

**MARSHALL CREEK  
COMMUNITY DEVELOPMENT  
DISTRICT**

**JULY 15, 2020  
AGENDA PACKAGE**

**Zoom Video Meeting:**

<https://zoom.us/j/96252857137>

Meeting ID: 962 5285 7137

Password: palencia

or

**Zoom Call-In Information:**

1-646-558-8656 OR 1-301-715-8592

Meeting ID: 962 5285 7137 Password: 551428

**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

---

July 8, 2020

Board of Supervisors  
Marshall Creek  
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Marshall Creek Community Development District will be held **Wednesday, July 15, 2020** beginning at **4:00 p.m. via Zoom Video Meeting: <https://zoom.us/j/96252857137>** Meeting ID: 962 5285 7137 Password: palencia or Zoom Call-In Information: 1-646-558-8656 OR 1-301-715-8592 Meeting ID: 962 5285 7137 Password: 551428. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Audience Comments**
- 3. Approval of the Minutes of the June 10, 2020 Meeting**
  - A. Discussion of Open Items
- 4. Engineer's Report**
- 5. General Manager's Operations Report**
  - A. Traffic Reports & SJCSO Roving Patrol Violation Log
  - B. FEMA Update
- 6. District Manager's Report**
  - A. Review of Approved Tentative Budget for FY 2021
- 7. Attorney's Report**
  - A. Discussion of Memorandum Regarding Amendment to Website Requirements
- 8. Supervisors' Requests**
  - A. Discussion of Broken Gates (Supervisor Riley)
- 9. Acceptance of the May 2020 Financial Statements and Approval of the May 2020 Check Register and Invoices**
- 10. Adjournment**

Enclosed for your review is a copy of the draft minutes of the June 10, 2020 meeting and the May 2020 financials, check register. Also enclosed is the Approved Tentative Budget for Fiscal Year 2021, which incorporates the amendments from the June 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 Attorney's Report enclosed for discussion is a memorandum regarding an amendment to website requirements.

Marshall Creek CDD

July 8, 2020

Page 2

The balance of the agenda is routine in nature. This agenda package is only being distributed electronically. Should you require a printed and stapled copy, please let me know at (904) 940-6044, extension 40592, by Monday, July 13. In the meantime, if you have any questions, please let me know. I look forward to speaking with you at the meeting.

Sincerely,

*Janice Eggleton Davis*

Janice Eggleton Davis/ms  
District Manager

Cc: Katie Buchanan  
Gabriel McKee  
Gordon Mobley  
Emma Gregory

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

Katie Hollis  
Warren Bloom  
Hank Fishkind

## **Third Order of Business**

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

The regular meeting of the Board of Supervisors of the Marshall Creek Community Development District was held on Wednesday, June 10, 2020 at 4:00 p.m. via Webex with Meeting Number 713 791 314 and telephone at 800-747-5150 with Access Code 3098533#.

Present and constituting a quorum were:

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

Also present were:

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

*The following is a summary of the discussions and actions taken at the June 10, 2020 Marshall Creek Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

- The meeting was called to order.
- Ms. Davis announced the virtual meeting at 800-747-5150 with access code 308533# and Webex Meeting Number: 713 791 314 and addressed the protocols for the meeting.
- Roll call – all Supervisors present.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

- Ms. Donna Petry noted she is interested in the discussion and policy regarding skateboards / skateboarders as they have them at the Village Square condos almost every day. She noted it is private property and they do not want them there. Short of calling the police, it has been very frustrating.

June 10, 2020

Marshall Creek CDD

- Mr. Bob Denman, Cypress Crossing Trail, addressed problems with skateboarders at the Junior Tennis / Pickleball courts. He noted he overheard them say they come to the courts after 7:00 p.m. when the employees leave. He requested they put gates up at the entrance to the courts with a card reader noting he feels this would be more effective than a camera.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the May 20, 2020 Meeting**

On MOTION by Ms. Moss seconded by Mr. Raybuck, with all in favor, the minutes of the May 20, 2020 meeting were approved.

- A. Discussion of Open Items**
- Dr. Entman inquired as to the continued use of Webex rather than Zoom.
  - Ms. Davis noted she will make arrangements for the next meeting to be via Zoom if the Governor’s Order is extended allowing virtual meetings after June 30.

**FOURTH ORDER OF BUSINESS**

**Engineer’s Report**

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

**FIFTH ORDER OF BUSINESS**

**General Manager’s Operations Report**

- A. Traffic Reports & SJCSO Roving Patrol Violation Log**
- B. FEMA Update**
- Ms. Hollis addressed the opening of amenities noting the procedures are evolving as COVID-19 allows and things are going very well.
  - Weekly communications from Ms. Hollis are going to the entire community with specific directions for the amenity center, pool, tennis and the SCCDD fitness center.
- C. Skateboarding Policy**
- Dr. Entman addressed incidents with skateboarders and the misuse of facilities. He noted he provided a map to the Board outlining an area of Palencia (downtown) that would prohibit skateboarding in this area.

June 10, 2020

## Marshall Creek CDD

Dr. Entman MOVED to outlaw skateboarding in the downtown Palencia area, with those violating the policy risking having their amenity privileges suspended.

- Mr. Hoffman inquired as to the authority the CDD has to set policy noting a lot of the area outlined is private property. He can see them setting a policy for CDD property but how would they set a policy for other people’s property.
  - Dr. Entman noted it is a Marshall Creek policy for Marshall Creek property – the roadways and common elements of Marshall Creek in the area.
  - Discussion continued on restricting the use of the streets.
  - Ms. Buchanan noted she does not equate bicycles with skateboards, so to they extent they feel there is a safety concern, a policy on CDD owned property, including roadways, is probably appropriate.
  - Mr. Hoffman inquired how many signs they have to put up to say no skateboarding.
  - Ms. Moss noted they have a sign at the tennis courts that has been ignored. There have been a lot of problems with skateboarders around the tennis courts, so she is for them doing something, but she does not know how they would manage it.
  - Mr. Riley noted Promenade Pointe was included as a roadway and addressed his concern that if it is included, others will want their roadway included also.
  - Dr. Entman noted it is supposed to be for the path around the lake. The roads would be North End Street, West End Street, the road in front of the Promenade condos, Market Street and the parking lot of the tennis courts.
  - Mr. Raybuck suggested they consider no trespassing on CDD property excluding roadways. He sees opportunity with the Junior Tennis Clinic as a message if the skateboarders are participating that the District is trying to keep the amenities in good shape for their use and the skateboarding is not helping.
- Discussion continued on a skateboarding policy and what would be the best way to implement and enforce. It was suggested it be worded, “skateboarding in the area bounded by North End Street, South End Street, Promenade Village Drive, and Palencia Village Drive is banned.” This would include the tennis courts, Market Street, and the tennis court parking lot. “Violation of this policy may result in suspension of amenity privileges.”
  - Ms. Moss inquired when the policy would go into effect.

June 10, 2020

Marshall Creek CDD

- Ms. Buchanan noted they can adopt a policy and direct staff to implement on a date certain.
- Discussion continued on implementation with it being suggested the policy be effective July 1<sup>st</sup>.

Mr. Hoffman seconded the motion, with Dr. Entman, Mr. Hoffman, Ms. Moss and Mr. Riley voting aye and Mr. Raybuck voting nay, a policy to restrict skateboarding on District Property effective July 1, 2020 was approved.

- Ms. Buchanan and Ms. Hollis are to draft the policy to be implemented July 1<sup>st</sup>.

**SIXTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. Distribution of Sweetwater Creek CDD Proposed Budget FY2021**

- Ms. Davis noted the Sweetwater Creek CDD proposed budget for FY 2021, which they provide to Marshall Creek on June 1 of each year is included in the agenda.

**B. Discussion of Proposed Budget for FY2021**

- Ms. Davis noted the proposed budget for FY 2021 was included in the agenda package.
  - A change is needed in the tennis membership narrative.
  - A correction is needed for R&M Buildings – Swimming Pool. The \$150,000 is going to be reclassified and will cause a slight increase in assessments due to it being moved to an unshared expense account.
  - Ms. Hollis and Ms. Miller have provided the updated projection numbers for 2020.
  - Exhibit A shows ending the fiscal year with about \$1,829,000 ending the fiscal year. There is \$100,000 put aside for Reserves for Field. Reserves, including first quarter Operating Reserves were outlined noting this leaves about \$204,000 of unassigned cash.

**C. Consideration of Resolution 2020-6 Approving the Budget and Setting the Public Hearing**

- Ms. Davis outlined Resolution 2020-06 approving the budget, as amended, and setting the public hearing for August 19, 2020 at the Marshall Creek Amenity Center.



June 10, 2020

Marshall Creek CDD

Mr. Hoffman MOVED to approve the budget.

- Mr. Raybuck inquired if they have to meet in person in July to review the budget.
  - Ms. Davis noted today they are approving a tentative budget which has to be done before June 15<sup>th</sup> of each year, and then before September 15<sup>th</sup> of each year they have to adopt a budget. It is the adopted budget that the assessment rolls are based upon. This resolution approves the budget and sets the public hearing for August 19<sup>th</sup>. Mailed notices will be provided to those homeowners with increases notifying them there will be a public hearing as well as a notice being published in the newspaper.
  - The August meeting will be an in-person meeting unless there is change and the Executive Orders are extended. Mr. Raybuck noted people will not want to attend a meeting at the Amenity Center.
  - Ms. Buchanan noted the current Executive Order only extends the ability to meet virtually through June 30<sup>th</sup> and Ms. Davis is doing the best she has with the current state of the law.
  - Mr. Raybuck suggested finding a bigger room.
  - Ms. Buchanan noted if the Executive Order is extended, alternative language will be included in the advertisement so they will not have to re-notice should circumstances change.
  - Dr. Entman inquired if they increase the tennis fees as a result of the formula they adopted do they need a public hearing for this also? If so, can they have it at the same time as the assessment public hearing?
  - Ms. Buchanan noted she does not believe they do because they adopted the formula which provided for the standard increase. She will confirm but if they do need to they will schedule it for the same date.

Mr. Riley seconded the motion and with all in favor, Resolution 2020-6 a resolution of the Board of Supervisors of the Marshall Creek Community Development District approving proposed budget for Fiscal Year 2020/2021, as amended, and setting a public hearing thereon pursuant to Florida Law; addressing transmittal, posting and publication requirements; addressing severability; and providing an effective date was adopted.

June 10, 2020

Marshall Creek CDD

**D. Banking Options**

- Ms. Davis addressed the review of banking fees. Their current bank, BB&T, does have fees which are somewhat offset by average daily balances in the accounts and they receive an earnings credit. There are two banks who will not charge any fees and one has the option for a small amount of interest which varies with the market – Bank United and Valley National Bank. Both also would provide a remote single check scanner as an option for deposits that Ms. Miller would need to make for checks collected at the office.
  - Dr. Entman inquired as to the current fees with BB&T. Ms. Davis noted she would provide this information.
  - Mr. Hoffman inquired if this is Ms. Davis' recommendation to change banks.
  - Ms. Davis noted she is not making a recommendation, she is giving an option to not pay fees and save some expenses.
- Tabled to July meeting.

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

- Ms. Buchanan noted she has no report but would be happy to take questions.
- Mr. Raybuck noted Ms. Buchanan was going to meet with the Board individually or by phone to give them some guidance with regard to CDD involvement in sidewalks.
  - Ms. Buchanan noted this is correct, she and Mr. Raybuck have not connected yet, but she is happy to talk to him offline. She did speak with everyone else to go through what the Declarations and ownership issues were.

**EIGHTH ORDER OF BUSINESS****Supervisors' Requests****A. Sidewalk Maintenance (Supervisor Hoffman)**

- Mr. Hoffman noted his request is similar to that in the past in that they need to get more aggressive about fixing trip hazards. He would be happy to leave it with Ms. Hollis that she continues to be aggressive with fixing trip hazards.

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

- Mr. Riley noted in the agenda package is an attachment that shows a number of instances in which cars have collided with gates at both the north and south gates. He is looking for them to institute some type of policy where the CDD is not paying for all the damages. He

June 10, 2020

Marshall Creek CDD

requested Board members think on a policy so maybe at the next meeting they can go forward with either it is a \$100 fine regardless of situation. They cannot capture everybody who does it, but the cameras will capture most. Secondly, they file police reports for all so that it is listed as a collision and those responsible will face the civil penalties for a collision, with points on their license and potential fines.

- Dr. Entman requested it be placed on the agenda for July.
- Mr. Raybuck inquired if Mr. Riley can draft something for how he would like it to read.
  - Mr. Riley noted he can.
- Ms. Moss inquired if they have the cost to date? It looks like it is visitor cars that have the most problems.
  - Mr. Riley noted they do have the costs; it ranges from sending an employee down to reattach the arm, and the other is whatever mechanical device that needs to be repaired or replaced.
  - Ms. Moss requested a ballpark figure for the next meeting.

**NINTH ORDER OF BUSINESS****Adjournment**

There being no further business,

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

---

Janice Eggleton Davis  
Secretary

---

Howard Entman  
Chairman

## **Fifth Order of Business**

## Administration:

- **COVID-19** updates:
  - A staffing plan has been created to ensure department heads are working together at a distance. This includes Vinelle and me. The goal of this plan is to ensure if one of the department heads test positive for COVID-19 that the other department heads can continue to work and cover the positive employees' duties while they recover.
  - Cardio separators have been erected to place between the cardio equipment. I saw these being used at another local gym. Amazon sells them for \$150.00 each, but our engineering team was able to fabricate them for \$40.00 in-house. They are impressive and add to the safety measures we have in place.



- Completed plans to re-open all amenities. All our amenities have been successfully opened (with limited capacity and social distancing accomplished). Operation plans are being reviewed and changes are continually being communicated to our residents. All our hard work is paying off. The feedback we have and continue to receive is POSITIVE!
- Currently, the pools are open at 60% capacity.
- Group fitness is on hold for return because of our increased numbers.
- The Amenity Building is still closed. We will continue to monitor its re-opening. All services are continuing to be accomplished my appointment only.
- Attended daily zoom meetings to discuss COVID-19 updates, best practices and procedures arises with FirstService Residential leadership and managers.
- Attended bi-weekly large lifestyle community meeting to share what each similar community is doing during this time.
- Completed multiple webinars required by FirstService Residential on COVID-19, returning to the workplace and re-opening amenities within CBC guidelines.
- Attended a General Managers meeting with all First Service General Managers in the state of Florida. This meeting was extremely resourceful. All managers shared best practices, COVID-19 plans, new technology and programs.

- Two record requests through Inframark were processed for the following:
  - Email list
  - Camp Boggy Creek Tournament
- Lake and Pond Remediation reports are completed for the month of June.
- Speed signs have been moved for a new 60-day cycle. They are now located on the North Loop passed the roundabout.
- Weekly staff meeting held with the CDD department heads (virtual).
- Bi-weekly landscaping ride is occurring alone. A list is being communicated to Jim.
- Bi-weekly engineering ride is occurring alone. A list is being communicated to Shane.
- SJSO schedule created and communicated to our scheduler for the month of July. SJSO Violation log and back-up reports for June are completed.
- Radar sign speed data is completed for the month of June.

#### **Amenities Report from Erin:**

- The Amenity Center pools were opened and operating up to 60% capacity
- More lifeguards and desk staff were hired.
- Lifeguards began working seven days a week in the beginning of the month. I appointed a Head Lifeguard and a new training system. The guards have been functioning well and have had a couple textbook saves.
- Reorganization of the pool furniture was done to allow for social distancing.
- Staff has managed and assisted in the application of the reservation system.
- Food Truck Fridays occurred each Friday of the month.
- Live music was added to the adult pool deck on Fridays.
- Finishing touches and upgrades were made to the Les Mills virtual class system.
- Kokomo's hours were expanded as were their days.
- Planning for Fall Activities continues. The current state of everything has made me look to different ways of providing "events" to the community.

#### **Sweetwater:**

- The new flooring was finished!!! The final few hundred feet of tile was installed. The gym looks incredible. Having all the carpet gone has made cleaning the floor under the cardio much easier.
- The Signup Genius reservation system for the Fitness Center has been operating for over a month. After many adjustments and fine tuning the system is operating very well. Main operations have been handled by me and are now being supported by an offsite Fitness Center employee. This has allowed us to catch reservations that break policy and to inform the residents of the correct way to reserve/cancel a reservation.

- Swim team began practice (Palencia residents only). Practices have been scheduled and the team is adhering to all our policies and requirements.
- Multiple repairs were completed on the cardio and weight equipment.
- Cleaning has remained intense and our breaks in the day have allowed us to adequately clean equipment and common surfaces. Before the gym opens, two, two-hour breaks and after the gym closes are when the facility is thoroughly cleaned. Staff cleans throughout the day as well.
- Barriers between cardio were erected to provide better protection for residents using the machines.
- A few pieces of cardio were relocated to create better distance between machines.
- Staff has done an incredible job implementing and enforcing policies and communicating with the residents.
- Extensive communication with residents continued throughout the month.
- Weekly meetings with the SW District Manager, the Chairman of the Sweetwater Board and Katie Hollis regarding policies and procedures are held every Thursday.
- Communication with personal trainers and group fitness instructors was maintained.

**Claims:**

- On 6/23/2020 we had an engineering employee back into a resident's vehicle while making room for a semi-trailer. The resident's vehicle was damaged (headlights, grill, and hood). A claim through our insurance is being processed for the damage. Our agent has communicated that the claim will not affect our policy rate and in case the resident has medical issues in the future that filing the claim is the correct action. The employee has been drug tested and counseled.

**Charity Request:**

- None

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

- Weekly COVID-19 Updates/Amenity Openings

**Gates:**

- Monthly conference call with account manager to ensure all post orders are being followed and any misc. items are addressed if needed.

**Engineering report from Shane:**

- Rebuilding of North River playground Phase 1 has been. The 2nd of 4 phases will begin after July 4<sup>th</sup>. This is a budget item for 2020-2021 budget that our staff has been able to work-on in-house.
- Village Green fountain semiannual inspection/cleaning has been completed.
- Several staff from the Engineering dept. finished the install of the flooring at Sweetwater fitness center.
- Radar signs have been relocated to the North Loop.
- Boardwalks 1,2,3,4 and 6 have been pressure washed. #5 will be pressure washed in July
- Sidewalks on Palencia Village Dr. have been pressure washed.
- All CDD parks sidewalks and pads have been pressure washed.
- Animal crossing refurbishment will be continuing through July. To include replacement of rotted boards, post caps and painting
- New barrier shields were built by the Engineering dept. for the Sweetwater fitness center.
- The Engineering dept completed 20 FMX maintenance requests and 5 planned maintenance tasks.

**Landscape report from Jim:**

- Bed/Turf weeds ongoing.
- Cricket preventative application to Bermuda turf.
- Fertilizer W/plant protectant to all St Augustine turf.
- Plant protectant to all roses.
- Weed preventative to Bermuda turf.
- Application to Bermuda turf to decrease bicarbonates followed by a fertilizer application.
- Fertilized all palm trees.
- Prepped and installed summer flowers to all beds and pots.
- Planted new plant material at various locations.
- Installed a new Doggie Pot Station down Vale.
- Changed an irrigation 2" valve on North River.
- Replaced a 2" galvanized fitting. Leak.
- Changed an irrigation master module down Santa Teresa.
- Repaired a 4" irrigation mainline break on North River.
- Replaced a 1 ¼" irrigation galvanized fitting that was leaking at Riley Park.
- Reroute two irrigation zone lines on SLP.
- Replaced a 2" galvanized fitting leaking at the NLP well.



- Repaired a 2" irrigation mainline break at Trellis Park. Had reroute the line that was located under a street tree.
- Changed an irrigation master module at Heather Park.
- Repaired a 2" irrigation mainline break at Treehouse Park.
- Changed a master module at the Village Park ACC irrigation clock.
- Repaired a 1 ¼" irrigation mainline break at Monterey.
- Repaired a 2" irrigation mainline break at Pond A.
- Changed a master module at Treehouse Park.
- Hand watering all North Loop Pkwy as well is down.

**Legal:**

- Billing for the plumbing disconnect on Spanish Marsh was sent certified mail on 10/31/2019. **ONGOING:** Resident has responded and is working with us to resolve the outstanding billing. Follow-up with resident has taken place. The resident does not have their original sales agreement but does have the warranty paperwork. Will communicate with Katie B from here on our next steps.

**Notable Issues:**

- Fish Kill: At SV2B (behind Mission Park) There was a fish kill because of oxygen depletion. In these cases, there is nothing that can be done. Solely based around environmental factors. The dead fish were removed, and the pond will be restocked.
- We still are looking for a solution for well 4. Ryan Stillwell is working directly with SJRWMD and Jim on possible solutions. Currently, we are reviewing an intermediate well which can have a depth of 235'. There is not a guarantee that there will be water. More updates to come as we progress.
- We have multiple utility boxes in our sidewalks that have sunk and caused trip hazards. A list of the hazards has been provided to the county and they are currently raising the boxes. We have noted 5 are completed and they are working on the others.

**Ongoing Items:**

- Mercado Clean-up
- We are currently completing a Lateral Line Pollution Application. This will allow the district to complete a cost comparison on insuring our lateral lines. Ryan Stilwell has been instrumental in supplying information regarding what is under our roadways.

## Projects:

- **At powder coating still because of COVID:** Village Green fence replacement by Old City Iron Works.
- North River playground structure is being re-built in-house.
- **Completed:** A new colorful bed has been added on Palencia Village Drive, right before the roundabout. The bed is in front of the brown fencing. We added bright pink oleander and white popcorn drift roses.
- **Completed:** The front tower, off US1, tile roof was pressure washed. This required a large lift. The job was completed by Reflections Pressure Washing.
- All parks are mulched once per year. The mulch has been ordered.
- Painting of the stop bars.
- When the RaceTrac gas station is completed all entry, street lines (white lines) on Palencia Village Drive will be re-painted with the beads for high visibility. Ryan S. is putting together a site plan for me to use in obtaining bids on restriping Palencia Village Drive from US1 up to recent rehab project.

## Tennis:

- Michael Kypriss, Palencia Tennis Professional/Nease's High School Coach was inducted to Florida's Tennis High School Hall a Fame. This is a GREAT honor for Michael, and he is a great asset to the Staff here at Palencia.
- June's Adult/Junior clinics are up 18% over last June and 34% over June 2018...We added more clinic hours to the junior programs, now that we have over75 juniors participating each week.
- Our lady's camps are fully booked for the summer months.
- We are offering a "Play Tennis Fast" program for the month of July, this should attract new adult players to the club.

**5A**

# MCCDD Board Supervisors "SPEEDERS" Report

June 2020

Rank	MPH	Radar Sign Location	Date of MPH	Day of the Week	Time of Recorded Speeder	Yes/No SISO
1	58	Market Street OUT	1-Jun	Monday	4:30pm	No
2	41	Market Street OUT	20-Jun	Saturday	11:30am	No
3	33	Market Street OUT	14-Jun	Sunday	12:30am	No
4	32	Market Street OUT	6-Jun	Saturday	7:00pm	Yes
5	31	Market Street OUT	4-Jun	Thursday	4:00pm	Yes
6	31	Market Street OUT	20-Jun	Saturday	4:30pm	No
7	30	Market Street OUT	2-Jun	Tuesday	6:30pm	No
8	30	Market Street OUT	6-Jun	Saturday	6:30am	Yes
9	30	Market Street OUT	11-Jun	Thursday	3:30am	Yes
10	30	Market Street OUT	17-Jun	Wednesday	4:00am	Yes
11	30	Market Street OUT	19-Jun	Friday	2:30pm	Yes
12	30	Market Street OUT	23-Jun	Tuesday	4:30pm	No
13	30	Market Street OUT	23-Jun	Tuesday	7:30pm	No
14	29	Market Street OUT	3-Jun	Wednesday	8:00am	Yes
15	29	Market Street OUT	13-Jun	Saturday	1:00pm	Yes
16	29	Market Street OUT	13-Jun	Saturday	2:00pm	Yes
17	29	Market Street OUT	17-Jun	Wednesday	9:30pm	Yes
18	29	Market Street OUT	22-Jun	Monday	10:00pm	Yes
19	29	Market Street OUT	23-Jun	Tuesday	3:30pm	No
20	28	Market Street OUT	3-Jun	Wednesday	5:30pm	Yes
21	28	Market Street OUT	6-Jun	Saturday	8:30am	Yes
22	28	Market Street OUT	6-Jun	Saturday	6:30pm	Yes
23	28	Market Street OUT	11-Jun	Thursday	3:30pm	Yes
24	28	Market Street OUT	11-Jun	Thursday	5:30pm	Yes
25	28	Market Street OUT	14-Jun	Sunday	11:00pm	No
26	28	Market Street OUT	19-Jun	Friday	4:30pm	Yes
27	28	Market Street OUT	20-Jun	Saturday	3:30pm	No
28	28	Market Street OUT	22-Jun	Monday	2:00pm	Yes
29	27	Market Street OUT	3-Jun	Wednesday	2:30pm	Yes
30	27	Market Street OUT	4-Jun	Thursday	3:30pm	Yes
31	27	Market Street OUT	6-Jun	Saturday	1:00pm	Yes
32	27	Market Street OUT	8-Jun	Monday	6:30am	Yes
33	27	Market Street OUT	8-Jun	Monday	11:30am	Yes

# MCCDD Board Supervisors "SPEEDERS" Report

June 2020

34	27	Market Street OUT	8-Jun	Monday	7:00pm	Yes
35	27	Market Street OUT	9-Jun	Tuesday	1:00pm	No
36	27	Market Street OUT	9-Jun	Tuesday	6:30pm	No
37	27	Market Street OUT	10-Jun	Wednesday	9:00pm	Yes
38	27	Market Street OUT	13-Jun	Saturday	6:30am	Yes
39	27	Market Street OUT	14-Jun	Sunday	11:00am	No
40	27	Market Street OUT	14-Jun	Sunday	9:00pm	No
41	27	Market Street OUT	16-Jun	Tuesday	7:00am	No
42	27	Market Street OUT	18-Jun	Thursday	7:30am	No
43	27	Market Street OUT	18-Jun	Thursday	1:30pm	No
44	27	Market Street OUT	22-Jun	Monday	12:00pm	Yes
45	27	Market Street OUT	24-Jun	Wednesday	10:30am	No
46	27	Market Street OUT	24-Jun	Wednesday	8:30pm	No
47	26	Market Street OUT	3-Jun	Wednesday	10:00am	Yes
48	26	Market Street OUT	4-Jun	Thursday	12:00am	Yes
49	26	Market Street OUT	4-Jun	Thursday	4:30pm	Yes
50	26	Market Street OUT	4-Jun	Thursday	6:00pm	Yes
51	26	Market Street OUT	5-Jun	Friday	6:30pm	Yes
52	26	Market Street OUT	6-Jun	Saturday	3:00pm	Yes
53	26	Market Street OUT	7-Jun	Sunday	10:30pm	No
54	26	Market Street OUT	8-Jun	Monday	11:00pm	Yes
55	26	Market Street OUT	9-Jun	Tuesday	12:30am	No
56	26	Market Street OUT	9-Jun	Tuesday	5:30pm	No
57	26	Market Street OUT	10-Jun	Wednesday	6:30am	Yes
58	26	Market Street OUT	10-Jun	Wednesday	11:00pm	Yes
59	26	Market Street OUT	13-Jun	Saturday	6:30pm	Yes
60	26	Market Street OUT	13-Jun	Saturday	8:30pm	Yes
61	26	Market Street OUT	14-Jun	Sunday	7:00pm	No
62	26	Market Street OUT	14-Jun	Sunday	8:00pm	No
63	26	Market Street OUT	15-Jun	Monday	8:30am	Yes
64	26	Market Street OUT	15-Jun	Monday	2:00pm	Yes
65	26	Market Street OUT	16-Jun	Tuesday	3:00am	No
66	26	Market Street OUT	16-Jun	Tuesday	5:30pm	No
67	26	Market Street OUT	17-Jun	Wednesday	8:00am	Yes

# MCCDD Board Supervisors "SPEEDERS" Report

## June 2020

68	26	Market Street OUT	17-Jun	Wednesday	2:30pm	Yes
69	26	Market Street OUT	19-Jun	Friday	2:00am	No
70	26	Market Street OUT	19-Jun	Friday	3:30pm	No
71	26	Market Street OUT	19-Jun	Friday	5:30pm	No
72	26	Market Street OUT	20-Jun	Saturday	8:00am	No
73	26	Market Street OUT	22-Jun	Monday	1:00pm	Yes
74	26	Market Street OUT	23-Jun	Tuesday	1:30pm	No
75	26	Market Street OUT	24-Jun	Wednesday	4:00pm	No
76	26	Market Street OUT	24-Jun	Wednesday	9:00pm	No
77	25	Market Street OUT	1-Jun	Monday	1:00pm	No
78	25	Market Street OUT	2-Jun	Tuesday	12:30am	No
79	25	Market Street OUT	2-Jun	Tuesday	9:30am	No
80	25	Market Street OUT	3-Jun	Wednesday	7:00pm	Yes
81	25	Market Street OUT	4-Jun	Thursday	6:30pm	Yes
82	25	Market Street OUT	5-Jun	Friday	9:00am	Yes
83	25	Market Street OUT	5-Jun	Friday	8:30pm	Yes
84	25	Market Street OUT	6-Jun	Saturday	5:30pm	Yes
85	25	Market Street OUT	6-Jun	Saturday	6:00pm	Yes
86	25	Market Street OUT	7-Jun	Sunday	12:30am	No
87	25	Market Street OUT	7-Jun	Sunday	11:30am	No
88	25	Market Street OUT	7-Jun	Sunday	12:00pm	No
89	25	Market Street OUT	7-Jun	Sunday	2:00pm	No
90	25	Market Street OUT	8-Jun	Monday	12:30pm	Yes
91	25	Market Street OUT	8-Jun	Monday	9:00pm	Yes
92	25	Market Street OUT	9-Jun	Tuesday	10:30am	No
93	25	Market Street OUT	9-Jun	Tuesday	11:30am	No
94	25	Market Street OUT	10-Jun	Wednesday	8:30am	Yes
95	25	Market Street OUT	10-Jun	Wednesday	2:00pm	Yes
96	25	Market Street OUT	11-Jun	Thursday	4:00pm	Yes
97	25	Market Street OUT	12-Jun	Friday	1:30pm	Yes
98	25	Market Street OUT	13-Jun	Saturday	11:30am	Yes
99	25	Market Street OUT	13-Jun	Saturday	4:00pm	Yes
100	25	Market Street OUT	13-Jun	Saturday	5:00pm	Yes
101	25	Market Street OUT	14-Jun	Sunday	11:30am	No

# MCCDD Board Supervisors "SPEEDERS" Report

June 2020

102	25	Market Street OUT	14-Jun	Sunday	8:30pm	No
103	25	Market Street OUT	15-Jun	Monday	6:30am	Yes
104	25	Market Street OUT	15-Jun	Monday	3:30pm	Yes
105	25	Market Street OUT	16-Jun	Tuesday	2:00pm	No
106	25	Market Street OUT	16-Jun	Tuesday	4:30pm	No
107	25	Market Street OUT	17-Jun	Wednesday	11:00am	Yes
108	25	Market Street OUT	18-Jun	Thursday	5:00pm	No
109	25	Market Street OUT	19-Jun	Friday	8:00am	Yes
110	25	Market Street OUT	19-Jun	Friday	10:30pm	Yes
111	25	Market Street OUT	20-Jun	Saturday	1:00am	No
112	25	Market Street OUT	20-Jun	Saturday	5:00pm	No
113	25	Market Street OUT	20-Jun	Saturday	7:00pm	No
114	25	Market Street OUT	21-Jun	Sunday	7:00am	No
115	25	Market Street OUT	21-Jun	Sunday	11:30am	No
116	25	Market Street OUT	21-Jun	Sunday	8:00pm	No
117	25	Market Street OUT	23-Jun	Tuesday	7:30am	No
118	25	Market Street OUT	23-Jun	Tuesday	11:30am	No

Date	Vehicle Count	# of Violators	Top Speed	Day of the Week	% of Violators to Total Vehicles	SJSO Comments
6/1/2020	275	30	58	Monday	11%	N/A
6/2/2020	293	62	30	Tuesday	21%	N/A
6/3/2020	278	65	29	Wednesday	23%	1 verbal and 2 written warning for stop sign violations. 1 verbal warning for golf cart w/o tag past roundabout.
6/4/2020	228	62	31	Thursday	27%	1 verbal and 3 written warnings for stop sign violations.
6/5/2020	351	38	26	Friday	11%	Assisted patrol with Burglary case-Juveniles
6/6/2020	243	44	32	Saturday	18%	Assisted FHP with vehicle crash at front entrance.
6/7/2020	232	78	26	Sunday	34%	N/A
6/8/2020	308	89	27	Monday	29%	5 verbal warnings for stop sign violations and 1 parking ticket at boardwalk.
6/9/2020	262	71	27	Tuesday	27%	N/A
6/10/2020	321	66	27	Wednesday	21%	3 written warnings for stop sign violations
6/11/2020	336	52	30	Thursday	15%	1 verbal warning for vehicle blocking roadway and 3 written warnings for stop sign violation.
6/12/2020	324	44	25	Friday	14%	no violations
6/13/2020	227	70	29	Saturday	31%	2 verbal and 1 written warning for excessive speed, 1 written warning for stop sign violation and 1 verbal warning for failure to secure infant in LSV.
6/14/2020	292	65	33	Sunday	22%	N/A
6/15/2020	325	100	32	Monday	31%	3 written warnings for faulty equipmwnt and 1 written warning for stop sign violation.
6/16/2020	282	49	27	Tuesday	17%	N/A
6/17/2020	318	58	30	Wednesday	18%	1 verbal warning for excessive speed and 2 written warnings for stop sign violations.
6/18/2020	336	48	32	Thursday	14%	N/A
6/19/2020	403	57	30	Friday	14%	1 verbal warning for stop sign violation and 1 verbal for no parking at boardwalk.
6/20/2020	308	66	41	Saturday	21%	N/A
6/21/2020	196	51	30	Sunday	26%	N/A
6/22/2020	223	40	29	Monday	18%	3 verbal and 1 written warning for stop sign violations and 1 verbal warning for under age operator of golf cart w/o ID.
6/23/2020	233	48	30	Tuesday	21%	N/A
6/24/2020	297	51	27	Wednesday	17%	N/A
6/25/2020	N/A	N/A	N/A	Thursday	N/A	2 verbal and 2 written warnings for stop sign violations and 1 verbal warning for child unsecured in LSV.
6/26/2020	N/A	N/A	N/A	Friday	N/A	No violations.
6/27/2020	N/A	N/A	N/A	Saturday	N/A	2 written warnings for stop sign violations and 1 written warning for expired registration.
6/28/2020	N/A	N/A	N/A	Sunday	N/A	2 verbal warnings for fishing behind home on Costa del Sol.
6/29/2020	N/A	N/A	N/A	Monday	N/A	N/A
6/30/2020	N/A	N/A	N/A	Tuesday	N/A	3 verbal and 1 written warning for stop sign violations and 1 verbal warning for under age



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
06/03/20		4							2 verbal and 2 written warnings	Wednesday	Gary Perna	1 verbal and 2 written warning for stop sign violations. 1 verbal warning for golf cart w/o tag past roundabout.
06/04/20		4							1 verbal and 3 written warnings	Thursday	Shawn Emert	1 verbal and 3 written warnings for stop sign violations.
06/05/20										Friday	Sid Mickler	Assisted patrol with Burglary case-Juveniles
06/06/20										Saturday	Gabe Bagby	Assisted FHP with vehicle crash at front entrance.
06/08/20	1	5							5 verbal warnings and 1 citation	Monday	Gary Perna	5 verbal warnings for stop sign violations and 1 parking ticket at boardwalk.
06/10/20		3							3 written warnings	Wednesday	Gary Perna	3 written warnings for stop sign violations
06/11/20	1	3							1 verbal and 3 written warnings	Thursday	Shawn Emert	1 verbal warning for vehicle blocking roadway and 3 written warnings for stop sign violation.
06/12/20										Friday	James Thornton	no violations
06/13/20		5							4 verbal and 1 written warning	Saturday	Gary Perna	2 verbal and 1 written warning for excessive speed, 1 written warning for stop sign violation and 1 verbal warning for failure to secure infant in LSV.
06/15/20		4							4 written warnings	Sunday	Shawn Emert	3 written warnings for faulty equipmwnt and 1 written warning for stop sign violation.
06/17/20		3							1 verbal and 2 written warnings	Wednesday	Gary Perna	1 verbal warning for excessive speed and 2 written warnings for stop sign violations.
06/19/20		2							2 verbal warnings	Friday	Chad Hallman	1 verbal warning for stop sign violation and 1 verbal for no parking at boardwalk.
06/22/20		5							4 verbal and 1 written warning	Monday	Gary Perna	3 verbal and 1 written warning for stop sign violations and 1 verbal warning for under age operator of golf cart w/o ID.
06/25/20		5							3 verbal and 2 written warnings	Thursday	Gary Perna	2 verbal and 2 written warnings for stop sign violations and 1 verbal warning for child unsecured in LSV.
06/26/20										Friday	James Thornton	No violations.
06/27/20		3							3 written warnings	Saturday	Kristapher James	2 written warnings for stop sign violations and 1 written warning for expired registration.
06/28/20							2		2 verbal warnings	Sunday	Patrick Warwin	2 verbal warnings for fishing behind home on Costa del Sol.
06/30/20		5							4 verbal and 1 written warning	Tuesday	Gary Perna	3 verbal and 1 written warning for stop sign violations and 1 verbal warning for under age operator of golf cart w/o ID.
June 2020 Totals	2	51	0	0	0	0	2	0				
2020 YTD total	9	283	1	2	0	0	3	5				
<b>Month to Month Comparison</b>												
June 2019	1	32	0	0	0	0	0	0				
June 2020 Totals	2	51	0	0	0	0	2	0				

## **Sixth Order of Business**

**6A.**

**MARSHALL CREEK**  
Community Development District

***Operating Budget***

**Fiscal Year 2021**

Modified Approved Tentative  
Approved 6/11/2020

Prepared by:



**Table of Contents**

	<u>Page #</u>
<b><u>OPERATING BUDGET</u></b>	
General Fund	
Revenues, Expenditures and Changes in Fund Balances	1-9
Exhibit A - Allocation of Fund Balances .....	10
Budget Narrative .....	11-34
<b><u>CAPITAL RESERVE FUND</u></b>	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	35
Budget Narrative .....	36
<b><u>SUPPORTING SCHEDULE</u></b>	
Comparison of Non-Ad Valorem Assessment Rates FY 2021 vs. FY 2020 .....	37-38

---

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 17,465	\$ 37,904	\$ 12,000	\$ 13,302	\$ 7,000	\$ 20,302	\$ 12,000
Shared Rev - Other Local Units	528,808	476,151	530,463	530,463	-	\$ 530,463	517,379
Interlocal Agreement - Other	356,097	356,097	347,590	190,236	157,354	347,590	341,736
FEMA Grants (boardwalk)	571,486	263,934	-	32,969	-	32,969	-
FEMA Revenue	26,446	40,610	-	-	-	-	-
Other Physical Environment Rev	8,075	11,000	12,000	4,000	8,000	12,000	24,000
S/F Program Fees	42,501	50,320	40,000	-	-	-	-
S/F Swimming Program Fees	-	2,686	3,000	-	2,000	2,000	3,000
S/F Activity Fees	5,155	4,906	5,000	170	2,500	2,670	5,000
S/F Other Revenues	1,777	2,008	1,750	1,722	28	1,750	1,750
S/F Rental Fees	3,930	2,000	3,500	825	2,000	2,825	2,000
S/F Snack Bar Revenue	-	3,645	3,000	328	2,672	3,000	3,000
Tennis Merchandise Sales	14,843	15,487	15,000	10,147	3,500	13,647	16,000
Tennis Special Events&Socials	90	-	1,000	-	500	1,000	1,000
Tennis Lessons & Clinics	183,848	233,359	205,000	131,170	70,000	201,170	230,000
Tennis Ball Machine Rental Fee	2,165	3,099	3,500	3,250	750	4,000	4,000
Tennis Membership	38,466	41,245	40,000	30,141	7,500	37,641	35,000
Interest - Tax Collector	3,806	12,458	-	8,014	1,500	9,514	-
Special Assmnts- Tax Collector	3,171,995	3,308,789	3,477,421	3,098,515	378,906	3,477,421	3,466,228
Special Assmnts- CDD Collected	16,205	11,994	13,448	13,327	121	13,448	-
Special Assmnts- Delinquent	31,282	-	-	-	-	-	-
Special Assmnts- Discounts	(104,666)	(113,476)	(104,342)	(119,904)	-	(119,904)	(138,649)
Other Miscellaneous Revenues	10,579	4,627	1,000	1,975	\$ 1,411	3,386	1,000
Gate Bar Code/Remotes	3,968	5,088	4,400	2,224	\$ 1,000	3,224	5,600

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
Impact Fee	53,046	58,770	30,000	18,714	\$ 13,367	32,081	25,000
<b>TOTAL REVENUES</b>	<b>4,987,367</b>	<b>4,832,701</b>	<b>4,644,730</b>	<b>3,971,588</b>	<b>660,109</b>	<b>4,632,197</b>	<b>4,555,043</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
P/R-Board of Supervisors	8,086	7,181	8,000	3,240	4,760	8,000	8,000
Payroll-Benefits	-	14	-	-	-	-	-
ProfServ-Arbitrage Rebate	600	-	1,200	600	600	1,200	1,200
ProfServ-Dissemination Agent	3,000	3,000	3,000	-	3,000	3,000	3,000
ProfServ-Engineering	21,817	29,730	25,000	10,877	14,123	25,000	25,000
ProfServ-Legal Services	73,596	52,434	75,000	24,834	50,166	75,000	75,000
ProfServ-Mgmt Consulting Serv	58,000	60,320	62,700	36,575	26,125	62,700	65,200
ProfServ-Special Assessment	12,000	12,480	15,000	15,000	-	15,000	15,750
ProfServ-Trustee Fees	11,499	11,330	11,400	2,876	8,524	11,400	11,400
Auditing Services	3,725	4,675	4,675	4,675	-	4,675	4,675
Communication - Telephone	397	-	-	-	400	400	-
Postage and Freight	5,608	5,504	5,600	2,329	3,271	5,600	5,600
Insurance - General Liability	25,257	26,345	28,980	28,486	-	28,486	31,335
Printing and Binding	3,601	3,509	4,000	1,053	2,447	3,500	3,500
Legal Advertising	3,053	2,307	3,000	471	2,529	3,000	3,000
Miscellaneous Services	4,462	8,876	6,000	5,857	4,184	10,041	6,000
Misc-Assessmnt Collection Cost	17,656	14,604	69,548	39,283	30,265	69,548	69,323
<b>Shared Exp - Other Local Units</b>	<b>460,837</b>	<b>516,556</b>	<b>585,565</b>	<b>585,565</b>	<b>-</b>	<b>585,565</b>	<b>485,772</b>
Office Supplies	462	479	500	477	480	957	1,453
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>713,831</b>	<b>759,519</b>	<b>909,343</b>	<b>762,373</b>	<b>150,874</b>	<b>913,247</b>	<b>815,383</b>

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

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



**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

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

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

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

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

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

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

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

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

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

**Revenues Expenditures and Changes in Fund Balance**  
Fiscal Year 2021 Modified Approved Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY2019	BUDGET	THRU	MAY-	PROJECTED	BUDGET
			FY 2020	APRIL 2020	SEPT 2020	FY 2020	FY 2021
Office Supplies	3,288	3,329	3,800	1,894	1,906	3,800	4,500
Office Equipment	663	3,068	1,000	186	814	1,000	2,000
Teaching Supplies	3,210	4,294	3,500	1,601	1,899	3,500	4,000
Op Supplies - Spa & Paper	-	477	-	-	-	-	-
Op Supplies - Uniforms	1,011	395	500	318	182	500	1,000
COS - Start Up Inventory	10,317	10,442	8,000	7,233	767	8,000	12,000
Subscriptions and Memberships	590	598	800	633	167	800	800
Cap Outlay-Machinery and Equip	-	59,589	38,200	51,420	-	51,420	25,014
<b>Total Tennis Court</b>	<b>498,719</b>	<b>590,549</b>	<b>561,881</b>	<b>351,123</b>	<b>225,953</b>	<b>577,076</b>	<b>583,811</b>
<b>TOTAL EXPENDITURES</b>	<b>4,976,695</b>	<b>4,582,432</b>	<b>4,644,730</b>	<b>2,859,984</b>	<b>1,575,749</b>	<b>4,435,733</b>	<b>4,555,043</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(20,653)	250,269	-	1,111,604	(915,640)	196,464	0
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance			-		-	-	0
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>
Net change in fund balance	(20,653)	250,269	-	1,111,604	(915,640)	196,464	0.00
<b>FUND BALANCE, BEGINNING</b>	<b>1,403,466</b>	<b>1,382,813</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,633,082</b>	<b>1,829,546</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,382,813</b>	<b>\$ 1,633,082</b>	<b>\$ 1,633,082</b>	<b>\$ 2,744,686</b>	<b>\$ 717,442</b>	<b>\$ 1,829,546</b>	<b>\$ 1,829,546</b>

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

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 1,829,546
Net Change in Fund Balance - Fiscal Year 2021	0
Reserves - Fiscal Year Additions FY 2021	100,000
<b>Total Funds Available (Estimated) - 9/30/2021</b>	<b>1,929,546</b>
<b>Assigned Fund Balance</b>	
Operating Reserve - Operating Capital	928,134 <sup>(1)</sup>
Reserves - Gates (Prior Years)	7,838
Reserve - Parks (Prior Years)	32,900
Reserves - Field (Prior Years)	440,675
Reserves - Field - FY 2021	100,000
Reserves - Landscaping (Prior Years)	39,986
Reserves - Swim & Fitness Clubhouse (Prior Years)	18,558
Reserves - Swimming Pools (Prior Years)	132,635
Reserves - Tennis Courts (Prior Years)	24,853
	<hr/>
<b>Total Allocation of Available Funds</b>	<b>1,725,579</b>
<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 203,967</b>

**Notes**

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

**Budget Narrative**  
Fiscal Year 2021

REVENUES

**Interest – Investments**

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

**Shared Revenue – Other Local Units**

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

**Interlocal Agreement - Other**

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

**Other Physical Environmental Rev**

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

**S/F Swimming Program Fees**

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

**S/F Activity Fees**

This is revenue from community classes.

**S/F Other Revenues**

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

**S/F Rental Fees**

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



**Budget Narrative**  
Fiscal Year 2021

REVENUES (continued)

**S/F Snack Bar Revenue**

This is revenue collected from the snack bar.

**Tennis Merchandise Sales**

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

**Tennis Special Events & Socials**

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

**Tennis Lessons & Clinics**

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

**Tennis Ball Machine Rental Fee**

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

**Tennis Membership**

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

**Tennis Drinks & Snacks**

This is revenue collected from soda machine.

**Special Assessments – Tax Collector**

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

**Special Assessments – Discounts**

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

**Budget Narrative**  
Fiscal Year 2021

REVENUES (continued)

**Other Miscellaneous Revenues**

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

**Gate Bar Code/Remotes**

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

**Impact Fee**

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

EXPENDITURES

*Expenditures - Administrative*

**Payroll - Board of Supervisors**

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

**Professional Service - Arbitrage Rebate**

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

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

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Administrative (continued)*

**Professional Service - Engineering**

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

**Professional Service - Legal Services**

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

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

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

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

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

**Professional Service - Trustee**

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

**Auditing Services**

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

**Postage and Freight**

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

**Insurance - General Liability**

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

*Expenditures – Administrative (continued)*

**Budget Narrative**  
Fiscal Year 2021

**Printing and Binding**

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

**Legal Advertising**

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

**Miscellaneous Services**

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

**Miscellaneous - Assessment Collection Cost**

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

**Shared Expenditures - Other Local Units**

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

**Office Supplies**

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

**Annual District Filing Fee**

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

*Expenditures - Other Public Safety*

**Payroll - Benefit**

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

**Payroll - Engineering**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Other Public Safety (continued)*

**Payroll - Gate Maintenance**

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

**Contracts - Security Services**

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

**Contracts - Roving Patrol**

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

**R&M - Gate**

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

**Miscellaneous - Bar Codes**

The cost of controlled access bar code decals.

*Expenditures - Field*

**Payroll - Benefit**

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

**Payroll - Engineering**

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

*Expenditures - Field (continued)*

**Marshall Creek**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2021

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

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

**Lease - Land**

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

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

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

**R&M - Boardwalks**

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

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

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

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

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

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

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

**R&M - Mulch**

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

**R&M - Roads & Alleyways**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Field (continued)*

**R&M - Sidewalks**

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

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

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

**Reserve – Field**

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

*Expenditures - Landscape*

**Payroll - Salaries**

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

**Payroll - Other**

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

**Payroll – Administration**

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

**Payroll - Benefits**

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Landscape (continued)*

**Payroll - General Staff**

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

**Payroll - Irrigation Staff**

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

**Payroll - IPM Staff**

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

**Payroll - Equipment Mechanic**

The compensation for Equipment Mechanic.3% pay increase.

**Payroll - Taxes**

Payroll taxes for Landscape staff.

**ProfServ-Info Technology**

This item is to cover the costs of computer services.

**Communication – Telephone**

This item covers telephone and fax machine expenses.

**Utility – Cable TV Billing**

Comcast internet service.

**Electricity - General (Utility)**

Electric service for maintenance building.

**Utility - Refuse Removal**

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



**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Landscape (continued)*

**Utility – Water & Sewer**

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

**Rentals - General**

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

**R & M - Buildings**

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

**R & M - Equipment**

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

**R & M - Grounds**

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

**R & M - Irrigation**

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

**R & M - Mulch**

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

**R & M - Pump Station**

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

**R & M - Trees & Trimming**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Landscape (continued)*

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

**Office Equipment**  
Miscellaneous office equipment expense.

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

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

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

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

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

*Expenditures - Utilities*

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

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Utilities ( continued)*

**R & M - Lake**

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

*Expenditures - Operations and Maintenance*

**Payroll - Shared Personnel**

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

**Professional Service - Field Management**

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

**Communication - Telephone**

Includes a portion of Assistant Manager and Director of Engineering.

**Postage and Freight**

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

**Rentals-General**

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

**R&M - Vehicles**

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

**Printing and Binding**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Operations and Maintenance (continued)*

**Miscellaneous - Connection Computer**

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

**Office Supplies**

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

**Operating Supplies - General**

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

*Expenditures - Parks and Recreation - General*

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

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

**Insurance - Property & Casualty**

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

*Expenditures - Swim & Fitness Clubhouse*

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

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

**ProfServ-Outside Fitness**

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures - Swim & Fitness Clubhouse (continued)*

**R&M - Buildings**

This category provides funds for any HVAC related expenses.

**R&M - Equipment**

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

**Miscellaneous - Special Events**

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

**Capital Outlay - Machinery and Equipment**

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

*Expenditures - Swimming Pool*

**Payroll - Salaries**

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

**Payroll - Hourly**

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

**Payroll - Lifeguards**

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

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Swimming Pool (continued)*

**Payroll - Benefits**

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

**Payroll - Engineering**

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

**Payroll - Janitor**

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

**Payroll Taxes**

Payroll taxes for Swim and Fitness Staff.

**Professional Service - Information Technology**

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

**Professional Service-Swimming Pool Commissions**

This line is the commissions paid to swim instructors.

**Contracts - Landscape**

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

**Travel and Per Diem**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Swimming Pool (continued)*

**Communication - Telephone**

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

**Utility - General**

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

**Utility – Cable TV Billing**

Comcast Internet Service

**Utility - Refuse Removal**

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

**R&M - Buildings**

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

**R&M - Pools**

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

**R&M Vehicles**

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

**Advertising**

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

**Miscellaneous Services**

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

**Marshall Creek**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2021

**Expenditures – Swimming Pool (continued)****Miscellaneous - Employee Meals** (Employee Relations)

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

**Miscellaneous - Training**

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

**Miscellaneous - Licenses & Permits**

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

**Office Supplies**

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

**Cleaning Supplies**

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

**Office Equipment**

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

**Snack Bar Expenses**

This is for supplies related to snack bar concessions.

**OP Supplies - Spa & Paper**

This budget item covers all spa and paper supplies used in the Swim and Fitness Center (e.g. shampoo, conditioner, body wash, soap, etc.).

**Operating Supplies - Uniforms**

This is for uniform purchases for Lifeguard and Front Desk personnel throughout the year.



**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Swimming Pool (continued)*

**Subscriptions & Memberships**

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

**Capital Outlay - Pool Furniture**

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

*Expenditures - Tennis Court*

**Payroll - Salaries**

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

**Payroll - Hourly**

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

**Payroll - Benefits**

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

**Payroll - Engineering**

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

**Payroll - Commission**

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

**Payroll Taxes**

Payroll taxes for Tennis staff.

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Tennis Court (continued)*

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

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

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

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

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

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

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

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Tennis Court (continued)*

**Utility - Water & Sewer**

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

**Rental/Lease - Vehicle/Equipment**

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

**R&M - General**

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

**R&M - Court Maintenance**

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

**R&M - Vandalism**

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

**Printing and Binding**

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

**Advertising**

The costs associated with newspaper ads to recruit new staff.

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

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

**Miscellaneous - Special Events**

Social and Promotional events for Tennis held on property.

**Miscellaneous - Training**

This is for continuing education and professional development for staff.

**Miscellaneous - Licenses & Permits**

USTA membership, etc.

**Budget Narrative**  
Fiscal Year 2021

*Expenditures – Tennis Court (continued)*

**Office Supplies**

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

**Office Equipment**

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

**Teaching Supplies**

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

**OP Supplies - Uniforms**

Staff uniform assistance.

**COS - Start Up Inventory**

This is for Inventory/Merchandise,

**Subscriptions and Memberships**

NFPTA, PTR, USPTA, etc

**Capital Outlay - Machinery and Equipment**

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

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

**Lessee**

*Marshall Creek Community Development District*

**Lessor**

*First Service Residential*

**Purpose**

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

**Operations Management Team Composition**

Property Manager  
Assistant Property Manager (reports to Property Manager)

**Relationship to Other Positions**

**Reports To**

District Board of Supervisors

**Coordinates with**

District Manager, Inframark – Infrastructure Management Services

**Supervises**

**Budget Narrative**  
Fiscal Year 2021

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

**Operations Management Team Functions**

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

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

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

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

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

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

**Marshall Creek**  
Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2021

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

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

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

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

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

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

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

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Modified Approved Tentative Budget

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



**Budget Narrative**  
Fiscal Year 2021

REVENUE

**Special Assessments - Tax Collector**

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

**Special Assessments - CDD Collected**

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

**Special Assessments - Discounts**

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

EXPENDITURES

*Expenditures - Administrative*

**Misc - Assessment Collection Cost**

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

**MARSHALL CREEK**  
Community Development District

**Supporting Budget Schedules**  
Fiscal Year 2021

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the 2015 and 2016 Bond Series Fiscal Year 2021 vs. Fiscal Year 2020									
Product	General Fund			Series 2015 & 2016 Debt Service			Total Assessments per Unit		
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change
<b>Inside Control Gate</b>									
Oak Common I	\$2,318	\$2,386	-2.85%	\$750	\$750	0.00%	\$3,068	\$3,136	-2.17%
Parkside I & II	\$2,318	\$2,386	-2.85%	\$900	\$900	0.00%	\$3,218	\$3,286	-2.07%
Trellis Park, Mission Park, TreeHouse Park (9 Lots)	\$2,318	\$2,386	-2.85%	\$1,149	\$1,149	0.00%	\$3,468	\$3,536	-1.92%
Oak Common II & III	\$2,318	\$2,386	-2.85%	\$1,199	\$1,199	0.00%	\$3,518	\$3,586	-1.89%
Marshall Creek Bluff	\$2,318	\$2,386	-2.85%	\$1,399	\$1,399	0.00%	\$3,718	\$3,785	-1.79%
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,318	\$2,386	-2.85%	\$1,499	\$1,499	0.00%	\$3,817	\$3,885	-1.75%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,318	\$2,386	-2.85%	\$1,899	\$1,899	0.00%	\$4,217	\$4,285	-1.58%
North River I, II, & III, Alimara, & Leaning Tree	\$2,318	\$2,386	-2.85%	\$2,399	\$2,399	0.00%	\$4,717	\$4,785	-1.42%
<b>Outside Control Gate</b>									
Village Center Homes (VC 1)	\$2,059	\$2,001	2.88%	\$600	\$600	0.00%	\$2,659	\$2,601	2.22%
Promenade Condos	\$2,059	\$2,001	2.88%	\$900	\$900	0.00%	\$2,959	\$2,901	1.99%
Palencia Village 2, 3, 4 & 2A	\$2,059	\$2,001	2.88%	\$1,199	\$1,199	0.00%	\$3,258	\$3,201	1.80%
Village Lakes	\$2,059	\$2,001	2.88%	\$1,010	\$1,010	0.00%	\$3,069	\$3,011	1.92%
Avila Condo & Village Square Res.	\$2,059	\$2,001	2.88%	\$700	\$700	0.00%	\$2,759	\$2,701	2.14%
Promenade Pointe	\$2,059	\$2,001	2.88%	\$2,399	\$2,399	0.00%	\$4,458	\$4,400	1.31%
<b>Golf Course</b>	\$44,350	\$44,043	0.70%	\$80,000	\$80,000	0.00%	\$124,350	\$124,043	0.25%

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the Restructured 2002 Bond Series												
Fiscal Year 2021 vs. Fiscal Year 2020												
Product	General Fund			2002 Capital Reserves			Series 2002 Debt Service			Total Assessments per Unit		
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change
<b>Inside Control Gate</b>												
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,318	\$2,386	-2.85%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,818	\$3,886	-1.75%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,318	\$2,386	-2.85%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,218	\$4,286	-1.58%
Costa Del Sol	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
Marshall Creek Bluff II - EV-3A	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
Village Center 5 (South Loop Lots)	\$2,318	\$2,386	-2.85%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,518	\$3,586	-1.89%
Trellis Park (North River Loop Lot)	\$2,318	\$2,386	-2.85%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,218	\$4,286	-1.58%
North River I, II, & III, Alimara, & Leaning Tree	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
The Reserve Phase II	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
Santa Teresa	\$2,318	\$2,386	-2.85%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,718	\$4,786	-1.42%
<b>Outside Control Gate</b>												
Palencia Village Townhomes I	\$2,059	\$2,001	2.88%	\$31	\$31	0.00%	\$719	\$719	0.00%	\$2,809	\$2,751	2.10%
Palencia Village 2, 3, 4 & 2A	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Village Lakes East (Residential MNO)	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Village Lofts (Live/Work)	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Townhomes II (VC-3)	\$2,059	\$2,001	2.88%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,259	\$3,201	1.80%
Avila Condo & Village Square Res.	\$2,059	\$2,001	2.88%	\$29	\$29	0.00%	\$671	\$671	0.00%	\$2,759	\$2,701	2.14%
Augustine Island	\$2,059	\$2,001	2.88%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,559	\$3,501	1.65%
Promenade Pointe	\$2,059	\$2,001	2.88%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,459	\$4,401	1.31%
<b>Commercial</b>												
Commercial (Office/Retail)	\$0.33	\$0.32	0.42%	\$0.04	\$0.04	0.00%	\$0.93	\$0.93	0.00%	\$1.30	\$1.29	0.11%
Neighborhood Commercial	\$1.31	\$1.28	2.40%	\$0.02	\$0.02	0.00%	\$0.45	\$0.45	0.00%	\$1.78	\$1.75	1.75%

## **Seventh Order of Business**

**7A**

# Hopping Green & Sams

Attorneys and Counselors

## MEMORANDUM

**TO:** District Manager  
**FROM:** HGS Attorney  
**DATE:** July 1, 2020  
**RE:** Amendments to Section 189.069(2)(a), *Florida Statutes*

---

The Florida Legislature recently enacted amendments to the website requirements contained in Section 189.069(2)(a), *Florida Statutes*, effective July 1, 2020. The full text of these amendments is attached to this memorandum as **Exhibit A**, and the amendments are summarized below:

- The requirement to post the final, complete audit report for the most recent completed fiscal year and audit reports required by law or authorized by the governing body of the special district may be satisfied by providing a link to the audit report on the Auditor General's website.
- The public facilities report is no longer required to be posted.
- Meeting materials accompanying meeting or workshop agendas are no longer required to be posted. Please note that the agenda itself is still required to be posted.

The amendments do not prevent districts from including these documents on their websites, but districts may remove them if they so choose. We recommend requesting board direction on a district-by-district basis.

Please do not hesitate to contact your HGS attorney at (850) 222-7500 if you have any questions or concerns.

CHAPTER 2020-77

Committee Substitute for Senate Bill No. 1466

An act relating to government accountability; amending s. 189.031, F.S.; specifying conditions under which board members and public employees of special districts do not abuse their public positions; amending s. 189.069, F.S.; revising the list of items required to be included on the websites of special districts; amending s. 190.007, F.S.; specifying conditions under which board members and public employees of community development districts do not abuse their public positions; providing effective dates.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Effective January 1, 2021, subsection (6) is added to section 189.031, Florida Statutes, to read:

189.031 Legislative intent for the creation of independent special districts; special act prohibitions; model elements and other requirements; local general-purpose government/Governor and Cabinet creation authorizations.—

(6) GOVERNANCE.—For purposes of s. 8(h)(2), Art. II of the State Constitution, a board member or a public employee of a special district does not abuse his or her public position if the board member or public employee commits an act or omission that is authorized under s. 112.313(7), (12), (15), or (16) or s. 112.3143(3)(b), and an abuse of a board member’s position does not include any act or omission in connection with a vote when the board member has followed the procedures required by s. 112.3143.

Section 2. Paragraph (a) of subsection (2) of section 189.069, Florida Statutes, is amended to read:

189.069 Special districts; required reporting of information; web-based public access.—

(2)(a) A special district shall post the following information, at a minimum, on the district’s official website:

1. The full legal name of the special district.
2. The public purpose of the special district.
3. The name, official address, official e-mail address, and, if applicable, term and appointing authority for each member of the governing body of the special district.
4. The fiscal year of the special district.



5. The full text of the special district's charter, the date of establishment, the establishing entity, and the statute or statutes under which the special district operates, if different from the statute or statutes under which the special district was established. Community development districts may reference chapter 190 as the uniform charter but must include information relating to any grant of special powers.

6. The mailing address, e-mail address, telephone number, and website uniform resource locator of the special district.

7. A description of the boundaries or service area of, and the services provided by, the special district.

8. A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy of the tax, fee, assessment, or charge. For purposes of this subparagraph, charges do not include patient charges by a hospital or other health care provider.

9. The primary contact information for the special district for purposes of communication from the department.

10. A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.

11. The budget of the special district and any amendments thereto in accordance with s. 189.016.

12. The final, complete audit report for the most recent completed fiscal year and audit reports required by law or authorized by the governing body of the special district. If the special district has submitted its most recent final, complete audit report to the Auditor General, this requirement may be satisfied by providing a link to the audit report on the Auditor General's website.

13. A listing of its regularly scheduled public meetings as required by s. 189.015(1).

~~14. The public facilities report, if applicable.~~

~~15.~~ The link to the Department of Financial Services' website as set forth in s. 218.32(1)(g).

~~15.16.~~ At least 7 days before each meeting or workshop, the agenda of the event, along with any meeting materials available in an electronic format, excluding confidential and exempt information. The information must remain on the website for at least 1 year after the event.

Section 3. Effective January 1, 2021, subsection (1) of section 190.007, Florida Statutes, is amended to read:

190.007 Board of supervisors; general duties.—

(1) The board shall employ, and fix the compensation of, a district manager. The district manager shall have charge and supervision of the works of the district and shall be responsible for preserving and maintaining any improvement or facility constructed or erected pursuant to the provisions of this act, for maintaining and operating the equipment owned by the district, and for performing such other duties as may be prescribed by the board. It shall not be a conflict of interest under chapter 112 for a board member or the district manager or another employee of the district to be a stockholder, officer, or employee of a landowner or of an entity affiliated with a landowner. The district manager may hire or otherwise employ and terminate the employment of such other persons, including, without limitation, professional, supervisory, and clerical employees, as may be necessary and authorized by the board. The compensation and other conditions of employment of the officers and employees of the district shall be as provided by the board. For purposes of s. 8(h)(2), Art. II of the State Constitution, a board member or a public employee of a district does not abuse his or her public position if the board member or public employee commits an act or omission that is authorized under this subsection, s. 112.313(7), (12), (15), or (16), or s. 112.3143(3)(b), and an abuse of a board member’s public position does not include any act or omission in connection with a vote when the board member has followed the procedures required by s. 112.3143.

Section 4. Except as otherwise expressly provided in this act, this act shall take effect July 1, 2020.

Approved by the Governor June 23, 2020.

Filed in Office Secretary of State June 23, 2020.

## **EIGHTH ORDER OF BUSINESS**

**8A**

**Katie Hollis**

---

**From:** jeff.riley@marshallcreekcdd.com  
**Sent:** Wednesday, June 24, 2020 5:29 PM  
**To:** Katie Hollis  
**Cc:** Howard E  
**Subject:** Open Business Item re Guardhouse Gates

In response to our telephone discussion today about all things MCCDD, I submit the following.

Per Board Supervisor Moss' request at the last MCCDD meeting for a report on the guardhouse gate collisions, here is the following for inclusion into the Operations Manager's Report for next meeting's agenda:

TOPIC: Guardhouse Gates Damage (open item from last meeting's minutes)

Summary: MCCDD is incurring accumulating costs to repair gate arms at the North and South Guardhouse Gates due to vehicle collisions by residents and visitors/vendors.

- costs for each repair seems minimal per incident, since gate arms are break-away designs that can be snapped into place
- minimum cost during non-work week, with management offices closed, is 2-hours at \$10/hour or \$20 for a CDD staff employee to snap the gate arm in place (this does not count the costs of materials, tools, equipment etc.)
- costs are much higher should maintenance staff members, supervisors, managers or other senior MCCDD employees have to snap the gate arm in place due to their pay rates; plus there is the cost of loss of service from their regular duties to fix the detached gate arms
- in addition to the above personnel/manpower costs, there are costs for other tool use, equipment, machine-time, electronic devices, power supply, fuel, and administrative accounting costs

ENVERA graciously provided data\* counting the number of gate arm breaks since 08/19/2019 by categories that is summarized as follows:

- vehicles operated by vendors & visitors – 43 (1 at North Guardhouse; 42 at South Guardhouse)
- vehicles operated by residents – 44 (17 at North Guardhouse; 27 at South Guardhouse)

This equates to approximately 9.7 collisions with the gate arms per month. Even at the least cost of \$20 per incident the costs accumulate to \$194/month and extrapolate to \$2,328/year.

It is suggested/recommended that the MCCDD Board of Supervisors consider a policy to penalize negligent vehicle operators as follows: 1) for residents – a fee of \$100 per collision or loss of amenity privileges if not paid; 2) for non-residents – a video report to the sheriff's office and/or Florida Highway Patrol for claim of property damage and fleeing scene of collision.

\*ENVERA is under no obligation to provide this data on a request, and its officials so stated that this is a one-time event; therefore, it is now incumbent upon the operations management to tally each month these gate collision events

Jeff Riley  
 Assistant Secretary, Board of Supervisors  
 Marshall Creek Community Development District  
 St. Johns County, FL

Community: Palencia HOA - Marshall Creek CDD

	#	Gate	Vehicle	Incident
<p>1 Gate location: North Resident Entrance                      Description of incident with Date/Time: The Resident Arm was struck by a golf cart at 8:18pm on 5/26.                      Repair Status: Video Pull requested                      Called Shane Mahn                      Ticket #: 01173088</p>	1	North Resident Entrance	Golf Cart	Resident Arm Struck
<p>2 Gate location: South Visitor gate                      Description of incident with Date/Time: The Visitor Arm was struck by a White Ford Explorer at 4:10pm on 5/24.                      Repair Status: Video Pull requested                      Called Shane Mahn.                      Ticket #: 01169295</p>	2	South resident Entrance	Auto	Visitor Arm Struck
	3	South resident Entrance	Auto	Visitor Arm Struck
	4	North Resident Entrance	Golf Cart	Resident Arm Struck
	5	South resident Entrance	Auto	Resident Arm Struck
	6	South resident Entrance	Auto	Resident Arm Struck
	7	North Resident Entrance	Golf Cart	Resident Arm Struck
	8	North Resident Entrance	Golf Cart	Resident Arm Struck
	9	North Resident Entrance	Golf Cart	Resident Arm Struck
	10	South resident Entrance	Auto	Resident Arm Struck
	11	South resident Entrance	Auto	Resident Arm Struck
	12	South resident Entrance	Auto	Resident Arm Struck
	13	North Resident Entrance	Golf Cart	Resident Arm Struck
	14	South resident Entrance	Auto	Visitor Arm Struck
	15	North Resident Entrance	Golf Cart	Resident Arm Struck

8 Gate location: North Gate (Resident)

Repair Status: Shane called (Voicemail) Video requested.  
Ticket #: 01146348

Description of incident with Date/Time: 5/15/2020 at 10:33:45 am,  
A Maintenance golf cart struck resident Barrier Arm. Arm knocked forward.

9 Gate location: North Gate (Resident)

Repair Status: Shane Called to reset arm. Video requested.  
Ticket #: 01140059

Description of incident with Date/Time: 5/12/2020 at 11:13 20 am,  
A Golf maintenance vehicle struck resident barrier arm.

10 Gate location: South Gate (Resident)

Repair Status: Community Notified. Video Requested.  
Ticket #: 01134616

Description of incident with Date/Time: 5/09/2020 at 1:23 am A  
Jeep struck Resident Entrance Arm. Arm Knocked forward.

11 Gate location: South resident entrance

Description of incident with Date/Time: On 5/7 at 4:21 pm the  
south resident entrance arm was hit by a pickup and now this arm  
is stuck open.

Repair Status: Advised Shane Mahn. Incident report sent. Video  
review requested.

Ticket #: 01132171

12 Gate location: South Gate (Resident)

Repair Status: Shane called to have arm reset. Video requested.  
Ticket #: 01129278

Description of incident with Date/Time: 5/06/2020 at 9:03:50 am,  
A Car tapped resident arm. Arm Stuck Open.

13 Gate location: North Gate

Description of incident with Date/Time: Resident Arm stuck open  
after being clipped by a golf cart at 11:43am on 5/04.

Repair Status: Video Pull requested

Called Shane and the arm was reset a minute later.

Ticket #: 01126032

14 Gate location: South Gate (visistor)

Repair Status: Report sent/ Video requested/ Call to Shane Mahn

Ticket #: 01125808

Description of incident with Date/Time: 5/04/2020 at 10:41 am a pick up truck pushed on the visitor barrier arm until it opened and it is now stuck in the open position

15 Gate location: North resident entrance

Description of incident with Date/Time: On 5/2 at at 8:30 pm a golf car hit the north resident entrance arm and knocked it back.

Repair Status: Incident report sent. Video review requested. Left messages for Shane Mahn and Katie Hollis.

Ticket #: 01124061



## **Ninth Order of Business**

**9A.**

**MEMORANDUM****TO: Board of Supervisors, Marshall Creek CDD****FROM: Gina Irving, Senior Accountant****CC: Janice Eggleton Davis, District Manager, Alan Baldwin, Accounting Manager****DATE: July 2, 2020****SUBJECT: May Financial Report**

Attached, please find the May 2020 Financial Report. During your review, please keep in mind that the goal is for revenue to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. To assist with your review, an overview of each of the District's Funds is provided below. If you have any questions or require additional information, please contact me at [gina.irving@inframark.com](mailto:gina.irving@inframark.com).

**General Funds:**

- Total revenues are approximately 91% of the annual budget. Annual Tax Collector Assessments are approximately 96% collected. District Billed Assessments are at 99.10% and Tennis Membership Revenues are at 91.92% of the annual budget. Special Assessments-Discount was budgeted at 3% instead of 4% of Special Assessments-Tax Collector.
- For the current month, year-to-date expenditures should be approximately 67% of annual budget, and are currently at 67.27% of the budget.

**Debt Service Funds:****Series 2002**

- Annual Tax Collector Assessments are approximately 96% collected, and Direct Billed Assessments are 100% collected. \$25,000 prepayment was made on 11/01/2019. \$ 343,189 prepayments received.

**Series 2015**

- Annual Assessments via Tax Collector are approximately 95% collected. \$45,000 prepayment was made on 11/01/2019.

**Series 2016**

- Annual Assessments via Tax Collector are approximately 94% collected. \$ 15,000 prepayment was made on 11/01/2019.

**Construction Fund:**

- Revenues recorded are interest earned on Investments.
- Interfund Transfer-In represents funds transfer from Reserve account Series 2015A to construction fund.

**MARSHALL CREEK**  
**Community Development District**

**Financial Report**

**May 31, 2020**

**Prepared by**



**Table of Contents**

<b><u>FINANCIAL STATEMENTS</u></b>	<b>Page</b>
Balance Sheet - All Funds .....	1
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund .....	2-7
Notes to the Financial Statements .....	8-10
General 004- 2002 Area Capital Reserves Fund .....	11
Series 2002 Debt Service Fund .....	12
Series 2015 Debt Service Fund .....	13
Series 2016 Debt Service Fund .....	14
Series 2015 A Construction Fund .....	15
<b><u>SUPPORTING SCHEDULES</u></b>	
Non-Ad Valorem Special Assessments Collections .....	16-17
Series 2015 A Construction Report .....	18
Cash and Investment Report .....	19
Bank Reconciliation .....	20-21
ADP Invoice Approval Listing .....	22-24
Check Register .....	25-31

**MARSHALL CREEK**  
**Community Development District**

**Financial Statements**

**(Unaudited)**

**May 31, 2020**

**Balance Sheet**  
May 31, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>GENERAL FUND</b>	<b>GENERAL 004 - 2002 AREA CAPITAL RESERVES FUND</b>	<b>SERIES 2002 DEBT SERVICE FUND</b>	<b>SERIES 2015 DEBT SERVICE FUND</b>	<b>SERIES 2016 DEBT SERVICE FUND</b>	<b>SERIES 2015 A CONSTRUCTION FUND</b>	<b>TOTAL</b>
<b>ASSETS</b>							
Cash - Checking Account	\$ 1,171,290	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,171,290
Assessments Receivable	58,190	4,298	149,887	-	-	-	212,375
Allow-Doubtful Collections	(40,726)	(2,149)	(100,208)	-	-	-	(143,083)
Due From Other Funds	-	91,265	456,007	-	15,131	-	562,403
Investments:							
Money Market Account	2,275,204	-	-	-	-	-	2,275,204
Construction Fund A	-	-	-	-	-	3,869	3,869
Prepayment Account	-	-	23,098	-	20	-	23,118
Prepayment Account A	-	-	-	3,071	-	-	3,071
Reserve Fund	-	-	204,081	-	31,330	-	235,411
Reserve Fund A	-	-	-	480,875	-	-	480,875
Revenue Fund	-	-	112,461	-	29,349	-	141,810
Revenue Fund A	-	-	-	160,950	-	-	160,950
Prepaid Items	16,928	-	-	-	-	-	16,928
<b>TOTAL ASSETS</b>	<b>\$ 3,480,886</b>	<b>\$ 93,414</b>	<b>\$ 845,326</b>	<b>\$ 644,896</b>	<b>\$ 75,830</b>	<b>\$ 3,869</b>	<b>\$ 5,144,221</b>
<b>LIABILITIES</b>							
Accounts Payable	\$ 13,735	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,735
Accrued Expenses	12,609	-	-	-	-	-	12,609
Deferred Revenue	17,464	2,149	49,679	-	-	-	69,292
Due To Other Funds	324,996	-	-	237,408	-	-	562,404
<b>TOTAL LIABILITIES</b>	<b>368,804</b>	<b>2,149</b>	<b>49,679</b>	<b>237,408</b>	<b>-</b>	<b>-</b>	<b>658,040</b>
<b>FUND BALANCES</b>							
<b>Nonspendable:</b>							
Prepaid Items	16,928	-	-	-	-	-	16,928
<b>Restricted for:</b>							
Debt Service	-	-	795,647	407,488	75,830	-	1,278,965
Capital Projects	-	-	-	-	-	3,869	3,869
<b>Assigned to:</b>							
Operating Reserves	736,979	-	-	-	-	-	736,979
Reserves - Field	312,092	-	-	-	-	-	312,092
Reserves - Gate	7,838	-	-	-	-	-	7,838
Reserves - Landscape	39,986	-	-	-	-	-	39,986
Reserves - Park	32,900	-	-	-	-	-	32,900
Reserves - Swim&Fitness Clubh	18,558	-	-	-	-	-	18,558
Reserves - Swimming Pools	132,635	-	-	-	-	-	132,635
Reserves - Tennis Courts	24,853	-	-	-	-	-	24,853
<b>Unassigned:</b>	<b>1,789,313</b>	<b>91,265</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,880,578</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 3,112,082</b>	<b>\$ 91,265</b>	<b>\$ 795,647</b>	<b>\$ 407,488</b>	<b>\$ 75,830</b>	<b>\$ 3,869</b>	<b>\$ 4,486,181</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 3,480,886</b>	<b>\$ 93,414</b>	<b>\$ 845,326</b>	<b>\$ 644,896</b>	<b>\$ 75,830</b>	<b>\$ 3,869</b>	<b>\$ 5,144,221</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>MAY-20 ACTUAL</u>
<b>REVENUES</b>				
Interest - Investments	\$ 12,000	\$ 13,305	110.88%	\$ -
FEMA Grants	-	32,969	0.00%	-
Shared Rev - Other Local Units	530,463	530,463	100.00%	-
Interlocal Agreement - Other	347,590	190,236	54.73%	-
Other Physical Environment Rev	12,000	4,000	33.33%	-
S/F Program Fees	40,000	721	1.80%	721
S/F Swimming Program Fees	3,000	-	0.00%	-
S/F Activity Fees	5,000	210	4.20%	40
S/F Other Revenues	1,750	1,722	98.40%	-
S/F Rental Fees	3,500	825	23.57%	-
S/F Snack Bar Revenue	3,000	328	10.93%	-
Tennis Merchandise Sales	15,000	11,264	75.09%	1,161
Tennis Special Events&Socials	1,000	-	0.00%	-
Tennis Lessons & Clinics	205,000	138,847	67.73%	8,115
Tennis Ball Machine Rental Fee	3,500	3,250	92.86%	-
Tennis Membership	40,000	36,766	91.92%	6,625
Interest - Tax Collector	-	8,014	0.00%	-
Special Assmnts- Tax Collector	3,477,421	3,321,636	95.52%	223,121
Special Assmnts- CDD Collected	13,448	13,327	99.10%	-
Special Assmnts- Discounts	(104,342)	(121,106)	116.07%	(1,201)
Other Miscellaneous Revenues	1,000	3,203	320.30%	1,229
Gate Bar Code/Remotes	4,400	2,412	54.82%	188
Impact Fee	30,000	21,286	70.95%	2,572
<b>TOTAL REVENUES</b>	<b>4,644,730</b>	<b>4,213,678</b>	<b>90.72%</b>	<b>242,571</b>

**EXPENDITURES**

**Administration**

P/R-Board of Supervisors	8,000	3,303	41.29%	63
ProfServ-Arbitrage Rebate	1,200	600	50.00%	-
ProfServ-Dissemination Agent	3,000	-	0.00%	-
ProfServ-Engineering	25,000	11,203	44.81%	326
ProfServ-Legal Services	75,000	25,748	34.33%	914
ProfServ-Mgmt Consulting Serv	62,700	41,800	66.67%	5,225
ProfServ-Special Assessment	15,000	15,000	100.00%	-
ProfServ-Trustee Fees	11,400	2,876	25.23%	-
Auditing Services	4,675	4,675	100.00%	-
Postage and Freight	5,600	2,456	43.86%	127
Insurance - General Liability	28,980	28,486	98.30%	-



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>	<b>MAY-20 ACTUAL</b>
Printing and Binding	4,000	1,053	26.33%	-
Legal Advertising	3,000	839	27.97%	368
Miscellaneous Services	6,000	6,014	100.23%	158
Misc-Assessmnt Collection Cost	69,548	64,011	92.04%	4,438
Shared Exp - Other Local Units	585,565	585,565	100.00%	-
Office Supplies	500	477	95.40%	-
Annual District Filing Fee	175	175	100.00%	-
<b>Total Administration</b>	<b>909,343</b>	<b>794,281</b>	<b>87.35%</b>	<b>11,619</b>
<b><u>Other Public Safety</u></b>				
Payroll-Benefits	13,387	5,112	38.19%	737
Payroll-Engineering	64,383	41,061	63.78%	5,008
Payroll-Gate Maintenance	2,496	1,305	52.28%	198
Contracts-Security Services	273,750	85,254	31.14%	11,928
Contracts-Roving Patrol	40,000	23,070	57.68%	2,080
R&M-Gate	20,000	8,452	42.26%	730
Misc-Bar Codes	4,100	3,424	83.51%	1,024
<b>Total Other Public Safety</b>	<b>418,116</b>	<b>167,678</b>	<b>40.10%</b>	<b>21,705</b>
<b><u>Field</u></b>				
Payroll-Benefits	10,283	4,095	39.82%	589
Payroll-Engineering	49,975	32,848	65.73%	4,006
Utility - Water & Sewer	2,000	-	0.00%	-
Lease - Land	2,000	2,012	100.60%	2,012
R&M-Bike Paths & Asphalt	4,000	125	3.13%	125
R&M-Boardwalks	7,720	4,508	58.39%	146
R&M-Buildings	15,000	9,691	64.61%	2,360
R&M-Electrical	12,500	2,802	22.42%	101
R&M-Fountain	41,000	48,297	117.80%	185
R&M-Mulch	5,600	-	0.00%	-
R&M-Roads & Alleyways	30,000	19,839	66.13%	4,054
R&M-Sidewalks	20,000	10,342	51.71%	1,110
R&M-Signage	6,000	4,624	77.07%	1,088
Cap Outlay-Machinery and Equip	-	5,149	0.00%	-
Reserve - Field	100,000	-	0.00%	-
<b>Total Field</b>	<b>306,078</b>	<b>144,332</b>	<b>47.16%</b>	<b>15,776</b>
<b><u>Landscape Services</u></b>				
Payroll-Salaries	204,095	110,885	54.33%	12,206
Payroll-Other	4,000	-	0.00%	-

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>	<b>MAY-20 ACTUAL</b>
Payroll-Administrative	7,058	3,185	45.13%	312
Payroll-Benefits	84,933	51,185	60.27%	7,051
Payroll-General Staff	129,574	80,563	62.18%	8,529
Payroll-Irrigation Staff	63,619	46,138	72.52%	5,872
Payroll-IPM Staff	84,979	49,576	58.34%	6,680
Payroll-Equipment Mechanic	27,409	20,338	74.20%	2,430
Payroll Taxes	38,990	23,672	60.71%	2,725
ProfServ-Info Technology	1,000	-	0.00%	-
Communication - Telephone	3,298	2,208	66.95%	276
Utility - Cable TV Billing	2,000	1,341	67.05%	170
Electricity - General	4,000	1,789	44.73%	178
Utility - Refuse Removal	13,500	8,332	61.72%	290
Utility - Water & Sewer	3,360	1,419	42.23%	-
Rentals - General	1,500	435	29.00%	-
R&M-Buildings	5,500	7,404	134.62%	466
R&M-Equipment	30,000	26,113	87.04%	2,635
R&M-Grounds	53,729	17,405	32.39%	(4,127)
R&M-Irrigation	21,000	9,464	45.07%	(194)
R&M-Mulch	79,360	100,092	126.12%	48,044
R&M-Pump Station	15,000	8,035	53.57%	375
R&M-Trees and Trimming	15,000	17,900	119.33%	-
Misc-Employee Meals	7,000	4,336	61.94%	19
Office Equipment	500	325	65.00%	-
Op Supplies - General	21,500	10,901	50.70%	1,593
Op Supplies - Uniforms	7,408	1,402	18.93%	-
Op Supplies - Fuel, Oil	12,500	8,970	71.76%	1,576
Impr - Landscape	57,452	26,576	46.26%	1,192
Cap Outlay-Machinery and Equip	36,000	24,861	69.06%	-
<b>Total Landscape Services</b>	<b>1,035,264</b>	<b>664,850</b>	<b>64.22%</b>	<b>98,298</b>
<b>Utilities</b>				
Electricity - Streetlighting	75,000	53,333	71.11%	6,624
Utility - Water & Sewer	2,500	3,129	125.16%	-
R&M-Lake	53,080	33,740	63.56%	4,000
<b>Total Utilities</b>	<b>130,580</b>	<b>90,202</b>	<b>69.08%</b>	<b>10,624</b>
<b>Operation &amp; Maintenance</b>				
Payroll-Shared Personnel	347,590	192,301	55.32%	13,931
ProfServ-Field Management	277,229	200,979	72.50%	20,919
Travel and Per Diem	400	-	0.00%	-

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>	<b>MAY-20 ACTUAL</b>
Communication - Telephone	3,000	225	7.50%	-
Postage and Freight	200	205	102.50%	-
Rentals - General	1,905	1,905	100.00%	-
R&M-Vehicles	6,000	12	0.20%	-
Printing and Binding	4,500	2,773	61.62%	370
Misc-Connection Computer	3,000	2,208	73.60%	-
Billback Expenses Developer	-	5,649	0.00%	(99)
Office Supplies	1,750	2,238	127.89%	186
Op Supplies - General	8,900	2,768	31.10%	405
<b>Total Operation &amp; Maintenance</b>	<b>654,474</b>	<b>411,263</b>	<b>62.84%</b>	<b>35,712</b>
<b><u>Parks and Recreation - General</u></b>				
ProfServ-Mgmt Consulting Serv	24,000	16,000	66.67%	2,000
Insurance -Property & Casualty	100,850	94,352	93.56%	-
<b>Total Parks and Recreation - General</b>	<b>124,850</b>	<b>110,352</b>	<b>88.39%</b>	<b>2,000</b>
<b><u>Clubhouse</u></b>				
Contracts-Misc Labor	5,500	3,573	64.96%	156
Contracts-Outside Fitness	17,720	7,701	43.46%	-
R&M-Buildings	10,000	10,376	103.76%	808
R&M-Equipment	3,000	957	31.90%	-
Misc-Special Events	25,000	12,553	50.21%	-
Cap Outlay-Machinery and Equip	2,500	-	0.00%	-
Cap Outlay-Clubhouse	-	85,239	0.00%	-
<b>Total Clubhouse</b>	<b>63,720</b>	<b>120,399</b>	<b>188.95%</b>	<b>964</b>
<b><u>Swimming Pool</u></b>				
Payroll-Salaries	57,706	56,486	97.89%	8,561
Payroll-Hourly	68,640	16,099	23.45%	353
Payroll-Lifeguards	37,000	897	2.42%	-
Payroll-Benefits	29,104	20,940	71.95%	1,204
Payroll-Engineering	51,175	31,461	61.48%	3,929
Payroll-Janitor	6,240	5,627	90.18%	889
Payroll Taxes	13,003	5,611	43.15%	626
ProfServ-Info Technology	2,500	2,555	102.20%	360
ProfServ-Swim Pool Commiss	3,000	189	6.30%	36
Contracts-Landscape	3,500	3,400	97.14%	-
Travel and Per Diem	400	47	11.75%	-
Communication - Telephone	4,925	3,680	74.72%	466
Utility - General	55,000	35,153	63.91%	1,379

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>	<b>MAY-20 ACTUAL</b>
Utility - Cable TV Billing	1,896	2,258	119.09%	339
Utility - Refuse Removal	2,050	1,877	91.56%	181
R&M-Buildings	20,000	20,001	100.01%	427
R&M-Pools	33,000	12,899	39.09%	1,508
R&M-Vehicles	500	-	0.00%	-
Advertising	1,500	880	58.67%	110
Miscellaneous Services	1,500	260	17.33%	-
Misc-Employee Meals	4,585	3,631	79.19%	-
Misc-Training	2,500	1,103	44.12%	-
Misc-Licenses & Permits	2,000	-	0.00%	-
Office Supplies	2,000	1,697	84.85%	308
Cleaning Supplies	2,250	1,436	63.82%	162
Office Equipment	1,250	2,939	235.12%	-
Snack-Bar Expenses	2,500	-	0.00%	-
Op Supplies - Spa & Paper	2,500	367	14.68%	46
Op Supplies - Uniforms	1,500	133	8.87%	-
Op Supplies - Summer Camp	14,000	-	0.00%	-
Subscriptions and Memberships	1,200	170	14.17%	-
Cap Outlay-Machinery and Equip	4,000	15,771	394.28%	-
Cap Outlay - Pool Furniture	7,500	349	4.65%	-
<b>Total Swimming Pool</b>	<b>440,424</b>	<b>247,916</b>	<b>56.29%</b>	<b>20,884</b>
<b><u>Tennis Court</u></b>				
Payroll-Salaries	126,000	70,551	55.99%	7,700
Payroll-Hourly	37,000	19,857	53.67%	968
Payroll-Benefits	38,182	21,410	56.07%	2,407
Payroll-Engineering	38,331	23,595	61.56%	2,947
Payroll-Commission	184,500	122,957	66.64%	1,463
Payroll Taxes	26,465	12,745	48.16%	699
ProfServ-Administrative	500	-	0.00%	-
ProfServ-Info Technology	1,000	3,867	386.70%	-
Contracts-Janitorial Services	6,500	2,633	40.51%	-
Communication - Telephone	3,600	1,327	36.86%	-
Utility - Cable TV Billing	2,903	1,914	65.93%	241
Electricity - General	13,500	6,758	50.06%	121
Utility - Refuse Removal	1,500	1,536	102.40%	181
Utility - Water & Sewer	1,200	771	64.25%	-
Rental/Lease - Vehicle/Equip	1,700	1,057	62.18%	132
R&M-General	6,500	3,111	47.86%	382
R&M-Court Maintenance	10,000	7,991	79.91%	260

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>	<b>MAY-20 ACTUAL</b>
R&M-Vandalism	500	-	0.00%	-
Printing and Binding	1,000	-	0.00%	-
Advertising	1,500	880	58.67%	110
Misc-Employee Meals	2,200	1,645	74.77%	-
Misc-Special Events	1,000	846	84.60%	-
Misc-Training	500	-	0.00%	-
Office Supplies	3,800	1,944	51.16%	50
Office Equipment	1,000	186	18.60%	-
Teaching Supplies	3,500	1,601	45.74%	-
Op Supplies - Uniforms	500	318	63.60%	-
COS - Start Up Inventory	8,000	7,233	90.41%	-
Subscriptions and Memberships	800	633	79.13%	-
Cap Outlay-Machinery and Equip	38,200	55,920	146.39%	4,500
<b>Total Tennis Court</b>	<b>561,881</b>	<b>373,286</b>	<b>66.44%</b>	<b>22,161</b>
<b>TOTAL EXPENDITURES</b>	<b>4,644,730</b>	<b>3,124,559</b>	<b>67.27%</b>	<b>239,743</b>
Excess (deficiency) of revenues Over (under) expenditures	-	1,089,119	0.00%	2,828
Net change in fund balance	\$ -	\$ 1,089,119	0.00%	\$ 2,828
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>2,022,963</b>	<b>2,022,963</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 2,022,963</b>	<b>\$ 3,112,082</b>		

**Marshall Creek**Community Development District

---

**Notes to the Financial Statements****Assets**

- ▶ Assessments Receivable represents amounts due for delinquent assessments, FY2017, FY2018 and FY2019.
- ▶ Allow-Doubtful Collections represents amounts due for delinquent assessments for FY2017 and FY2018.
- ▶ Due From Other Funds represents Assessments due from General Fund to Debt Service.
- ▶ District has two MMA with General Fund monies with BB&T and Bank United. (See Cash & Investments Report for details.)
- ▶ Prepaid Items represents payment for Series 2002 Administrative Fees and health insurance.

**Liabilities**

- ▶ Accounts Payable represents invoices received that will be paid in following month.
- ▶ Accrued Expenses represents monthly utilities, contracts, and expenses that will be paid in following month.
- ▶ Deferred Revenue represents assessments for FY2019 not yet received for Parcel 072420-0493.
- ▶ Due To Other Funds represents Assessments due to Debt Service from General Fund

**Fund Balance**

- ▶ In the General Fund, the District has assigned Reserves for various assets.

*The notes are intended to provide additional information helpful when reviewing the financial statements.*

**Marshall Creek**

**Statement of Revenues**

Community Development District

**Notes to the Financial Statements**

**Budget Analysis - Significant Variances**

Account Name	Budget	YTD Actual	% of Budget	Explanation
<b><u>Administrative</u></b>				
Miscellaneous Services	\$6,000	\$6,014	100%	Bank services charges and stop payment charge.
<b><u>Other Public Safety</u></b>				
Misc-Bar Codes	\$4,100	\$3,424	84%	Residents using more decals than budgeted.
<b><u>Field</u></b>				
Lease - Land	\$2,000	\$2,012	101%	Land lease increase more than budgeted.
R&M-Fountain	\$41,000	\$48,297	118%	Village Green railing replaced, approved by board
R&M Signage	\$6,000	\$4,624	77%	Misc. Purchase of various signs.
Cap Outlay-Machinery and Equip	\$0	\$5,149		Purchase of floor Scrubber.
<b><u>Landscape Services</u></b>				
Payroll-Irrigation Staff	\$63,619	\$46,138	73%	Staff working overtime hand-watering, several pumps down.
Payroll-Equipment Mechanic	\$27,409	\$20,338	74%	Pay increased to keep staff
R&M-Buildings	\$5,500	\$7,404	135%	All duct-work in building replaced-not budgeted
R&M Equipment	\$30,000	\$26,113	87%	Repairs to truck & lift.
R&M-Mulch	\$79,360	\$100,092	126%	Budgeted 6 loads, needed 8 for community coverage.
R&M-Trees and Trimming	\$15,000	\$17,900	119%	Raise canopies on 230 trees, not budgeted.
Cap Outlay-Machinery and Equip	\$36,000	\$24,861	69%	Purchase of new club car.
<b><u>Utilities</u></b>				
Electricity-Streetlighting	\$75,000	\$53,333	71%	Utility thru current month, higher than last year.
Utility-Water & Sewer	\$2,500	\$3,129	125%	Higher due to underground leak.
<b><u>Operation &amp; Maintenance</u></b>				
ProfServ-Field Management	\$277,229	\$200,979	72%	This is higher due to bonus payment.
Misc-Connection Computers	\$3,000	\$2,208	74%	Purchase of laptop, APC battery backup.
Office Supplies	\$1,750	\$2,238	128%	Card printer replaced.
<b><u>Parks and Recreation-General</u></b>				
Insurance-Property & Casualty	\$100,850	\$94,352	94%	Insurance Policy FY2020-Property paid in full.
<b><u>Clubhouse</u></b>				
R&M Buildings	\$10,000	\$10,376	104%	Replaced thermostats, dampers/control system.
Cap Outlay-Clubhouse	\$0	\$85,239		Phase 1 enclosure & storage area.
<b><u>Swimming Pool</u></b>				
Payroll-Salaries	\$57,706	\$56,486	98%	Added FT staff at front desk, not budgeted.
Payroll-Benefits	\$29,104	\$20,940	72%	Added FT staff at front desk, not budgeted.
Payroll-Janitor	\$6,240	\$5,627	90%	Additional cleaning due to Covid-19.
ProfServ-Info Technology	\$2,500	\$2,555	102%	Install AV equipment.
Contracts-Landscape	\$3,500	\$3,400	97%	Installed pavers in new pavilion area.
Communication-Telephone	\$4,925	\$3,680	75%	AT&T out of contract.
Utility-Cable TV Billing	\$1,896	\$2,258	119%	Comcast services, increased after budget prep.
Utility-Refuse Removal	\$2,050	\$1,877	92%	Republic out of contract.

The notes are intended to provide additional information helpful when reviewing the financial statements.

**Marshall Creek**

Community Development District

**Statement of Revenues**

**Notes to the Financial Statements**

**Budget Analysis - Significant Variances**

Account Name	Budget	YTD Actual	% of Budget	Explanation
R&M Buildings	\$20,000	\$20,001	100%	Replaced privacy fence around complex; wallpaper restrooms.
Misc. Employees Meals	\$4,585	\$3,631	79%	Safety program FY2019 and gifts cards for staff appreciation.
Office Supplies	\$2,000	\$1,697	85%	Additional supplies for Covid-19
Office Equipment	\$1,250	\$2,939	235%	Large screen TV for new pavilion, not budgeted.
Cap Outlay-Machinery and Equip	\$4,000	\$15,771	394%	Purchase of audio and equipment for classes.
<b><u>Tennis Court</u></b>				
ProfServ-Info Technology	\$1,000	\$3,867	387%	Services from Club systems group for computers.
Utility-Refuse Removal	\$1,500	\$1,536	102%	Service from Rep. Services of FL is higher than expected.
R&M- Court Maintenance	\$10,000	\$7,991	80%	Purchase of Hydroblend, course blend, rake panels and more.
Misc. Employees Meals	\$2,200	\$1,645	75%	Safety program FY2019/ Gifts cards for staff appreciation.
COS-Start Up Inventory	\$8,000	\$7,233	90%	Replenish inventory.
Cap-Outlay-Machinery and Equip	\$38,200	\$55,920	146%	LED retro fit 32 lights, replace court cart & fencing.

*The notes are intended to provide additional information helpful when reviewing the financial statements.*



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-20 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ -	0.00%	\$ -
Special Assmnts- Tax Collector	51,149	48,858	95.52%	3,282
Special Assmnts- CDD Collected	1,668	1,668	100.00%	-
Special Assmnts- Discounts	(2,046)	(1,781)	87.05%	(18)
<b>TOTAL REVENUES</b>	<b>50,771</b>	<b>48,745</b>	<b>96.01%</b>	<b>3,264</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Misc-Assessmnt Collection Cost	1,023	941	91.98%	65
<b>Total Administration</b>	<b>1,023</b>	<b>941</b>	<b>91.98%</b>	<b>65</b>
<b>TOTAL EXPENDITURES</b>	<b>1,023</b>	<b>941</b>	<b>91.98%</b>	<b>65</b>
Excess (deficiency) of revenues Over (under) expenditures	49,748	47,804	0.00%	3,199
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	49,748	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>49,748</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ 49,748	\$ 47,804	0.00%	\$ 3,199
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>43,461</b>	<b>43,461</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 93,209</b>	<b>\$ 91,265</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>MAY-20 ACTUAL</u>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 250	\$ 2,888	1155.20%	\$ 26
Special Assmnts- Tax Collector	1,168,674	1,116,317	95.52%	74,985
Special Assmnts- Prepayment	-	362,691	0.00%	19,502
Special Assmnts- CDD Collected	38,056	38,056	100.00%	-
Special Assmnts- Discounts	(46,747)	(40,701)	87.07%	(404)
<b>TOTAL REVENUES</b>	<b>1,160,233</b>	<b>1,479,251</b>	<b>127.50%</b>	<b>94,109</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Misc-Assessmnt Collection Cost	23,373	21,513	92.04%	1,492
<b>Total Administration</b>	<b>23,373</b>	<b>21,513</b>	<b>92.04%</b>	<b>1,492</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	540,000	540,000	100.00%	540,000
Principal Prepayments	-	365,000	0.00%	340,000
Interest Expense	540,750	540,125	99.88%	269,750
<b>Total Debt Service</b>	<b>1,080,750</b>	<b>1,445,125</b>	<b>133.72%</b>	<b>1,149,750</b>
<b>TOTAL EXPENDITURES</b>	<b>1,104,123</b>	<b>1,466,638</b>	<b>132.83%</b>	<b>1,151,242</b>
Excess (deficiency) of revenues Over (under) expenditures	56,110	12,613	0.00%	(1,057,133)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Interfund Transfer - In	-	343,189	0.00%	-
Operating Transfers-Out	-	(8,509)	0.00%	-
Contribution to (Use of) Fund Balance	56,110	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>56,110</b>	<b>334,680</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ 56,110	\$ 347,293	0.00%	\$ (1,057,133)
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>448,354</b>	<b>448,354</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 504,464</b>	<b>\$ 795,647</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>MAY-20 ACTUAL</u>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 600	\$ 4,588	764.67%	\$ 22
Special Assmnts- Tax Collector	1,026,794	976,212	95.07%	65,574
Special Assmnts- Prepayment	-	9,693	0.00%	-
Special Assmnts- Discounts	(41,072)	(35,592)	86.66%	(353)
<b>TOTAL REVENUES</b>	<b>986,322</b>	<b>954,901</b>	<b>96.81%</b>	<b>65,243</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Misc-Assessmnt Collection Cost	20,536	18,813	91.61%	1,304
<b>Total Administration</b>	<b>20,536</b>	<b>18,813</b>	<b>91.61%</b>	<b>1,304</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	520,000	520,000	100.00%	520,000
Principal Prepayments	-	55,000	0.00%	10,000
Interest Expense	452,700	451,575	99.75%	225,225
<b>Total Debt Service</b>	<b>972,700</b>	<b>1,026,575</b>	<b>105.54%</b>	<b>755,225</b>
<b>TOTAL EXPENDITURES</b>	<b>993,236</b>	<b>1,045,388</b>	<b>105.25%</b>	<b>756,529</b>
Excess (deficiency) of revenues Over (under) expenditures	(6,914)	(90,487)	0.00%	(691,286)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Operating Transfers-Out	-	(346,325)	0.00%	(8)
Contribution to (Use of) Fund Balance	(6,914)	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(6,914)</b>	<b>(346,325)</b>	<b>0.00%</b>	<b>(8)</b>
Net change in fund balance	\$ (6,914)	\$ (436,812)	0.00%	\$ (691,294)
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>844,300</b>	<b>844,300</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 837,386</b>	<b>\$ 407,488</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>MAY-20 ACTUAL</u>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 400	\$ 547	136.75%	\$ 19
Special Assmnts- Tax Collector	65,650	61,744	94.05%	4,147
Special Assmnts- Discounts	(2,626)	(2,251)	85.72%	(22)
<b>TOTAL REVENUES</b>	<b>63,424</b>	<b>60,040</b>	<b>94.66%</b>	<b>4,144</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Misc-Assessmnt Collection Cost	1,313	1,190	90.63%	83
<b>Total Administration</b>	<b>1,313</b>	<b>1,190</b>	<b>90.63%</b>	<b>83</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	10,000	10,000	100.00%	10,000
Principal Prepayments	-	15,000	0.00%	-
Interest Expense	48,032	47,558	99.01%	23,542
<b>Total Debt Service</b>	<b>58,032</b>	<b>72,558</b>	<b>125.03%</b>	<b>33,542</b>
<b>TOTAL EXPENDITURES</b>	<b>59,345</b>	<b>73,748</b>	<b>124.27%</b>	<b>33,625</b>
Excess (deficiency) of revenues Over (under) expenditures	4,079	(13,708)	0.00%	(29,481)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Interfund Transfer - In	-	8,509	0.00%	-
Contribution to (Use of) Fund Balance	4,079	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>4,079</b>	<b>8,509</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ 4,079	\$ (5,199)	0.00%	\$ (29,481)
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>81,029</b>	<b>81,029</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 85,108</b>	<b>\$ 75,830</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>MAY-20 ACTUAL</u>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 12	0.00%	\$ -
<b>TOTAL REVENUES</b>	<b>-</b>	<b>12</b>	<b>0.00%</b>	<b>-</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	-	12	0.00%	-
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Interfund Transfer - In	-	3,136	0.00%	8
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>-</b>	<b>3,136</b>	<b>0.00%</b>	<b>8</b>
Net change in fund balance	\$ -	\$ 3,148	0.00%	\$ 8
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>-</b>	<b>721</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ 3,869</b>		

**MARSHALL CREEK**  
**Community Development District**

**Supporting Schedules**

**May 31, 2020**

**Non-Ad Valorem Special Assessments - St Johns County Tax Collector  
(Monthly Assessment Collection Distributions)  
For the Fiscal Year Ending September 30, 2020**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	Allocation by Funds		
					General Fund	2002 Area Capital Reserves Fund	Debt Service (1) Funds
Assessments Levied FY 2020				\$ 5,783,878	\$ 3,477,421	\$ 51,149	\$ 2,255,308
Allocation%				100%	60%	1%	39%
11/20/19	336,553	14,309	6,868	357,730	215,077	3,164	139,490
11/26/19	5,284	225	108	5,616	3,377	50	2,190
11/26/19	41,107	2,162	839	44,108	26,519	390	17,199
11/26/19	512,532	21,792	10,460	544,783	327,538	4,818	212,427
12/18/19	612,715	26,051	12,504	651,270	391,561	5,759	253,950
12/20/19	744,283	31,330	15,189	790,802	475,451	6,993	308,357
01/16/20	1,610,316	68,466	32,864	1,711,645	1,029,086	15,137	667,422
01/30/20	805,831	31,111	16,446	853,387	513,079	7,547	332,761
03/31/20	186,347	4,016	3,803	194,166	116,738	1,717	75,711
04/14/20	174	(28)	4	150	90	1	58
05/07/20	361,729	1,998	7,382	371,110	223,121	3,282	144,707
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 5,216,870</b>	<b>\$ 201,431</b>	<b>\$ 106,467</b>	<b>\$ 5,524,768</b>	<b>\$ 3,321,637</b>	<b>\$ 48,858</b>	<b>\$ 2,154,273</b>

<b>TOTAL OUTSTANDING</b>	<b>\$ 259,111</b>	<b>\$ 155,784</b>	<b>\$ 2,291</b>	<b>\$ 101,035</b>
--------------------------	-------------------	-------------------	-----------------	-------------------

<b>% COLLECTED TO DATE</b>	<b>95.52%</b>	<b>95.52%</b>	<b>95.52%</b>	<b>95.52%</b>
----------------------------	---------------	---------------	---------------	---------------

(1) Debt Services Funds - Series 2002 and 2015A and 2016.

**Prior Year Delinquent Assessments**

Tax Year/FY	Outstanding Parcel	Total Amount	General Fund	Cap Reserve 004	Debt Service
2016/2017	072420-0493	76,098	24,920	-	51,178
2017/2018	072420-0493	66,985	15,806	2,149	49,030
2018/2019	Various Parcels	2,824	2,174	-	650
2018/2019	072420-0493	66,469	15,290	2,149	49,030
	<b>Total O/S</b>	<b>\$ 212,375</b>	<b>\$ 58,190</b>	<b>\$ 4,298</b>	<b>\$ 149,887</b>

**Non-Ad Valorem Special Assessments - District Collected  
(Monthly Assessment Collection Distributions)  
For the Fiscal Year Ending September 30, 2020**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	Allocation by Funds		
					General Fund	2002 Area Capital Reserves Fund	Series 2002 Debt Service Fund
District Collected Assessments FY 2020				\$ 53,172	\$ 13,448	\$ 1,668	\$ 38,056
Allocation%				100%	25%	3%	72%
10/18/18	1,999			1,999	1,999	-	-
11/26/19	19,983			19,983	121	834	19,028
12/20/19	31,069			31,069	11,207	\$ 834	\$ 19,028
		-			-	-	-
<b>TOTAL</b>	\$ 53,051	\$ -	\$ -	\$ 53,051	\$ 13,327	\$ 1,668	\$ 38,056
<b>% COLLECTED TO DATE</b>				100%	99%	100%	100%



**MARSHALL CREEK**  
Community Development District

---

**Construction Report**  
**Series 2015A Bonds**

**Recap of Capital Project Fund Activity Through April 30, 2020**

<b>Source of Funds:</b>	<u>Amount</u>
Opening Balance in Construction Account	\$ 1,508,037
Opening Balance in Cost of Issuance account	159,750
 Interest Earned	
Construction Account	\$ 9,341
Cost of Issuance Account	4
Reserve Account (transferred)	3,752
	<u>\$ 13,098</u>
 <b>Total Source of Funds:</b>	<u><b>\$ 1,680,885</b></u>
 <b>Use of Funds:</b>	
Disbursements:	
Cost of Issuance	\$ 157,875
Stormwater System	-
General Infrastructure-Roadway Renewal and Reconstruction	102,239
Swim/Fitness Facility	71,278
Tennis Center	158,374
Landscape Maintenance Storage Building	1,187,258
Tolomato Boardwalk Golf Cart Parking	-
Retainage	-
<b>Total Use of Funds:</b>	<u><b>\$ 1,677,024</b></u>
 <b>Net Available Amount to Spend in Construction Account at April 30, 2020</b>	<u><b>\$ 3,861</b></u>

**Cash and Investment Report**

May 31, 2020

<u>Account Name</u>	<u>Bank Name</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
<b>GENERAL FUND</b>				
Checking Account - Operating	BB&T	n/a	0.00%	\$1,171,290
BB&T MMA	BB&T	n/a	0.02%	\$119,529
BU MMA	BU	n/a	1.05%	\$2,155,675
			<b>Subtotal</b>	<u>\$3,446,494</u>
<b>DEBT SERVICE FUNDS</b>				
Series 2002 Prepayment Fund	US Bank	n/a	0.02	\$23,098 (1)
Series 2002 Reserve Fund	US Bank	n/a	0.02	\$204,081 (1)
Series 2002 Revenue Fund	US Bank	n/a	0.02	\$112,461 (1)
Series 2015A Prepayment Fund	US Bank	n/a	0.02	\$3,071 (1)
Series 2015A Reserve Fund	US Bank	n/a	0.02	\$480,875 (1)
Series 2015A Revenue Fund	US Bank	n/a	0.02	\$160,950 (1)
Series 2016 Prepayment Fund	US Bank	n/a	0.02	\$20 (1)
Series 2016 Reserve Fund	US Bank	n/a	0.02	\$31,330 (1)
Series 2016 Revenue Fund	US Bank	n/a	0.02	\$29,349 (1)
Series 2015A Construction Account	US Bank	n/a	0.02	\$3,869 (1)
			<b>Subtotal</b>	<u>\$1,049,105</u>
			<b>Total</b>	<u><u>\$4,495,599</u></u>

(1) Debt Service Fund yield is stated in basis points and changes frequently.

**Marshall Creek CDD**

Bank Reconciliation

Bank Account No. 2195 BB&T GF NEW  
 Statement No. 05-20  
 Statement Date 5/31/2020

<b>G/L Balance (LCY)</b>	1,171,290.38	<b>Statement Balance</b>	1,267,440.39
<b>G/L Balance</b>	1,171,290.38	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
	<hr/>		
<b>Subtotal</b>	1,171,290.38	<b>Subtotal</b>	1,267,440.39
<b>Negative Adjustments</b>	0.00	<b>Outstanding Checks</b>	96,150.01
	<hr/>	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	1,171,290.38	<b>Ending Balance</b>	1,171,290.38
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
10/2/2019	Payment	13095	PARTRIDGE WELL DRILLING CO., I	106.52	0.00	106.52
10/17/2019	Payment	13139	DOWNEY'S JANITORIAL SUPPLIES	93.80	0.00	93.80
10/17/2019	Payment	13150	LYNSIE CURTISS	105.00	0.00	105.00
10/23/2019	Payment	13201	OLD CITY IRON WORKS	10,000.00	0.00	10,000.00
10/25/2019	Payment	13235	MARY ROBINSON	255.00	0.00	255.00
11/4/2019	Payment	13300	JOANNE L CATOGGIO	140.00	0.00	140.00
12/20/2019	Payment	13552	TAYLOR SIGN & DESIGN, IMC	2,238.00	0.00	2,238.00
1/9/2020	Payment	13622	BRENDAN KOPAR	603.53	0.00	603.53
1/31/2020	Payment	13787	BB&T-2049	379.00	0.00	379.00
1/31/2020	Payment	13811	NOELANI TAYLOR	70.00	0.00	70.00
2/19/2020	Payment	13883	NOELANI TAYLOR	70.00	0.00	70.00
3/2/2020	Payment	13966	GLENDA MALEWICKI	70.00	0.00	70.00
3/2/2020	Payment	13976	MONICA FOURMAN	210.00	0.00	210.00
3/2/2020	Payment	13977	NOELANI TAYLOR	35.00	0.00	35.00
3/11/2020	Payment	14003	CHAD EUGENE HALLMAN	160.00	0.00	160.00
3/17/2020	Payment	14044	NOELANI TAYLOR	70.00	0.00	70.00
3/17/2020	Payment	14062	MONICA FOURMAN	210.00	0.00	210.00
3/28/2020	Payment	DD433	Payment of Invoice 047409	162.44	0.00	162.44
4/2/2020	Payment	14121	MONICA FOURMAN	105.00	0.00	105.00
4/28/2020	Payment	14236	GARY PERNA	440.00	0.00	440.00
5/14/2020	Payment	14284	NEIGHBORHOOD PUBLICATIONS	440.00	0.00	440.00
5/18/2020	Payment	14297	ENVERA SYSTEMS	11,999.91	0.00	11,999.91
5/18/2020	Payment	14311	SHERWIN-WILLIAMS CO.	833.60	0.00	833.60
5/18/2020	Payment	14315	TURNER ACE ST. AUGUSTINE, INC	38.63	0.00	38.63
5/19/2020	Payment	14325	EMERT, SHAWN	160.00	0.00	160.00
5/19/2020	Payment	14328	LOREN SCHNEIDER	160.00	0.00	160.00
5/19/2020	Payment	14331	VINELLE MILLER	87.74	0.00	87.74
5/21/2020	Payment	14347	BUCHANAN SIGN & FLAG CENTER	85.00	0.00	85.00
5/21/2020	Payment	14349	DUVAL CONCRETE SERVICES, LLC	1,550.00	0.00	1,550.00
5/21/2020	Payment	14350	HOPPING, GREEN & SAMS	3,742.55	0.00	3,742.55
5/22/2020	Payment	14351	SWEETWATER CREEK CDD	39,620.41	0.00	39,620.41
5/28/2020	Payment	DD455	Payment of Invoice 048295	158.82	0.00	158.82
5/28/2020	Payment	14352	COMCAST	276.20	0.00	276.20
5/28/2020	Payment	14353	FIRSTSERVICE RESIDENTIAL	7,686.68	0.00	7,686.68
5/28/2020	Payment	14354	FPL	199.56	0.00	199.56

**Marshall Creek CDD**

Bank Reconciliation

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
5/28/2020	Payment	14355	GALINA BOLES	198.75	0.00	198.75
5/28/2020	Payment	14356	GARY PERNA	160.00	0.00	160.00
5/28/2020	Payment	14357	INFRAMARK, LLC	7,266.50	0.00	7,266.50
5/28/2020	Payment	14358	MICHAEL KYPRISS	630.75	0.00	630.75
5/28/2020	Payment	14359	OFFICE DEPOT	233.69	0.00	233.69
5/28/2020	Payment	14360	SANFORD & SON AUTO PARTS INC	377.75	0.00	377.75
5/28/2020	Payment	14361	SITEONE LANDSCAPE	2,036.60	0.00	2,036.60
5/28/2020	Payment	14362	ST. AUGUSTINE RECORD	148.09	0.00	148.09
5/28/2020	Payment	14363	SUN LIFE FINANCIAL	620.88	0.00	620.88
5/28/2020	Payment	14364	TARGET SPECIALTY PRODUCTS	441.70	0.00	441.70
5/28/2020	Payment	14365	THE HIGHLANDS CONSTRUCTION SERVIC	900.00	0.00	900.00
5/28/2020	Payment	14366	TURNER ACE ST. AUGUSTINE, INC	65.97	0.00	65.97
5/28/2020	Payment	14367	UNIFIRST FIRST AID CORP	62.53	0.00	62.53
5/28/2020	Payment	14368	UNUM LIFE INSURANCE	444.41	0.00	444.41
<b>Total Outstanding Checks.....</b>				<b>96,150.01</b>		<b>96,150.01</b>

Payroll Invoice Approval Listing

May 31, 2020

Week	Date	Amount
Week # 19	05/08/20	\$42,524.86
Week # 21	05/22/20	\$42,389.03
Total		\$84,913.89



**Statistical Summary**

Company: 49Z - Marshal Creek Cor Service Center: 0030 SEMA  
 Week#: 21 Pay Date: 05/22/2020  
 Qtr/Year: 2/2020 Run Time/Date: 15:38:08 PM EDT 05/18/2020

Status: Under Review  
 P/E Date: 05/17/2020

<b>Taxes Debited</b>	Federal Income Tax	3,016.94	
	Earned Income Credit Advances	0.00	
	Social Security - EE	2,444.22	
	Social Security - ER	2,444.25	
	Social Security Adj - EE	0.00	
	Medicare - EE	571.69	
	Medicare - ER	571.64	
	Medicare Adj - EE	0.00	
	Medicare Surtax - EE	0.00	
	Medicare Surtax Adj - EE	0.00	
	COBRA Premium Assistance Payments	0.00	
	Federal Unemployment Tax	0.00	
	Families First FMLA-PSL Payments Credit	0.00	
	Families First ER Medicare Credit	0.00	
	Families First FMLA-PSL Health Care Premium Credit	0.00	
	CARES Retention Qualified Payments Credit	0.00	
	CARES Retention Qualified Health Care Credit	0.00	
	State Income Tax	0.00	
	Non Resident State Income Tax	0.00	
	State Unemployment Insurance - EE	0.00	
	State Unemployment Insurance Adj - EE	0.00	
	State Disability Insurance - EE	0.00	
	State Disability Insurance Adj - EE	0.00	
	State Unemployment/Disability Ins - ER	0.00	
	State Family Leave Insurance - EE	0.00	
	State Family Leave Insurance - ER	0.00	
	State Medical Leave Insurance - EE	0.00	
	State Medical Leave Insurance - ER	0.00	
	Transit Tax - EE	0.00	
	Workers' Benefit Fund Assessment - EE	0.00	
	Workers' Benefit Fund Assessment - ER	0.00	
	Local Income Tax	0.00	
	School District Tax	0.00	
	<b>Total Taxes Debited</b>	<b>9,048.74</b>	
<b>Other Transfers</b>	ADP Check Acct. No.0000241662195Tran/ABA263191387	9,742.84	
	Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387	23,597.45	
	<b>Total Amount Debited From Your Account</b>	<b>0.00</b>	
<b>Bank Debits &amp; Other Liability</b>	Adjustments/Prepay/Voids		
<b>Taxes- Your Responsibility</b>	None this payroll		
			<b>Total Liability</b>
			42,389.03
			42,389.03

*Handwritten:*  
 K. Dolie  
 5/18/20

**MARSHALL CREEK**  
**Community Development District**

**Check Register**

**May 1 - May 31, 2020**



**MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund  
For the Period from 5/1/2020 to 5/31/2020  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	14242	05/06/20	WELCH TENNIS COURTS, INC.	56852	1.3 TONS COARSE BLEND	R&M-Court Maintenance	546017-57206	\$681.49
001	14243	05/07/20	GARY PERNA	GP04282020	SECURITY W/E 4/25/2020	Contracts-Roving Patrol	534099-52901	\$320.00
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Cleaning Supplies	552001-53902	\$26.22
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Cleaning Supplies	551003-57205	\$26.22
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Cleaning Supplies	551002-57206	\$26.22
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Paper towels, batteries	551002-57205	\$79.95
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Paper towels, batteries	552001-53902	\$15.99
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Managers luncheon/meeting	551002-53910	\$29.10
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Managers luncheon/meeting	549015-57205	\$72.75
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Managers luncheon/meeting	549015-57206	\$14.55
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Managers luncheon/meeting	549015-53902	\$29.09
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Disposable face masks	552001-53902	\$30.47
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Disposable face masks	552001-53910	\$30.47
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Disposable face masks	552012-57205	\$10.16
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Disposable face masks	551002-57206	\$10.16
001	14244	05/07/20	KATIE HOLLIS	KHCDD-041620	REIMB FOR 4/2020	Disposable face masks	551002-53910	\$10.15
001	14245	05/07/20	VINELLE MILLER	CREEK-041720	REIMB 3/12-4/17/2020	Lysol wipes and spray	551002-57205	\$10.27
001	14245	05/07/20	VINELLE MILLER	CREEK-041720	REIMB 3/12-4/17/2020	Donuts for staff	551002-53910	\$44.30
001	14245	05/07/20	VINELLE MILLER	CREEK-041720	REIMB 3/12-4/17/2020	Candy for staff	551002-57206	\$21.74
001	14245	05/07/20	VINELLE MILLER	CREEK-041720	REIMB 3/12-4/17/2020	Cell - Mar. 27-Apr. 26, 2020	541003-53910	\$45.00
001	14246	05/06/20	A-1 SOD OF JACKSONVILLE, INC.	109146	2 BERMUDA, 1 FLORATAM	2-Bermuda, 1 Floratam	546037-53902	\$758.00
001	14246	05/06/20	A-1 SOD OF JACKSONVILLE, INC.	109169	1 BERMUDA	1-Bermuda	546037-53902	\$256.00
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Bike rack	546008-53901	\$125.00
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Tremco Colorpak	546085-53901	\$34.20
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Repl battery	546022-53902	\$74.99
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	13w LED flood	546020-53901	\$41.00
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	STT Pump drive	546022-53902	\$43.05
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	12 mph STT PUMP DRIVE BELT	546022-53902	\$89.19
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Safety traffic mirrors	546081-53901	\$154.00
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Idler arm assy	546022-53902	\$97.00
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	04/04/2020	546020-53902	\$104.41
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	4-Flare swivel	546081-53901	\$68.32
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Anti slip traction tape	546022-53902	\$20.99
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Ignition coil module	546022-53902	\$21.85
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Hi pressure ball valve	546081-53901	\$53.00
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	2- Pressure washer hose	546081-53901	\$215.98
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Chlorine & Bromine DPD Comparator	546074-57205	\$21.16
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Forklift Safety Cage	546085-53901	\$313.99
001	14247	05/06/20	BB&T	04212020 4968	PURCHASES FOR 3/31-4/20/2020	Vacuum Repl bags	546074-57205	\$95.00
001	14248	05/06/20	BB&T- 2056	2056-042120	PURCHASE 3/24 THRU 4/16/2020	03/24, 04/08,04/16	543020-53902	\$477.04
001	14249	05/06/20	BB&T-2031	2031-042120	PURCHASES FOR 3/26-4/17/2020	TV mount	551005-57205	\$95.84
001	14249	05/06/20	BB&T-2031	2031-042120	PURCHASES FOR 3/26-4/17/2020	17 gal totes	549052-57202	\$26.94

MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund  
 For the Period from 5/1/2020 to 5/31/2020  
 (Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	14249	05/06/20	BB&T-2031	2031-042120	PURCHASES FOR 3/26-4/17/2020	2-17 gal totes	549052-57202	\$21.96
001	14249	05/06/20	BB&T-2031	2031-042120	PURCHASES FOR 3/26-4/17/2020	freestanding cabinet	551005-57205	\$74.53
001	14249	05/06/20	BB&T-2031	2031-042120	PURCHASES FOR 3/26-4/17/2020	return white glove service for TV	551005-57205	(\$47.92)
001	14249	05/06/20	BB&T-2031	2031-042120	PURCHASES FOR 3/26-4/17/2020	Pandora for business	554001-57205	\$26.95
001	14249	05/06/20	BB&T-2031	2031-042120	PURCHASES FOR 3/26-4/17/2020	lunch for staff	549015-57205	\$57.36
001	14250	05/06/20	BRIAN BULLOCK	CREEK-033120	RESURFACE TWO COURTS	Cap Outlay-Machinery and Equip	564001-57206	\$7,300.00
001	14251	05/06/20	CANON SOLUTIONS AMERICA, INC	4032610835	COPIER 3/22-4/21/2020	03/22/2020 - 04/21/2020	552001-53902	\$49.77
001	14251	05/06/20	CANON SOLUTIONS AMERICA, INC	4032611639	COPIES 4/22-5/21/2020	copies 04/22/2020 - 05/21/2020	552001-53902	\$24.00
001	14252	05/06/20	CRONIN ACE HARDWARE	1878/2	SPRAYPAINT	R&M-General	546001-57206	\$26.84
001	14253	05/06/20	DOWNEY'S JANITORIAL SUPPLIES	41-19217	SHAMPOO, CLEANING SUPPLIES	Shampoo	552012-57205	\$45.80
001	14253	05/06/20	DOWNEY'S JANITORIAL SUPPLIES	41-19217	SHAMPOO, CLEANING SUPPLIES	cleaning supplies	551003-57205	\$162.38
001	14253	05/06/20	DOWNEY'S JANITORIAL SUPPLIES	41-19263	TRASH CAN LINERS	R&M-General	546001-57206	\$31.46
001	14254	05/06/20	FEDEX	6-990-77576	SERVICE FOR 4/9/2020	Postage and Freight	541006-51301	\$14.28
001	14255	05/06/20	FLORIDA JANITOR & PAPER SUPPLY	326562	GLOVES	Op Supplies - General	552001-53902	\$129.00
001	14256	05/06/20	FOSTER & COMPANY INC	120778	AEROSOL, RTV	R&M-Equipment	546022-53902	\$277.43
001	14256	05/06/20	FOSTER & COMPANY INC	904660	SHOP SUPPLIES	Op Supplies - General	552001-53902	\$42.12
001	14256	05/06/20	FOSTER & COMPANY INC	904678	MILCARB, DRILL SCREWS	Op Supplies - General	552001-53902	\$57.35
001	14257	05/06/20	HOME DEPOT CREDIT SERVICES	3284217	277V HOUSING PHOTO CONTROL	R&M-Electrical	546020-53901	\$59.96
001	14257	05/06/20	HOME DEPOT CREDIT SERVICES	6360217	PAINT SUPPLIES, DRILL/ DRIVER	Paint supplies	546012-57205	\$140.03
001	14257	05/06/20	HOME DEPOT CREDIT SERVICES	6360217	PAINT SUPPLIES, DRILL/ DRIVER	Drill/Driver	552001-53910	\$69.00
001	14258	05/06/20	INTERSTATE BATTERIES	127090	BATTERIES	R&M-Equipment	546022-53902	\$109.95
001	14259	05/06/20	MACKINNON EQUIPMENT	INV1870846	MANUEL JOYSTICK	R&M-Equipment	546022-53902	\$746.93
001	14260	05/06/20	MATTHEW BROADUS ADVERTISING, I	28126	PIRATE COVE SPLASH PAD	R&M-Signage	546085-53901	\$550.00
001	14261	05/06/20	REPUBLIC SERVICES OF FL, L.P	0687-001051942	SERVICE FOR 5/1-5/31/2020	05/01/2020 - 05/31/2020	543020-53902	\$289.83
001	14261	05/06/20	REPUBLIC SERVICES OF FL, L.P	0687-001054659	CONTAINER RENTAL 5/1-5/31/2020	05/01/2020 - 05/31/2020	543020-57205	\$181.26
001	14261	05/06/20	REPUBLIC SERVICES OF FL, L.P	0687-001054659	CONTAINER RENTAL 5/1-5/31/2020	05/01/2020 - 05/31/2020	543020-57206	\$181.25
001	14262	05/06/20	SANFORD & SON AUTO PARTS INC	649982	FUNNEL	Op Supplies - General	552001-53910	\$8.58
001	14263	05/06/20	SHERWIN-WILLIAMS CO.	6662-6	PAINT FOR BATHROOMS	R&M-Buildings	546012-57205	\$336.13
001	14264	05/06/20	UNITED SITE SERVICES	114-10212787	HANDICAP RENTAL 3/23-4/19/2020	03/23/2020 - 04/19/2020	546009-53901	\$145.50
001	14265	05/06/20	VILLAGE KEY & ALARM, INC.	330410	SERVICE FOR 5/1-7/31/2020	05/01/2020 - 07/31/2020	534025-57202	\$156.00
001	14266	05/06/20	WELCH TENNIS COURTS, INC.	56779	COURT RAKES PANELS	R&M-Court Maintenance	546017-57206	\$259.78
001	14266	05/06/20	WELCH TENNIS COURTS, INC.	56823	TOW ROLLER FOR CART	Cap Outlay-Machinery and Equip	564001-57206	\$3,737.09
001	14267	05/14/20	GARY PERNA	GP05062020	SECURITY FOR 4/28 AND 5/1/2020	SECURITY W/E 5/02/2020	534099-52901	\$320.00
001	14268	05/14/20	LOREN SCHNEIDER	LS05062020	SECURITY FOR 5/2/2020	W/E 05/02/2020	534099-52901	\$160.00
001	14269	05/14/20	DISCOUNT NURSERY	002420	8 PALLETS OF ST. AUG	8-pallets of St. Aug.	546037-53902	\$2,055.00
001	14270	05/14/20	AFLAC	647674	4/2020 BILLING PERIOD	April	512010-53902	\$56.76
001	14270	05/14/20	AFLAC	647674	4/2020 BILLING PERIOD	April	512010-57205	\$71.26
001	14270	05/14/20	AFLAC	647674	4/2020 BILLING PERIOD	April	512010-57206	\$99.96
001	14271	05/14/20	ATLANTIC PIPE SERVICES, LLC	20-0199-1	LIFT STATION CLEANING 4 HRS	Lift Station cleaning-4 Hrs	546081-53901	\$1,000.00
001	14272	05/14/20	DEBOW'S APPLIANCE SERVICE	CREEK-050620	5/2020 ICE MACHINE RENTAL	May	544003-57206	\$132.08
001	14273	05/14/20	FEDEX	6-997-12226	SERVICE FOR 4/16-4/17/2020	Postage and Freight	541006-51301	\$28.56
001	14274	05/14/20	FIRSTSERVICE RESIDENTIAL	10634072	ONSITE STAFF FEE 4/11-4/24/2020	ProfServ-Field Management	531016-53910	\$7,669.40
001	14274	05/14/20	FIRSTSERVICE RESIDENTIAL	10633016	BASE MANAGEMENT FEE MAY 2020	ProfServ-Field Management	531016-53910	\$5,580.00
001	14275	05/14/20	FLORIDA JANITOR & PAPER SUPPLY	326736	LINERS, MOP, DOGI POT BAGS	Op Supplies - General	552001-53902	\$558.80

MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund  
 For the Period from 5/1/2020 to 5/31/2020  
 (Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	14276	05/14/20	FLORIDA PROPANE PARTNERS	I016085	GAS TANK RENTAL	Utility - General	543001-57205	\$29.00
001	14277	05/14/20	FLORIDA TRANSCOR, INC	ORD0001819	150-HOTSPOT SQ BIK, 30 X 30 YIELD AHEAD	150-Hotspot sq blk , 30 x 30 Yield ahea	546081-53901	\$264.25
001	14278	05/14/20	HOME DEPOT CREDIT SERVICES	5034705	PAINTING SUPPLIES	R&M-Buildings	546012-57205	\$80.26
001	14278	05/14/20	HOME DEPOT CREDIT SERVICES	9102091	PAINTING SUPPLIES	R&M-Buildings	546012-57205	\$118.77
001	14278	05/14/20	HOME DEPOT CREDIT SERVICES	8769358	12000 W GENERATOR	12000w generator	546084-53901	\$822.97
001	14278	05/14/20	HOME DEPOT CREDIT SERVICES	9333788	FILTERS, LIGHT KIT	Op Supplies - General	552001-53910	\$165.94
001	14278	05/14/20	HOME DEPOT CREDIT SERVICES	CM6120931-1	PD IN ERROR	Misc-Special Events	549052-57202	(\$21.96)
001	14279	05/14/20	HOWARD FERTILIZER &	CIN-000353251	LONTREL, QUICKSILVER, FUSILADE II, PRO S	Lontrel, Quicksilver, Fusilade II,Pro Sed	546037-53902	\$1,366.31
001	14280	05/14/20	L. WERNINCK & SONS, INC.	542887	2 4X4	2-4 x4	546012-53901	\$22.40
001	14280	05/14/20	L. WERNINCK & SONS, INC.	542303	4 X 6	4 x6	546012-53901	\$119.40
001	14281	05/14/20	LAKE AND POND REMEDIATION, INC	213	5/2020 AQUATIC WEED CONTROL SERVICE	May	546042-53903	\$4,000.00
001	14282	05/14/20	MEDICAL EXPRESS CORPORATION	202001486	DRUG SCREENS 4/9 & 4/30/2020	Z Gray	512010-53902	\$27.00
001	14282	05/14/20	MEDICAL EXPRESS CORPORATION	202001486	DRUG SCREENS 4/9 & 4/30/2020	C Long, A Long	512010-57205	\$54.00
001	14283	05/14/20	MSC 7511	INV3644480	SERVICE FOR 4/3-5/2/2020	04/03/2020 - 05/02/2020	547001-53910	\$150.07
001	14283	05/14/20	MSC 7511	INV3644480	SERVICE FOR 4/3-5/2/2020	04/03/2020 - 05/02/2020	551002-57205	\$50.02
001	14283	05/14/20	MSC 7511	INV3644480	SERVICE FOR 4/3-5/2/2020	04/03/2020 - 05/02/2020	551002-57206	\$50.02
001	14283	05/14/20	MSC 7511	INV3644480	SERVICE FOR 4/3-5/2/2020	04/03/2020 - 05/02/2020	552001-53902	\$50.02
001	14284	05/14/20	NEIGHBORHOOD PUBLICATIONS	MCCDD0615	5/2020 WEBSITE MAINT	Printing and Binding	547001-53910	\$220.00
001	14284	05/14/20	NEIGHBORHOOD PUBLICATIONS	MCCDD0615	5/2020 WEBSITE MAINT	Advertising	548001-57205	\$110.00
001	14284	05/14/20	NEIGHBORHOOD PUBLICATIONS	MCCDD0615	5/2020 WEBSITE MAINT	Advertising	548001-57206	\$110.00
001	14285	05/14/20	PARTRIDGE WELL DRILLING CO., I	97705	REPL FLOW SWITCH & CUT OFF	R&M-Pump Station	546075-53902	\$375.00
001	14286	05/14/20	PETER BUCHKOVICH	0733	RM & RPL 400 LF VINYL FABRIC, INSTALL 48LI	Cap Outlay-Machinery and Equip	564001-57206	\$4,500.00
001	14287	05/14/20	POOLSURE	131295592263	5/2020 WATER MANAGEMENT	R&M-Pools	546074-57205	\$1,114.29
001	14288	05/14/20	PUBLIX SUPER MARKETS, INC.	1951185071	CARE KIT, SINGLE SERV CREA	Office Supplies	551002-57205	\$20.99
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648331	NITRILE GLOVES	Op Supplies - General	552001-53902	\$10.99
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648062	BATTERY	R&M-Equipment	546022-53902	\$71.36
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648090	CONNECTOR	R&M-Equipment	546022-53902	\$9.97
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648042	TPMS SEALANT	R&M-Equipment	546022-53902	\$31.99
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648133	TOW KIT	R&M-Equipment	546022-53902	\$157.99
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648399	THREADLOCKER	R&M-Equipment	546022-53902	\$24.99
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648012	NITRILE GLOVES	Op Supplies - General	552001-53902	\$20.99
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648438	MAP-PROCYL, PROPANECYL	R&M-Equipment	546022-53902	\$23.48
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	647859	FLASHER	R&M-Equipment	546022-53902	\$16.85
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648548	BLUE ABRASIVE	R&M-Equipment	546022-53902	\$192.07
001	14290	05/14/20	SANFORD & SON AUTO PARTS INC	648457	LED TRAILER LIGHT	R&M-Equipment	546022-53902	\$57.55
001	14291	05/14/20	SITEONE LANDSCAPE	98856371-0012	PINE STRAW	R&M-Mulch	546059-53902	\$8,778.00
001	14291	05/14/20	SITEONE LANDSCAPE	99075938-001	DEFLECTOR KIT	R&M-Grounds	546037-53902	\$55.01
001	14291	05/14/20	SITEONE LANDSCAPE	99236690-001	PVC EXP REPAIR	R&M-Irrigation	546041-53902	\$54.97
001	14291	05/14/20	SITEONE LANDSCAPE	99080124-002	PVC REDUCER	R&M-Irrigation	546041-53902	\$17.30
001	14292	05/14/20	SUNBELT GATED ACCESS	71586	BLACK DECALS 14600-14899	Black decals - 14600-14899	549008-52901	\$1,023.65
001	14293	05/18/20	ADP, INC.	556878702	PAY PERIOD 4/19-5/3/2020	w/e 04/19/2020, 05/03/2020	512010-53902	\$205.12
001	14293	05/18/20	ADP, INC.	556878702	PAY PERIOD 4/19-5/3/2020	w/e 04/19/2020, 05/03/2020	512010-57205	\$133.41
001	14293	05/18/20	ADP, INC.	556878702	PAY PERIOD 4/19-5/3/2020	w/e 04/19/2020, 05/03/2020	512010-57206	\$74.04
001	14293	05/18/20	ADP, INC.	556878702	PAY PERIOD 4/19-5/3/2020	w/e 04/19/2020, 05/03/2020	512010-52901	\$27.24

**MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund  
For the Period from 5/1/2020 to 5/31/2020  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	14293	05/18/20	ADP, INC.	556878702	PAY PERIOD 4/19-5/3/2020	w/e 04/19/2020, 05/03/2020	512010-53901	\$21.79
001	14293	05/18/20	ADP, INC.	556878354	ACA & TIME AND ATTEND P/E 4/13/2020	ACA & Time and Attend- p/e 4/13/2020	512010-53902	\$202.40
001	14293	05/18/20	ADP, INC.	556878354	ACA & TIME AND ATTEND P/E 4/13/2020	ACA & Time and Attend- p/e 4/13/2020	512010-57205	\$421.03
001	14293	05/18/20	ADP, INC.	556878354	ACA & TIME AND ATTEND P/E 4/13/2020	ACA & Time and Attend- p/e 4/13/2020	512010-57206	\$122.88
001	14293	05/18/20	ADP, INC.	556878354	ACA & TIME AND ATTEND P/E 4/13/2020	ACA & Time and Attend- p/e 4/13/2020	512010-52901	\$27.80
001	14293	05/18/20	ADP, INC.	556878354	ACA & TIME AND ATTEND P/E 4/13/2020	ACA & Time and Attend- p/e 4/13/2020	512010-53901	\$22.24
001	14293	05/18/20	ADP, INC.	556878354	ACA & TIME AND ATTEND P/E 4/13/2020	ACA & Time and Attend- p/e 4/13/2020	511001-51101	\$63.25
001	14294	05/18/20	AT&T	10566-050220	ACCT# 904 599 9023 5/2-6/1/2020	May 2 - Jun 1	541003-57205	\$341.12
001	14295	05/18/20	CINTAS CORP	8404615916	STOCK FIRST AID KIT	Office Supplies	551002-57205	\$84.66
001	14296	05/18/20	DEPARTMENT OF ENVIRONMENTAL	111299	2020-2021 LAND LEASE BOARDWALK	2020/2021 Land Lease-Boardwalk	544024-53901	\$2,011.53
001	14297	05/18/20	ENVERA SYSTEMS	690013	ALARM MONITORING SERVICE 4/1-5/31/2020	4/1/2020-5/31/2020 addons	534037-52901	\$144.00
001	14297	05/18/20	ENVERA SYSTEMS	690378	SERVICE FOR 6/1-6/30/2020	6/1/2020 - 6/30/2020	155000-52901	\$11,855.91
001	14298	05/18/20	FEDEX	7-002-34408	SERVICE FOR 4/23-4/29/2020	Postage and Freight	541006-51301	\$28.53
001	14299	05/18/20	FPL	05062020-53574 CHE	ACCT# 13439-53574 4/6-5/6/2020	Apr. 6, 2020 - May 6, 2020	543013-53903	\$13.76
001	14300	05/18/20	HOME DEPOT CREDIT SERVICES	9142529	UV RESIST CABLE TIES	R&M-General	546001-57206	\$53.66
001	14301	05/18/20	L. WERNINCK & SONS, INC.	542683	84 BAGS REDI MIX	R&M-Buildings	546012-53901	\$484.36
001	14302	05/18/20	PUBLIX SUPER MARKETS, INC.	1954467731	EMPLOYEE LUNCHEON	Op Supplies - General	552001-53902	\$20.80
001	14302	05/18/20	PUBLIX SUPER MARKETS, INC.	1954467731	EMPLOYEE LUNCHEON	Misc-Employee Meals	549015-53902	\$18.95
001	14303	05/18/20	ROMULO PINE STRAW, INC	05112020	INSTALL 6- TRAILERS OF PINE STRAW	Install 6 - Trailers of pine straw	546059-53902	\$38,669.40
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	642908	STEERING WHEEL LOCK	R&M-Equipment	546022-53902	\$34.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	641669	BATTERY, WHEEL CLEANER	R&M-Equipment	546022-53902	\$161.98
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	640661	NITRILE GLOVES	Op Supplies - General	552001-53902	\$10.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	640714	RUBBER GASKET	R&M-Equipment	546022-53902	\$11.98
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643155	FUSE HOLDER	R&M-Equipment	546022-53902	\$6.98
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643619	SPEAKER WIRE	R&M-Equipment	546022-53902	\$23.00
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643799	BATT CABLE TERMINAL	R&M-Equipment	546022-53902	\$6.58
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643103	TERMINAL ASSORTMENT	R&M-Equipment	546022-53902	\$29.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643583	FITTINGS AND BEARING	R&M-Equipment	546022-53902	\$5.62
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643097	FUSE BLOCK	R&M-Equipment	546022-53902	\$13.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643337	OIL, OIL FILTER	Op Supplies - Fuel, Oil	552030-53902	\$36.91
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	643527	BEARINGS, SEAL, OIL SEAL	R&M-Equipment	546022-53902	\$56.56
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	644822	PRO MTR TREATMENT	R&M-Equipment	546022-53902	\$17.98
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	644320	DISPENSER	Op Supplies - General	552001-53902	\$79.10
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645235	BATTERY CHARGER, GLOSS BLK SPRAY	R&M-Equipment	546022-53902	\$117.16
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645303	HITCH PIN, PIN CLIP	R&M-Equipment	546022-53902	\$55.30
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	644487	DISPOSABLE GLOVES	Op Supplies - General	552001-53902	\$17.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645092	AIR FILTERS, SPARK PLUGS	R&M-Equipment	546022-53902	\$41.54
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	644431	SPARK PLUG	R&M-Equipment	546022-53902	\$37.70
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	644429	MAC BATTERY PROT. 10W30 PC BAY BOX	MAC battery prot	546022-53902	\$8.29
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	644429	MAC BATTERY PROT. 10W30 PC BAY BOX	10w30 PC Bay box	552030-53902	\$49.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	644827	20 X 2IN TOW STRA	Op Supplies - General	552001-53902	\$35.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647052	134A REFRIGERANT	Billback Expenses Developer	549921-53910	\$13.98
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647310	SOLENOID	R&M-Equipment	546022-53902	\$15.49
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645746	SPARK PLUGS	R&M-Equipment	546022-53902	\$14.76

MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund  
For the Period from 5/1/2020 to 5/31/2020  
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647659	TOW KIT	R&M-Equipment	546022-53902	\$144.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	646083	NITRILE GLOVES	Op Supplies - General	552001-53902	\$10.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645832	DRAIN	R&M-Equipment	546022-53902	\$31.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645779	HAND PUMP	R&M-Equipment	546022-53902	\$14.28
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645426	SPARK PLUGS	R&M-Equipment	546022-53902	\$37.50
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645734	GASKET SCRAPERS	R&M-Equipment	546022-53902	\$25.35
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645783	FILTERS	Op Supplies - Fuel, Oil	552030-53902	\$38.83
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	646022	5 GAL BUCKET	R&M-Equipment	546022-53902	\$7.69
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	645255	UNIV ABS MAT PAD	Op Supplies - General	552001-53902	\$89.00
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	646363	SILICONE SPRAY, CARB CLEANER, BOAT TRIL	Silicone spray, Carb cleaner, Boat Trlr (	546022-53902	\$72.67
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	646120	MOTOR TUNE UP	Op Supplies - Fuel, Oil	552030-53902	\$20.97
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647644	SOLENOID	R&M-Equipment	546022-53902	\$15.49
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	646371	SPRAYER	Op Supplies - General	552001-53902	\$8.60
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647823	TRAILER ADAPTER	R&M-Equipment	546022-53902	\$11.58
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647604	PLIERS	R&M-Equipment	546022-53902	\$12.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647359	SPARK PLUGS	R&M-Equipment	546022-53902	\$3.67
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	647728	SPARK PLUGS	R&M-Equipment	546022-53902	\$15.18
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649072	BATTERY CODE	battery cable	546022-53902	\$67.25
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649809	D RING KEYCHAIN	R&M-Equipment	546022-53902	\$7.38
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	648998	ENGINE DEGREASER	R&M-Equipment	546022-53902	\$6.00
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649213	WIRE BRUSH SET	R&M-Equipment	546022-53902	\$5.31
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649500	CABLE TIE	R&M-Equipment	546022-53902	\$25.55
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649212	FUSES	R&M-Equipment	546022-53902	\$18.94
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	650045	CLEAN-R-CARB 20OZ	R&M-Equipment	546022-53902	\$20.97
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649979	PRIMER BULBS	R&M-Equipment	546022-53902	\$23.96
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649087	SHRINK TUBING	R&M-Equipment	546022-53902	\$8.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	648996	BATTERY PROTECT, ELECTRONIC CLEANER	R&M-Equipment	546022-53902	\$38.26
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649069	BATTERY CABLES	R&M-Equipment	546022-53902	\$36.80
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649385	WELDING RODS	R&M-Equipment	546022-53902	\$21.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	650103	CLIPS	R&M-Equipment	546022-53902	\$3.96
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649336	IMS SAFETY YELLOW	IM Safety yellow	552001-53902	\$41.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	650468	JAW OIL FILWRENCH	R&M-Equipment	546022-53902	\$15.99
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	651569	HOSE REELS AND FITTINGS	R&M-Sidewalks	546084-53901	\$91.85
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	651489	CONNECTOR	R&M-Sidewalks	546084-53901	\$2.04
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	650978	RCV TUBE 2 X24	R&M-Equipment	546022-53902	\$56.81
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	649367	HOSE FITTINGS	R&M-Roads & Alleyways	546081-53901	\$61.02
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	651442	ADAPTER	R&M-Sidewalks	546084-53901	\$2.88
001	14310	05/18/20	SANFORD & SON AUTO PARTS INC	CM646374	RETURN BOAR TRLR GRS CAR	R&M-Equipment	546022-53902	(\$5.99)
001	14311	05/18/20	SHERWIN-WILLIAMS CO.	1245-6	20-5 GAL TOBACCO PAINT	R&M-Buildings	546012-53901	\$833.60
001	14312	05/18/20	ST. AUGUSTINE RECORD	0003278174-01	NOTICE OF SPECIAL MEETING 5/4/2020	Legal Advertising	548002-51301	\$148.09
001	14313	05/18/20	TARGET SPECIALTY PRODUCTS	INVP500091320	SPECIALTY PRODUCTS	R&M-Grounds	546037-53902	\$87.78
001	14314	05/18/20	TASC	IN1765347	COBRA 4/1-4/30/2020	04/01/2020 - 04/30/2020	512010-53902	\$16.67
001	14314	05/18/20	TASC	IN1765347	COBRA 4/1-4/30/2020	04/01/2020 - 04/30/2020	512010-57205	\$16.67
001	14314	05/18/20	TASC	IN1765347	COBRA 4/1-4/30/2020	04/01/2020 - 04/30/2020	512010-57206	\$16.66

**MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund  
For the Period from 5/1/2020 to 5/31/2020  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	14315	05/18/20	TURNER ACE ST. AUGUSTINE, INC	6512 /3	CLEANING SUPPLIES	R&M-General	546001-57206	\$38.63
001	14316	05/18/20	USA SERVICES OF FLORIDA, INC	USA007996	5/1/2020 STREET SWEEPING	R&M-Roads & Alleyways	546081-53901	\$687.50
001	14325	05/19/20	EMERT, SHAWN	SE05132020	SECURITY W/E 5/9/2020	w/e 05/09/2020	534099-52901	\$160.00
001	14326	05/19/20	GARY PERNA	GP05132020	SECURITY W/E 5/9/2020	SECURITY W/E 5/09/2020	534099-52901	\$160.00
001	14327	05/19/20	JIM SMELAND	030120	REIMB FOR 2/29-3/28/2020	cell Feb. 29, 2020 - Mar. 28, 2020	552001-53902	\$50.00
001	14327	05/19/20	JIM SMELAND	030120	REIMB FOR 2/29-3/28/2020	Lowe's- 40-dusty miller	563023-53902	\$127.55
001	14327	05/19/20	JIM SMELAND	020120	REIMB 1/29-2/29/2020	Cell-Jan. 29, 2020 - Feb. 29, 2020	552001-53902	\$50.00
001	14327	05/19/20	JIM SMELAND	020120	REIMB 1/29-2/29/2020	FLGLA Trade show	552001-53902	\$280.00
001	14328	05/19/20	LOREN SCHNEIDER	LS05132020	SECURITY W/E 5/9/2020	W/E 05/09/2020	534099-52901	\$160.00
001	14329	05/19/20	PAUL MASTERS	04012020	REIMB FOR 3/24-4/23/2020	Mar. 24, 2020 - Apr. 23, 2020	552001-53902	\$30.00
001	14329	05/19/20	PAUL MASTERS	03012020	REIMB FOR 2/24-3/23/20	Feb. 24, 2020 -Mar. 23, 2020	552001-53902	\$30.00
001	14329	05/19/20	PAUL MASTERS	02012020	REIMB FOR 1/24-2/23/2020	Jan. 24, 2020 - Feb. 23, 2020	552001-53902	\$30.00
001	14330	05/19/20	SEAN MCCART	05062020	4/20-5/3/2020 GATE REPAIR	4/20/20-5/3/2020 gate repair	546034-52901	\$198.00
001	14331	05/19/20	VINELLE MILLER	05062020	REIMB FOR HAND SANITIZER	hand sanitizer	551002-57205	\$87.74
001	14332	05/19/20	ZENITH INSURANCE COMPANY	ST071669609008	POLICY PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-53902	\$2,030.44
001	14332	05/19/20	ZENITH INSURANCE COMPANY	ST071669609008	POLICY PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-57205	\$939.08
001	14332	05/19/20	ZENITH INSURANCE COMPANY	ST071669609008	POLICY PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-57206	\$632.96
001	14332	05/19/20	ZENITH INSURANCE COMPANY	ST071669609008	POLICY PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-52901	\$204.18
001	14332	05/19/20	ZENITH INSURANCE COMPANY	ST071669609008	POLICY PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-53901	\$163.34
001	14345	05/21/20	B&B EXTERMINATING CO., INC	80800-050120	TERMITE RENEWAL	R&M-Buildings	546012-53902	\$401.25
001	14346	05/21/20	BEAUTIFUL & SPOTLESS LAWN SERV	000047	LABOR FOE 3 PALLETS OF SOD	Impr - Landscape	563023-53902	\$715.00
001	14347	05/21/20	BUCHANAN SIGN & FLAG CENTER	R-16357-01	2 18 X 24 15MPH SPEED LIMIT SIGN	2 - 18 x 24 15mph speed limit sign	546085-53901	\$85.00
001	14348	05/21/20	DOWNEY'S JANITORIAL SUPPLIES	41-19441	BLEACH, HAND SANITIZER	R&M-General	546001-57206	\$192.88
001	14349	05/21/20	DUVAL CONCRETE SERVICES, LLC	1376	REPAIR CURB AT 179 PARKSIDE	R&M-Roads & Alleyways	546081-53901	\$1,550.00
001	14350	05/21/20	HOPPING, GREEN & SAMS	114508	GENERAL COUNSEL MAR 2020	ProfServ-Legal Services	531023-51401	\$3,742.55
001	14351	05/22/20	SWEETWATER CREEK CDD	022820	MC to SW Pmt True-up 2020	MC to SW Pmt True UP 2020	206500	\$39,620.41
001	14352	05/28/20	COMCAST	101368007	ACCT# 963185024 5/15-6/14/2020	May 15, 2020 - Jun. 14, 2020	543003-53902	\$276.20
001	14353	05/28/20	FIRSTSERVICE RESIDENTIAL	10638040	FACE MASKS	Office Supplies	551002-57205	\$17.28
001	14353	05/28/20	FIRSTSERVICE RESIDENTIAL	10637049	ONSITE STAFF FEE 4/25-5/8/2020	ProfServ-Field Management	531016-53910	\$7,669.40
001	14354	05/28/20	FPL	05.08.2020 CHECK	SERVICE FOR 4/8-5/8/2020	Apr. 8, 2020 - May 8, 2020	543006-53902	\$177.78
001	14354	05/28/20	FPL	05.08.2020 CHECK	SERVICE FOR 4/8-5/8/2020	Apr. 8, 2020 - May 8, 2020	543001-57205	\$21.78
001	14355	05/28/20	GALINA BOLES	051820	TENNIS LESSON W/E 5/17/2020	w/e 05/17/2020	512040-57206	\$198.75
001	14356	05/28/20	GARY PERNA	GP05192020	SECURITY 5/11/2020	SECURITY W/E 5/16/2020	534099-52901	\$160.00
001	14357	05/28/20	INFRAMARK, LLC	51491	5/2020 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,225.00
001	14357	05/28/20	INFRAMARK, LLC	51491	5/2020 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-57201	\$2,000.00
001	14357	05/28/20	INFRAMARK, LLC	51491	5/2020 MANAGEMENT FEES	ReimbExp-April Postage	541006-51301	\$41.50
001	14358	05/28/20	MICHAEL KYPRISS	051820	TENNIS LESSONS W/E 5/17/2020	w/e 05/17/2020	512040-57206	\$630.75
001	14359	05/28/20	OFFICE DEPOT	489285952001	COFFEE MAKER, LABELS, BINDER, POST IT N	Coffee maker, labels	551002-53910	\$186.27
001	14359	05/28/20	OFFICE DEPOT	489285952001	COFFEE MAKER, LABELS, BINDER, POST IT N	Binder, post it notes	551002-57205	\$47.42
001	14360	05/28/20	SANFORD & SON AUTO PARTS INC	651558	ALTERNATOR AND CORE DEP	R&M-Equipment	546022-53902	\$319.39
001	14360	05/28/20	SANFORD & SON AUTO PARTS INC	653001	FLEX HANDLE, ABSORBENT MAT	Flex handle	552001-53902	\$14.44
001	14360	05/28/20	SANFORD & SON AUTO PARTS INC	653001	FLEX HANDLE, ABSORBENT MAT	Absorbent mat	552030-53902	\$15.99
001	14360	05/28/20	SANFORD & SON AUTO PARTS INC	652827	ADAPTER	R&M-Equipment	546022-53902	\$11.60
001	14360	05/28/20	SANFORD & SON AUTO PARTS INC	651067	RING PLIERS	Op Supplies - General	552001-53902	\$16.33

**MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund  
For the Period from 5/1/2020 to 5/31/2020  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	14361	05/28/20	SITEONE LANDSCAPE	99639822-001	175 BALES OF PINE STRAW	R&M-Mulch	546059-53902	\$596.55
001	14361	05/28/20	SITEONE LANDSCAPE	99552271-001	CROSSCHECK	R&M-Grounds	546037-53902	\$1,440.05
001	14362	05/28/20	ST. AUGUSTINE RECORD	15675	NOTICE OF MEETING 5/13/2020	Legal Advertising	548002-51301	\$148.09
001	14363	05/28/20	SUN LIFE FINANCIAL	16864-051420	BILLING PERIOD 6/1-6/30/2020	June 1, 2020 - June 30, 2020	155000-53902	\$257.11
001	14363	05/28/20	SUN LIFE FINANCIAL	16864-051420	BILLING PERIOD 6/1-6/30/2020	June 1, 2020 - June 30, 2020	155000-57205	\$183.87
001	14363	05/28/20	SUN LIFE FINANCIAL	16864-051420	BILLING PERIOD 6/1-6/30/2020	June 1, 2020 - June 30, 2020	155000-57206	\$111.07
001	14363	05/28/20	SUN LIFE FINANCIAL	16864-051420	BILLING PERIOD 6/1-6/30/2020	June 1, 2020 - June 30, 2020	155000-52901	\$38.24
001	14363	05/28/20	SUN LIFE FINANCIAL	16864-051420	BILLING PERIOD 6/1-6/30/2020	June 1, 2020 - June 30, 2020	155000-53901	\$30.59
001	14364	05/28/20	TARGET SPECIALTY PRODUCTS	INVP500116464	TURF FUEL, TG PRO BLADE	R&M-Grounds	546037-53902	\$441.70
001	14365	05/28/20	THE HIGHLANDS CONSTRUCTION SER'	200329	PRESSURE WASH VILLAGE GREEN TOWER	R&M-Buildings	546012-53901	\$900.00
001	14366	05/28/20	TURNER ACE ST. AUGUSTINE, INC	6543 /3	EXT CORD AND SURF 360 REFILL	R&M-General	546001-57206	\$52.98
001	14366	05/28/20	TURNER ACE ST. AUGUSTINE, INC	6544 /3	BULBS AND SURF 360	R&M-General	546001-57206	\$26.98
001	14366	05/28/20	TURNER ACE ST. AUGUSTINE, INC	CM6553/3	RETURN BULBS	R&M-General	546001-57206	(\$13.99)
001	14367	05/28/20	UNIFIRST FIRST AID CORP	3408884	STOCK FIRST AID KIT	Op Supplies - General	552001-53902	\$62.53
001	14368	05/28/20	UNUM LIFE INSURANCE	052020	COVERAGE PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-53902	\$204.93
001	14368	05/28/20	UNUM LIFE INSURANCE	052020	COVERAGE PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-57205	\$117.63
001	14368	05/28/20	UNUM LIFE INSURANCE	052020	COVERAGE PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-57206	\$74.76
001	14368	05/28/20	UNUM LIFE INSURANCE	052020	COVERAGE PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-52901	\$26.16
001	14368	05/28/20	UNUM LIFE INSURANCE	052020	COVERAGE PERIOD 5/1-5/31/2020	05/01/2020 - 05/31/2020	512010-53901	\$20.93
001	DD449	05/16/20	COMCAST -ACH	04252020-3316 ACH	ACCT# 8495 74 310 1273316 4/29-5/28/2020	Apr. 29, 2020 - May 28, 2020	543003-57205	\$250.75
001	DD449	05/16/20	COMCAST -ACH	04252020-3316 ACH	ACCT# 8495 74 310 1273316 4/29-5/28/2020	Apr. 29, 2020 - May 28, 2020	541003-57205	\$124.45
001	DD450	05/18/20	COMCAST -ACH	04272020-9406 ACH	ACCT# 8495 74 310 1259406 5/1-5/30/2020	May 1, 2020 - May 30, 2020	543003-53902	\$169.52
001	DD451	05/24/20	COMCAST -ACH	91433-050320 ACH	ACCT# 8495 74 310 1291433 5/7-6/6/2020	May 7, 2020 - Jun 6, 2020	543003-57205	\$88.40
001	DD452	05/23/20	COMCAST -ACH	72201-050220 ACH	ACCT# 8495 74 310 1272201 5/6-6/5/2020	May 6, 2020 - Jun 5, 2020	546034-52901	\$162.44
001	DD453	05/22/20	COMCAST -ACH	74033-050120 ACH	ACCT# 8495 74 310 1274033 5/5-6/4/2020	May 5, 2020 - Jun 4, 2020	543003-57206	\$241.47
001	DD454	05/11/20	GATE FUEL SERVICE-ACH	4928940 ACH	FUEL	05/01/2020	552030-53902	\$779.66
001	DD455	05/28/20	COMCAST -ACH	05072020-9430 ACH	ACCT# 8495 74 310 1259430 5/11-6/10/2020	May 11, 2020 - Jun. 10, 2020	546034-52901	\$158.82
001	DD456	05/17/20	FPL	5.6.2020 ACH	SERVICE FOR 4/6-5/6/2020	Apr. 6, 2020 - May 6, 2020	546034-52901	\$35.12
001	DD456	05/17/20	FPL	5.6.2020 ACH	SERVICE FOR 4/6-5/6/2020	Apr. 6, 2020 - May 6, 2020	543013-53903	\$6,122.07
001	DD457	05/22/20	FPL	05.08.2020 ACH B	SERVICE FOR 4/8-5/8/2020	Apr. 8, 2020 - May 8, 2020	543006-57206	\$120.96
001	DD457	05/22/20	FPL	05.08.2020 ACH B	SERVICE FOR 4/8-5/8/2020	Apr. 8, 2020 - May 8, 2020	543013-53903	\$13.89
001	DD458	05/19/20	FPL	05.08.2020 ACH	SERVICE FOR 4/8-5/8/2020	Apr. 8, 2020 - May 8, 2020	543001-57205	\$1,327.77
001	DD458	05/19/20	FPL	05.08.2020 ACH	SERVICE FOR 4/8-5/8/2020	Apr. 8, 2020 - May 8, 2020	543013-53903	\$474.36
001	DD458	05/19/20	FPL	05.08.2020 ACH	SERVICE FOR 4/8-5/8/2020	Apr. 8, 2020 - May 8, 2020	546034-52901	\$43.79
							<b>Fund Total</b>	<b>\$204,479.53</b>

**Total Checks Paid**

**\$204,479.53**