

**MARSHALL CREEK
COMMUNITY DEVELOPMENT
DISTRICT**

DECEMBER 18, 2019

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

December 11, 2019

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, December 18, 2019** beginning at **4:00 p.m. at the Marshall Creek Amenity Center, 625 Palencia Club Drive, St. Augustine, Florida.** Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Audience Comments**
- 3. Approval of the Minutes of the November 20, 2019 Meeting**
 - A. Discussion of Open Items
- 4. Engineer's Report**
- 5. General Manager's Operations Report**
 - A. FEMA Update
 - B. Traffic Reports & SJCSO Roving Patrol Violation Log
- 6. District Manager's Report**
- 7. Attorney's Report**
 - A. Consideration of Resolution 2020-2 – Changing the Registered Agent
 - B. Consideration of the Shared Parking Agreement with the Golf Club
- 8. Supervisors' Requests**
- 9. Acceptance of the November 2019 Financial Statements and Approval of the November 2019 Check Register and Invoices**
- 10. Adjournment**

Enclosed for your review is a copy of the draft minutes of the November 20, 2019 meeting and the November 2019 financials, check register, and invoices.

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

Under the Attorney's Report enclosed for your consideration is Resolution 2020-2 changing the Registered Agent for the District from Jonathan Johnson to Katie Buchanan. The Shared Parking Agreement with the Golf Club will be provided under separate cover.

Marshall Creek CDD
December 11, 2019
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The balance of the agenda is routine in nature. I look forward to seeing you at the meeting. In the meantime, if you have any questions, please contact me at (904) 940-6044, extension 40592.

Sincerely,

Janice Eggleton Davis

Janice Eggleton Davis/ms
District Manager

Cc: Jonathan Johnson
Katie Hollis
Warren Bloom
Michelle Rigoni

Katie Buchanan
Gabriel McKee
Gordon Mobley
Hank Fishkind

Ryan Stilwell, P.E.
Jennifer Gillis
Brett Sealy

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, November 20, 2019 at 4:00 p.m. at the Marshall Creek Amenity Center, 625 Palencia Club Drive, St. Augustine, Florida.

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 (via phone)
Marcia Weeks	Inframark
Katie Buchanan	District Counsel
Ryan Stilwell, P.E.	District Engineer
Katie Hollis	General Operations Manager
Alan Baldwin	Inframark (via phone)
Members of the Public	

The following is a summary of the discussions and actions taken at the November 20, 2019 Marshall Creek Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

- Dr. Entman called the meeting to order and the Board and Staff identified themselves for the record.

SECOND ORDER OF BUSINESS

Audience Comments

- An unidentified speaker noted the agenda package was not on the website.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 16, 2019 Meeting

On MOTION by Mr. Hoffman seconded by Mr. Riley, with all in favor, the minutes of the October 16, 2019 meeting were approved.

A. Discussion of Open Items

- Ms. Hollis noted she and Mr. Riley met the contractor regarding the elevated crosswalk noting the cost will be \$16,000. They have some alternative ideas they will address with Mr. Stilwell.
 - Discussion ensued on alternatives to speed bumps.
 - It was noted \$8,000 of the cost was for drainage.
- Ms. Hollis reported she walked the SCCDD fitness center landscaping with Ms. Jill Burns and communicated that she would like MCCDD to maintain it. Ms. Burns will review it with the SCCDD Board.
 - Discussion continued on the fitness center landscaping.

FOURTH ORDER OF BUSINESS

Engineer’s Report

A. Consideration of Prosser Updated Rate Schedule

- Mr. Stilwell addressed the letter provided in the agenda package for the updated rate schedule.
 - Ms. Moss noted she would have liked to see what the fee used to be.
 - Mr. Raybuck addressed the notation that all reimbursable expenses shall be cost times a factor of 1.15
 - Mr. Stilwell noted for MCCDD they do 1.10 and will keep that. This is any reimbursable expense such as the maps they print for the District and things of that nature.
 - Mr. Raybuck noted he does not understand – what is a reimbursable expense.
 - Mr. Stilwell noted it is mileage, prints, maps, not hours.
 - Discussion continued on the increase with Mr. Stilwell noting over the course of the last two years Prosser has increased their fees approximately 30%.

On MOTION by Mr. Hoffman seconded by Mr. Riley, with all in favor, the Prosser Updated Rate Schedule was approved.

FIFTH ORDER OF BUSINESS

General Manager’s Operations Report

A. FEMA Update

- Ms. Hollis noted Ms. Heath had sent an email to all with the update.

B. Traffic Report & SJCSO Roving Patrol Violation Log

- Mr. Riley reviewed the Traffic Report noting people are driving slower in the newest postings, but there are more people driving above the speed limit.
 - Discussion followed on the Sheriff’s Office roving patrols and whether they are effective.
 - Mr. Riley suggested holiday hams for those who drive nicely in the community – a \$50 Publix gift card to 20 families or cars that are recognized for performing their driving skills in such an exemplary fashion.
- Mr. Riley addressed parking on Trails End Court. There is an issue with people from the school double parking and causing blockages.
 - Ms. Hollis further addressed the parking issues within the cul-de-sac and suggested adding signage noting that during school drop off and pickup hours, no parking is permitted in this area. She also noted she has drafted a reminder regarding proper parking.
 - Dr. Entman suggested they do something and report back at the next meeting.

SIXTH ORDER OF BUSINESS

District Manager’s Report

A. Resolution 2020-1 FY 2019 Budget Amendment

- Ms. Davis and Mr. Baldwin outlined Resolution 2020-1 noting the final FY2019 General Fund expenditures were more than the budget and they are doing this amendment to add to the budget as required.

On MOTION by Mr. Hoffman seconded by Mr. Riley, with all in favor, Resolution 2020-1 a resolution amending the Marshall Creek Community Development District General Fund Budget for Fiscal Year 2019 was adopted.

SEVENTH ORDER OF BUSINESS

Attorney’s Report

A. Promenade Pointe Drive Easement Area

- Ms. Buchanan reported she had received the letters included in the agenda package from residents of Promenade Pointe Drive regarding the Board’s decision to cease maintenance of the easement area.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

A. Board of Supervisor Photographs (Riley)

- Mr. Riley addressed his suggestion that the Supervisors become known in the community and to have headshots both online and in the amenity center. He further suggested appropriating the funds to put photos out on media as well as in the amenity center. He thinks this should extend to staff as well, so senior managers are known.
 - Mr. Hoffman provided an opposing opinion noting he does not want his picture in the lobby for a couple of reasons – one being it feels like they are employee of the month at Burger King, but more importantly there are some impositions on their time for being Board members.
 - Dr. Entman inquired if he was opposed to his picture being online.
 - Mr. Hoffman noted he is not.
 - The consensus of the Board is to have photos of the Supervisors online.

On MOTION by Mr. Riley seconded by Ms. Moss, with all in favor, to have headshots online was approved.

Mr. Riley MOVED to have headshots on the wall in the amenity center. Motion died for lack of a second.

FIFTH ORDER OF BUSINESS

**General Manager's Operations Report
(continued)**

- Ms. Hollis reported:
 - The employee staff lunch for December is December 11th at 1:00 p.m. She invited the Board to attend.
 - Ms. Buchanan noted it should be noticed.
 - Parking – they will now have 36 parking spots at the rear of the Club parking lot. The CDD will be striping the spots. There will be Memorandum of Understanding [MOU] regarding the parking arrangement.
 - Discussion continued on the parking and who will be utilizing the spaces. Employees of the Market Street businesses will be encouraged to park in this location.

- Mr. Hoffman noted the Club requires they be named as co-insured on golf carts and inquired if they are requiring the same for the parking spaces.
- Ms. Hollis noted they are.
- Ms. Buchanan noted her first draft of the MOU was not going to include this provision as she would like a better understanding of the request.
- Discussion continued on naming the Club as an additional insured on policies.
- Dr. Entman requested the area be referred to as the Community Parking Lot rather than the Club parking lot.
- Ms. Hollis noted they named it the Palencia Village Center Shared Parking.
- Ms. Hollis noted a correction to the meeting minutes, she put in her report that Hardwick would be doing the fence work at Village Green and it not; it is Ancient City Fencing.
- There will be an e-blast from the HOA regarding a Toy Drive; it is not a CDD function.
- Ms. Hollis addressed and read a memorandum regarding her request of the POA for \$100,000 to help with a project that will cost approximately \$250,000 give or take with furnishings. A copy of the memorandum is hereby incorporated into the minutes by reference. Ms. Hollis noted it was a basic summary of what they will be doing with the funds. If it is okay with the Board, she will send it to the POA for them to review at their meeting.
 - Dr. Entman noted at this time they are not approving any design; they are just approving the general concept and sending the letter over.
 - Ms. Hollis noted this is correct.
 - Approval was given to send the letter to the POA.
- Recommendations:
 - ❖ All entry white lines need to be repainted. They have the ability to do the work in-house, but Preferred Materials process is a quicker process.
 - Mr. Stilwell noted they will need thermo-plastic striping due to the visibility concerns they have had in the past.
 - Discussion followed on the recommendation and making sure it meets current codes.
 - Dr. Entman noted the curbs also need to be repainted.
 - Mr. Hoffman inquired if they can look at installing more lighting.

- The lighting will be looked at after the Publix and Racetrac are finished.
- ❖ Give Augustine Island a 30-day notice for ending maintaining their landscaping.
- Mr. Hoffman noted he thinks it is a good idea and consistent with their policy that they do not do landscaping on private property.

On MOTION by Mr. Hoffman seconded by Raybuck, with Mr. Hoffman, Mr. Raybuck, Mr. Riley and Ms. Moss voting aye and Dr. Entman abstaining, to terminate the landscape services contract with Augustine Island was approved.

- Discussion followed on abstaining from voting with it being noted Dr. Entman will file a Form 8B.

NINTH ORDER OF BUSINESS

Acceptance of the October 2019 Financial Statements and Approval of the October 2019 Check Register and Invoices

- Mr. Riley addressed the purchase of an 80-piece socket set and inquired if this was a replacement.
 - Ms. Hollis noted she does not know.

On MOTION by Mr. Raybuck seconded by Mr. Hoffman, with all in favor, the October 2019 financial statements were accepted, and the October check register and invoices were approved.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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

Janice Eggleton Davis
Secretary

Howard Entman
Chairman

Fifth Order of Business

Marshall Creek CDD
Operations Report for December CDD Meeting

Action Items from Meetings:

- Golf Club Agreement: **Update:** Katie B is completing the Memorandum of Understanding opposed to The Clubs legal. The draft should be completed this week. It is my goal to have the following occur prior to the end of 2019:
 1. Supervisors approve on the draft on the 12/18/19 meeting.
 2. Marshall Creek CDD will stripe the last 6 parking spots in all 6 rows in a caution yellow. These 36 parking spots will now be overflow parking.
 3. A parking map that reflects all the approved parking areas will be on file if needed for distribution to residents, vendors, business owners, etc.

Administration:

- 2020 strategic planning is being finalized with each department head. A general overview of 2020 will be provided to the Supervisors for the following areas:
Tennis, Engineering, Landscaping, Fitness, Lifestyle and Administration.
- A training topic of the month program is being implemented for our front desk staff members. The first two topics will cover incident reporting and how-to bring customer service to the next level.
- Monthly items are now being sent to Jill Burns to communicate what is occurring and what is needed at the Sweetwater Fitness Building (FMX work-order reports, initiatives and outstanding items). We are closing any communication gap that may exist.
- As voted on, a memorandum has been sent to the POA requesting \$100K to assist in the upkeep/repair/replacement to our Palencia Amenities Center.
- Cost savings from FPL. Inframark has communicated the 2020 FPL Bill Projection. FPL expects most business customers to see a bill decrease of 3-4% in January 2020.
- The next set of budgeted LED tennis lights have been ordered. These lights will not be received/installed until first quarter of 2020. 4 courts will be completed. We will then have a total of 8 courts completed.
- Marshall Creek CDD has given notice to Villas of Augustine Island. Our last day of landscaping service will be on December 31st.
- Annual employee holiday luncheon will be held on December 11th at 1:00pm in the amenity building. Supervisors please join in.
- A termite inspection was completed and there was no termite damage. A preventive treatment plan has been put into place going forward.
- This month the Director of Grounds and Engineering resigned.
- Shane Mahn was promoted from Engineering Manager to Engineering Director.
- Our first new resident reception was held on 11/8. A big thanks to all that attended. Although, the crowd was small it left a positive impact on our new residents. The next resident reception will be held in March of 2020.
- Supervisor name tags have arrived. I will store these name tags in my office.
- SJSO schedule created and communicated to our scheduler for the month of December.
- SJSO Violation Log and back-up reports are **attached** for you to reference.

- Radar sign speed data is not available for the month of November. The speed signs have been moved to two new locations for the months of December and January. The two new locations are passed the North and South guard houses.

Amenities report from Erin:

- Ongoing:
 1. Daily management of facility and staff;
 2. Interactions with residents (emails and in-person);
 3. Room reservations.
- The Fall Festival was rescheduled from its originally date, due to weather conditions. The attendance was incredible with at least 1000 participants. This was the first year that we held the event on Market Street.
- I attended meetings and had several email/conversations with the Market Street business owners. There is an additional goal in 2020 for creating an event(s) targeting an adult crowd.
- Continued planning for the Tree Lighting Event. Extra rentals and decorations to address the newly expanded location for the event. Created activities for the Market Street business owners to be involved in the event in hopes to increase resident use of their stores.
- Added more classes at the Amenity Center due to a Senior Class having such great attendance.
- Met with Sweetwater Board members and residents regarding the ideas of property improvement.
- A CPR class was held for the staff members.
- Began planning/research for the 2020 Summer Camp.
- Started planning initiatives with Kokomo's regarding a new menu and expectations for the pool season.
- Continued research and demos for front desk software continued.
- Repairs and purchases were made for the equipment at the Fitness Center and Amenity Center for classes and gym use.
- FMX report provided to Jill Burns to ensure she is aware of what is taking place in Fitness Center. Couple of Sweetwater Specific items below:
 - ✓ Initiated plans to have all aerobics class instruction audited by an independent instructor.
 - ✓ Made multiple small purchases to address the broken or stolen strength equipment.
 - ✓ Had resident meetings and answered emails regarding gym etiquette, cleanliness and other topics.
 - ✓ Continued making personal efforts towards the landscaping.
 - ✓ Worked with the Swim Team and Engineering to get the pool cleaning scheduled firmed as well as coordinating efforts for the tarps to help keep the pool water at 82 degrees.
 - ✓ Several work orders for lightbulb replacements, spider web removal (30ft+ up), pressure washing of pool furniture, plumbing repairs, removal of large debris near the dumpster, drier repairs, leaking showers, fix the front door, fix locker hinges, check the wiring of the speakers for the gym audio system and more were made.
 - ✓ Had decorations for the Fall and upcoming Holidays arranged around the facility.
 - ✓ Worked on employee customer service for both Child Watch and the Front Desk.
 - ✓ Worked with the trainers to create specials and orientations for the upcoming year.

Claims:

- None

Charity Request:

- The POA is collecting Toys for Tots. We have supported this initiative by placing a box for collection in the amenities building and also sending the effort out via email blast.

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

- Open House Policy Reminders
- Thanksgiving Hours for all our buildings

Gates:

- Monthly conference call with account manager to ensure all post orders are being followed and any misc. items are addressed if needed.
- No soliciting signage is now installed.
- The Southgate resident arm and operator has been changed out to match Envera's existing equipment. This now allows an easy fix (pop-in arm) if the arm is knocked off.

Engineering report from Shane:

- Christmas decorations are UP! Big thanks to Shane and his team for having this done the week before Thanksgiving. All the lights went LIVE the day after Thanksgiving. The resident emails are being received daily about this. Pleased.
- Continued: Pressure washing of curbs and sidewalks.
- Continued: Grinding, scarifying and replacement of sidewalks throughout the community.
- 31 FMX work orders were completed this month. 8 planned maintenance requests were created.
- The Sweetwater Fitness Building entry fountain received its bi-annual maintenance.
- Engineering re-built and painted the shutters on the Tennis Building.
- Last month the curbing and asphalt in front of 641 Treehouse Circle was listed under notable issues. The curbing and asphalt have now been repaired. We will continue to monitor the area.

- Pressure washing map progress (red areas have been completed)



- Street striping map progress (black areas have been completed). Note there are no changes for the month of November.



Landscape report from Jim:

- Application to areas of St Augustine grass showing signs of disease.
- Woodline cut back ahead along Palencia Village Drive and other areas in the district.
- Coordinated with outside vendor to have 7 trailers of pine straw put down.
- Cut back all Fakahatchee ornamental grass.
- Installed three 100-gallon live oaks, and podocarpus hedge around irrigation well at Parkside Park.
- Installed a viburnum hedge at Tree House Park.
- Muhly grass installed on North Loop Pkwy.
- Installed 7 new irrigation zone lines to water new plant material.
- Repaired 5 irrigation zone line breaks.
- Traced, located, and repaired 2 severed irrigation zone wires.
- Completed the yearly service to all irrigation wells and pumps.
- Repaired 3 galvanized fittings at the main entry well.
- Replaced a GPRS and master modular at the NLP irrigation clock.
- Replaced the antenna at Mission Park irrigation clock.

Legal:

- Billing for the plumbing disconnect on Spanish Marsh was sent certified mail on 10/31/2019. Resident has responded and is working with us to resolve the outstanding billing.

Notable Issues:

- None

Ongoing Items:

- Weekly staff meeting held with the CDD department heads
- Bi-weekly landscaping ride with Jim
- Amenity/Building Cameras
- Mercado Clean-up
- Insuring lateral sewer lines
- Investigating new amenity systems for fitness and pool.
- Independent Contractor and Personal Trainer contracts have been created. I am reviewing these with Erin and Vinelle to implement. Contracts will be sent to Katie B. for the final ok. These contracts will be put into place to get us out of the business of collecting money for outside contractors from residents and then turning around and paying the contractor. Also, the goal is to have a uniform policy for our outside amenity contractors (personal trainers, seminar host, swim instructors, group fitness, etc).
- I am working on a guest sign-in sheet for the amenity building and fitness center. At the bottom of the sign-in sheet will be an acknowledgement for the waiver and release. I received a copy of what the Tolomato Community Development District (Nocatee) uses. I will be reviewing this with Katie B prior to implementation.
- Brain storming on ideas to enhance our crosswalks.

Projects:

- Remaining oak trees in the district have been identified for lifting in December-January. This will complete our tree lifting.
- Village Green fence replacement by Old City Iron Works.
- Electrical has been added/completed on both sides of Market Street. We now have a 220 on each side on the street along with 4 125s.
- 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.

Recommendations:

- None

Tennis:

- Our November, one day Tournament had over 45 juniors playing in it...Most of the juniors participating in the tournament are in our after-school junior programs...
- Our first newsletter was sent out to over 200 emails, Tennis/Pickleball players who had signed-up to receive them...We will send this out once a month with upcoming tennis/pickleball news and events...
- We are putting the final touches/details on our Holiday Junior Camps which will be held over the holiday break...
- Our Online Court Reservation system is in the set-up stages and we hope to have it up and running in early January...This will allow residents to book courts without calling into the shop!!!

5A

Hurricane Matthew-Completed

Small Projects

Project	Amount Requested	Eligible Obligated	Federal Obligated	State Obligated	Workflow Step	Total Received	Check#	Check Date
PW-844-Debris Removal	\$19,146.13	\$19,146.13	\$16,274.21	\$1,435.96	Approved	\$17,710.17	850/849	4/13/18
PW-342-Tower Roof, Boardwalk	\$8,658.26	\$8,658.26	\$6,493.70	\$1,082.28	Approved	\$7,575.98	303/302	5/11/18
PW-843-(3) Boardwalks & Fence	\$6,453.76	\$6,453.76	\$4,840.32	\$806.72	Approved	\$5,647.04	277/276	5/25/18
PW-1036-Debris Removal (31-90 days)	\$9,309.29	\$9,309.29	\$6,981.97	\$1,163.66	Approved	\$8,145.63	793/792	8/8/18

Total: **\$43,567.44** **\$43,567.44** **\$34,590.19** **\$4,488.62** **\$39,078.82**

Hurricane Irma - Reopened

Small Projects

Project	Amount Requested	Eligible Obligated	Federal Obligated	State Obligated	Workflow Step	Total Received	Check#	Check Date
PR#25657/476-Security Fencing (75%)	\$4,182.12	\$4,182.12	\$3,136.59	\$522.77	Approved	\$3,659.36	308/311	1/3/19
PR#16895/331-Pond Outfall Replacement (75%)	\$8,409.63	\$8,409.63	\$6,307.22	\$1,051.20	Approved	\$7,358.43	675/674	4/5/19
PR#16886/1333-Debris Removal 09/04-09/17 (75%)	\$10,389.17	\$9,683.74	\$7,262.81	\$1,210.47	Approved	\$8,473.27	289/287	3/21/19
PR#31259/1468-Street Sign Damage (75%)	\$3,585.57	\$3,361.74	\$2,521.31	\$420.22	Approved	\$2,941.52	642/643	1/2/19
PR#16890-Debris Removal 09/18-10/17 (90%)	\$16,624.92	\$15,992.72	\$14,393.45	\$799.64	Approved	\$15,193.09	650/648	3/18/19
PR#25664/1556-Debris Removal 10/18/17-12/16/17(80%)	\$3,316.23	\$2,984.61	\$2,387.69	\$331.63	Approved	\$2,719.32	678/710	4/22/19

Total: **\$46,507.64** **\$44,614.56** **\$36,009.06** **\$4,335.92** **\$40,344.98**

Grand Total (both storms) **\$90,075.08** **\$88,182.00** **\$70,599.25** **\$8,824.55** **\$79,423.80**

Cost Share Adj 90% Declaration: Calculation = additional 7.5%

Project	Amount Requested	Eligible Obligated	Additional Federal 7.5%	Check#	Check Date
PR#25657/476-Security Fencing	\$4,182.12	\$4,182.12	\$313.66		
PR#16895/331-Pond Outfall Replacement	\$8,409.63	\$8,409.63	\$630.72	299	11/19/19
PR#16886/1333-Debris Removal 09/04-09/17	\$10,389.17	\$9,683.74	\$726.28		
PR#31259/1468-Street Sign Damage	\$3,585.57	\$3,361.74	\$252.13	299	11/19/19
PR#16890-Debris Removal 09/18-10/17	\$16,624.92	\$15,992.72	\$1,199.45		
PR#25664/1556-Debris Removal 10/18/17-12/16/17	\$3,316.23	\$2,984.61	\$223.85		

TOTAL: \$3,346.09
Left to receive \$2,463.24

The new calculation is 90% Federal, 5% State and 5% Local which increases the federal share 15% but decreases the state share 7.5%. The remaining 7.5% is the cost share adjustment value.

Project #526/285 - Tolomato River Boardwalk (L, Cat G)

Storm	RFR#	Contractor	Amount Paid	Eligible Obligated	Federal Obligated 75%	State Obligated 12.5%	Total Federal/State	Workflow Step	Total Received	Check#	Check Date
Mat	2	Prosser	\$17,459.97	\$17,459.97	\$13,094.98	\$2,182.50	\$15,277.47	Approved	\$15,277.47	245/247	8/14/18
Mat	2	Coleman 1	\$205,760.22	\$205,760.22	\$154,320.17	\$25,720.03	\$180,040.19	Approved	\$180,040.19	245/247	8/14/18
Mat	3&4	Coleman 2&3	\$286,137.83	\$286,137.83	\$214,603.37	\$35,767.23	\$250,370.60	Approved	\$250,370.60	268/700	9/26/18
Mat	5	Prosser	1,460.82	1,460.82	\$1,095.62	\$182.60	\$1,278.22	Approved	\$1,278.22	932/933	10/24/18
Mat	6	Coleman 4	\$70,744.20	\$70,744.20	\$53,058.15	\$8,843.03	\$61,901.18	Approved	\$61,901.18	691/689	11/14/18
Mat	7	Coleman 5	\$56,562.75	\$56,562.75	\$42,422.06	\$7,070.34	\$49,492.41	Approved	\$49,492.41	691/689	11/14/18
Mat	8	Prosser	563.40	563.40	\$422.55	\$70.43	\$492.98	Approved	\$492.98	998/997	11/13/18
Irma	1	Prosser	\$8,245.89	\$8,245.89	\$6,184.42	\$1,030.74	\$7,215.15	Approved	\$7,215.15	665/660	9/24/19
Irma	1	Prosser	\$1,460.82	\$1,460.82	\$1,095.62	\$182.60	\$1,278.22	Approved	\$1,278.22	665/660	9/24/19
Irma	1	Coleman 1	\$71,398.17	\$71,398.17	\$53,548.63	\$8,924.77	\$62,473.40	Approved	\$62,473.40	665/660	9/24/19
Irma	1	Coleman 2	\$138,210.42	\$138,210.42	\$103,657.82	\$17,276.30	\$120,934.12	Approved	\$120,934.12	665/660	9/24/19
Irma	1	Coleman 3	62,861.91	62,861.91	\$47,146.43	\$7,857.74	\$55,004.17	Approved	\$55,004.17	665/660	9/24/19
Irma	1	Coleman 4	15,137.25	15,137.25	\$11,352.94	\$1,892.16	\$13,245.09	Approved	\$13,245.09	665/660	9/24/19
Irma	1	Coleman 5	4,324.25	4,324.25	\$3,243.19	\$540.53	\$3,783.72	Approved	\$3,783.72	665/660	9/24/19
Irma	1	Coleman 5	12,273.82	12,273.82	\$11,046.44	\$613.69	\$11,660.13	State Review #8			

Total: 948,277.47 952,601.72 713,049.18 117,614.15 834,447.04 \$822,786.91

Left to receive: \$11,660.13

*** Category G Project: Tolomato Boardwalk below additional funding reimbursement is in FL State Final Review

Cost Share Adj 90% Declaration: Calculation = additional 7.5%							
Storm	RFR#	Contractor	Amount Paid	Eligible Obligated	Additional Federal 7.5%	Check#	Check Date
Irma	1	Prosser	\$8,245.89	\$8,245.89	\$618.44		
Irma	1	Prosser	\$1,460.82	\$1,460.82	\$109.56		
Irma	1	Coleman 1	\$71,398.17	\$71,398.17	\$5,354.86		
Irma	1	Coleman 2	\$138,210.42	\$138,210.42	\$10,365.78		
Irma	1	Coleman 3	62,861.91	62,861.91	\$4,714.64		
Irma	1	Coleman 4	15,137.25	15,137.25	\$1,135.29		
Irma	1	Coleman 5	15,137.25	15,137.25	\$1,135.29		
Irma	1	Prosser	563.40	563.40	\$42.26		
TOTAL:					\$23,476.13		

The new calculation is 90% Federal, 5% State and 5% Local which increases the federal share 15% but decreases the state share 7.5%. The remaining 7.5% is the cost share adjustment value.

5B.

SJSO Off-Duty Roving Patrol Violation Log

Date:	Improper Parking /	Suspicious Activity or	Adult Golf Cart	Suspicion of Illegal	Adult Misch	Warning or Citation	Day of the Week	Officer	Notes
11/01/19		5				4 verbal and 1 written warnings	Friday	Gary Perna	3 verbal warning for excessive speed and 1 verbal and 1 written for stop sign violations.
11/02/19		3				1 verbal and 2 written warnings	Saturday	Gary Perna	1 verbal warning for underage LSV driver and 2 written warnings for excessive speed.
11/04/19							Monday	Chad Hallman	no violations
11/05/19							Tuesday	Gary Perna	no violations
11/06/19				1		1 charged offense	Wednesday	Gabe Bagby	resident charged with smoking marijuana
11/07/19		6				3 verbal and 3 written warnings	Thursday	Gary Perna	3 verbal and 3 written warnings for stop sign violations.
11/08/19		3				3 written warnings	Friday	Thomas Evans	3 written warnings for stop sign violations.
11/09/19		2				2 verbal warnings	Saturday	Thomas Evans	2 verbal warnings for stop sign violations.
11/10/19							Sunday	Chad Hallman	no violations
11/11/19		2				2 verbal warnings	Monday	Gary Perna	2 verbal warnings for excessive speed.
11/12/19		4				4 verbal warnings	Tuesday	Gary Perna	4 verbal warnings for excessive speed.
11/13/19							Wednesday	Gabe Bagby	no violations
11/14/19							Thursday	Jacob Manning	no violations
11/16/19							Saturday	Thomas Coward	no violations
11/17/19							Sunday	Gary Perna	no violations
11/18/19		5				3 verbal and 2 written warnings	Monday	Gary Perna	3 verbal and 2 written warnings for stop sign violations.
11/19/19							Tuesday	Chad Hallman	no violations
11/20/19		4				4 verbal warnings	Wednesday	Gary Perna	4 verbal warnings for stop sign violations..
11/21/19		4				3 verbal and 1 written warnings	Thursday	Gary Perna	2 verbal warnings for stop sign violations, 1 verbal warning for texting while driving and 1 written warning
11/22/19		4				4 written warnings	Friday	Thomas Evans	4 written warnings for stop sign violations.
11/23/19	3	4				3 parking tickets, 3 verbal and 1 written	Saturday	Gary Perna	3 parking tickets issued, 1 verbal for underage driver of LSV, 2 verbal and 1 written warning for excessive speed.
11/24/19							Sunday	Chad Hallman	no violations
11/26/19		3				1 verbal and 2 written warnings	Tuesday	Gary Perna	1 verbal and 2 written warnings for stop sign violations.
11/27/19		1				1 verbal warning	Wednesday	Gabe Bagby	1 verbal warning issued for stop sign violation.
11/30/19							Saturday	Thomas Coward	no violations
November 2019	3	50	0	1	0				
2019 YTD total	23	461	1	1	1				
Month to Month Comparison									
November 2018	9	29	2	0	0				
November 2019	3	50	0	1	0				

Seventh Order of Business

7A

RESOLUTION 2020-2

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND APPROVING CHANGE OF DESIGNATED REGISTERED AGENT AND REGISTERED OFFICE OF THE MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT.

WHEREAS, the Marshall Creek Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within St. Johns County, Florida; and

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of records keeping and accepting any process, notice, or demand required or permitting by law to be served upon the District in accordance with Section 189.014(1), Florida Statutes.

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

Section 1. Katie S. Buchanan of Hopping Green & Sams, PA, is hereby designated as Registered Agent for the District.

Section 2. The District’s Registered Office shall be located at 119 South Monroe Street, Suite 300, Tallahassee, Florida 32301.

Section 3. In accordance with Section 189.014, Florida Statutes, the District’s Secretary is hereby directed to file certified copies of this resolution with St. Johns County and the Florida Department of Economic Opportunity.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS 18TH DAY OF DECEMBER, 2019.

ATTEST:

**MARSHALL CREEK COMMUNITY
DEVELOPMENT DISTRICT**

SECRETARY/ASST. SECRETARY

CHAIRMAN/VICE CHAIRMAN

Ninth Order of Business

MEMORANDUM

TO: Board of Supervisors, Marshall Creek CDD
FROM: Fernand Thomas, Accountant II
CC: Janice Eggleton Davis, District Manager, Alan Baldwin, Accounting Manager
DATE: December 05, 2019
SUBJECT: November Financial Report

Attached, please find the November 2019 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 fernand.thomas@inframark.com.

General Funds:

- Total revenues are approximately 15.14% of the annual budget. Annual Assessments collected is at 16.46%. CDD collected Assessments are at 15.76%. Tennis Membership are 52.93% collected.
- For the current month, year-to-date expenditures should be approximately 16.67% of annual budget, and are currently at a favorable 13.83% of the budget.

Debt Service Funds:

Series 2002

- Annual Assessment collected is at 16.46% and Direct Billed Assessment collected is at 50%.

Series 2015

- Annual Assessment collected is at 16.39%.

Series 2016

- Annual Assessment is at 16.21% collected.

Construction Fund:

- Revenues recorded are interest earned on Investments.

MARSHALL CREEK
Community Development District

Financial Report

November 30, 2019

Prepared by



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MARSHALL CREEK
Community Development District

Financial Statements

(Unaudited)

November 30, 2019

Balance Sheet
 November 30, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	GENERAL AREA CAPITAL RESERVES FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2015 DEBT SERVICE FUND	SERIES 2016 DEBT SERVICE FUND	SERIES 2015 A CONSTRUCTION FUND	TOTAL
ASSETS							
Cash - Checking Account	\$ 1,020,506	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020,506
Assessments Receivable	110,018	2,149	100,208	-	-	-	212,375
Allow-Doubtful Collections	(91,905)	-	(51,178)	-	-	-	(143,083)
Due From Other Districts	57,932	-	-	-	-	-	57,932
Due From Other Funds	-	51,720	140,229	179,624	10,624	-	382,197
Investments:							
Money Market Account	165,685	-	-	-	-	-	165,685
Construction Fund A	-	-	-	-	-	1,835	1,835
Other	1,298,609	-	-	-	-	-	1,298,609
Prepayment Account	-	-	24	-	20	-	44
Prepayment Account A	-	-	-	9,741	-	-	9,741
Reserve Fund	-	-	203,226	-	31,330	-	234,556
Reserve Fund A	-	-	-	483,938	-	-	483,938
Revenue Fund	-	-	1	-	9,796	-	9,797
Revenue Fund A	-	-	-	59,371	-	-	59,371
Prepaid Items	13,472	-	-	-	-	-	13,472
TOTAL ASSETS	\$ 2,574,317	\$ 53,869	\$ 392,510	\$ 732,674	\$ 51,770	\$ 1,835	\$ 3,806,975
LIABILITIES							
Accounts Payable	\$ 51,414	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,414
Accrued Expenses	42,339	-	-	-	-	-	42,339
Deferred Revenue	18,113	2,149	49,030	-	-	-	69,292
Due To Other Funds	382,197	-	-	-	-	-	382,197
TOTAL LIABILITIES	494,063	2,149	49,030	-	-	-	545,242

Balance Sheet
 November 30, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	GENERAL 004 - 2002 AREA CAPITAL RESERVES FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2015 DEBT SERVICE FUND	SERIES 2016 DEBT SERVICE FUND	SERIES 2015 A CONSTRUCTION FUND	TOTAL
FUND BALANCES							
Nonspendable:							
Prepaid Items	13,472	-	-	-	-	-	13,472
Restricted for:							
Debt Service	-	-	343,480	732,674	51,770	-	1,127,924
Capital Projects	-	-	-	-	-	1,835	1,835
Assigned to:							
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
Unassigned:	760,941	51,720	-	-	-	-	812,661
TOTAL FUND BALANCES	\$ 2,080,254	\$ 51,720	\$ 343,480	\$ 732,674	\$ 51,770	\$ 1,835	\$ 3,261,733
TOTAL LIABILITIES & FUND BALANCES	\$ 2,574,317	\$ 53,869	\$ 392,510	\$ 732,674	\$ 51,770	\$ 1,835	\$ 3,806,975

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
REVENUES				
Interest - Investments	\$ 12,000	\$ 1,664	13.87%	\$ 377
FEMA Grants	-	8,489	0.00%	883
Shared Rev - Other Local Units	530,463	-	0.00%	-
Interlocal Agreement - Other	347,590	57,932	16.67%	28,966
Other Physical Environment Rev	12,000	2,000	16.67%	2,000
S/F Program Fees	40,000	-	0.00%	-
S/F Swimming Program Fees	3,000	-	0.00%	-
S/F Activity Fees	5,000	170	3.40%	-
S/F Other Revenues	1,750	578	33.03%	-
S/F Rental Fees	3,500	825	23.57%	-
S/F Snack Bar Revenue	3,000	328	10.93%	92
Tennis Merchandise Sales	15,000	2,782	18.55%	979
Tennis Special Events&Socials	1,000	-	0.00%	-
Tennis Lessons & Clinics	205,000	47,365	23.10%	23,096
Tennis Ball Machine Rental Fee	3,500	-	0.00%	-
Tennis Membership	40,000	21,173	52.93%	1,430
Special Assmnts- Tax Collector	3,477,421	572,511	16.46%	572,511
Special Assmnts- CDD Collected	13,448	2,120	15.76%	121
Special Assmnts- Discounts	(104,342)	(23,140)	22.18%	(23,140)
Other Miscellaneous Revenues	1,000	178	17.80%	81
Gate Bar Code/Remotes	4,400	656	14.91%	372
Impact Fee	30,000	7,812	26.04%	6,257
TOTAL REVENUES	4,644,730	703,443	15.14%	614,025

EXPENDITURES

Administration

P/R-Board of Supervisors	8,000	1,155	14.44%	604
ProfServ-Arbitrage Rebate	1,200	-	0.00%	-
ProfServ-Dissemination Agent	3,000	-	0.00%	-
ProfServ-Engineering	25,000	2,187	8.75%	2,187
ProfServ-Legal Services	75,000	8,291	11.05%	8,291
ProfServ-Mgmt Consulting Serv	62,700	10,450	16.67%	5,225
ProfServ-Special Assessment	15,000	-	0.00%	-
ProfServ-Trustee Fees	11,400	2,625	23.03%	2,625
Auditing Services	4,675	-	0.00%	-
Postage and Freight	5,600	651	11.63%	264
Insurance - General Liability	28,980	13,743	47.42%	-
Printing and Binding	4,000	537	13.43%	239

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
Legal Advertising	3,000	206	6.87%	121
Miscellaneous Services	6,000	1,965	32.75%	1,207
Misc-Assessmnt Collection Cost	69,548	10,987	15.80%	10,987
Shared Exp - Other Local Units	585,565	-	0.00%	-
Office Supplies	500	88	17.60%	44
Annual District Filing Fee	175	175	100.00%	-
Total Administration	909,343	53,060	5.83%	31,794
<u>Other Public Safety</u>				
Payroll-Benefits	13,387	1,131	8.45%	458
Payroll-Engineering	64,383	7,964	12.37%	4,804
Payroll-Gate Maintenance	2,496	268	10.74%	157
Contracts-Security Services	273,750	14,429	5.27%	10,809
Contracts-Roving Patrol	40,000	4,970	12.43%	3,290
R&M-Gate	20,000	1,684	8.42%	941
Misc-Bar Codes	4,100	1,024	24.98%	1,024
Total Other Public Safety	418,116	31,470	7.53%	21,483
<u>Field</u>				
Payroll-Benefits	10,283	905	8.80%	367
Payroll-Engineering	49,975	6,371	12.75%	3,843
Utility - Water & Sewer	2,000	-	0.00%	(167)
Lease - Land	2,000	-	0.00%	(167)
R&M-Bike Paths & Asphalt	4,000	-	0.00%	-
R&M-Boardwalks	7,720	2,864	37.10%	1,196
R&M-Buildings	15,000	5,000	33.33%	5,000
R&M-Electrical	12,500	196	1.57%	125
R&M-Fountain	41,000	48,112	117.35%	5,582
R&M-Mulch	5,600	-	0.00%	-
R&M-Roads & Alleyways	30,000	1,111	3.70%	152
R&M-Sidewalks	20,000	4,505	22.53%	3,046
R&M-Signage	6,000	289	4.82%	289
Cap Outlay-Machinery and Equip	-	5,149	0.00%	5,149
Reserve - Field	100,000	-	0.00%	-
Total Field	306,078	74,502	24.34%	24,415

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
<u>Landscape Services</u>				
Payroll-Salaries	204,095	24,830	12.17%	14,865
Payroll-Other	4,000	-	0.00%	-
Payroll-Administrative	7,058	672	9.52%	448
Payroll-Benefits	84,933	12,204	14.37%	6,439
Payroll-General Staff	129,574	19,075	14.72%	11,451
Payroll-Irrigation Staff	63,619	9,690	15.23%	5,431
Payroll-IPM Staff	84,979	7,787	9.16%	4,492
Payroll-Equipment Mechanic	27,409	4,321	15.76%	2,576
Payroll Taxes	38,990	5,080	13.03%	2,972
ProfServ-Info Technology	1,000	-	0.00%	-
Communication - Telephone	3,298	550	16.68%	275
Utility - Cable TV Billing	2,000	329	16.45%	165
Electricity - General	4,000	539	13.48%	205
Utility - Refuse Removal	13,500	795	5.89%	(330)
Utility - Water & Sewer	3,360	536	15.95%	171
Rentals - General	1,500	-	0.00%	(125)
R&M-Buildings	5,500	5,456	99.20%	65
R&M-Equipment	30,000	9,777	32.59%	6,988
R&M-Grounds	53,729	2,555	4.76%	1,078
R&M-Irrigation	21,000	1,601	7.62%	950
R&M-Mulch	79,360	51,044	64.32%	12,790
R&M-Pump Station	15,000	541	3.61%	434
R&M-Trees and Trimming	15,000	450	3.00%	-
Misc-Employee Meals	7,000	66	0.94%	23
Office Equipment	500	-	0.00%	-
Op Supplies - General	21,500	1,932	8.99%	1,414
Op Supplies - Uniforms	7,408	915	12.35%	915
Op Supplies - Fuel, Oil	12,500	1,902	15.22%	924
Impr - Landscape	57,452	9,673	16.84%	7,473
Cap Outlay-Machinery and Equip	36,000	5,570	15.47%	3,227
Total Landscape Services	1,035,264	177,890	17.18%	85,316
<u>Utilities</u>				
Electricity - Streetlighting	75,000	12,912	17.22%	6,662
Utility - Water & Sewer	2,500	1,836	73.44%	1,275
R&M-Lake	53,080	8,580	16.16%	4,290
Total Utilities	130,580	23,328	17.86%	12,227

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
<u>Operation & Maintenance</u>				
Payroll-Shared Personnel	347,590	45,571	13.11%	26,183
ProfServ-Field Management	277,229	48,227	17.40%	35,363
Travel and Per Diem	400	-	0.00%	-
Communication - Telephone	3,000	-	0.00%	(250)
Postage and Freight	200	-	0.00%	-
Rentals - General	1,905	-	0.00%	-
R&M-Vehicles	6,000	12	0.20%	-
Printing and Binding	4,500	576	12.80%	356
Misc-Connection Computer	3,000	2,294	76.47%	-
Billback Expenses Developer	-	(707)	0.00%	(216)
Office Supplies	1,750	897	51.26%	498
Op Supplies - General	8,900	50	0.56%	-
Total Operation & Maintenance	654,474	96,920	14.81%	61,934
<u>Parks and Recreation - General</u>				
ProfServ-Mgmt Consulting Serv	24,000	4,000	16.67%	2,000
Insurance -Property & Casualty	100,850	47,176	46.78%	-
Total Parks and Recreation - General	124,850	51,176	40.99%	2,000
<u>Clubhouse</u>				
Contracts-Misc Labor	5,500	368	6.69%	368
Contracts-Outside Fitness	17,720	1,631	9.20%	700
R&M-Buildings	10,000	916	9.16%	700
R&M-Equipment	3,000	-	0.00%	-
Misc-Special Events	25,000	3,208	12.83%	2,953
Cap Outlay-Machinery and Equip	2,500	-	0.00%	-
Total Clubhouse	63,720	6,123	9.61%	4,721
<u>Swimming Pool</u>				
Payroll-Salaries	57,706	11,371	19.71%	6,593
Payroll-Hourly	68,640	3,886	5.66%	2,213
Payroll-Lifeguards	37,000	897	2.42%	-
Payroll-Benefits	29,104	6,489	22.30%	2,037
Payroll-Engineering	51,175	5,930	11.59%	3,584
Payroll-Janitor	6,240	1,208	19.36%	708
Payroll Taxes	13,003	1,289	9.91%	708
ProfServ-Info Technology	2,500	120	4.80%	-
ProfServ-Swim Pool Commiss	3,000	153	5.10%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
Contracts-Landscape	3,500	-	0.00%	(292)
Travel and Per Diem	400	24	6.00%	24
Communication - Telephone	4,925	949	19.27%	486
Utility - General	55,000	8,619	15.67%	7,463
Utility - Cable TV Billing	1,896	615	32.44%	88
Utility - Refuse Removal	2,050	530	25.85%	244
R&M-Buildings	20,000	1,007	5.04%	509
R&M-Pools	33,000	2,937	8.90%	1,235
R&M-Vehicles	500	-	0.00%	-
Advertising	1,500	220	14.67%	110
Miscellaneous Services	1,500	-	0.00%	-
Misc-Employee Meals	4,585	30	0.65%	9
Misc-Training	2,500	-	0.00%	-
Misc-Licenses & Permits	2,000	-	0.00%	-
Office Supplies	2,000	309	15.45%	309
Cleaning Supplies	2,250	6	0.27%	6
Office Equipment	1,250	-	0.00%	-
Snack-Bar Expenses	2,500	-	0.00%	-
Op Supplies - Spa & Paper	2,500	-	0.00%	-
Op Supplies - Uniforms	1,500	-	0.00%	-
Op Supplies - Summer Camp	14,000	-	0.00%	-
Subscriptions and Memberships	1,200	-	0.00%	-
Cap Outlay-Machinery and Equip	4,000	95	2.38%	95
Cap Outlay - Pool Furniture	7,500	-	0.00%	-
Total Swimming Pool	440,424	46,684	10.60%	26,129
<u>Tennis Court</u>				
Payroll-Salaries	126,000	15,084	11.97%	8,903
Payroll-Hourly	37,000	4,873	13.17%	2,778
Payroll-Benefits	38,182	5,438	14.24%	2,296
Payroll-Engineering	38,331	4,448	11.60%	2,688
Payroll-Commission	184,500	36,763	19.93%	21,710
Payroll Taxes	26,465	3,256	12.30%	1,989
ProfServ-Administrative	500	-	0.00%	-
ProfServ-Info Technology	1,000	271	27.10%	-
Contracts-Janitorial Services	6,500	1,000	15.38%	500
Communication - Telephone	3,600	440	12.22%	220
Utility - Cable TV Billing	2,903	439	15.12%	197
Electricity - General	13,500	2,347	17.39%	1,222
Utility - Refuse Removal	1,500	366	24.40%	154

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
Utility - Water & Sewer	1,200	271	22.58%	151
Rental/Lease - Vehicle/Equip	1,700	264	15.53%	132
R&M-General	6,500	502	7.72%	391
R&M-Court Maintenance	10,000	2,355	23.55%	587
R&M-Vandalism	500	-	0.00%	-
Printing and Binding	1,000	-	0.00%	-
Advertising	1,500	220	14.67%	110
Misc-Employee Meals	2,200	24	1.09%	3
Misc-Special Events	1,000	363	36.30%	363
Misc-Training	500	-	0.00%	-
Office Supplies	3,800	126	3.32%	126
Office Equipment	1,000	-	0.00%	-
Teaching Supplies	3,500	199	5.69%	199
Op Supplies - Uniforms	500	-	0.00%	-
COS - Start Up Inventory	8,000	2,174	27.18%	625
Subscriptions and Memberships	800	35	4.38%	35
Cap Outlay-Machinery and Equip	38,200	-	0.00%	-
Total Tennis Court	561,881	81,258	14.46%	45,379
TOTAL EXPENDITURES	4,644,730	642,411	13.83%	315,398
Excess (deficiency) of revenues Over (under) expenditures	-	61,032	0.00%	298,627
Net change in fund balance	\$ -	\$ 61,032	0.00%	\$ 298,627
FUND BALANCE, BEGINNING (OCT 1, 2019)	2,019,222	2,019,222		
FUND BALANCE, ENDING	\$ 2,019,222	\$ 2,080,254		

Marshall CreekCommunity Development District

Notes to the Financial Statements**Assets**

- ▶ Assessments Receivable represents amounts due for delinquent assessments FY2017 through FY2019, (See Assessment Collection Schedule).
- ▶ Allow-Doubtful Collections represents amounts due for delinquent assessments for FY2018, (See Assessment Collection Schedule).
- ▶ Deferred Revenue represents assessments for FY2019 not yet received for Parcel 072420-0493 and smaller unidentified parcel(s).
- ▶ District has one MMA and one T-Bill with General Fund monies which have various maturities. (See Cash & Investments Report for details.)
- ▶ Prepaid Items represents payment for security services 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 FY2018 not yet received for Parcel 072420-0493.

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.

Notes to the Financial Statements

Budget to Actual Analysis - Significant Variances

<u>Account Name</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
<u>Administrative</u>				
Insurance-General Liability	\$28,980	\$13,743	47%	First installment Insurance Policy FY2020- Property.
<u>Field</u>				
R&M-Buildings	\$15,000	\$5,000	33%	Software renewal from 11/1-10/31/2020.
R&M-Fountain	\$41,000	\$48,112	117%	Village Green railing replacement instead of repairing.
Cap Outlay-Machinery and Equip	\$0	\$5,149		Purchase of floor scrubber.
<u>Landscape Services</u>				
R&M-Buildings	\$5,500	\$5,456	99%	Re-insulate air handler, replace all duct work.
R&M-Equipment	\$30,000	\$9,777	33%	Purchase of equipment.
R&M-Mulch	\$79,360	\$51,044	64%	Purchase and installation of mulch..
<u>Operation & Maintenance</u>				
Misc-Connection Computers	\$3,000	\$2,294	76%	Addition computer equipment.
<u>Parks and Recreation-General</u>				
Insurance-Property & Casualty	\$100,850	\$47,176	47%	First installment Insurance Policy FY2020- Property.

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 November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ -	0.00%	\$ -
Special Assmnts- Tax Collector	51,149	8,421	16.46%	8,421
Special Assmnts- CDD Collected	1,668	834	50.00%	834
Special Assmnts- Discounts	(2,046)	(340)	16.62%	(340)
TOTAL REVENUES	50,771	8,915	17.56%	8,915
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	1,023	162	15.84%	162
Total Administration	1,023	162	15.84%	162
TOTAL EXPENDITURES	1,023	162	15.84%	162
Excess (deficiency) of revenues Over (under) expenditures	49,748	8,753	17.59%	8,753
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	49,748	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	49,748	-	0.00%	-
Net change in fund balance	\$ 49,748	\$ 8,753	17.59%	\$ 8,753
FUND BALANCE, BEGINNING (OCT 1, 2019)	42,967	42,967		
FUND BALANCE, ENDING	\$ 92,715	\$ 51,720		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
REVENUES				
Interest - Investments	\$ 250	\$ 1,087	434.80%	\$ 557
Special Assmnts- Tax Collector	1,168,674	192,406	16.46%	192,406
Special Assmnts- CDD Collected	38,056	19,028	50.00%	19,028
Special Assmnts- Discounts	(46,747)	(7,777)	16.64%	(7,777)
TOTAL REVENUES	1,160,233	204,744	17.65%	204,214
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	23,373	3,693	15.80%	3,693
Total Administration	23,373	3,693	15.80%	3,693
Debt Service				
Principal Debt Retirement	540,000	25,000	4.63%	25,000
Interest Expense	540,750	270,375	50.00%	270,375
Total Debt Service	1,080,750	295,375	27.33%	295,375
TOTAL EXPENDITURES	1,104,123	299,068	27.09%	299,068
Excess (deficiency) of revenues Over (under) expenditures	56,110	(94,324)	0.00%	(94,854)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	56,110	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	56,110	-	0.00%	-
Net change in fund balance	\$ 56,110	\$ (94,324)	0.00%	\$ (94,854)
FUND BALANCE, BEGINNING (OCT 1, 2019)	437,804	437,804		
FUND BALANCE, ENDING	\$ 493,914	\$ 343,480		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
REVENUES				
Interest - Investments	\$ 600	\$ 1,823	303.83%	\$ 908
Special Assmnts- Tax Collector	1,026,794	168,258	16.39%	168,258
Special Assmnts- Prepayment	-	9,693	0.00%	9,693
Special Assmnts- Discounts	(41,072)	(6,801)	16.56%	(6,801)
TOTAL REVENUES	986,322	172,973	17.54%	172,058
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	20,536	3,229	15.72%	3,229
Total Administration	20,536	3,229	15.72%	3,229
Debt Service				
Principal Debt Retirement	520,000	45,000	8.65%	45,000
Interest Expense	452,700	226,350	50.00%	226,350
Total Debt Service	972,700	271,350	27.90%	271,350
TOTAL EXPENDITURES	993,236	274,579	27.64%	274,579
Excess (deficiency) of revenues Over (under) expenditures	(6,914)	(101,606)	0.00%	(102,521)
OTHER FINANCING SOURCES (USES)				
Operating Transfers-Out	-	(1,113)	0.00%	(540)
Contribution to (Use of) Fund Balance	(6,914)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(6,914)	(1,113)	16.10%	(540)
Net change in fund balance	\$ (6,914)	\$ (102,719)	0.00%	\$ (103,061)
FUND BALANCE, BEGINNING (OCT 1, 2019)	835,393	835,393		
FUND BALANCE, ENDING	\$ 828,479	\$ 732,674		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 400	\$ 244	61.00%	\$ 119
Special Assmnts- Tax Collector	65,650	10,642	16.21%	10,642
Special Assmnts- Discounts	(2,626)	(430)	16.37%	(430)
TOTAL REVENUES	63,424	10,456	16.49%	10,331
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	1,313	204	15.54%	204
Total Administration	1,313	204	15.54%	204
<u>Debt Service</u>				
Principal Debt Retirement	10,000	15,000	150.00%	15,000
Interest Expense	48,032	24,016	50.00%	24,016
Total Debt Service	58,032	39,016	67.23%	39,016
TOTAL EXPENDITURES	59,345	39,220	66.09%	39,220
Excess (deficiency) of revenues Over (under) expenditures	4,079	(28,764)	0.00%	(28,889)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	4,079	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	4,079	-	0.00%	-
Net change in fund balance	\$ 4,079	\$ (28,764)	0.00%	\$ (28,889)
FUND BALANCE, BEGINNING (OCT 1, 2019)	80,534	80,534		
FUND BALANCE, ENDING	\$ 84,613	\$ 51,770		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	NOV-19 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 1	0.00%	\$ 1
TOTAL REVENUES	-	1	0.00%	1
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	1	0.00%	1
<u>OTHER FINANCING SOURCES (USES)</u>				
Interfund Transfer - In	-	1,113	0.00%	540
TOTAL FINANCING SOURCES (USES)	-	1,113	0.00%	540
Net change in fund balance	\$ -	\$ 1,114	0.00%	\$ 541
FUND BALANCE, BEGINNING (OCT 1, 2019)	-	721		
FUND BALANCE, ENDING	\$ -	\$ 1,835		

MARSHALL CREEK
Community Development District

Supporting Schedules

November 30, 2019

**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				\$ 5,783,881	\$ 3,477,421	\$ 51,149	\$ 2,255,310
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	212,428
					-	-	-
TOTAL	\$ 895,476	\$ 38,487	\$ 18,275	\$ 952,238	\$ 572,511	\$ 8,421	\$ 371,307
TOTAL OUTSTANDING				\$ 4,831,643	\$ 2,904,910	\$ 42,728	\$ 1,884,004
% COLLECTED TO DATE				16.46%	16.46%	16.46%	16.46%

(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
2018/2019	072420-0493	66,468	15,290	2,149	49,030
2018/2019	Unidentified Parcel	2,824	2,091	-	650
2016/2017	072420-0493	76,098	24,920	-	51,178
2017/2018	072420-0493	66,985	15,806	2,149	49,030
Total O/S		\$ 212,375	\$ 58,107	\$ 4,297	\$ 149,887

**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%
10/18/2018 (1)	1,999			1,999	1,999	-	-
11/26/19	19,983			19,983	121	834	19,028
		-			-	-	-
TOTAL	\$ 21,982	\$ -	\$ -	\$ 21,982	\$ 2,120	\$ 834	\$ 19,028
% COLLECTED TO DATE				41%	16%	50%	50%

(1) District collected for October and November

MARSHALL CREEK
Community Development District

Construction Report
Series 2015A Bonds

Recap of Capital Project Fund Activity Through November 30, 2019

Source of Funds:	<u>Amount</u>
Opening Balance in Construction Account	\$ 1,508,037
Opening Balance in Cost of Issuance account	159,750
 Interest Earned	
Construction Account	\$ 7,317
Cost of Issuance Account	4
Reserve Account (transferred)	<u>3,751</u>
	<u>\$ 11,071</u>
 Total Source of Funds:	 <u>\$ 1,678,859</u>
 Use of Funds:	
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	
Total Use of Funds:	 <u>\$ 1,677,024</u>
 Net Available Amount to Spend in Construction Account at November 30, 2019	 <u>\$ 1,835</u>

Cash and Investment Report

November 30, 2019

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND					
Checking Account - Operating	BB&T	Checking Account	n/a	0.00%	\$1,020,506
BB&T MMA	BB&T	Money Market	n/a	1.42%	\$165,685
Capital Markets	BB&T	Goldman Sachs MMA		2.08%	\$1,298,609 (1)
				Subtotal	<u>\$2,484,800</u>
DEBT SERVICE FUNDS					
Series 2002 Prepayment Fund	US Bank	Government Obligation Fund	n/a	1.30	\$24 (2)
Series 2002 Reserve Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$203,226 (2)
Series 2002 Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$1 (2)
Series 2015A Prepayment Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$9,741 (2)
Series 2015A Reserve Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$483,938 (2)
Series 2015A Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$59,371 (2)
Series 2016 Prepayment Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$20 (2)
Series 2016 Reserve Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$31,330 (2)
Series 2016 Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$9,796 (2)
Series 2015A Acquisition and Construction	US Bank	US Bank Open-Ended Commercial Paper	n/a	1.30	\$1,835 (2)
				Subtotal	<u>\$799,281</u>
				Total	<u>\$3,284,081</u>

- (1) Investment in T-Bills, \$ 1.3 million is invested on 11/05/19.
(2) Commercial paper yield is stated in basis points and changes frequently.

Payroll Invoice Approval Listing

November 30, 2019

Week	Date	Amount
Week # 45	11/03/19	\$55,422.34
Week # 47	11/18/19	\$59,075.36
Total		\$114,497.70

Statistical Summary

Company:49Z - Marshal Creek Cor Service Center:0030 SEMA
 Week#:45
 Qtr/Year:4/2019

Pay Date:11/08/2019
 Run Time/Date:16:05:41 PM EST 11/04/2019

Status:Under Review
 P/E Date:11/03/2019

Taxes Debited	Federal Income Tax	3,830.34		
	Earned Income Credit Advances	0.00		
	Social Security - EE	3,191.78		
	Social Security - ER	3,235.30		
	Social Security Adj - EE	0.00		
	Medicare - EE	746.47		
	Medicare - ER	756.64		
	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		
	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		
	Total Taxes Debited	11,760.53		
Other Transfers	ADP Check Acct. No.0000241662195Tran/ABA263191387	11,831.56		
	Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387	31,830.25		
	Total Amount Debited From Your Account		55,422.34	
Bank Debits & Other Liability	Adjustments/Prepay/Voids	0.00		55,422.34
Taxes- Your Responsibility	None this payroll			
				55,422.34

*See below
11/12/19*

Statistical Summary

Company:49Z - Marshal Creek Cor Service Center:0030 SEMA Status:Under Review
 Week#:47 Pay Date:11/22/2019 P/E Date:11/17/2019
 Qtr/Year:4/2019 Run Time/Date:17:11:29 PM EST 11/18/2019

Taxes Debited	Federal Income Tax	4,521.68	
	Earned Income Credit Advances	0.00	
	Social Security - EE	3,403.29	
	Social Security - ER	3,430.54	
	Social Security Adj - EE	0.00	
	Medicare - EE	795.93	
	Medicare - ER	802.30	
	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	
	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	
	Total Taxes Debited	12,953.74	
Other Transfers	ADP Check Acct. No.0000241662195Tran/ABA263191387	11,125.76	
	Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387	34,995.86	
	Total Amount Debited From Your Account	59,075.36	Total Liability
Bank Debits & Other Liability	Adjustments/Prepay/Voids	0.00	59,075.36
Taxes- Your Responsibility	None this payroll		59,075.36

Handwritten:
 0
 11-21-19

Marshall Creek CDD

Bank Reconciliation

Bank Account No. 2195 BB&T - GF NEW
Statement No. 11-19
Statement Date 11/30/2019

G/L Balance (LCY)	1,020,505.92	Statement Balance	1,075,515.54
G/L Balance	1,020,505.92	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	1,075,515.54
Subtotal	1,020,505.92	Outstanding Checks	55,009.62
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	1,020,505.92	Ending Balance	1,020,505.92
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
3/18/2019	Payment	DD301	Payment of Invoice 041154	86.90	0.00	86.90
4/9/2019	Payment	11972	VILLAGE KEY & ALARM, INC.	98.75	0.00	98.75
6/18/2019	Payment	DD334	Payment of Invoice 042871	28.00	0.00	28.00
7/8/2019	Payment	12580	ST. AUGUSTINE POWER HOUSE	255.98	0.00	255.98
8/30/2019	Payment	12907	INTERSTATE BATTERIES	85.95	0.00	85.95
9/16/2019	Payment	12997	MADLIN LEPRI	70.00	0.00	70.00
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	13220	MADLIN LEPRI	70.00	0.00	70.00
10/25/2019	Payment	13235	MARY ROBINSON	255.00	0.00	255.00
10/25/2019	Payment	13237	OLD CITY IRON WORKS	10,000.00	0.00	10,000.00
11/4/2019	Payment	13286	PRINTING & PROMOTIONAL PARTNERS	123.80	0.00	123.80
11/4/2019	Payment	13300	JOANNE L CATOGGIO	140.00	0.00	140.00
11/12/2019	Payment	13340	REBECCA STEPHENSON	70.00	0.00	70.00
11/12/2019	Payment	13346	ELIANA N ROQUE	35.00	0.00	35.00
11/12/2019	Payment	13348	JOSIE LYNN CARLETON	105.00	0.00	105.00
11/12/2019	Payment	13351	MADLIN LEPRI	70.00	0.00	70.00
11/12/2019	Payment	13354	NOELANI TAYLOR	35.00	0.00	35.00
11/12/2019	Payment	13357	ZUZANA PADUANO	167.41	0.00	167.41
11/18/2019	Payment	13365	EVANS, THOMAS	280.00	0.00	280.00
11/18/2019	Payment	13376	NEIGHBORHOOD PUBLICATIONS	440.00	0.00	440.00
11/20/2019	Payment	13383	ENVERA SYSTEMS	11,366.56	0.00	11,366.56
11/22/2019	Payment	13391	AT&T	212.30	0.00	212.30
11/22/2019	Payment	13396	HINES PALENCIA PROPERTY MANAGEMEN	7,605.75	0.00	7,605.75
11/22/2019	Payment	13400	PINCH A PENNY 172	92.99	0.00	92.99
11/22/2019	Payment	13404	TURNER ACE ST. AUGUSTINE, INC	423.45	0.00	423.45
11/22/2019	Payment	13409	DOWNEY'S JANITORIAL SUPPLIES	104.30	0.00	104.30
11/22/2019	Payment	13411	WILLIAMS' PLANT NURSERY	1,085.00	0.00	1,085.00
11/25/2019	Payment	13412	CATHERINE NOELANI TAYLOR	70.00	0.00	70.00
11/25/2019	Payment	13413	ELIANA N ROQUE	70.00	0.00	70.00
11/25/2019	Payment	13414	FLORIDA PUMP SERVICE	1,155.00	0.00	1,155.00
11/25/2019	Payment	13415	GALINA BOLES	817.50	0.00	817.50
11/25/2019	Payment	13416	HOME DEPOT CREDIT SERVICES	178.97	0.00	178.97

Marshall Creek CDD

Bank Reconciliation

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
11/25/2019	Payment	13417	JERMAINE SOLOMON	150.00	0.00	150.00
11/25/2019	Payment	13418	JOSIE LYNN CARLETON	70.00	0.00	70.00
11/25/2019	Payment	13419	KRISTY SIEBERT	70.00	0.00	70.00
11/25/2019	Payment	13420	LAURA CORREA	210.00	0.00	210.00
11/25/2019	Payment	13421	MADELIN LEPRI	70.00	0.00	70.00
11/25/2019	Payment	13422	MICHAEL KYPRISS	694.50	0.00	694.50
11/25/2019	Payment	13423	MIRANDA G BULGER	280.00	0.00	280.00
11/25/2019	Payment	13424	MONICA FOURMAN	210.00	0.00	210.00
11/25/2019	Payment	13425	PRINTING & PROMOTIONAL PARTNERS	383.68	0.00	383.68
11/25/2019	Payment	13426	REBECCA STEPHENSON	105.00	0.00	105.00
11/25/2019	Payment	13427	ROMULO PINE STRAW, INC	6,375.60	0.00	6,375.60
11/25/2019	Payment	13428	RONALD C. CULLUM	70.00	0.00	70.00
11/25/2019	Payment	13429	THOMAS C COWARD	140.00	0.00	140.00
11/25/2019	Payment	13430	ZUZANA PADUANO	121.50	0.00	121.50
11/28/2019	Payment	DD394	Payment of Invoice 045544	155.41	0.00	155.41
Total Outstanding Checks.....				55,009.62		55,009.62

MARSHALL CREEK
Community Development District

Check Register

November 1 - 30, 2019

**MARSHALL CREEK
Community Development District**

**Payment Register by Fund
For the Period from 11/1/2019 to 11/30/2019
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid
GENERAL FUND - 001								
001	13274	11/04/19	AFLAC	061827	10/19 BILLING PERIOD	October	512010-53902	\$56.76
001	13274	11/04/19	AFLAC	061827	10/19 BILLING PERIOD	October	512010-57205	\$71.26
001	13274	11/04/19	AFLAC	061827	10/19 BILLING PERIOD	October	512010-57206	\$99.96
001	13275	11/04/19	CANON SOLUTIONS AMERICA, INC	4030803093	COPIES FOR 9/22-10/21/19	9/22/19-10/21/19 copies	552001-53902	\$20.84
001	13275	11/04/19	CANON SOLUTIONS AMERICA, INC	4030803910	10/22-11/21/19 MAINTENANCE	10/22/19-11/21/19 maintenance	552001-53902	\$19.20
001	13276	11/04/19	COMCAST	89955868	ACCT# 963179979 10/15-11/14/19	10/15/19-11/14/19	541003-57205	\$130.14
001	13276	11/04/19	COMCAST	89955868	ACCT# 963179979 10/15-11/14/19	10/15/19-11/14/19	541003-57206	\$219.98
001	13276	11/04/19	COMCAST	89955868	ACCT# 963179979 10/15-11/14/19	10/15/19-11/14/19	541003-52901	\$197.32
001	13276	11/04/19	COMCAST	89955868	ACCT# 963179979 10/15-11/14/19	10/15/19-11/14/19	549921-53910	\$194.09
001	13277	11/04/19	FACILITIES MANAGEMENT EXPRESS LLC	9188	SOFTWARE 11/1-10/31/20	11/01/2019-10/31/2020	546012-53901	\$3,465.00
001	13278	11/04/19	FLORIDA JANITOR & PAPER SUPPLY	320601	TRASH LINERS AND DOG-I POT BAGS	Op Supplies - General	552001-53902	\$247.79
001	13278	11/04/19	FLORIDA JANITOR & PAPER SUPPLY	320738	MULTI FOLD TOWELS	R&M-Buildings	546012-53902	\$22.49
001	13279	11/04/19	FOSTER & COMPANY INC	119783	UN LOx,RTV BLACK & CLEAR	Un LOx, RTV black & clear	546022-53902	\$109.20
001	13279	11/04/19	FOSTER & COMPANY INC	901544	ZICROM, USS MILCARB WSH	R&M-Equipment	546022-53902	\$247.00
001	13280	11/04/19	HEAD PENN/ RACQUET SPORTS	5193019836	GRAPHENE 360	COS - Start Up Inventory	552143-57206	\$132.29
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	4929612	1/2IN TURN STOP VALUE	1/2in Turn stop Value	546012-57205	\$447.12
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	2351387	MISC TOOLD	Carbide rotary,Impact duty.router set	546009-53901	\$84.45
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	2351387	MISC TOOLD	chain saw chaps,safety helmet	546081-53901	\$97.30
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	2351387	MISC TOOLD	screwdriver set, 7in wire	546020-53901	\$40.94
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	9287806	1 QT PAN LINER	R&M-Buildings	546012-53901	\$42.70
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	8218349	FLUSH CUTTERS	R&M-Buildings	546012-53901	\$24.08
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	9483801	BETTER BRUSH SET	R&M-Buildings	546012-53902	\$58.85
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	2931646	QUIK GUARD	R&M-Boardwalks	546009-53901	\$124.57
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	9631798	VARIOUS TOOLS AND TOOL KIT	R&M-Equipment	546022-53902	\$448.15
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	9665220	10PC T HANDLE SAE HEX WRENCH & METRIC SET	R&M-Electrical	546020-53901	\$30.00
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	4640464	24 PC 2 IN CHIP PAINT BRUSH SET	24pc 2in chip paint brush set	546012-57205	\$9.97
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	4614431	7 MM T HANDLE HEX KEY	7mm T Handle Hex key	546020-53901	\$17.02
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	1164940	36 INCH HEAVY DUTY ROD	36in heavy duty rod	546012-53902	\$30.74
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	2313371	BLACK SWIMMING POOL PAINT	R&M-Fountain	546032-53901	\$97.94
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	6390043	STAINLESS STEEL KICK PLATE	R&M-Buildings	546012-53902	\$279.76
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	4810240	WALL CLOCK	R&M-Buildings	546012-57205	\$19.71
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	625219	BLACK PYRAMID TOP	R&M-Fountain	546032-53901	\$10.26
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	4600262	7 1/4 IN CIRCULAR SAW	R&M-Fountain	546032-53901	\$109.00
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	CM9524002	RETURN CIRCULAR SAW	R&M-Fountain	546032-53901	(\$109.00)
001	13282	11/04/19	HOME DEPOT CREDIT SERVICES	CM8095085	RETURN COMBO CABLES	R&M-Equipment	546022-53902	(\$29.96)
001	13283	11/04/19	HOWARD FERTILIZER &	CIN-000295983	PILLAR G INTRINSIC	R&M-Grounds	546037-53902	\$118.54
001	13283	11/04/19	HOWARD FERTILIZER &	CIN-000295844	LONTREL	R&M-Grounds	546037-53902	\$160.32
001	13283	11/04/19	HOWARD FERTILIZER &	CIN-000304564	TOP CHOICE RUP	R&M-Grounds	546037-53902	\$417.00
001	13284	11/04/19	INFRAMARK, LLC	45714	MANAGEMENT FEES OCT 2019	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,225.00
001	13284	11/04/19	INFRAMARK, LLC	45714	MANAGEMENT FEES OCT 2019	ProfServ-Mgmt Consulting Serv	531027-57201	\$2,000.00
001	13284	11/04/19	INFRAMARK, LLC	45714	MANAGEMENT FEES OCT 2019	Postage and Freight	541006-51301	\$43.00
001	13284	11/04/19	INFRAMARK, LLC	45714	MANAGEMENT FEES OCT 2019	Printing and Binding	547001-51301	\$298.35
001	13284	11/04/19	INFRAMARK, LLC	45714	MANAGEMENT FEES OCT 2019	Office Supplies	551002-51301	\$44.00
001	13285	11/04/19	MICHAEL KYPRISS	102819	TENNIS LESSONS W/IE 10/27/19	w/ie 10/27/2019	512040-57206	\$474.50
001	13286	11/04/19	PRINTING & PROMOTIONAL PARTNERS	507872	A. MANCUSO BUSINESS CARDS	Office Supplies	551002-53910	\$123.80
001	13287	11/04/19	PROFORMA	0A98004425	PINK, NAVY AND ORANGE SHIRTS	Op Supplies - Uniforms	552028-53902	\$991.66
001	13287	11/04/19	PROFORMA	0A98004425	PINK, NAVY AND ORANGE SHIRTS	Pink shirts	551002-53910	\$14.00
001	13287	11/04/19	PROFORMA	0A98004425	PINK, NAVY AND ORANGE SHIRTS	Pink shirts	552028-57205	\$280.00
001	13287	11/04/19	PROFORMA	0A98004425	PINK, NAVY AND ORANGE SHIRTS	Pink shirts	552028-57206	\$70.00
001	13288	11/04/19	REPUBLIC SERVICES OF FL, LP	0687-001012032	SERVICE FOR 11/1-11/30/19	11/01/19-11/30/19	543020-53902	\$244.87
001	13288	11/04/19	REPUBLIC SERVICES OF FL, LP	0687-001014687	SERVICE FOR 11/1-11/30/19	11/01/2019-11/30/2019	543020-57205	\$244.29
001	13288	11/04/19	REPUBLIC SERVICES OF FL, LP	0687-001014687	SERVICE FOR 11/1-11/30/19	11/01/2019-11/30/2019	543020-57206	\$154.06
001	13289	11/04/19	SAFETY-KLEEN SYSTEMS, INC	81258550	MDL 16 WITH PREMIUM	R&M-Fountain	546032-53902	\$134.57
001	13290	11/04/19	SANFORD & SON AUTO PARTS INC	627997	OIL FILTERS, SPRAYERS	oil filters, sprayers	546022-53902	\$21.34
001	13290	11/04/19	SANFORD & SON AUTO PARTS INC	628037	5 LB NO RIM RUST, LUBE BOTTLE	5 lb-No Rim rust,lube bottle	546022-53902	\$61.11
001	13291	11/04/19	SITEONE LANDSCAPE	95312440-001	PVC PIPE	R&M-Irrigation	546041-53902	\$204.87
001	13291	11/04/19	SITEONE LANDSCAPE	95285704-001	HUNTER VALVES, PVC COUPLING	R&M-Irrigation	546041-53902	\$388.38
001	13292	11/04/19	SPORTS CORNER	87147	HATS AND VISORS	COS - Start Up Inventory	552143-57206	\$756.00
001	13293	11/04/19	ST. AUGUSTINE POWER HOUSE	193164	SPACER FLANGE	R&M-Equipment	546022-53902	\$8.99
001	13293	11/04/19	ST. AUGUSTINE POWER HOUSE	193163	SEALING RING	R&M-Equipment	546022-53902	\$1.79
001	13294	11/04/19	ST. JOHNS COUNTY UTILITY DEPT.	101919-101723	ACCT# 514213-101723 9/19-10/19/19	10/19/2019	546034-52901	\$27.81
001	13294	11/04/19	ST. JOHNS COUNTY UTILITY DEPT.	101919-126261	ACCT# 532033-126261 9/19-10/19/19	10/19/19	546034-52901	\$27.73
001	13294	11/04/19	ST. JOHNS COUNTY UTILITY DEPT.	101919-133660	ACCT# 514213-133660 9/19-10/19/19	10/19/2019	543021-53902	\$300.57
001	13294	11/04/19	ST. JOHNS COUNTY UTILITY DEPT.	101919-121119	ACCT# 514214-121119 9/19-10/19/19	10/19/2019	543021-57206	\$119.52
001	13294	11/04/19	ST. JOHNS COUNTY UTILITY DEPT.	101919-114659	ACCT# 514215-114659 9/19-10/19/19	10/19/2019	543001-57205	\$588.37
001	13294	11/04/19	ST. JOHNS COUNTY UTILITY DEPT.	101919-104785	ACCT# 514213-104785 9/19-10/19/19	10/19/2019	543001-57205	\$567.57
001	13294	11/04/19	ST. JOHNS COUNTY UTILITY DEPT.	101919-114653	ACCT# 514211-114653 9/19-10/19/19	10/19/2019	543021-53903	\$771.42
001	13295	11/04/19	STATE INDUSTRIAL PRODUCTS	901174648	SHOWER SUPREME	Op Supplies - Spa & Paper	552012-57205	\$160.50
001	13296	11/04/19	WELCH TENNIS COURTS, INC.	54450	HYDROBLEND, COURSE BLEND, RAKE PANELS	Hydroblend, Course Blend, Rake panels,	546017-57206	\$1,428.76
001	13296	11/04/19	WELCH TENNIS COURTS, INC.	54441	ALUMINUM RAIN SHUTTLE	R&M-Court Maintenance	546017-57206	\$154.76
001	13297	11/04/19	WILSON HEATING & AIR CONDITIONING INC	44765A	RE-INSULATE AIR HANDLER, REPLACE ALL DUCT WORK	Re-insulate air handler,replace all duct work	546012-53902	\$4,375.00
001	13298	11/04/19	GALINA BOLES	102819	TENNIS LESSONS W/IE 10/27/19	w/ie 10/27/19	512040-57206	\$453.75
001	13299	11/04/19	GARY PERNA	GP10292019	SECURITY W/IE 10/26/19	w/ie 10/26/19	534099-52901	\$245.00
001	13300	11/04/19	JOANNE L CATOGGIO	JC10292019	SECURITY FOR W/IE 10/26/19	w/ie 10/26/2019	534099-52901	\$140.00
001	13301	11/04/19	KATIE HOLLIS	102819	REIMB FOR 10/19	Department head meeting/lunch	549015-53902	\$42.53
001	13301	11/04/19	KATIE HOLLIS	102819	REIMB FOR 10/19	Department head meeting/lunch	549015-57205	\$21.27
001	13301	11/04/19	KATIE HOLLIS	102819	REIMB FOR 10/19	Department head meeting/lunch	549015-57206	\$21.27
001	13301	11/04/19	KATIE HOLLIS	102819	REIMB FOR 10/19	Easel and stand	551002-53910	\$73.59
001	13301	11/04/19	KATIE HOLLIS	102819	REIMB FOR 10/19	Flag w/pole stand	551002-53910	\$69.99
001	13302	11/04/19	KOWIESKI, DOUGLAS	DK10292019	SECURITY FOR W/IE 10/26/19	w/ie 10/26/19	534099-52901	\$175.00
001	13303	11/04/19	NEWVENTURE OF JACKSONVILLE, INC	179522	11/19 JANITORIAL SERVICE	November 2019	534026-57206	\$500.00
001	13304	11/04/19	VERNON STROMAN JR	1410	INSTALL 550 3 GALLON PLANTS	Impr - Landscape	563023-53902	\$2,200.00
001	13305	11/04/19	VILLAGE KEY & ALARM, INC.	327834	MONITORING 11/1-1/31/20	11/01/2019-01/31/2020	534025-57202	\$156.00
001	13306	11/05/19	SYNCHRONY BANK	08366	KOBALT BLOWER AND BATTERY	Cap Outlay-Machinery and Equip	564001-53902	\$644.40
001	13307	11/08/19	BB&T-2064	102119-2064	PURCHASES FOR 9/20-10/18/19	9/20/19 Amazon chg-dispute	546022-53902	\$44.85
001	13307	11/08/19	BB&T-2064	102119-2064	PURCHASES FOR 9/20-10/18/19	disputed 9/20/19 Amazon chg	546022-53902	(\$44.85)
001	13307	11/08/19	BB&T-2064	102119-2064	PURCHASES FOR 9/20-10/18/19	Mower blade pulley	546022-53902	\$48.98
001	13307	11/08/19	BB&T-2064	102119-2064	PURCHASES FOR 9/20-10/18/19	5 inch x 80 inch Red Height guard clearance bar	546034-52901	\$157.74
001	13307	11/08/19	BB&T-2064	102119-2064	PURCHASES FOR 9/20-10/18/19	6x.125 round tube	546081-53901	\$170.42
001	13307	11/08/19	BB&T-2064	102119-2064	PURCHASES FOR 9/20-10/18/19	6 post caps-black	546012-57205	\$50.94

MARSHALL CREEK
Community Development District

Payment Register by Fund
For the Period from 11/1/2019 to 11/30/2019
(Sorted by Check / ACH No.)

Table with columns: Fund No., Check / ACH No., Date, Payee, Invoice No., Payment Description, Invoice / GL Description, G/L Account #, Amount Paid. Contains multiple rows of transaction data including purchases for tires, tools, services, and supplies.

MARSHALL CREEK
Community Development District

Payment Register by Fund
For the Period from 11/1/2019 to 11/30/2019
(Sorted by Check / ACH No.)

Table with 9 columns: Fund No., Check / ACH No., Date, Payee, Invoice No., Payment Description, Invoice / GL Description, GL Account #, Amount Paid. It lists numerous entries for various services like landscaping, construction, and maintenance.

Fund Total \$152,457.82

**MARSHALL CREEK
Community Development District**

Payment Register by Fund
For the Period from 11/1/2019 to 11/30/2019
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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Total Checks Paid	\$152,457.82
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