifeguards	37,416	54,436	37,000	479	36,521	37,000	40,000
Payroll-Benefits	27,386	25,993	28,432	17,866	10,566	28,432	30,168
Payroll-Engineering	37,695	50,136	48,979	29,299	21,166	50,465	51,563
Payroll-Janitor	8,595	9,350	6,428	3,734	2,512	6,246	6,620
Payroll Landscape	-	-	-	-	-	-	14,688
Payroll Taxes	14,522	15,538	12,642	5,133	6,883	12,016	13,475
ProfServ-Info Technology	519	3,754	1,500	3,854	-	3,854	1,500
ProfServ-Swim Pool Commission	4,274	189	3,000	-	500	500	3,000
Contracts-Landscape	3,010	3,400	10,000	-	10,000	10,000	5,000
Travel and Per Diem	127	47	200	23	100	123	200

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
Communication - Telephone	7,693	6,100	4,800	3,610	1,499	5,109	6,100
Utility - General	47,936	53,221	60,000	23,838	20,783	44,621	56,100
Utility - Cable TV Billing	3,830	3,542	2,700	1,952	1,474	3,426	4,500
Utility - Refuse Removal	2,107	2,610	2,050	1,437	674	2,111	2,700
Rental/Lease - Vehicle/Equip	132	-	-	-	-	-	-
R&M-Buildings	43,304	21,992	-	2,482	-	2,482	10,000
R&M-Pools	48,715	29,476	25,000	11,048	13,658	24,706	25,000
R&M Vandalism	-	-	-	5,833	1,167	7,000	-
R&M-Vehicles	-	182	500	-	-	-	500
Advertising	1,370	1,320	1,500	770	580	1,350	1,500
Miscellaneous Services	-	260	1,500	271	1,229	1,500	500
Misc-Employee Meals	3,231	3,795	4,810	3,930	371	4,301	4,300
Misc-Special Events	2,349	-	-	14	-	14	-
Misc-Training	1,742	2,132	1,500	-	1,500	1,500	1,500
Misc-Licenses & Permits	980	980	2,000	-	1,100	1,100	1,100
Office Supplies	2,250	3,190	5,000	1,255	3,745	5,000	4,000
Cleaning Supplies	1,575	3,986	1,500	344	1,065	1,409	1,500
Office Equipment	2,391	2,995	3,000	55	2,445	2,500	3,000
Snack Bar Expenses	-	-	1,000	-	-	-	1,000
Op Supplies - Spa & Paper	1,899	610	2,000	128	1,414	1,542	2,000
Op Supplies - Uniforms	2,962	1,386	2,000	1,490	441	1,931	2,000
Op Supplies - Summer Camp	14,632	-	-	-	-	-	-
Subscriptions and Memberships	431	490	6,000	312	5,696	6,008	6,000
Cap Outlay-Machinery and Equip	39,090	9,045	-	-	-	-	-
Capital Outlay - Pool	-	-	-	-	-	-	25,000
Cap Outlay - Pool Furniture	46,266	7,056	10,000	-	-	-	-
Total Swimming Pool	559,613	470,444	406,870	189,141	195,620	384,761	454,720

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
<i>Tennis Court</i>							
Payroll-Salaries	116,408	114,858	126,000	62,897	49,190	112,087	126,000
Payroll-Hourly	38,051	36,273	38,000	23,548	14,121	37,669	38,000
Payroll-Benefits	30,682	29,488	34,920	17,385	8,692	26,077	35,008
Payroll-Engineering	27,986	37,602	36,735	21,974	16,976	38,950	38,672
Payroll-Commission	206,689	212,790	207,000	131,140	90,345	221,485	225,000
Payroll-Janitor	-	-	-	-	-	-	3,600
Payrol Landscape	-	-	-	-	-	-	4,900
Payroll Taxes	23,781	21,432	28,382	12,833	15,304	28,137	30,035
ProfServ-Administrative	-	-	500	-	-	-	-
ProfServ-Info Technology	9,903	5,195	5,200	3,983	1,327	5,310	6,000
Contracts-Janitorial Services	6,040	3,905	5,000	1,889	1,142	3,031	-
Contracts-Landscape	-	-	3,000	-	980	980	1,300
Communication - Telephone	5,861	2,676	3,600	1,897	839	2,736	2,740
Utility - Cable TV Billing	2,392	2,879	3,000	1,653	1,220	2,873	2,835
Electricity - General	14,620	11,445	13,000	7,058	5,658	12,716	12,750
Utility - Refuse Removal	2,036	2,233	1,500	1,218	981	2,199	2,200
Utility - Water & Sewer	1,475	1,319	1,300	825	579	1,404	1,500
Rental/Lease - Vehicle/Equip	1,453	1,585	1,700	925	660	1,585	1,700
R&M-General	5,647	5,551	7,000	4,876	2,007	6,883	7,000
R&M-Court Maintenance	11,935	18,375	12,000	4,332	7,485	11,817	13,000
R&M-Vandalism	-	-	500	-	-	-	1,000
Printing and Binding	-	-	1,000	-	400	400	500
Advertising	1,320	1,320	1,500	770	550	1,320	1,500
Misc-Employee Meals	1,688	1,680	2,160	1,733	300	2,033	2,160
Misc-Special Events	341	2,030	1,000	4,522	-	4,522	1,000
Misc-Training	49	-	500	-	-	-	-
Office Supplies	3,329	3,164	4,500	1,293	1,515	2,808	3,500
Office Equipment	3,068	186	2,000	670	700	1,370	2,000

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
Teaching Supplies	4,294	3,092	4,000	1,884	2,000	3,884	4,000
Op Supplies - Spa & Paper	477	-	-	-	-	-	-
Op Supplies - Uniforms	395	662	1,000	406	500	906	750
COS - Start Up Inventory	10,442	9,808	12,000	7,669	4,279	11,948	13,000
Subscriptions and Memberships	598	693	800	613	87	700	800
Cap Outlay-Machinery and Equip	59,589	58,819	25,014	28,406	-	28,406	10,000
Total Tennis Court	590,549	589,060	583,811	346,399	227,837	574,236	592,450
TOTAL EXPENDITURES	4,557,274	4,410,140	4,455,043	2,813,985	1,694,529	4,508,514	4,392,030
Reserves							
Reserve - Field	128,582	-	100,000	-	-	-	150,000
Total Reserves	128,582	-	100,000	-	-	-	150,000
TOTAL EXPENDITURES AND RESERVES	4,685,856	4,410,140	4,555,043	2,813,985	1,694,529	4,508,514	4,542,030
Excess (deficiency) of revenues							
Over (under) expenditures	115,993	117,228	-	1,302,075	(1,191,257)	110,818	-
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	-	-	-	3,902	-	3,902	-
TOTAL OTHER SOURCES (USES)	-	-	-	3,902	-	3,902	-
Net change in fund balance	115,993	117,228	-	1,305,977	(1,191,257)	114,720	-
FUND BALANCE, BEGINNING	1,906,965	2,022,958	2,140,378	2,140,378		2,140,378	2,255,098
FUND BALANCE, ENDING	\$ 2,022,958	\$ 2,140,378	\$ 2,140,378	\$ 3,446,355	\$ (1,191,257)	\$ 2,255,098	\$ 2,255,098

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2022	\$ 2,255,098
Net Change in Fund Balance - Fiscal Year 2022	-
Reserves - Fiscal Year Additions FY 2022	150,000
Total Funds Available (Estimated) - 9/30/2022	2,405,098
Assigned Fund Balance	
Operating Reserve - Operating Capital	1,098,008 ⁽¹⁾
Reserves - Gates (Prior Years)	7,838
Reserve - Parks (Prior Years)	32,900
Reserves - Field (Prior Years)	440,675
Reserves - Field - FY 2022	150,000
Reserves - Landscaping (Prior Years)	39,986
Reserves - Swim & Fitness Clubhouse (Prior Years)	18,558
Reserves - Swimming Pools (Prior Years)	132,635
Reserves - Tennis Courts (Prior Years)	24,853
	<u>847,445</u>
Total Allocation of Available Funds	1,945,453
Total Unassigned (undesignated) Cash	\$ <u>459,646</u>

Notes

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

Budget Narrative
Fiscal Year 2022

REVENUES

Interest – Investments

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

Shared Revenue – Other Local Units

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

Interlocal Agreement - Other

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

Other Physical Environmental Rev

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

S/F Swimming Program Fees

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

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.

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.

Budget Narrative
Fiscal Year 2022

REVENUES (continued)

Tennis Ball Machine Rental Fee

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

Tennis Membership

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

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.

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.

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Expenditures - Administrative

Payroll - Board of Supervisors

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

Professional Service - Arbitrage Rebate

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

Professional Service - Dissemination Agent (IMS)

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

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.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures – Administrative (continued)

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.

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.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures – Administrative (continued)

Miscellaneous - Assessment Collection Cost

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

Shared Expenditures - Other Local Units

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

Office Supplies

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

Annual District Filing Fee

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

Expenditures - Other Public Safety

Payroll - Benefit

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

Payroll - Engineering

The District's building engineering department has a staff of seven (7) full time employees allocated throughout this budget. The engineering department's maintenance allocation is **25%**.

Payroll – Janitor

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%**.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures - Other Public Safety (continued)

Contracts - Security Services

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

Contracts - Roving Patrol

The amount is for the roving St. Johns County patrol officers. The roving St. Johns County patrol officers are active between by early evening and early morning hours, 7 days a week. Average 95 hours per month.

R&M - Gate

The cost of repairing and maintaining the South Loop Parkway and North Loop Parkway controlled access guardhouses, including six total mechanical gate arm motors, two control boards, 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 employees allocated throughout this budget. The engineering department's maintenance allocation for the District's two (2) controlled access guardhouses is **20%**.

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.

Budget Narrative
Fiscal Year 2022

Expenditures - Field (continued)

R&M - Bike Paths & Asphalt

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

R&M - Boardwalks

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

R&M - Buildings (Park Buildings & Structures)

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

R&M - Electrical (Streetlights)

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

R&M - Fountain (Village Center Fountain)

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

R&M - Mulch

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

R&M - Roads & Alleyways

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

R&M - Sidewalks

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

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures - Field (continued)

R&M - Signage (Community Signage)

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

Expenditures - Landscape

Payroll - Salaries

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

Payroll – Administration

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

Payroll - Benefits

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

Payroll - General Staff

The compensation for mow crew personnel (4-full time) responsible for over 60 acres of turf and 2 part-time responsible for property wide trash pickup, blowing off landscapes, 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.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures – Landscape (continued)

Payroll - Equipment Mechanic

The compensation for Equipment Mechanic.

Payroll - Taxes

Payroll taxes for Landscape staff.

ProfServ-Info Technology

This item is to cover the costs of computer services.

Contracts – Misc Labor

This category provides funds for expenses of third-party service vendors such as Agro-Pro.

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.

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

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures – Landscape (continued)

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.

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.

Budget Narrative
Fiscal Year 2022

Expenditures – Landscape (continued)

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

Expenditures - Utilities

Electricity - Streetlighting

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

Utility - Water & Sewer

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

R & M - Lake

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

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

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.

Printing and Binding

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

Miscellaneous - Connection Computer

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

Office Supplies

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

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.

Marshall Creek

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

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.

R&M - Equipment

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

R&M – Air Conditioning

This category provides funds for HVAC related expenses.

Miscellaneous - Special Events

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

Capital Outlay - Machinery and Equipment

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

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures - Swim & Fitness Clubhouse con't

Capital Outlay - Clubhouse

This category provides funds for major purchases and renovations for the clubhouse.

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.

Payroll - Benefits

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

Payroll - Engineering

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

Payroll - Janitor

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

Payroll - Landscape

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

Payroll Taxes

Payroll taxes for Swim and Fitness Staff.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures – Swimming Pool (continued)

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.

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.

Budget Narrative
Fiscal Year 2022

Expenditures – Swimming Pool (continued)

R&M - Pools

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

R&M Vehicles

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

Advertising

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

Miscellaneous Services

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

Miscellaneous - Employee Meals (Employee Relations)

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

Miscellaneous - Training

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

Budget Narrative
Fiscal Year 2022

Expenditures – Swimming Pool (continued)

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.

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

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

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.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures - Tennis Court con't

Payroll - Engineering

The District's building engineering department has a staff of seven (7) full time employees who are allocated throughout this budget. The engineering department's maintenance allocation for the District's tennis facility repairs is **15%**.

Payroll - Commission

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

Payroll - Janitor

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

Payroll - Landscape

This line item encompasses the landscaping labor for the Tennis center (mowing, trimming, enhancements, turf care, tree trimming and parking lot islands.- (shared expenses w/Amenity Center)).

Payroll Taxes

Payroll taxes for Tennis 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 - 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.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures – Tennis Court (continued)

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.

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.

Marshall Creek
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

Expenditures – Tennis Court (continued)

Miscellaneous - Licenses & Permits

USTA membership, etc.

Office Supplies

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

Office Equipment

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

Teaching Supplies

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

OP Supplies - Uniforms

Staff uniform assistance.

COS - Start Up Inventory

This is for Inventory/Merchandise,

Subscriptions and Memberships

NFPTA, PTR, USPTA, etc

Capital Outlay - Machinery and Equipment

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

Budget Narrative
Fiscal Year 2022

FULL LISTING OF OPERATIONS MANAGEMENT SCOPE OF SERVICES

Lessee

Marshall Creek Community Development District

Lessor

First Service Residential

Purpose

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

Operations Management Team Composition

Property Manager
Assistant Property Manager (reports to Property Manager)

Relationship to Other Positions

Reports To

District Board of Supervisors

Coordinates with

District Manager, Inframark – Infrastructure Management Services

Supervises

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

Budget Narrative
Fiscal Year 2022

Operations Management Team Functions

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

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

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

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

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

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

Budget Narrative
Fiscal Year 2022

- 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 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	2019	2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY2021	April	SEPT 2021	FY 2021	FY 2022
REVENUES							
Special Assmnts- Tax Collector	\$ 49,001	\$ 50,530	\$ 52,924	\$ 49,464	\$ 3,460	\$ 52,924	\$ 52,924
Special Assmnts- CDD Collected	1,668	1,668	-	-	-	-	-
Special Assmnts- Discounts	(1,745)	(1,726)	(2,117)	(1,860)	-	(1,860)	(2,117)
TOTAL REVENUES	48,924	50,472	50,807	47,604	3,460	51,064	50,807
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	480	463	1,058	979	79	1,058	1,058
Total Administrative	480	463	1,058	979	79	1,058	1,058
<i>Landscape Services</i>							
Capital Improvements	54,141	-	-	-	-	-	-
Total Landscape Services	54,141	-	-	-	-	-	-
TOTAL EXPENDITURES	54,621	463	1,058	979	79	1,058	1,058
Excess (deficiency) of revenues							
Over (under) expenditures	(5,697)	50,009	49,749	46,625	3,381	50,006	49,748
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
	-	-	49,748	-	-	-	-
TOTAL OTHER SOURCES (USES)			49,748	-	-	-	-
Net change in fund balance	(5,697)	50,009	49,749	46,625	3,381	50,006	49,748
FUND BALANCE, BEGINNING	49,159	43,462	93,471	93,471		93,471	143,477
FUND BALANCE, ENDING	\$ 43,462	\$ 93,471	\$ 143,220	\$ 140,096	\$ 3,381	\$ 143,477	\$ 193,225

Budget Narrative
Fiscal Year 2022

REVENUE

Special Assessments - Tax Collector

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

Special Assessments - CDD Collected

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

Special Assessments - Discounts

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

EXPENDITURES

Expenditures - Administrative

Misc - Assessment Collection Cost

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

MARSHALL CREEK
Community Development District

Debt Service Budget
Fiscal Year 2022 - Proposed Budget

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY2019	FY2020	BUDGET FY 2021	THRU April	May SEPT 2021	PROJECTED FY 2021	BUDGET FY 2022
REVENUES							
Interest - Investments	\$ 1,761	\$ 2,902	\$ 250	\$ 14	\$ 236	250	\$ 250
Special Assmnts- Tax Collector	1,122,257	1,154,524	1,168,674	1,092,273	76,401	1,168,674	1,164,552
Special Assmnts- Prepayment	20,405	376,587	-	-	-	-	-
Special Assmnts- CDD Collected	38,056	38,056	-	-	-	-	-
Special Assmnts- Delinquent	-	-	-	-	-	-	-
Special Assmnts- Discounts	(39,945)	(39,434)	(46,747)	(41,064)	-	(41,064)	(46,582)
TOTAL REVENUES	1,142,534	1,532,635	1,122,177	1,051,223	76,637	1,127,860	1,118,220
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	11,943	12,039	23,373	21,024	2,349	23,373	23,291
Total Administrative	11,943	12,039	23,373	21,024	2,349	23,373	23,291
<i>Debt Service</i>							
Principal Debt Retirement	505,000	540,000	580,000		580,000	580,000	620,000
Principal Prepayments	105,000	365,000	-	35,000	-	35,000	-
Interest Expense	568,625	540,125	513,750	247,750	246,875	494,625	464,750
Total Debt Service	1,178,625	1,445,125	1,093,750	282,750	826,875	1,109,625	1,084,750
TOTAL EXPENDITURES	1,190,568	1,457,164	1,117,123	303,774	829,224	1,132,998	1,108,041

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

<u>ACCOUNT DESCRIPTION</u>	<u>ACTUAL</u> <u>FY2019</u>	<u>ACTUAL</u> <u>FY2020</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>FY 2021</u>	<u>ACTUAL</u> <u>THRU</u> <u>April</u>	<u>PROJECTED</u> <u>May</u> <u>SEPT 2021</u>	<u>TOTAL</u> <u>PROJECTED</u> <u>FY 2021</u>	<u>ANNUAL</u> <u>BUDGET</u> <u>FY 2022</u>
Excess (deficiency) of revenues							
Over (under) expenditures	(48,034)	75,471	5,054	747,449	(752,587)	(5,138)	10,179
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance			-	-	-	-	10,179
TOTAL OTHER SOURCES (USES)			-	-	-	-	10,179
Net change in fund balance	(48,034)	75,471	-	747,449	(752,587)	(5,138)	10,179
FUND BALANCE, BEGINNING	496,388	448,354	523,825	523,825	-	523,825	518,687
FUND BALANCE, ENDING	\$ 448,354	\$ 523,825	\$ 528,879	\$ 1,271,274	\$ (752,587)	\$ 518,687	\$ 528,866

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2021	\$ 9,295,000	5.000%	\$ 232,375			
5/1/2022	\$ 9,295,000	5.000%	\$ 232,375	\$ 620,000	\$	1,084,750
11/1/2022	\$ 8,675,000	5.000%	\$ 216,875			
5/1/2023	\$ 8,675,000	5.000%	\$ 216,875	\$ 660,000	\$	1,093,750
11/1/2023	\$ 8,015,000	5.000%	\$ 200,375			
5/1/2024	\$ 8,015,000	5.000%	\$ 200,375	\$ 710,000	\$	1,110,750
11/1/2024	\$ 7,305,000	5.000%	\$ 182,625			
5/1/2025	\$ 7,305,000	5.000%	\$ 182,625	\$ 755,000	\$	1,120,250
11/1/2025	\$ 6,550,000	5.000%	\$ 163,750			
5/1/2026	\$ 6,550,000	5.000%	\$ 163,750	\$ 805,000	\$	1,132,500
11/1/2026	\$ 5,745,000	5.000%	\$ 143,625			
5/1/2027	\$ 5,745,000	5.000%	\$ 143,625	\$ 850,000	\$	1,137,250
11/1/2027	\$ 4,895,000	5.000%	\$ 122,375			
5/1/2028	\$ 4,895,000	5.000%	\$ 122,375	\$ 890,000	\$	1,134,750
11/1/2028	\$ 4,005,000	5.000%	\$ 100,125			
5/1/2029	\$ 4,005,000	5.000%	\$ 100,125	\$ 935,000	\$	1,135,250
11/1/2029	\$ 3,070,000	5.000%	\$ 76,750			
5/1/2030	\$ 3,070,000	5.000%	\$ 76,750	\$ 985,000	\$	1,138,500
11/1/2030	\$ 2,085,000	5.000%	\$ 52,125			
5/1/2031	\$ 2,085,000	5.000%	\$ 52,125	\$ 1,035,000	\$	1,139,250
11/1/2031	\$ 1,050,000	5.000%	\$ 26,250			
5/1/2032	\$ 1,050,000	5.000%	\$ 26,250	\$ 1,085,000	\$	1,137,500
			\$ 3,034,500	\$ 9,330,000	\$	12,364,500

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY2021	April	SEPT 2021	FY 2021	FY 2022
REVENUES							
Interest - Investments	\$ 2,760	\$ 4,617	\$ 600	\$ 21	\$ 21	\$ 42	\$ 600
Special Assmnts- Tax Collector	1,027,993	1,009,624	1,021,997	955,184	66,813	1,021,997	1,020,847
Special Assmnts- Prepayment	53,667	9,693	-	-	-	-	-
Special Assmnts- Discounts	(35,075)	(34,485)	(40,880)	(35,910)	-	(35,910)	(40,834)
TOTAL REVENUES	1,049,345	989,449	981,717	919,295	66,834	986,129	980,613
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	10,698	10,267	20,440	18,358	2,082	20,440	20,417
Total Administrative	10,698	10,267	20,440	18,358	2,082	20,440	20,417
<i>Debt Service</i>							
Principal Debt Retirement	505,000	520,000	540,000		540,000	540,000	570,000
Principal Prepayments	35,000	55,000	-	-	-	-	-
Interest Expense	471,550	451,575	431,750	215,875	215,875	431,750	404,750
Total Debt Service	1,011,550	1,026,575	971,750	215,875	755,875	971,750	974,750
TOTAL EXPENDITURES	1,022,248	1,036,842	992,190	234,233	757,957	992,190	995,167

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	FY 2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY2021	April	SEPT 2021	FY 2021	FY 2022
Excess (deficiency) of revenues							
Over (under) expenditures	27,097	(47,393)	(10,473)	685,062	(691,123)	(6,061)	(14,554)
OTHER FINANCING SOURCES (USES)							
Operating Transfers-Out	(1,967)	(3,157)	-	(12)	-	(12)	-
Contribution to (Use of) Fund Balance			(10,473)	-	-	-	(14,554)
TOTAL OTHER SOURCES (USES)	(1,967)	(3,157)	(10,473)	(12)	-	(12)	(14,554)
Net change in fund balance	25,130	(50,550)	(10,473)	685,050	(691,123)	(6,073)	(14,554)
FUND BALANCE, BEGINNING	819,169	844,299	793,749	793,749	-	793,749	787,676
FUND BALANCE, ENDING	\$ 844,299	\$ 793,749	\$ 783,276	\$ 1,478,799	\$ (691,123)	\$ 787,676	\$ 773,122

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	EXTRAORDINARY REDEMPTION	TOTAL
11/1/2021	\$ 8,095,000		\$ 202,375			
5/1/2022	\$ 8,095,000	5.00%	\$ 202,375	\$ 570,000	\$	974,750
11/1/2022	\$ 7,525,000		\$ 188,125			
5/1/2023	\$ 7,525,000	5.00%	\$ 188,125	\$ 595,000	\$	971,250
11/1/2023	\$ 6,930,000		\$ 173,250			
5/1/2024	\$ 6,930,000	5.00%	\$ 173,250	\$ 625,000	\$	971,500
11/1/2024	\$ 6,305,000		\$ 157,625			
5/1/2025	\$ 6,305,000	5.00%	\$ 157,625	\$ 660,000	\$	975,250
11/1/2025	\$ 5,645,000		\$ 141,125			
5/1/2026	\$ 5,645,000	5.00%	\$ 141,125	\$ 690,000	\$	972,250
11/1/2026	\$ 4,955,000		\$ 123,875			
5/1/2027	\$ 4,955,000	5.00%	\$ 123,875	\$ 730,000	\$	941,250
11/1/2027	\$ 4,225,000		\$ 105,625			
5/1/2028	\$ 4,225,000	5.00%	\$ 105,625	\$ 765,000	\$	938,000
11/1/2028	\$ 3,460,000		\$ 86,500			
5/1/2029	\$ 3,460,000	5.00%	\$ 86,500	\$ 800,000	\$	933,000
11/1/2029	\$ 2,660,000		\$ 66,500			
5/1/2030	\$ 2,660,000	5.00%	\$ 66,500	\$ 845,000	\$	935,750
11/1/2030	\$ 1,815,000		\$ 45,375			
5/1/2031	\$ 1,815,000	5.00%	\$ 45,375	\$ 885,000	\$	931,500
11/1/2031	\$ 930,000		\$ 23,250			
5/1/2032	\$ 930,000	5.00%	\$ 23,250	\$ 930,000	\$	3,557,250
			\$ 2,627,250	\$ 8,095,000	\$	13,101,750

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	FY2020	BUDGET	THRU	May	PROJECTED	BUDGET
			FY 2021	April	SEPT 2021	FY 2021	FY 2022
REVENUES							
Interest - Investments	\$ 1,116	\$ 561	\$ 400	\$ 9	\$ 4	\$ 13	\$ 400
Special Assmnts- Tax Collector	64,899	63,857	64,640	60,414	4,226	64,640	64,640
Special Assmnts- Prepayment	11,664	-	-				-
Special Assmnts- Discounts	(2,240)	(2,181)	(2,586)	(2,271)	-	(2,271)	(2,586)
TOTAL REVENUES	75,439	62,237	62,454	58,152	4,230	62,382	62,454
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	757	720	1,293	1,163	130	1,293	1,293
Total Administrative	757	720	1,293	1,163	130	1,293	1,293
<i>Debt Service</i>							
Principal Debt Retirement	10,000	10,000	10,000		10,000	10,000	15,000
Prepayment	10,000	15,000	-	-		-	-
Interest Expense	48,980	47,558	47,400	23,226	23,226	46,452	45,820
Total Debt Service	68,980	72,558	57,400	23,226	33,226	56,452	60,820
TOTAL EXPENDITURES	69,737	73,278	58,693	24,389	33,356	57,745	62,113

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

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY2020	ADOPTED BUDGET FY 2021	ACTUAL THRU April	PROJECTED May SEPT 2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
Excess (deficiency) of revenues							
Over (under) expenditures	5,702	(11,041)	3,761	33,763	(29,126)	4,637	341
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	3,761	-	-	-	341
TOTAL OTHER SOURCES (USES)	-	-	3,761	-	-	-	341
Net change in fund balance	5,702	(11,041)	3,761	33,763	(29,126)	4,637	341
FUND BALANCE, BEGINNING	75,327	81,029	69,988	69,988		69,988	74,625
FUND BALANCE, ENDING	\$ 81,029	\$ 69,988	\$ 73,749	\$ 103,751	\$ (29,126)	\$ 74,625	\$ 74,966

**MARSHALL CREEK
COMMUNITY DEVELOPMENT DISTRICT
Series 2016, Special Assessment Revenue Bonds Avila Bond
Amortization Schedule
Special Assessment Bonds**

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
11/1/2021	\$ 725,000	6.320%	\$ 22,910		
5/1/2022	\$ 725,000	6.320%	\$ 22,910	\$ 15,000	\$ 60,820
11/1/2022	\$ 710,000	6.320%	\$ 22,436		
5/1/2023	\$ 710,000	6.320%	\$ 22,436	\$ 15,000	\$ 59,872
11/1/2023	\$ 695,000	6.320%	\$ 21,962		
5/1/2024	\$ 695,000	6.320%	\$ 21,962	\$ 15,000	\$ 58,924
11/1/2024	\$ 680,000	6.320%	\$ 21,488		
5/1/2025	\$ 680,000	6.320%	\$ 21,488	\$ 15,000	\$ 57,976
11/1/2025	\$ 665,000	6.320%	\$ 21,014		
5/1/2026	\$ 665,000	6.320%	\$ 21,014	\$ 15,000	\$ 57,028
11/1/2026	\$ 650,000	6.320%	\$ 20,540		
5/1/2027	\$ 650,000	6.320%	\$ 20,540	\$ 20,000	\$ 61,080
11/1/2027	\$ 630,000	6.320%	\$ 19,908		
5/1/2028	\$ 630,000	6.320%	\$ 19,908	\$ 20,000	\$ 59,816
11/1/2028	\$ 610,000	6.320%	\$ 19,276		
5/1/2029	\$ 610,000	6.320%	\$ 19,276	\$ 20,000	\$ 58,552
11/1/2029	\$ 590,000	6.320%	\$ 18,644		
5/1/2030	\$ 590,000	6.320%	\$ 18,644	\$ 20,000	\$ 57,288
11/1/2030	\$ 570,000	6.320%	\$ 18,012		
5/1/2031	\$ 570,000	6.320%	\$ 18,012	\$ 25,000	\$ 61,024
11/1/2031	\$ 545,000	6.320%	\$ 17,222		
5/1/2032	\$ 545,000	6.320%	\$ 17,222	\$ 25,000	\$ 59,444
11/1/2032	\$ 520,000	6.320%	\$ 16,432		
5/1/2033	\$ 520,000	6.320%	\$ 16,432	\$ 25,000	\$ 57,864

Amortization Schedule
Special Assessment Bonds

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
11/1/2033	\$ 495,000	6.320%	\$ 15,642		
5/1/2034	\$ 495,000	6.320%	\$ 15,642	\$ 30,000	\$ 61,284
11/1/2034	\$ 465,000	6.320%	\$ 14,694		
5/1/2035	\$ 465,000	6.320%	\$ 14,694	\$ 30,000	\$ 59,388
11/1/2035	\$ 435,000	6.320%	\$ 13,746		
5/1/2036	\$ 435,000	6.320%	\$ 13,746	\$ 35,000	\$ 62,492
11/1/2036	\$ 400,000	6.320%	\$ 12,640		
5/1/2037	\$ 400,000	6.320%	\$ 12,640	\$ 35,000	\$ 60,280
11/1/2037	\$ 365,000	6.320%	\$ 11,534		
5/1/2038	\$ 365,000	6.320%	\$ 11,534	\$ 35,000	\$ 58,068
11/1/2038	\$ 330,000	6.320%	\$ 10,428		
5/1/2039	\$ 330,000	6.320%	\$ 10,428	\$ 40,000	\$ 60,856
11/1/2039	\$ 290,000	6.320%	\$ 9,164		
5/1/2040	\$ 290,000	6.320%	\$ 9,164	\$ 40,000	\$ 58,328
11/1/2040	\$ 250,000	6.320%	\$ 7,900		
5/1/2041	\$ 250,000	6.320%	\$ 7,900	\$ 45,000	\$ 60,800
11/1/2041	\$ 205,000	6.320%	\$ 6,478		
5/1/2042	\$ 205,000	6.320%	\$ 6,478	\$ 50,000	\$ 62,956
11/1/2042	\$ 155,000	6.320%	\$ 4,898		
5/1/2043	\$ 155,000	6.320%	\$ 4,898	\$ 50,000	\$ 59,796
11/1/2043	\$ 105,000	6.320%	\$ 3,318		
5/1/2044	\$ 105,000	6.320%	\$ 3,318	\$ 50,000	\$ 56,636
11/1/2044	\$ 55,000	6.320%	\$ 1,738		
5/1/2045	\$ 55,000	6.320%	\$ 1,738	\$ 55,000	\$ 58,476
			\$ 704,048	\$ 725,000	\$ 1,429,048

Budget Narrative
Fiscal Year 2022

REVENUE

Special Assessments - Tax Collector

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

Special Assessments - CDD Collected

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

Special Assessments - Discounts

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

EXPENDITURES

Expenditures - Administrative

Misc - Assessment Collection Cost

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

MARSHALL CREEK
Community Development District

Supporting Budget Schedules
Fiscal Year 2022 - Proposed Budget

**Marshall Creek
Community Development District**

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

Product	General Fund			Series 2015 & 2016 Debt Service			Total Assessments per Unit		
	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change
Inside Control Gate									
Oak Common I	\$2,300	\$2,318	-0.79%	\$750	\$750	0.00%	\$3,049	\$3,068	-0.60%
Parkside I & II	\$2,300	\$2,318	-0.79%	\$900	\$900	0.00%	\$3,199	\$3,218	-0.57%
Trellis Park, Mission Park, TreeHouse Park (9 Lots)	\$2,300	\$2,318	-0.79%	\$1,149	\$1,149	0.00%	\$3,449	\$3,468	-0.53%
Oak Common II & III	\$2,300	\$2,318	-0.79%	\$1,199	\$1,199	0.00%	\$3,499	\$3,518	-0.52%
Marshall Creek Bluff	\$2,300	\$2,318	-0.79%	\$1,399	\$1,399	0.00%	\$3,699	\$3,718	-0.50%
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,300	\$2,318	-0.79%	\$1,499	\$1,499	0.00%	\$3,799	\$3,817	-0.48%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,300	\$2,318	-0.79%	\$1,899	\$1,899	0.00%	\$4,199	\$4,217	-0.44%
North River I, II, & III, Alimara, & Leaning Tree	\$2,300	\$2,318	-0.79%	\$2,399	\$2,399	0.00%	\$4,699	\$4,717	-0.39%
Outside Control Gate									
Village Center Homes (VC 1)	\$2,056	\$2,059	-0.15%	\$600	\$600	0.00%	\$2,656	\$2,659	-0.12%
Promenade Condos	\$2,056	\$2,059	-0.15%	\$900	\$900	0.00%	\$2,955	\$2,959	-0.11%
Palencia Village 2, 3, 4 & 2A	\$2,056	\$2,059	-0.15%	\$1,199	\$1,199	0.00%	\$3,255	\$3,258	-0.10%
Village Lakes	\$2,056	\$2,059	-0.15%	\$1,010	\$1,010	0.00%	\$3,066	\$3,069	-0.10%
Avila Condo & Village Square Res.	\$2,056	\$2,059	-0.15%	\$700	\$700	0.00%	\$2,756	\$2,759	-0.11%
Promenade Pointe	\$2,056	\$2,059	-0.15%	\$2,399	\$2,399	0.00%	\$4,455	\$4,458	-0.07%
Golf Course	\$45,185	\$44,350	1.88%	\$80,000	\$80,000	0.00%	\$125,185	\$124,350	0.67%

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the Restructured 2002 Bond Series Fiscal Year 2022 vs. Fiscal Year 2021												
Product	General Fund			2002 Capital Reserves			Series 2002 Debt Service			Total Assessments per Unit		
	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change
Inside Control Gate												
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,300	\$2,318	-0.79%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,800	\$3,818	-0.48%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,300	\$2,318	-0.79%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,200	\$4,218	-0.44%
Costa Del Sol	\$2,300	\$2,318	-0.79%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,700	\$4,718	-0.39%
Marshall Creek Bluff II - EV-3A	\$2,300	\$2,318	-0.79%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,700	\$4,718	-0.39%
Village Center 5 (South Loop Lots)	\$2,300	\$2,318	-0.79%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,500	\$3,518	-0.52%
Trellis Park (North River Loop Lot)	\$2,300	\$2,318	-0.79%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,200	\$4,218	-0.44%
North River I, II, & III, Alimara, & Leaning Tree	\$2,300	\$2,318	-0.79%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,700	\$4,718	-0.39%
The Reserve Phase II	\$2,300	\$2,318	-0.79%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,700	\$4,718	-0.39%
Santa Teresa	\$2,300	\$2,318	-0.79%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,700	\$4,718	-0.39%
Outside Control Gate												
Palencia Village Townhomes I	\$2,056	\$2,059	-0.15%	\$31	\$31	0.00%	\$719	\$719	0.00%	\$2,806	\$2,809	-0.11%
Palencia Village 2, 3, 4 & 2A	\$2,056	\$2,059	-0.15%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,256	\$3,259	-0.10%
Village Lakes East (Residential MNO)	\$2,056	\$2,059	-0.15%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,256	\$3,259	-0.10%
Village Lofts (Live/Work)	\$2,056	\$2,059	-0.15%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,256	\$3,259	-0.10%
Townhomes II (VC-3)	\$2,056	\$2,059	-0.15%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,256	\$3,259	-0.10%
Avila Condo & Village Square Res.	\$2,056	\$2,059	-0.15%	\$29	\$29	0.00%	\$671	\$671	0.00%	\$2,756	\$2,759	-0.11%
Augustine Island	\$2,056	\$2,059	-0.15%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,556	\$3,559	-0.09%
Promenade Pointe	\$2,056	\$2,059	-0.15%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,456	\$4,459	-0.07%
Commercial												
Commercial (Office/Retail)	\$0.34	\$0.33	4.27%	\$0.04	\$0.04	0.00%	\$0.93	\$0.93	0.00%	\$1.31	\$1.30	1.07%
Neighborhood Commercial	\$1.32	\$1.31	0.32%	\$0.02	\$0.02	0.00%	\$0.45	\$0.45	0.00%	\$1.79	\$1.78	0.24%

6C.

RESOLUTION 2021-6

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Marshall Creek Community Development District (“**District**”) prior to June 15, 2021, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

WHEREAS, the Board has considered the Proposed Budget 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. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE:	August 18, 2021
HOUR:	4:00 p.m.
LOCATION:	Marshall Creek Amenity Center 625 Palencia Club Drive St. Augustine, Florida

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** 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. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 9th DAY OF JUNE, 2021.

ATTEST:

**MARSHALL CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

EIGHTH ORDER OF BUSINESS

8A

Introduction: At the May 26, 2021 regular meeting of the Palencia Property Owners Association, the Board of Directors made and unanimously approved the following motion:

PROPOSAL

- The Board of Directors of the Palencia Property Owners Association of St Johns County, Inc. (PPOA) will contribute \$75,000.00 of its reserve funds to the Marshall Creek Community Development District (MCCDD) for the purpose of offsetting part of the capital cost of the improvements being made to the Amenities Center Building.

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- By accepting the above contribution, the MCCDD agrees to arrange to have a “lifting” of the tree canopy on any mature “low hanging” street trees in Palencia (including deciduous and palm trees) located in front of each homeowner’s property in the right of way between the street curb and sidewalk. The “lifting” should occur as soon as practical, but no later than six (6) months from the date of acceptance of this proposal. The MCCDD will make the sole determination as to which street trees will be lifted and may elect to discontinue the lifting should the cost exceed \$75,000.00.

- =====
- Although it is not a contingent part of this proposal, the PPOA Board would prefer that the MCCDD Board consider that street tree lifting become an on-going responsibility of the MCCDD in order to ensure that the street tree canopy remains safe for residents and pedestrians and that the street trees become uniformly attractive throughout the community.

- =====
- Footnote: there are an estimated 735 deciduous street trees located in front of Palencia homeowner’s residences. It is estimated that between 450-500 of these street trees presently need lifting. After the initial lifting, if 150 trees were “lifted” each year going forward at \$100 per tree (currently \$74), this would add \$15,000 to the annual budget, or about \$10 per residential unit in Palencia per year.